

BRNO UNIVERSITY OF TECHNOLOGY

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GUIDELINE NO. 2/2019

INTERNAL QUALITY EVALUATION OF CREATIVE ACTIVITIES AT THE BUT AND THEIR EVIDENCE

Article 1 Course

1. The aim of the internal evaluation of the quality of scientific, artistic and other creative activities is to increase the competitiveness of the BUT in international and national comparison, and to increase the quality of scientific performance, which is important given the funding of universities in the Czech Republic and the proportion of self-financing of the BUT. Furthermore, the internal evaluation is used to monitor the career growth of BUT employees and PhD students, and at the university level it is also used in the process of allocating the institutional support provided for the long-term conceptual development of the research organisation on the basis of the evaluation of the results achieved for individual faculties and university-wide units.
2. This Guideline is based on the valid legal regulations of the Czech Republic, methodological materials issued by the Government Council for Research, Development and Innovation (hereinafter referred to as "RVVI") and internal regulations and Ordinances of the BUT, in particular:
 - Act No. 130/2002 Coll., on Support for Research and Development (hereinafter referred to as "the Act"),
 - Act No. 111/1998 Coll., on higher education institutions,
 - Act No. 215/2004 Coll., on the regulation of certain relations in the field of public support and on amending the Act on support for research and development,
 - Government Regulation No. 397/2009 Coll., on the Information System for Research, Experimental Development and Innovation (hereinafter referred to as the "Government Regulation"),
 - Government Regulation No. 274/2016 Coll., on Standards for Accreditation in Higher Education,
 - Government Regulation No. 275/2016 Coll., on areas of education in higher education,
 - Methodology for the evaluation of the results of research organisations and the results of completed programmes issued under Section 35 of the Act (hereinafter referred to as "M17+"),

- Rules of the Quality Assurance System for Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities of the BUT
- Evaluation content of quality evaluation at BUT units.

Article 2 Evaluation

1. The evaluation of creative activity is usually based on:
 - a) its own evaluation report on the scientific, artistic and other creative activities of the Faculties and university-wide units (hereinafter referred to as the "report on creative activities"),
 - b) bibliometric analysis of the results of module 2 of the RVVI compared with own data from the internal information system of the BUT,
 - c) results from the Register of Information on Research, Development and Innovation Results (RIV),
 - d) the results of the register of artistic outputs of the Ministry of Education (RUV),
 - e) Evaluation of selected results using structured panels and remote reviewers,
 - f) the social relevance of the research, its viability and the strategy for its conceptual development (the evaluation will be gradually extended to these areas during the implementation period)
 - g) internal scientific research and artistic activities according to individual internal indicators (BUT points),
 - h) assessment of results by international independent experts - ISAB panel (in the case of newly established Centres (of) excellence).
 - i) indicators of research, artistic and other creative activities at the BUT.
2. The evaluation of the creative activities of the BUT is carried out according to groups of scientific disciplines related to the content of the study programmes in the individual fields of education and is organised in such a way as to enable their connection with the Faculties and University Institutes at the BUT. It is directly related to the structure of disciplines according to the OECD codebook.
3. The evaluation of publication results respects the different publication and citation practices in individual disciplines and focuses in particular on international comparisons using InCites, SciVal and other relevant databases. Publication outputs are evaluated according to the IF of the journals with a first decile and quartile one to four distribution. During the implementation period of the M17+ methodology, the impact factor (IF) parameter will be gradually switched to the AIS (Article Influence Score) parameter in the case of WoS publications or SJR (Scientific Journal Ranking) in the case of SCOPUS publications.
4. For the purpose of unambiguous identification of the author of a published result, the following personal identifiers (hereinafter referred to as "identifiers") are used in addition to the name of the person:
 - a) ORCID ID,
 - b) ResearcherID for WoS database (Web of Science)
 - c) SCOPUS Author ID for the SCOPUS database.

The Central Library of the BUT is responsible for managing identifiers and taking care of access to scientific databases for BUT employees.
5. The evaluation of the results that the BUT supplies annually to the RVVI database is carried out by an expert panel composed of Vice-Deans for creative activities of Faculties and prominent experts from the BUT. The panel is chaired by the Vice-Rector for Creative Activities.

6. The quality and level of commercial exploitation of inventions and copyrighted works is assessed by the Commercialisation Council, which is an advisory body to the Rector. Its main task is to assess the strategy of the BUT in the field of commercialisation of knowledge and to adopt recommending resolutions in cases of commercialisation.
7. The Research and Development module in the BUT information system is used to document and archive the results of research, artistic and creative activities. The module covers all publications created by BUT employees and students, archiving and follow-up of project results, complete agenda for Student Grant Competition projects, inventions and copyright works, results of artistic outputs and monitoring of personal evaluation of each BUT employee and student.
8. The evaluation of creative activities of BUT employees and students) is carried out at each Faculty and university unit at least once per calendar year from the results in the BUT IS and is linked to the results that the BUT receives from the national evaluation of creative activities, which is sent to the RVVI separately according to individual modules and from the results obtained from the register of artistic outputs of the Ministry of Education and Science. During 2018-2020, this is an implementation period and will be gradually modified in line with the development of the national evaluation according to the M17+ methodology. The evaluation and results register is used for the purpose of monitoring and career development of staff and PhD students at faculties and units, and is also used in the process of distributing the R&D subsidy (Institutional Support for the Long-term Conceptual Development of the Research Organisation) and the allocated subsidy for Specific Student Research to individual faculties and university-wide units.

Article 3

Report on creative activities

1. The report on the creative activities of the BUT, taking into account the specifics of the scientific disciplines of the faculties or university-wide institutes, reflects the evaluation of activities that are carried out, described and evaluated at individual faculties and university-wide units:
 - a) strategic management of the development of scientific, artistic and other creative activities,
 - b) consistency with the strategic plan of the BUT and the strategic plans of individual Faculties and university-wide units,
 - c) the results achieved, according to the required criteria (attachment/ annex)
 - d) set goals and visions aimed at improving the quality of individual results,
 - e) solving projects at the international and national level falling under basic and applied research,
 - f) contract research projects and long-term cooperation with companies,
 - g) social relevance and the functionality and performance of creative activities,
 - h) evaluation of habilitation and appointment procedures, taking into account the specifics of individual disciplines,
 - i) the development and quality of the scientific aspect of Doctoral Study,
 - j) number of foreign scientists and students)
 - k) implementation of the recommendations of the last EUA evaluation,
 - l) the level of excellence is evaluated in the context of comparison with major foreign or domestic universities and research institutions, or the evaluation is carried out by independent foreign experts,
 - m) an analysis of the strengths, weaknesses, opportunities and risks involved in the implementation of the creative activity.
2. For the preparation of the report on creative activities, information from the information system of the BUT, the Register of Information on Research, Development and Innovation Results (RIV), the Register of Artistic Outputs (RUV) and from internationally recognized databases Web of

Science, Scopus, ERIH and possibly other databases that are relevant for areas not covered by the above databases will be used.

3. The main results of the Summary Report on Research, Artistic and Other Creative Activities are published in the public section of the BUT website.
4. The Faculties and University Institutes prepare a summary report on creative activities once every five years, and partial reports every two years.
5. Before the Dean or the Director of a higher education institute forwards it to the Rector, the Scientific Board of the relevant Faculty or University Institute, if established, shall express its opinion on the summary report on the scientific, artistic and other creative activities of the Faculty or University Unit. If a University Institute does not have its own scientific council, the report on creative activity is submitted to the Scientific Board of the BUT for its opinion.
6. The Scientific Board of the BUT expresses its opinion on the summary report on scientific, artistic and other creative activities prepared once every five years.

Article 4

Final provisions

1. This Guideline shall enter into force on the date specified in its heading.

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