



Arab Open University Excellence Award bylaw in Scientific Research

Approved by the University Council 63

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Introduction

Scientific research is a measure of the civilized progress and development and its significant impact on the development of society. The Arab Open University in its role in supporting the spirit of scientific cooperation and academic research in the Arab region in particular, has allocated awards for excellence in scientific research at all branches and at the university level as a whole with the aim of developing the specialized scientific capacities and skills of researchers and academics in Arab countries, taking into account the important research programmes at the local level for each country.

Article (1): Title

This regulation is called the “Arab Open University Excellence Award bylaw in Scientific Research ”.

Article (2): Definitions

The following words and terms, wherever stated in this Regulation, shall have the following meanings:

The university	The Arab Open University
The branch	The University in the country of the branch
The director	The director of the university in the country of the branch

Article (3): Objectives of the Award

This award aims to the following:

- To direct scientific research to suit the needs and challenges of the Arab society in general and local communities in particular.

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- To enhance the culture of scientific research and link it with the outputs of university education.
- To raise the level of researchers from the university faculty and make them commensurate with the international academic levels.
- To crystallize awareness in the University of the Significance of scientific research as an essential element in the performance of faculty members in addition to the teaching and community service tasks.

Article (4): Types of Award

The award is designated and distributed annually to the winning faculty members in the field of scientific research, as follows:

1. Award of excellence in individual scientific research at the level of each branch of the University.
2. Award for excellence in individual scientific research at the level of the Arab Open University.
3. Award of excellence in joint scientific research (collective) at the level of each branch of the University on its own.
4. Award of excellence in joint scientific research (collective) at the level of the Arab Open University.

Article (5): Fields of the Award

The Research Department at the university classifies applications for nomination according to the following fields:

1. Administrative, social, human, educational, and educational sciences.
 2. Natural and Technological Sciences.
- The final committee formed by the President of the University for the selection of the winners (in accordance

with Article (8) Item (6) of these Regulations) is entitled to award the award according to the axes mentioned in this Article - above - of these regulations for more than one winner in one axis when differentiating between more than one research if the fields of these researches differed.

Article (6): Components of the Award

The award consists of the following:

1. A certificate and a shield in the name of the award and the name of the winner.
2. A financial reward estimated according to the following classification:
 - A. **Individual search at the level of each branch:**
 - The award amount is (\$1000) ☒ Covered from the budget of the branch.
 - B. **Individual search at the level of all branches:**
 - The award amount is (\$1000)
 - Covered from the budget of the headquarters.
3. **C. Joint research (collective) at the level of each branch:**
 - The award amount is (\$2000) ☒ Covered from the budget of the branch.
 - Divided among the winners equally.
4. **D. Collective research at the level of all branches:**

- The award amount is (\$3000)
- Covered from the budget of the headquarters.
- Divided among the winners equally.

Article (7): Terms of Nomination

- Nomination for the award is allowed for all faculty members and researchers holding a PHD degree at the Arab Open University (professors, associate professors, and assistant professors), except for those holding high positions (university presidents, branch directors, vice presidents, deans and those at their level).
- The applicant must have spent at least two years in the service of the university on fulltime system.
- Award winners may apply again for the award after three years of winning the award.
- The submitted research (or submitted researches) must not have been completed more than three years prior to the date of submission of the award.
- The research may be resubmitted as long as the date of its publication has not become obsolete for the periods specified above.

Article (8): Procedures for announcing and awarding excellence awards

The procedures for announcing and awarding the award are as follows:

1. The Vice President for the Academic Affairs announces the start of nomination and candidacy for the Excellence Award in scientific research, and after that, the directors inform all the researchers from

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the faculty members and those of their own about the requirements of nomination and candidacy.

2. Applicants apply to the Head of Department (Academic Programme Coordinator), with the following documents:

- Recent scientific biography.
- The full texts of published scientific researches, with an explanation of the location (scientific journal) and the date of publication.
- Participation in scientific conferences, membership of its committees or chairing its sessions.
- Supervising the dissertations of master's and doctoral students in or out of the university.
- Any other supporting documents.

3. The head of the department in the branch (Academic Programme Coordinator) will review the application and the attachments and make sure that the applicant / applicants meet(s) the requirements. The application / applications will be sent to the concerned Dean through the Director.

4. In case the head of department applies for the award, the director shall form a committee of some members of faculty to take the process of reviewing and auditing.

5. The concerned dean shall form a committee headed by him and the membership of two members of the faculty of the Deanship or the branch to study the application / applications, and then submit them to the Vice President for Academic Affairs, recommending the award or not, accompanied by an objective and detailed report.

6. The president of the university shall form a committee headed by the Vice President for academic affairs and the membership of two senior staff members (deans and those in their level) to study the applications and choose the winner / winners.

7. The meeting of the committee shall be legal in the presence of the majority of its members and shall issue its decisions, which final are not subject to appeal, by the majority of the members.

8. The committee formed by the dean shall be entitled to withhold the award if the submitted researches were not up to the desired level or insufficient researches were provided in the axes described in Article (5) of this Regulation.

Article (9): Foundations of differentiation

- The applicant should have, in the last three years, published at least three research papers, individually or jointly.
- At least one of those researches has been published in a global refereed journal (in accordance with the standards set forth in the system for the promotion of faculty members).
- The published researches should be of scientific value and have been referred to by researchers in the field of specialization.
- The applicant should have contributions to the local, regional, and specialized international conferences (submission of scientific papers, or membership of their committees or headship of sessions).
- To have clear contributions in attracting financial and technical support for research projects.
- The researches should be contracted with local, regional or international bodies to solve problems in the area of specialization.
- The research should be related to the development of the Arab Open University or open (or integrated) education in general.

Article (10): General Provisions

A. These regulations repeal the previous regulations concerning the "Arab Open University Excellence Award bylaw in Scientific Research".

B. University directors are responsible for implementing the decisions issued under these regulations.

C. The University Council should decide on cases where no provision is made in these regulations.