



Guidelines for Vice Chancellor's Award for Research Excellence

Introduction

University of Vavuniya introduced an award named 'Vice Chancellor's award for Research Excellence' in 2023 to be awarded once in three years to recognize, appreciate and honor the permanent staff who made outstanding contributions and accomplishments in research, creative work and dissemination of knowledge by the permanent staff members of the University of Vavuniya.

Three types of award

- Most outstanding young researcher award (age below 40 years on the closing date of applications)
- Most outstanding senior researcher award (age 40 years or above on the closing date of applications)
- Most outstanding Inventor awards

Objective

This award is introduced to recognize and appreciate the research contribution of academics with the intention of promoting and strengthening research within the University.

Eligibility

To be eligible for this award, a candidate must hold a permanent position at University of Vavuniya.

Application Procedure

- The University Research Committee (URC) shall call for applications every year.
- The eligible permanent staff may apply for the award by submitting duly filled application form together with the supporting evidences and checklist before deadline.
- The application should reach the URC on or before the deadline.
- The application form, guidelines and selection criteria can be downloaded from the URC website.

Evaluation: Applications will initially be screened by the URC, and those that do not meet the minimum required marks will be rejected.

Applications that score slightly below or meet the minimum required marks will be forwarded to the senate-appointed evaluation panel which consists of 5 members including three senate members representing all three faculties and one member from Senate Standing Committee on Quality Assurance, and one senior academic staff.

Awarding Criteria and description of the Award

An applicant who meets all three of the following conditions shall be eligible for the Vice Chancellor's Award for Research Excellence:

1. Attains the minimum required marks,
2. Scores at least 4 out of 7 criteria, and,
3. Scores more than 50% of the minimum required marks from publications only. According to existing guidelines, a minimum of 15 marks is required for the most outstanding senior researcher, and 10 marks for the most outstanding junior researcher from publications.

The Research Excellence award will consist of a cash prize (LKR 50,000), trophy and a certificate. The name of the winner will be announced every October of the following year.

1. Most outstanding senior researcher award – 30 marks
2. Most outstanding young researcher award – 20 marks
3. Most outstanding Inventor award – 5 marks

The awards are offered in the following two fields of study.

1. STEM (Science, Technology, Engineering and Mathematics)
2. HEMS (Humanities, Education, Management and Social Sciences)

Number of Awards:

The most outstanding one eligible staff will be selected from the University per field for the Vice Chancellor award for research excellence. In case of scoring equal points by two applicants, both will be considered as winners. The cash prize will be divided equally among them.

General guidelines for the application

The general guidelines/instructions for applications for the Vice Chancellor Research Excellence Award are as follows:

1. The articles used to claim for this award should have been published during the said three-year period and the place of affiliation of the applicant in such article/s should appear as 'University of Vavuniya'.
2. All claims should be supported by documentary evidences. No marks/awards shall be given in instances where documentary proof is not submitted.
3. Copies of the originals should be certified by Head of the Department/Division/branch.
4. All the Applicant must forward the hard copy of the duly filled application form with supporting documentary evidences through the official channels - Head of the Department/Division/Section and Dean of the Faculty/Registrar, respectively on or before the application deadline.
5. Predatory publications will not be considered.
6. Applicant should possess one of the following researcher profiles: Thomson Reuters Researcher ID, Scopus ID, Google Scholar Profile or SSRN ID.
7. Incomplete applications, applications with false information, and those received after the deadline shall not be entertained.

8. Final selection of awards will be made based on the recommendations of panel of judges/evaluators who were nominated by the University Senate.
9. Citations must be from recognized refereed journals; citations from predatory journals will not be considered.
10. Self-citation will not be considered
11. Applicants who have undergone any disciplinary actions or punishments will not be eligible for the award.
12. All publications claimed for the award must be uploaded to the University R-Repository and submitted to the University Librarian for verification. Only publications verified by the University Librarian shall be considered for the evaluation.
13. Awardees of the Vice Chancellor's Award for Research Excellence are ineligible to receive the same award within the following two consecutive years.

Selection Criteria

- i. **Young researcher award and senior researcher award is as follows.**

Component	Marking Scheme	Marks claimed by the applicant	Marks given by the evaluators
1. Publications			
a. Journal Publications i. Publications in Indexed Journals <i>(Index should be clearly identified)</i> Note: The minimum of 6 points will be allocated for an indexed journal. Depending on the Appropriate	Up to 10 points each* (No limit)		

Journal ranking, the points may go up to 10.			
ii. Publications in peer-reviewed Non-indexed Journals	Up to 3 points each [#] <i>(No Limit)</i>		
b. Presentations at conferences i. Published as an abstract	Up to 0.5 point each [#] <i>(Maximum of 5 points)</i>		
ii. Published as a full paper	Up to 1 point each [#] <i>(No Limit)</i>		
c. Chapters in books published by i. Reputed publishers	Up to 4 points each [#] <i>(No Limit)</i>		
ii. Other publishers	Up to 2 points each [#] <i>(No Limit)</i>		
2. Awards i. Best Poster ii. Best Research Paper iii. Other National or International (President Award, NSF etc.)	0.5 each 1.0 each 2 each <i>(No Limit)</i>		
3. Citation of applicant's work in referred journals and scholarly	0.5 each		

publications during the eligible award period of 2 years. (excluding self-citations)	(Maximum of 10 points for repeated citations per paper) <i>(No Limit)</i>		
4. Recognized international/national awards for research activities during the eligible award period of 2 years.	3 points each <i>(No Limit)</i>		
5. Editing of journals/books 1. Editor-in-Chief of journals	1 point for each <i>(Maximum of 04 points)</i>		
2. Editorial Board Member/Reviewer of journals	0.75 point/journal/year <i>(Maximum of 02 points)</i>		
3. Editorial Board Member/Reviewer of conferences	0.5 point/Conference/year <i>(Maximum of 02 points)</i>		

6. Research Supervision: Number of graduate students supervised and graduated during the eligible award period of 2 years.	Up to 4 points per PhD Up to 2 points per MPhil or Masters by research of 2 or more years duration Up to 1/0.5 point per Masters of 1 year/ 6-month duration with a research component. <i>(Maximum of 20 points)</i>		
7. Patents obtained by Research during the eligible award period of 2 years.	Up to 5 points each <i>(No Limit)</i>		
i. Research Grants obtained during the eligible award period of 2 years. Funds received from international sources	5 points per each grant <i>(No Limit)</i>		
ii. Funds received from national sources	3 points per each grant <i>(No Limit)</i>		

iii. Funds received from University research grant	2 points per each grant <i>(No Limit)</i>		
Total			

ii. Inventor award:

Component	Marking scheme	Proposed marking scheme	Marks claimed by the applicant
National and international patents	Up to 3 points each (national) (No limit) Up to 5 points each (international) (No limit)		
National and international certificates for inventions	Up to 1 point each (national) (No limit) Up to 2 points each (international) (No limit)		
Commercialized patents	Up to 5 points each (No limit)		

Note:

1. For publications, recognized index journals should be one of the following categories in Web of Science.
 - i. Science citation indexed Expanded (™) (Web of Science) (Clarivate Analytics)
 - ii. www.scopus.com (Elsevier publishers)
 - iii. www.ncbi.nlm.nih.gov/m/pubmed (PubMed, MEDLINE)
 - iv. Emerging Sources Citation Index (ESCI) (Clarivate Analytics)
 - v. Social Sciences Citation Index®(Web of Science) (Clarivate Analytics)
 - vi. Arts and Humanities Citation Index® (Web of Science) (Clarivate Analytics)
 - vii. Library and Information Science Abstracts (LISA)
 - viii. Library, Information Science and Technology Abstracts (LISTA)
 - ix. Education Resource Information Centre (ERIC)
 - x. Engineering Index

2. In the case of papers/publications with joint authorship, applicants should indicate their actual contribution to the work published and marks should be allocated proportionately.
 - For single-authored papers, the author will receive 100%
 - Publications with one additional author will receive 60% for the first author and 40% marks for the second author
 - Publications by more than two authors will receive 40% for the first author and equal balance share for other authors.

The Guidelines for the Vice-Chancellor's Award were recommended by the 39th Meeting of the University Research Committee held on 1st July 2026 and the 56th Meeting of the Senate held on 14th July 2026, subject to the approval of the Council.