

Committee of Vice-Chancellors & Directors

CVCD Excellence Awards

Guidelines 2024

1.0 Introduction

CVCD Excellence Awards are made once in two years to recognize, appreciate, and honour the outstanding contributions, accomplishments and impact through research, creativity, invention, and innovation by academic staff in the Sri Lankan state University system. This scheme was introduced in 2006. This guideline documents the procedures related to the Awards for continuation of this initiative. The CVCD may introduce appropriate changes to the guidelines from time to time in order to improve the awards scheme and the stature of the ceremony.

The 2024 version incorporates changes that address timely needs in the research and development domain of the higher education sector in Sri Lanka.

2.0 Objective of the CVCD Excellence Awards

The objective of the CVCD Excellence Awards is to recognize, appreciate and honour the outstanding contributions and accomplishments in research, innovations, inventions, and creative work by the academic staff in the Sri Lankan state university system.

Three categories of awards are made by the CVCD:

1. Most Outstanding Senior Researcher.
2. Most Outstanding Young Researcher (<40 years on the closing date of applications).
3. Most Outstanding Inventor or Innovator.

For the first two categories, Most Outstanding Senior Researcher and Most Outstanding Young Researcher, awards are offered in the following fields.

1. Allied Health Sciences and Indigenous Medicine
2. Engineering, Architecture, and Technology
3. Humanities
4. Life Sciences
5. Management Studies
6. Medical and Dental Sciences
7. Natural Sciences
8. Social Sciences and Legal Studies

A recipient of a MOYR or MOI award may apply subsequently for a MOSR award. However, once awarded, a recipient will not be considered again in a different field of study in the same category of award. For this purpose only, the above categorization, which will be effective from 2022 onwards, may be considered comparable to the previous fields, as indicated below.

Broad field of study	Detailed fields of study	Equivalent field in the previous scheme of awards
Allied Health Sciences and Indigenous Medicines	Audiology, Medical Laboratory Technology, Nursing, Occupational Therapy, Optometry, Pharmacy, Radiography, Physiotherapy, Speech & Language Therapy, etc Ayurveda, Siddha and Unani Medicine and Surgery	Health Sciences including Medicine, Dental Science, Veterinary Science and other allied Sciences
Engineering, Architecture, and Technology	Technology and related Sciences including Architecture, Engineering, Quantity Surveying, Information Technology, Electronics	Technology and related Sciences including Engineering, Architecture, Quantity Surveying and Information Technology
Humanities	Languages and Literature, Fine Arts, Aesthetics, History	Humanities, Aesthetics and Social Sciences
Life Sciences	Agriculture, Animal Sciences, Biological sciences, Veterinary Medicine,	Biological Sciences including Agriculture and Allied Sciences
Management Studies	Business, Management, Commerce, Decision Sciences	Management and Law
Medicine and Dental Sciences	All specializations within the fields of Medicine and Dental Sciences	Health Sciences including Medicine, Dental Science, Veterinary Science and other Allied Sciences
Natural Sciences	Chemical sciences, Material Sciences, Physics, Mathematics, Geology, etc	Physical Sciences
Social Sciences and Legal Studies	Archaeology, Economics, Geography, Library sciences, Law	Humanities, Aesthetics, and Social Sciences

3.0 General Guidelines for Applications/Nominations

The general guidelines and instructions for applications and /or nominations and evaluation of applications for the CVCD Excellence Awards are as follows.

1. Applicant/Nominee can apply or be nominated for one or more awards.
2. Achievements and contributions during the University career up to the closing date determined by the CVCD can be included in the application. The application/ nomination should be made by using the format shown in Section 4 of these guidelines, which may be downloaded from <CVCD website>. All claims should be supported by documentary evidence.
3. Applications / nominations shall be evaluated using the marking scheme set out in Note 3 of the Application Form. The applicant's self-assessment shall be for office use only. No marks shall be given by the evaluators in instances where documentary proof is not submitted.
4. To encourage publication of research findings in high-quality peer-reviewed journals, the CVCD issues a List of Recognized Indices of Journals and Conference Proceedings. This list, which may be updated from time to time, may be downloaded from <http://cvcd.lk>
5. The completed application form with self-assessment and supporting documents should be submitted through the online application system or sent by registered post to a designated postal address.
6. All applications/nominations should be forwarded through the official channels, i.e., through the Head of Department, Dean of the Faculty or Director of Institute, and the Vice-Chancellor.
7. Applications/nominations received after the closing date shall not be entertained.
8. All applications will be checked against the CVCD List of Recognized Indices of Journals and Conference Proceedings. A similarity check will be performed if necessary by University Librarians, and the report submitted for consideration by the panel of judges. **However, even if a journal is listed in any of the Recognized Indices, if a query is raised by verification or evaluation panels, the applicant may be required to provide evidence to support the claim** that the journal has an Editorial Board with eminent researchers, a blinded review process, regular publication of volumes and/or issues and a website with publication details. *If the panel of judges determines that points have been claimed for publication(s) in predatory journals, the whole application will be disqualified.*

9. Independent panels of judges appointed by the CVCD, comprising eminent academics that includes former Vice-Chancellors, Emeritus Professors, Senior Professors, Professors, and other eminent persons will evaluate the applications/nominations and submit their recommendations to the CVCD. All judges will be required to sign a 'Declaration of Conflict of Interest' form prior to evaluation of the applications / nominations. The points awarded by the judges during evaluation shall remain confidential to the relevant panel of judges and members of the CVCD.
10. The final decision regarding awards will be made by the CVCD based on the recommendations of the panels of judges. The CVCD may decide not to offer certain awards if the applicants have not reached requisite standards. In any event, the decision of the CVCD, based on the recommendations of the Evaluation Panel, shall be final.
11. A minimum of 100 marks is required for Most Outstanding Senior Researcher Awards, while a minimum of 60 marks is required for The Most Outstanding Young Researcher Awards. A minimum of 10 marks is required for the Most Outstanding Inventor Award.

Note 1. UGC Research Performance Scheme (Circular No 05/2018)Table 1- Minimum *h-index* values to qualify for a Tier

Faculties / Disciplines	Minimum <i>h-index</i> values to qualify				
	Tier 1	Tier 2	Tier 3	Tier 4	Tier 4*
Indigenous Medicine, Medical and Dental Sciences	0	2	7	13	20
Pure Sciences except Mathematics	0	2	6	11	17
Agriculture, Allied Health Sciences, Applied Sciences, Engineering, IT and Computing, Quantity Surveying, Veterinary Sciences	0	2	5	9	14
Architecture, Arts, Design, Fine Arts, Humanities & Social Sciences, Law, Management, Mathematics, Town and Country Planning	0	1	4	7	11

Note 2. Template for list of publications and creative works**Publications in indexed journals (Type 1 publications)**

Serial no	Citation of publication ¹	Citation Index ²	SCImago Journal Ranking quartile ⁴	Marks claimed by applicant ³	Marks awarded by evaluators
	Add as many rows as required				

¹author(s), title of paper, full name of journal, year, volume, issue, pages, DOI

²see CVCD List of Recognized Indices of Journals and Conference Proceedings

³see Note 3 for marking scheme

⁴If SJR has more than one quartile ranking for the journal because it covers multiple subject areas, please indicate the quartile ranking relevant to the subject area of this specific publication

Publications in indexed conference proceedings (Type 3 publications)

Serial no	Citation of publication ¹	Conference Proceedings Index ²	Marks claimed by applicant ³	Marks awarded by evaluators
	Add as many rows as required			

¹author(s), title of paper, name of conference, year, volume, issue, pages, DOI

²see CVCD List of Recognized Indices of Journals and Conference Proceedings

³see Note 3 for marking scheme

Other publications and creative works

Serial no	Citation of publication ¹	Marks claimed by applicant ²	Marks awarded by evaluators
	Add as many rows as required		

¹ Citation styles:

- Publication Type 2: authors(s), title of paper, full name of journal, year, volume, issue, pages, DOI
- Publication Type 4: author(s), title of paper, name of conference, year, city and country in which conference was held, page numbers
- Publication Type 5: author(s), title of book, editor(s), edition, publisher, year of publication, city, publisher.
- Publication Types 6 and 7: author(s), title of chapter, In: title of book, editor(s), edition, publisher, year of publication, city, publisher.

²see Note 3 for marking scheme

Note 3. Evaluation of applications

3.1 Authorship and ownership

3.1.1 For single author publications, the author will receive 100% of the points awarded for that type of publication.

3.1.2 For dual author publications, if the applicant is the first or the corresponding author, he/she will receive 60% of the points for the publication. 40% of the points will be awarded if he/she is the 2nd author.

3.1.3 For publications with more than two authors, if the applicant is the first author or the corresponding author, he/she will receive 40% of the points. The remaining 60% will be divided proportionately among the other authors.

3.1.4 For citations, the total marks awarded will be limited to a number equivalent to the total of all the marks awarded for all publications of Types 1 to 7.

3.1.5 For patents and other forms of Intellectual Property Rights, the same points will be awarded regardless of the number of owners.

3.2 Journal Rankings (applicable to Type 1 publications only)

3.2.1 Publications in journals ranked in Q1 in SCImago Journal Rankings (SJR) for the year of publication shall be awarded up to 6 points, subject to above conditions regarding authorship.

3.2.2 Publications in journals ranked in Q2 or Q3 in SJR for the year of publication should be awarded up to 5 marks, subject to above conditions regarding authorship.

3.2.3 Publications in journals ranked in Q4 in SJR for the year of publication, or publications listed in other recognized indices, with no quartile ranking in SJR, should be awarded up to 4 marks, subject to above conditions regarding authorship.

3.2.4 If SJR shows more than one quartile ranking for a journal because it covers multiple subject areas, the applicant should indicate the quartile ranking relevant to the subject area of his/her specific publication

3.3 Marking scheme - MOSR and MOYR awards

(minimum marks required for MOSR Award = 100; for MOYR Award = 60)

Item	Points per item	Limit for type
Type 1 Publications in peer-reviewed, indexed journals printed in hard copy or as an e-journal	Up to 6 (see Note 3.2 above for details)	No limit
Type 2 Publications in peer-reviewed, non-indexed journals printed in hard copy or as an e-journal	Up to 3	No limit
Type 3 Full papers published in indexed conference proceedings	Up to 3	No limit
Type 4 Full papers published in non-indexed conference proceedings	Up to 2	No limit
Type 5 Books and textbooks published by reputed publishers	Up to 4	No limit
Type 6 Chapters in books and textbooks published by reputed publishers	Up to 3	No limit
Type 7 Chapters in books and textbooks published by academic or professional bodies	Up to 2	No limit
Type 8 Creative works	Up to 5	No limit
Citation of applicant's work in refereed journals and scholarly publications (excluding self-citations)	Up to 0.5 per citation	Up to total points awarded for publication types 1 – 8
Awards from recognized national and international bodies (excluding applicant's own university)	Up to 3	No limit

Supervision of postgraduate students who have graduated (100% for principal supervisor and 50% for co-supervisor)	PhD - up to 2 MPhil / SLQF Level 10 - up to 1	Up to 20 points
UGC Research Performance Tier based on Google <i>h</i> -index Tier 4* - 10 points, Tier 4 - 8 points, Tier 3 - 6 points, Tier 2 - 4 points, Tier 1 - zero	2 points per Tier	Up to 10 points
Inventions and innovations - subcomponents and marks as for the MOI awards detailed in Section 3.4	As per MOI scheme	No limit

3.4 Marking Scheme - MOI awards

Minimum marks required for award = 10

Item	Points per item	Limit for type
Granted IP rights for industrial design, trademark, or trade secret	0.5	3 marks
Granted national patent	1	No limit
Granted national patent with license agreement to work with commercial partner	3	No limit
Commercialized national patent showing market intervention	5	No limit
PCT filing with International Search Report showing novelty and inventive step	3	No limit
Granted international patent	5	No limit
Granted international patent with license agreement to work with commercial partner in that jurisdiction	5	No limit
Commercialized international patent with evidence of market intervention	7	No limit
International certificate for inventions or innovations	Up to 2	No limit
National certificate for inventions or innovations	Up to 1	No limit