Panduan
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UMS
Universitas Muhammadiyah Surakarta

GUIDELINE FOR COMPETENCY RESEARCH GRANT FOR DOCTOR AND PROFESSOR

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RESEARCH AND INNOVATION INSTITUTION
UNIVERSITAS MUHAMMADIYAH SURAKARTA
2022

GUIDELINE FOR COMPETENCY RESEARCH GRANT

A. Introduction

Universitas Muhammadiyah Surakarta has been sending a number of academic staffs doing PhD either to Indonesian or overseas universities. Most of them have successfully completed their study and went back to their home department. During their study, they have actively published a number of papers in international journals and conferences. However, these activities seem to discontinue for several reasons, such as teaching as well as official workloads. Considering that PhD holders have proven their capability to carry out good research and publications, they should have opportunity to go on. Since this, in general, would contribute to the university accreditation.

In addition, lecturers as professional educators and scientists have the main task of transforming, developing, and disseminating science and technology through the three dharmas of higher education. Lecturers are required to always make innovative and inventive efforts in the field of science that is their field. This innovative and inventive work can be achieved through a series of studies. As a consequence of professionalism in their field, a lecturer must achieve a level of competence in the field of science in his field.

Competence is a set of knowledge, skills, and behaviors that must be lived and mastered by lecturers in carrying out their three dharma duties. Therefore, UMS prepares research funds for lecturers to improve their professionalism and competence in their respective fields.

Lecturers who carry out research must be consistent with the field of science and/or the courses they teach. With this grant, it is hoped that lecturers can deepen, broaden, and disseminate their work. In particular, with this grant, lecturers are expected to consistently pursue their fields of knowledge, so that their research programs are completed and become the best researchers in their fields.

The scheme of Competency Research Grant is specially designed and offered to the UMS Doctors and Professors for doing research and publishing papers. The research period is one year with the maximum funding of IDR 50 million for doctors and 70 million for professor. The mandatory outcomes for Doctors are paper(s) published in reputable international journal Q3/Q4 (obligation output), intellectual property rights and National Funding (2 additional outputs). The mandatory outcomes for Professor are: paper(s) published in reputable international journal Q1/Q2/Q3 (obligation output), Paper (s) published in national journal S1/S2 or intellectual property rights or Textbook or Book Chapter or National Funding (2 additional outputs). The categorization of reputable international journal refers to the criteria set by DIKTI.

The topic of research depends on the applicant field of interest. The successful applicant should sign the contract indicating the fulfillment of mandatory outcomes will be achieved and the application will not ever be eligible to again propose the research scheme until the requirements are fulfilled.

B. Outcomes

The successful applicant must fulfill the requirements as follows:

a. Doctors:
   1) Paper(s) published in reputable international journal Q3/Q4
   2) Intellectual property rights
   3) National Funding

b. Professor:
   1) Paper(s) published in reputable international journal Q1/Q2/Q3
   2) Paper (s) published in national journal S1/S2
   3) Textbook or Book Chapter, or National Funding.

C. TRL (*Technology Readiness Level*)

Each research proposal submitted must include its Technology Readiness Level (TKT).

1. Basic Research : TRL 1, 2 to 3
2. Applied Research : TRL 4, 5 to 6
3. Developmental Research : TRL 7, 8 to 9

D. General Requirement

The general descriptions and requirements of the scheme are:

1. The eligible applicant is UMS permanent staff (including government assigned staff, verified with staff ID) holding Doctoral Degree
2. Since the research topic may be specific depending on the applicant field of interest.
3. The research period is strictly one year with the maximum funding of IDR 50 million PhD and IDR 75 Million for Professor
4. The successful applicant must finish his/her research no longer than 12 months starting from contract date
5. A punishment according to the general research regulation that will also be written in contract applies for any delay of progress and completion
6. The successful applicant may get assistance/advice from his/her former Doctoral Supervisor/Adviser to carry out his/her research but in publishing the research outcomes the applicant should be the first Author
7. The successful applicant may not apply for another research scheme offered by UMS at the same period
8. During the research period, the successful applicant could be a member of another research proposal as well as proposing research for the research scheme offered by the Government
9. The successful applicant neither performing the research as written in the proposal nor submitting the report after some time determined in the contract is considered to be failed and must return the research funding to the university and may not apply any research in the university for two years.
10. To assure the research is properly carried out, there will be a monitoring and evaluation program where the applicant must attend and present the progress report.
11. At the end of research period, the applicant must submit and present the research report, including all the evidence of the required research outcomes stated previously.
12. The internal research team should involve at least one co-researcher (multi-discipline) and a maximum of five active students.

E. Procedure of Proposal Submission

1. Login at **ISRECOD**, with your Uni-ID username and password.
2. Select Research and click Active Batch Research, then click Submit a New Proposal.
3. Select the scheme to be proposed, and click Doctoral or Professor Research Grand.
4. Make sure all the requirements listed can be met and put a checkmark in the box provided.
5. Enter all fields or options in the form provided.
6. Ask members to click on approval as a member by logging into ISRECOD with Uni-ID.
7. Download the confirmation sheet on the ISRECOD page.
8. Completing the endorsement sheet that has been ratified from LRI can be combined and uploaded with the complete proposal.
9. Click Submit Proposal and attach a soft file proposal (document file (doc) or PDF) to the proposal document icon*. So the Competitive Research grant proposal has been registered as a proposer in the current batch/period.
10. If you pass the evaluation desk, the proposer will be invited to make a presentation for the presentation and discussion of the Doctoral or Professor Research Grand. whose time will be determined by LRI UMS.

F. Format of Research Proposal

Please use Time New Roman 12 ppt with the spacing of 1.5 for composing the proposal; except for abstract that with spacing 1. The front cover, Approval page and the systematic of proposal may be downloaded in the **Template.**

THE SCORING STANDARD FOR EVALUATION OF RESEARCH PROPOSAL, MONEV, AND FINAL REPORT

THE SCORINGG FORM FOR PROPOSAL DESK EVALUATION

I. Identity

1. Faculty/Department :
2. Title of research : ….....….....
3. Team Leader : ….....….....
4. Number of member : ..... person
5. Funding :

Proposed (IDR)	Recommendation (IDR)

Item	%	Score	Grade
1. Research roadmap showing relationship with previous research, thesis and future research	15		
2. The novelty of research topic	25		
3. The relevance of track record and competency of applicant	25		
4. The relevance of research method, the technique of analysis and the projected research output	20		
5. Outcome targets: international conference and reputable international journal	15		
TOTAL	**100**		

Scoring guideline:

- For every item, give the score of: 1, 2, 3, 5, 6, and 7 (1= very bad; 2= Bad; 3= insufficient; 5= sufficient; 6= good; 7= very good);

  Passing grade of fulfillment= 500 without score 1.

- Recommendation: ***Accepted***/***Rejected***

- The reasons of Rejection:
  .....
  ……
- Suggestions for revision:
  .....
  .....

Surakarta, *Month and date*, 20_____

Reviewer

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THE SCORING FORM FOR PROPOSAL PRESENTATION

I. Identity

1. Faculty/Department : ….....….....
2. Title of research : ….....….....
3. Team Leader : ….....….....
4. Number of member : ..... person
5. Funding

Proposed (IDR)	Recommendation (IDR)

NO	Item	%	Score	Grade
1	The head of applicant has a track record of publication At least 2 articles in reputable international journal indexed by database the first author or corresponding author.	20		
2	The research team member consists at least 2 students	20		
3	Suitability of the research team competence with the field being researched	20		
4	Suitability of the research proposal with the guideline	20		
5	Quality and relevance of objectives, problems, state of the art, method and novelty of the study	20		
	TOTAL	**100**		

Scoring guideline:

- For every item, give the score of: 1, 2, 3, 5, 6, and 7 (1= very bad; 2= Bad; 3= insufficient; 5= sufficient; 6= good; 7= very good);

Passing grade of fulfillment= 500 without score 1.

- Recommendation: ***Accepted***/***Rejected***

- Suggestions for revision:

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Surakarta, *Month and date*, year_____

Reviewer,

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1) THE FORM FOR RESEARCH MONITORING AND EVALUATION

	Item	**%**	**Score**	**Grade**
1	Publication in Internasional reputable journal	20		
2	Integration with Instructional materials	20		
3	Intellectual property rights (Paten, Hak cipta)	20		
4	Partner involvement	20		
5	Student involvement	20		
	TOTAL SCORE	100		

Scoring guideline:
- For every item, give the score of: 1, 2, 3, 5, 6, and 7 (1= very bad; 2= Bad; 3= insufficient; 5= sufficient; 6= good; 7= very good);

Passing grade of fulfillment= 500 without score 1.

- Recommendation: can ***be continued/to be improved accordingly /discontinued***

- Reasons for discontinuation:

……...

- Suggestions for research improvement:

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Surakarta, *Month and date*, 20_____

Reviewer

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2) THE FORM FOR RESEARCH FINAL REPORT

	Item	**%**	**Score**	**Grade**
1	Publication in Internasional reputable journal	20		
2	Integration with Instructional materials (Book Chapter/Modul/Text Book)	20		
3	Intellectual property rights (Paten, Hak cipta)	20		
4	Partner involvement	20		
5	Student involvement	20		
	TOTAL SCORE	100		

Scoring guideline:

- For every item, give the score of: 1, 2, 3, 5, 6, and 7 (1= very bad; 2= Bad; 3= insufficient; 5= sufficient; 6= good; 7= very good);

  Passing grade of fulfillment= 500 without score 1.

- Recommendation: ***accepted/revised/denied/rejected****)*

Surakarta, *Month and date*, 20_____

Reviewer,

*) (1) For publication outcome not fulfilled yet, the final report is denied and the remaining find will be given once the paper is published, (2) The rejected report implies the remaining fund will not be given and the applicant will not be eligible for proposing the scheme.