

ORDER
OF THE RECTOR OF
VILNIUS UNIVERSITY

**ON THE AMENDMENT OF ORDER OF THE RECTOR OF VILNIUS UNIVERSITY
NO. R-122 OF 4 APRIL 2017 “ON THE APPROVAL OF THE DESCRIPTION OF THE
PROCEDURE FOR INCENTIVE GRANTING FOR HIGH-LEVEL SCIENTIFIC
ACHIEVEMENTS AT VILNIUS UNIVERSITY”**

15 March 2018
No. R-151
Vilnius

In accordance with Articles 43(1)(22) and 43(1)(42) of the Statute of Vilnius University, taking into account Resolution of the Council of Vilnius University No. T-2017-2-6 of 29 March 2017 “On the Approval of the Description of the Procedure for Incentive Granting for High-Level Scientific Achievements at Vilnius University”, and for the purposes of implementing Items 31(1) and 51(2) of the Description of the Procedure of Work Remuneration for Vilnius University Employees approved by Resolution of the Council of Vilnius University No. T-2018-2-2 of 14 February 2018:

1. I hereby amend the Description of the Procedure for Incentive Granting for High-Level Scientific Achievements at Vilnius University approved by Order of the Rector of the University No. R-122 of 4 April 2017 “On the Approval of the Description of the Procedure for Incentive Granting for High-Level Scientific Achievements at Vilnius University” (with amendments established by Order of the Rector of the University No. R-137 of 13 April 2017) (hereinafter the ‘Description’):

1. I hereby amend Item 1 and recast it as follows:

‘1. The aim of the Description of the Procedure for Incentive Granting for High-Level Scientific Achievements (hereinafter the ‘Description’) at Vilnius University (hereinafter the ‘University’) is to strengthen the motivation to perform research activities which increase the value of studies, the qualification of lecturers, researchers and other investigators (also including non-academic staff), and awareness as well as academic reputation of the University, and also to introduce the appropriate measures of financial incentive granting in the units of the University.’

2. I hereby amend Item 2 and recast it as follows:

‘2. The Description establishes the general principles of incentive granting for results of research activities in core academic units (hereinafter the ‘CAU’), as well as the process of implementation and application of these principles in the CAU. A branch academic unit (hereinafter the ‘BAU’) with its own budget may have its own incentive granting procedure.’

3. I hereby repeal Item 3.

4. I hereby amend Item 8 and recast it as follows:

‘8. A part of the remuneration fund of academic employees of a core or branch (if a branch unit has its own budget) unit, defined in the Description of the Procedure for the Work Remuneration for Vilnius University Employees and other legislation of the University, must be allocated for incentive granting for high-level scientific achievements.’

5. I supplement this with Item 9¹:

‘9¹. If the BAU incentive granting system is established (if the BAU has its own budget), the provisions of this chapter shall apply *mutatis mutandis*.’

1.6. I hereby repeal Item 10.

Drawn up by:
Egidijus Semėnas,
Head of the Research Administration Division

APPROVED

by Order No. R-122 of 4 April 2017
of the Rector of Vilnius University

**THE DESCRIPTION OF THE PROCEDURE
FOR INCENTIVE GRANTING FOR HIGH-LEVEL
SCIENTIFIC ACHIEVEMENTS AT VILNIUS UNIVERSITY**

CHAPTER I

GENERAL PROVISIONS

1. The aim of the Description of the Procedure for Incentive Granting for High-Level Scientific Achievements (hereinafter the ‘Description’) at Vilnius University (hereinafter the ‘University’) is to strengthen the motivation to perform research activities which increase the value of studies, the qualification of lecturers and researchers, and awareness as well as academic reputation of the University, and also to introduce the appropriate measures of financial incentive granting at the units of the University.

2. The Description establishes the general principles of incentive granting for results of research activities in the core academic units (hereinafter the ‘CAU’), as well as the process of implementation and application of these principles in the CAU. A branch academic unit (hereinafter the ‘BAU’) with its own budget may have its own incentive granting procedure approved by the council of the respective CAU.

3. The Description has been drawn up in accordance with the Republic of Lithuania Law on Higher Education and Research, Articles 32(1) and 33(1)(17) of the Statute of Vilnius University, and Vilnius University Strategic Plan for 2015–2017 (project 1.3 “Incentive granting for the Highest-Level Scientific Achievements”).

CHAPTER II

**THE FRAMEWORK AND PRINCIPLES OF INCENTIVE GRANTING
FOR HIGH-LEVEL SCIENTIFIC ACHIEVEMENTS**

4. Every CAU must have a financial incentive framework aligned with the specific nature of the CAU scientific research, the level of research achieved and expected to be achieved, and the strategy of the University in the field of innovative science.

5. The following procedure is established for the incentive-granting framework of the CAU:

5.1. A commission for incentive granting for high-level scientific achievements (hereinafter the ‘Commission’), consisting of the Pro-Rector for Research of the University, representatives from the fields of humanities, social, physical, biomedical and technological sciences, and a representative of the Research and Innovation Department, is approved by the order of the Rector of the University (hereinafter the ‘Rector’).

5.2. The head of the CAU shall draw up a draft procedure for incentive granting for high-level achievements (hereinafter the ‘CAU procedure’) and shall submit it to the Commission for harmonisation together with the conclusions of the CAU council discussions on the draft procedure of the CAU.

5.3. The Commission shall consider, with the participation of representatives of the CAU, the draft project of the CAU procedure, submitted by the head of the CAU, and submit to the head of the CAU and the Rector its conclusions on the alignment of the draft to the strategy of the University this Description, the framework of assessment of research in force in the Republic of Lithuania, and other legislation, as well as recommendations for improvement of the draft procedure of the CAU.

5.4. The CAU procedure, improved according to the conclusions and recommendations of the Commission, shall be considered by the CAU council (if required, a representative of the Commission attends the meeting of the CAU council) and submitted to the Rector for approval.

Amendments to the Item:

Order No. R-137 of 13 April 2017 of the Rector of Vilnius University.

6. General principles of incentive granting for high-level scientific achievements:

6.1. A researcher must be financially incentivised for high-level scientific publications and other high-level results specified in Item 7 of this Description from the funds provided for this purpose in the CAU's remuneration fund. If the payment for a publication that took several years to prepare or other result of exceptionally high level exceeds 20 per cent of the funds provided for incentive in the CAU's remuneration fund, the amount provided for the incentive of such achievement can be paid over several years, but the period should not exceed the period of external evaluation. In exceptional cases, the head of the CAU shall have a right to apply to the Rector and the Commission for respective replenishment of the CAU's remuneration fund from the funds of the University Strategy Implementation Foundation.

6.2. The established procedure of the CAU applies to all researchers and other investigators working at that unit who have prepared and published a publication(s) in affiliation with a specific CAU or its BAU, and/or who have obtained other high-level results that can be identified as belonging to the University and/or for which the University has received income dedicated to research activity. If affiliation with the CAU or the BAU is not indicated in the publication or other high-level result, it is recorded when registering the publication in the information system of the Lithuanian Academic Electronic Library (eLABa).

6.3. If the publication was published or other high-level results were achieved by a group of researchers, the amount provided for incentive for a specific achievement is distributed to them in equal parts.

6.4. The CAU procedure must incentivise researchers and other investigators to pursue the quality, internationalisation and/or interdisciplinarity of research activities.

6.5. The principles of incentive granting, stipulated in the CAU procedure, must be:

6.5.1. clear and easily identifiable;

6.5.2. evaluable (calculable);

6.5.3. focused on the highest-level achievements (quality) of the specific science field (area) rather than quantitative criteria;

6.5.4. objective (applied equally to all CAU lecturers, researchers, and other investigators).

7. Researchers can be incentivised for:

7.1. high-level scientific publications:

7.1.1. monographies or their parts;

7.1.2. articles registered on *Web of Science*TM ranked as belonging to the first and second quartile of a specific category (as an exception, the third quartile may also be accepted for publications in social sciences and humanities);

7.1.3. articles registered on *Web of Science*TM whose weight coefficient is at least [to be indicated by the CAU or the BAU];

7.1.4. articles in international publications;

7.1.5. other scientific publications consistent with the fields of activity of the CAU and the University.

7.2. publications not published in journals listed in Item 7(1) but frequently cited therein;

- 7.3. international patents obtained whose owners are subjects of the Republic of Lithuania;
- 7.4. other results of the total external evaluation of scientific activity;
- 7.5. as an exception, the CAU may provide for incentive granting for other results of scientific activity important to the CAU and defined in the CAU procedure.

8. A part of the remuneration fund of academic employees of a core or branch (if a branch unit has its own budget) unit, defined in the Description of the Procedure for Granting Official Salary, Bonuses, Premiums, and Other Remuneration and Incentives for Work and Merits for Vilnius University Academic Employees, must be allocated for incentive granting for high-level scientific achievements.

9. In the event of a disagreement on the application of the CAU procedure and/or attribution of a publication to a specific category provided for in the CAU procedure and the disagreement not being resolved according to the procedure established in the CAU procedure, the Commission is addressed for the provision of the conclusion to the head of the CAU and the interested party (parties). This conclusion is final and not subject to changes.

CHAPTER III

FINAL PROVISIONS

10. This Description enters into force on the day the Description of the Procedure for Granting Official Salary, Bonuses, Premiums, and Other Remuneration and Incentives for Work and Merits for Vilnius University Academic Employees approved by the Council of the University enters into force.

11. Upon this Description entering into force, the validity of the current CAU incentive granting frameworks is suspended until they are revised and/or updated according to the provisions of this Description.