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# Rector's Measure No. 10/2018

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## Registration of Participants and Mode of Determination of the Amount of Bonus in Progres Programmes

To implement: Article IV paragraph 6 and Article V paragraph 3 of the Principles Applicable to Progres Programmes

Date of effect: 1 March 2018

### Article I Introductory Provision

This Rector's measure provides, in accordance with Article IV (6) of Rector's Measure No. 16/2016, the Principles Applicable to Progres Programmes ("the Principles"), the details of the registration of persons researching a Progres programme ("the Programme"), and, in accordance with Article V (3) of the Principles, the types of bonuses awarded to Progres programmes and the mode of determination of the amount of a bonus.

### Article II Registration of Programme Participants

1. In accordance with Rector's Measure No. 53/2017, Article 2 (1) (c) ("the GaP Rector's Measure"), the Programmes are registered in the central register of sources of funding for science, research, and innovation, which is the central application GaP ("the GaP").
2. In addition to the basic data entered in GaP when creating the record and the obligatory data under the GaP Rector's Measure, the following must be recorded:
  - a. The composition of the Programme Council is recorded and updated;<sup>1</sup>
  - b. In annual updates always no later than on 20 February of the following year, the names of all members of the academic staff, researchers, and doctoral students involved in the past year in the given Programme must be recorded. Programme participants other than members of the academic staff, researchers, and doctoral students are not registered in GaP.
3. The responsibility for accurate and timely registration lies with the Programme coordinator; the relevant staff members in charge of registration under the GaP Rector's Measure may be entrusted with the actual administration of the records.
4. If a Programme is implemented only at one faculty (or one higher education institute) the record is administered by the faculty (the higher education institute). In the case of joint Programmes, the relevant record is administered by the coordinator where the registration of other participants under paragraph 2 (b) may be carried out by the staff of individual faculties (higher education institutes) involved in the Programme.
5. The coordinator of guidelines for the registration of Programmes in GaP is the Research Support Office of the Rectorate. The guidelines for registration are published in the GaP application.

### Article III Types of Bonuses Awarded to Programmes and Mode of Determination of the Amount of a Bonus

1. Faculties and higher education institutes may be awarded bonuses within the Programmes for:
  - a. Implementation of joint Programmes;
  - b. International cooperation.
2. A bonus under para. 1 (a) or (b) may be granted only if it is requested in the Programme application or in the status report submitted after the second year of programme implementation. For the first three years of Programme implementation, the bonus is awarded on the basis of a request contained in the Programme application, for the remaining two years the bonus is awarded on the basis of a request contained in the status report submitted after the second year of Programme implementation. The bonus under para. 1 (a) may be awarded only to faculties (higher education institutes) at which the Programme is officially implemented under point 4 of the Programme application.
3. The amount earmarked for bonuses under Article V (2) of the Principles consists of resources determined based on lump sums and the remainder of the total amount.

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<sup>1</sup> The composition of the Programme Council may be changed only upon previous consent of the Rector/Vice-Rector of CU (see Principles of Progres Programmes, Article VII (2) second sentence). The composition of the Programme Council is updated in GaP as soon as the change is approved by the Rector/Vice-Rector of CU.

4. Only the bonuses under para. 1 (a) and only part of them have the form of lump sums under para. 3. Lump sums are awarded to:
  - a. Every coordinating faculty (higher education institute) in the amount of CZK 60,000 per faculty (higher education institute) involved in the Programme for every calendar year and every Programme coordinated by the given faculty (higher education institute);
  - b. Every other cooperating faculty (higher education institute) amounting to CZK 30,000 for every calendar year and every Programme in which the given faculty (higher education institute) is involved.
5. The balance under para. 3 is used as follows:
  - a. 2/3 of the amount is earmarked for the outpayment of bonuses under para. 1 (a); and
  - b. 1/3 for the outpayment of bonuses under para. 1 (b).
6. The criteria for the determination of the amount of a bonus under para. 5 (a) are:
  - a. The amount of resources allocated for the implementation of the Programme for the given calendar year (in the case of faculties and higher education institutes where only one Programme is implemented this figure is identical to the total amount of resources provided to the faculty or higher education institute for the implementation of Programmes for the given calendar year excluding bonuses; in the case of faculties and higher education institutes implementing more than one Programme this figure is taken from the proposal for the distribution of resources allocated to a faculty or higher education institute for individual Programmes submitted under Article 5 (4) of the Principles);
  - b. The number of members of academic staff and researchers involved in the Programme for the past calendar year (this piece of data is taken from the annually updated records under Article II (2) (b) of this measure);where both of these criteria carry the same weight in the calculation of the amount of a bonus and together they form a coefficient of the Programme size. Based on the data contained in the status report submitted after the second year of Programme implementation the amount of this type of bonus will be reassessed to take into account the evaluation carried out by the expert commissions under Article III (5) of the Principles ("the Commission"), where the evaluated criteria include joint publications, joint grant projects, and other joint research activities, if any. In this evaluation the Commission reviews, for every Programme requesting this type of bonus, the outputs of cooperation of the involved faculties (higher education institutes) and evaluates them as A, B, C or D, where A represents the top evaluation and D the lowest evaluation. For the purposes of the calculation of the amount of a bonus, level A equals 1.6 points, level B equals 1.2 points, level C equals 0.8 points, and level D equals 0.4 points.
7. The amount of bonus awarded for international cooperation is determined based on the data in the Programme application or in the status report submitted after the second year of the Programme where the Commission reviews the scope and quality of international cooperation and awards to every Programme requesting this type of bonus level A, B, C, or D, where A represents the top evaluation and D the lowest evaluation. For the purposes of the calculation of the amount of a bonus, level A equals 4 points, level B 2 points, level C 1 point, and level D 0 points (in case of 0 points there is no bonus). The evaluation expressed in number of points is then multiplied by the coefficient of the Programme size.
8. In the case of joint Programmes, the bonus under para. 5 is distributed among individual faculties (higher education institutes) based on the amount of financial resources allocated by individual participating faculties (higher education institutes) for the implementation of the Programme for the given calendar year and the number of members of academic staff and researchers of the given faculty (higher education institute) involved in the Programme in the past calendar year, where both of these criteria carry the same weight in the calculation of the amount of a bonus.

## Article IV Final Provisions

1. The Rector's Measure No. 3/2017 – Registration of Participants of Progres Programmes and Specification of Mode of Determination of the Amount of Bonuses in Progres Programmes is hereby repealed.
2. This measure was discussed by the CU Rector's Board on 12 February 2018 and by the CU Research Board on 22 February 2018.
3. This measure becomes effective on 1 March 2018.

In Prague on 28 February 2018

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