



REPUBLIC OF TÜRKİYE
YAŞAR UNIVERSITY
DIRECTIVE ON ACADEMIC EVENT PARTICIPATION INCENTIVE AND
PUBLICATION REWARD

SECTION ONE
General Provisions

Objective

ARTICLE 1- (1) This directive is intended to lay out the procedures and principles for incentives and rewards to be provided for publications and artworks generated by full-time Yaşar University staff through participation in academic events.

Definitions

ARTICLE 2 (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) In this directive, the following terms shall have the following meaning;

- a) *Academic Event*: Any type of event in the areas of science, art and design by the full-time staff of Yaşar University,
- b) *Commission*: Incentive and Reward Commission,
- c) *WoS Citation Index*: The list of international magazines, comprising *Science Citation Index Expanded (SCI-E)*, *Social Science Citation Index (SSCI)* and *Arts and Humanities Citation Index (AHCI)* scanned by *Web of Science* and compiled by *Clarivate Analytics* and whose updated version is announced by TÜBİTAK,
- d) *Scopus Citation Index*: The list of magazines in the areas of Medicine, Social and Human Sciences, Life Sciences, Engineering and Basic Sciences as well as Law in the *Scopus Database of Elsevier Yayınevi* or the list of magazines scanned by *Emerging Sources Citation Index (ESCI)* and compiled by *Clarivate Analytics*,
- e) *TR-Dizin Citation Index*: Databases of Medicine, Social and Human Sciences, Life Sciences, Engineering and Basic Sciences as well as Law in the *TR-Dizin* compiled by TÜBİTAK ULAKBİM CABİM,
- f) *Digital Object Identifier (DOI)*: International publication number used for identifying the works accepted for publication and referenced before publication,
- g) *International Article*: An article (the relevant magazine must be included in that index on the date the relevant article is provided with a *Digital Object Identifier*) published in the magazines scanned (editorial notes or corrections, book reviews and similar publications are outside the scope) with international citation index (WoS or Scopus),
- h) *National Article*: An article published in the magazines scanned by *TR-Dizin* (the relevant magazine must be included in that index on the date the relevant article is published),
- i) *International Book*: A book published by publishing houses listed in categories A, B and C in the ranking named *SENSE Ranking of Academic Publishers* as published by *Research School for Socio-Economic and Natural Sciences of the Environment (SENSE)* accredited by the *Dutch Royal Academy of Science* (books in categories D, E and Z aren't included in the category of international books),

- j) *National Book*: As defined per the publishing terms of *Associate Professorship Application Work Inspection Stage* by the *Directorate of Inter-University Council*; a book printed by a publishing house which has gone through the editorial/arbitration process, been operating for a minimum of five years and who has had at least one book cataloged in the library of any higher education institution in Turkey, or a book published by publishing houses listed in the categories D, E and Z in the ranking titled *SENSE Ranking of Academic Publishers*,
- k) *Book Section*: Section of a book listed among the international/national books and described in the contents page,
- l) *International Artistic Activity*: An artistic activity including a minimum of three international participants from outside the country,
- m) *National Artistic Activity*: An artistic activity including a maximum of two international participants from outside the country,
- n) *Personal Reward Contribution*: The level of one's personal contribution to the total number of publications/artistic activities generated by the staff (one's personal contribution is calculated by dividing the ratio, found by extracting the multiplication of the number of external authors/artists with fifteen percent (15%) and the number of graduate students at Yaşar University with thirty percent (30%) from one (1), into the number of full time authors/artists working at Yaşar University),
- o) *Patent*: Industrial property right given to new inventions that solve or show ways to solve a technological problem provided that it includes an inventive step and is applicable to the industry, and that indicates an entitlement to manufacture and market the product subject to this invention for a specific period (20 years),
- p) *Petty Patent*: Industrial property right that indicates an entitlement of rights to manufacture and market the product subject to this invention for a specific period (10 years) to the owners of inventions that are new in Turkey and the world and applicable to the industry (it doesn't need to have an inventive step).
- r) *Events in the field of art*: As in the scientific activities, these are events related to human beings, society, and cultural relations, and include the following:
 - i. A paper presented at a symposium, congress, conference or festival (verbal or poster), or a guest speaker,
 - ii. Charette: Workshop, masterclass.
 - iii. Biennial, Triennial, and Quadrennial: International artistic activities that are organized twice, three times, or four times a year.
 - iv. Exhibition: a personal (solo), mixed, group, show, performance, public-area practices, collections (provided that it's officially documented and isn't shorter than seven days, in a place owned by a private person or legal corporation designed to be used and operated as a gallery).
 - v. Concert: Composition performed in company at a recital, audition, or with an orchestra,
 - vi. Other: Creative events such as a regulation, design, scripting, recording, or sound system project.

Scope

ARTICLE 3- (1) This directive covers only the full-time staff at Yaşar University and the students who receive the Yaşar Graduate/Art Proficiency Scholarship.

Authorized Commission

ARTICLE 4- (1) Tasks assigned by this directive are performed by the Incentive and Reward

Commission. This commission is determined by the Rector from the members of the Quality Commission established as per article 7 of the Regulation on Higher Education Quality Assurance, excluding student representatives. Student representatives are not included on this Commission (?).

(2) This Commission assesses the applications for granting academic event participation support and publication/artwork rewards in accordance with the Directive, and asks the Rectorate for approval.

(3) This Commission can use the services and consultancy of the instructors and administrative staff in its efforts and can establish interim sub-committees and commissions where needed.

Place and mode of application

ARTICLE 5- (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) Those requesting academic event participation support apply to the Rector's Office after receiving the opinion of the associated academic unit at least one month before the event date once they fill in the *Academic Events Participation Financial Support Application Form* and its annexes, prepared by the Commission, for the events meeting the requirements of this directive.

(2) Staff meeting the requirements in this directive apply to the Rector's Office through the associated academic/administrative unit after filling in the *Publication/Work Incentive Reward Application Form* as well as its annexes, prepared by the Commission, to receive an academic publication/artwork incentive reward.

(3) Applications are made no later than 6 months from the date the work is published/displayed. Late applications will not be accepted.

SECTION TWO

Academic Events Participation Support

Scope of academic events

ARTICLE-6 (1) Event participation support is provided only to academic staff who participate in national or internationally recognized academic events, are invited speakers or give exhibits/displays/performances or poster presentations organized within or outside the country within the framework of this directive.

(2) Support for university staff to participate in academic events via administrative assignment isn't subject to the provisions of this Directive, and providing financial support is at the discretion of the Rector's Office, and an application to the relevant administrative/academic unit is required.

Principles for granting participation support

ARTICLE 7- (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) Applicant must be full-time academic staff at Yaşar University.

(2) Applicant must not have received disciplinary action.

(3) Applicant is required to indicate Yaşar University in the address section of the full text/extended summary of the notice, and program booklet, and if he/she is an artist, then of the event brochure. If a staff member has multiple addresses, the amount of support that can be provided for the relevant staff member is at the Commission's disposal.

(4) Support for a maximum of one national and international academic event is provided for a staff member within an academic year. An international event in Turkey is considered to be within the international category. Having received international participation support once within an academic year, a staff member can apply for international event participation support

for the second time provided that he/she has an article in magazines scanned by a minimum of two *WoS Citation Indices* or carries out a minimum of three international exhibits/performances within a year.

(5) Financial support is provided only for those who personally participate in the meeting or conference or presentation or carry out an artistic activity. With an appropriate letter from relevant Dean's or Director's Office, participation support can be provided for poster presentations as well.

(6) If multiple participants/authors in the same performance/presentation are employed by Yaşar University, then only one-person support is provided for the relevant work/presentation. Support can be provided for the entire group in cases where the artistic activity is required to be performed by a group.

(7) For instructors and lecturers who received a total of two international conference fee reimbursements from Yaşar University from the start date of employment: to make a new national or international support application, they need to publish an article, book, or hold an event for which the given affiliation is Yaşar University provided that it's after the date of the latest support used and mentioned below according to the associated academic departments:

- a) Faculty of Law or Justice Vocational School: Having a national article or a national book or a section in a Gifted book is required.
- b) Faculty of Art and Design: Having an international article or a national book or a section of the book in an international book listed in at least the SENSE C category or having received a reward in a national/an international contest or having a work displayed/performed in an event such as an exhibit, biennial, triennial, or having held an exhibition or created a petty patent is required.
- c) Other academic units: Having an international article or a national book or a section of the book in an international book listed in at least the SENSE B category or a national patent is required.

(8) For instructors and researchers who received a total of one international conference fee reimbursement from Yaşar University from the start date of employment: to make a new national or international support application, they need to have an international article or a section of a book in at least the SENSE C category or have held an international exhibit/performance or have a national patent, carried out with Yaşar University as the affiliation within the past year from the date of application.

Scope and amount of participation support

ARTICLE 8- (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) The amount of participation support to be provided for international and national meetings, including registration fees, transportation, food and accommodation expenses, is decided upon suggestion from the Rector's Office and approval from the Board of Trustees for each academic year (see Table-1).

(2) Payments are made against a document, and via the effective foreign exchange selling rate of the

Central Bank on the date of the document if an international currency is used.

(3) The undocumented amount of advance is returned.

SECTION THREE

Academic Publication, Artwork, Industrial Property Right Incentive Rewards

Principles of academic publication incentive rewards

ARTICLE 9- (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

- (1) Scientific work must have been published for an incentive reward. However, it's considered sufficient for international articles to have a Digital Object Identifier (DOI) number.
- (2) Indicating a "Yaşar University" mail and e-mail address is required for incentive rewards.
- (3) Reward is paid to the authors who are full-time employees of Yaşar University by considering the personal reward contribution coefficients.

Amount of academic publication incentive rewards

ARTICLE 10- (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

- (1) The amount of an article reward is calculated on the basis of one's personal reward contribution:
 - (a) The amount of reward given to an article published in magazines scanned by *WoS Citation Index* is determined by (impact factor based) points announced by TÜBİTAK for the journal in which the article is published.
 - (b) The amount of a reward given to the articles published in journals scanned by the *Scopus Citation Index* can't exceed the amount of a reward given to an article in a journal scanned by a *WoS Citation Index*.
 - (c) The amount of a reward given to national articles can't exceed the amount of a reward given to an article in a journal scanned by *Scopus Citation Index*.
- (2) Book rewards are calculated via division into the number of editors/authors of the book regardless of personal contribution:
 - (a) The amount to be given for the first edition of books published by publishing houses in the A, B and C categories in the ranking titled *SENSE Ranking of Academic Publishers* is determined by taking these categories into consideration at the beginning of each academic year.
 - (b) The amount of a reward to be given for the first edition of national books is determined at the beginning of each academic year.
 - (c) A maximum of 1/3 of the listed amounts of rewards are applied for the further prints as long as they're not facsimile.
 - (d) A maximum of 1/3 of the reward amounts given for the books of publishing houses where a compiled book is printed is given in return for book editing.
 - (e) A maximum of 1/2 of the reward amount given for the books of publishing houses where a book is printed is given in return for translated books.
- (3) The amount of a reward for a section of a book is calculated by considering the personal reward contribution, but it can't exceed 1/3 of the reward given for the total book amount. The amount of a reward for a section of a book can't exceed the (national/international) article reward in the same category.
- (4) The reward amounts specified in this article are organized and determined in a table upon suggestion from the Rector's Office and approved by the Board of Trustees at the beginning of each academic year (see Table-2).

Principles for Intellectual Industrial Property Right incentive reward

ARTICLE 11-(Annex: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

- (1) For international patent/national patent-owners, petty patent owners and full-time Yaşar University employees to apply for this reward, such property must have been registered following full completion of its research and display periods.
- (2) In case one is a Yaşar University staff member on the date of one's application for a property right, such right is required to be categorized as a free invention or rights must have been transferred to Yaşar University.
- (3) The amounts of incentive rewards are determined by the Rector's Office by meeting the

conditions below at the beginning of each academic year:

- a. The amount of a reward for international patents can't exceed the amount of reward given for an article published in magazines scanned by the *WoS Citation Index*.
- b. The amount of a reward for a national patent can't exceed the amount of a reward given for an article published in magazines scanned by the *Scopus Citation Index*.
- c. The amount of a reward for a petty patent can't exceed the amount of a reward given for a national article.

Principles for artwork incentive reward

ARTICLE 12- (Annex: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) The amount of an incentive reward to be given the authors (with a Yaşar University affiliation) of: works and performances in movies, videos, architectural projects, performance arts related to and similarly recognized artistic contests in the areas of Fine Arts, Communication and Architecture; works admitted to museums; works in recognized biennials, triennials and similar activities; personal exhibits or performances organized at recognized galleries or art centers can't exceed the amount of a reward to be given for a (national/international) book in the same category.

(2) Assessment regarding the definitions of recognized national or international contest, gallery, art center mentioned in this article is made by the Commission on the basis of a report written by the relevant Dean's Office or Director's Office.

(3) The relevant artwork is required to have been performed or published or displayed for an application to be made.

(4) No other reward is given if an incentive reward or event participation support was given previously for the same work or study.

Ethical violations

ARTICLE 13- (1) No support or reward will be given for works published by non-ethical means. Where plagiarism, copying, cheating and/or other non-ethical circumstances are identified, no reward is given, and any reward that has been given previously will be taken back and the case will be delivered to the Ethical Committee of Yaşar University.

SECTION FOUR

Doctoral/Artistic Proficiency Academic Events Participation Incentive and Publication Rewards

Scope and implementation of scholarships

ARTICLE 14- (1) Academic event participation incentives and publication rewards provided for students who receive Yaşar Doctoral/Artistic Proficiency Scholarships.

(2) Academic event participation incentive and publication rewards do not entail any obligations for students.

(3) Applications for academic event participation incentive and publication rewards will be submitted to the Yaşar University Directorate of the Graduate Education Institute.

SECTION FIVE

Final Provisions

Repealed directive

ARTICLE 15 - (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board

of Trustees)

(1) Directive on Academic Event Participation Incentive and Publication Reward of Yaşar University, published upon 24.02.2016 dated and 1 numbered decision of the Board of Trustees has been repealed.

Validity

ARTICLE 16 - (Amended: 20.02.2018 dated and 2018/02 numbered approval from the Board of Trustees)

(1) This directive becomes effective as of the date of approval by the Board of Trustees at Yaşar University.

(2) Applications prior to enforcement of this directive are subject to the provisions of the previous directive.

Execution

ARTICLE 17- (1) This directive is executed by the Yaşar University Rector.

[Approved by the decision of Board of Trustees dated 21/10/2021 and numbered 07.](#)