



جامعة الأمير  
مقرن بن عبدالعزيز  
University of Prince Mugrin

# دليل جائزة د. حسين السيد للبحث العلمي

**Dr. Hussein ElSayed Research Award Guidelines**

**Branch: Madinah Al-Munawwarah**

**- Sixth Round -**

## Introduction:

The Academic Year 2024-2025 shall host the Sixth Round of the Dr. Hussein ElSayed Research Excellence Award for faculty/staff members at UPM. The motivation for establishing the award is to honor distinguished UPM faculty members on:

- their research nationally or internationally
- their quality of scholarly work; and
- their contribution to the profession, discipline and society

The Research Award can be categorized into two tracks, with six award winners nominated from the following categories:

### **1. Scientific Research track**

- 2 awards for PhD holders (first prize, second prize)
- 2 awards for Masters holders (third prize, fourth prize)
- 1 award for Bachelors holders (fifth prize)

### **2. Applied Research Projects track**

- 1 award (priority is given to Bachelors holders, but shall be open to all ranks in the absence of Bachelors holders applying for this award) (sixth prize)
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Cash prizes and a certificate of appreciation shall be delivered to each winner.

## Objectives:

1. To contribute to the National Vision2030 and building a knowledge-based society.
2. To serve the University Strategic goals as well as its Research & Innovation goals.
3. To demonstrate the University's role in participating in prosperity and advancement of academic research, and particularly in its research focus areas.
4. To motivate and encourage faculty and staff to contribute effectively to interdisciplinary scientific and applied research.

## Target Audience:

The Academic Year 2024-2025 shall host the Sixth Round of the Dr. Hussein El-Sayed Research Excellence Award for Faculty Members at UPM. The Award is open to faculty members and researchers of all academic ranks (PhD, Masters or Bachelor's degrees).

## Evaluation Criteria:

Dr. Hussein ElSayed Research Excellence Award shall focus on contributions from the UPM research priority areas that include: Artificial Intelligence, Smart Cities, Cyber Security, Augmented/Virtual Reality & Metaverse, Sustainability & Humanizing Cities. Interdisciplinary research contributions involving the above research priority areas are also welcome.

Furthermore, the award is categorized into two tracks; the Scientific Research track, and the Applied Research Projects track. Various types of research & innovation work are applicable for this Research Award, with guidelines being provided for classifying each type of submission. The types of applicable research outcomes can be listed as follows:

- Patents
- ISI journal articles
- Non-ISI journal articles
- Conference papers
- Conference Abstracts/Posters
- Research Project Grants (Applied and Scientific)

### Track (1): Scientific Research Track

The following subsections provide guidelines for the various types of published contributions within the announced university research focus areas. It is strongly recommended to submit contributions that have demonstrated or expected to have a community impact.

Main criteria	Explanation	Evidence	Evaluation Mechanism	Weight of the criteria
Patents	Marks are provided for awarded and published patents (does not include patent applications submitted).	Patent award approval and publication	Committee review and recommendation of the submitted files	25
ISI Journal (Q1)	This follows a ranking system where ISI journals are classified into quarters (Q1-Q4) and are among the Science Citation Index expanded ranking system provided from ( <a href="https://mjl.clarivate.com/home">https://mjl.clarivate.com/home</a> ).	The published paper and the link of the publication		20
ISI Journal (Q2)				18
ISI Journal (Q3)				16
ISI Journal (Q4)				14

Non-ISI journals (J1)	The journal should be represented within the <u>SCOPUS</u> or <u>Extended Web-of-Science</u> databases of online journals for various specialization domains.	10
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Non-ISI journals (J2)	<ul style="list-style-type: none"> <li>▪ The journal should be established and published by an educational institution or a specialized scientific body.</li> <li>▪ The journal should be published continuously on a frequent basis without any interruptions in publication dates during the last three years.</li> <li>▪ The journal should have published at least six issues and should be running for a period of three years at least from the first issue date.</li> <li>▪ The journal should be registered internationally and should have an associated ISSN number.</li> <li>▪ The journal should have published its article publication rules and regulations.</li> <li>▪ The journal should have a board of editors comprising of researchers in the journal specialization domain.</li> <li>▪ The journal should publish research articles from international researchers with various affiliations.</li> <li>▪ The journal review process should include reviewers from different nationalities and affiliations.</li> <li>▪ The journal should utilize information technology and contemporary methods for corresponding with authors. The journal should also have a website and a search facility for searching abstracts of published papers.</li> </ul>	7
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The published paper and the link of the publication

Non-ISI journals (J3)	This related to <u>all other journal publications</u> that are not classified under J1 or J2 classes of non-ISI journals.	4
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Conference Paper (C1)	Conference publications are classified into three types:	16
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Conference Paper (C2)	1. Class-1 (C1): articles published in the proceedings of A*-rank conferences, which are non-profit, peer-reviewed and sponsored as a <i>Flagship</i> (premier)	10
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Conference Paper (C3)	The published paper and the link of the publication	7
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Conference Paper  
(C4)

conference by highly reputable scientific bodies such as ACM, IEEE, USENIX, Springer, etc.

2. Class-2 (C2): articles published in the proceedings of international A-rank conferences, which are peer-reviewed and sponsored (scientific/technical sponsorship) by highly reputable publishers or scientific bodies such as ACM, IEEE, Web of Science, Springer Lecture Notes.
3. Class-3 (C3): articles published in the proceedings of international conferences, which are peer-reviewed and are not sponsored by highly reputable publishers or scientific bodies in the specialization.
4. Class-4 (C4): articles published in the proceedings of local conferences, which are peer-reviewed and are not sponsored by reputable publishers or scientific bodies in the specialization.

Note that conference rankings include consideration of the organizing body conference classification upon approval of the evaluating committee. In computing specializations, conference rankings also include consideration of the Computing Research and Education Association (CORE) ranking data.

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Conference  
Abstracts/Posters  
(C1)

7

Conference  
Abstracts/Posters  
(C2)

Conference Abstract and Poster contributions are considered for each of the conference classes/types mentioned above, however, are awarded differently as in the Summary Criteria table.

Full-paper  
(if available)  
or Abstract,  
Acceptance  
Letter and  
proof of  
attendance.

5

Conference  
Abstracts/Posters  
(C3)

3.5

Conference  
Abstracts/Posters  
(C4)

2

The mark awarded for each contribution is then multiplied by a weighted factor ( $W$ ), which considers the number of authors and ordering between authors as shown in the following table.

Consequently, the total mark for the applicant would be calculated as the summation of marks for each contribution.

### Mechanism for calculating the weighted factor per contribution

Category	Number of Authors	Ordering of Author	Fraction of Total Score (Weight, W)
ISI Journal Articles (Q1-Q4) and, Non-ISI Journal Articles (all classes)	One	-	1
	Two	Any order	0.5
	Three or more	First	0.5
	Three or more	Not-first author	0.25
Conference Papers and Conference Abstracts/Posters (all classes)	One	-	1
	Two	Any order	0.5
	Three or more	First	0.5
	Three or more	Not-first author	0.25
Patents	One	-	1
	Two	Any order	0.5
	Three or more	First	0.5
	Three or more	Not-first author	0.25

The Scientific Research track specifies that an unlimited number of journal articles and a maximum of 5 conference contributions can be considered for each applicant. Submitted contributions should be in the domain of the announced research focus areas. In the case where an excess number of contributions have been submitted, the most favorable contributions are selected for each category.

### Eligibility for Scientific Research Track

1. The award is dedicated only for faculty and staff of the University of Prince Mugrin (UPM).
2. Faculty and staff are eligible to apply to only one award track and avoiding submissions to different tracks in the same year.
3. The candidate must submit published patents, ISI or Scopus-indexed paper(s) and/or peer reviewed journals and conference papers.
4. All published papers/contributions should have the affiliation of UPM.
5. The research paper(s) should be submitted in English or Arabic languages.
6. The applicant can submit their contributions and supporting documents from the last five years of the award submission date.
7. Applications will not be accepted after the submission deadline.
8. If no applications meet the criteria, the award will be withheld.
9. The committee should invite a representative from the Department of Scientific Research and Graduate Studies/Dr. Hussein ElSayed Research & Innovation Center.

10. In the case of previous award winners, the research outcomes considered in previous research awards shall not be considered in the following rounds of the Dr. Hussein El-Sayyed Research Award.

11. Winners of the *Scientific Research Track Award* are not eligible to apply for the following year's *Dr. Hussein El-Sayyed Scientific Research Track Award*. However, the winners can apply again for this award in the second year following the award-winning year.

12. The winners of the *Scientific Research Track Award* shall be eligible to apply for the *Dr. Hussein El-Sayyed Research Projects Track Award* in the following year.

### Track (2): Applied Research Projects Track:

Applications to the *External Research Projects track* are mainly evaluated on the basis of the total external grants/funds generated for the university through completed or ongoing research projects.

Main criteria	Explanation	Evidence	Evaluation Mechanism	Weight of the criteria
Research Project Grants Completed	<p>The total for each applicant is calculated as a sum of the marks awarded for each of the submitted contributions (upon committee approval).</p> <p>The amount assumed from project grants would consider the number of participating organizations involved in the project (e.g., the net value of benefit to the university infrastructure and resources).</p>	<p>Research Project Contracts, approvals and follow-up reports with funding body.</p>	<p>Committee review and recommendation of the submitted files</p>	<p>5 marks per 100k SR</p>

### Eligibility for Research Projects Track

1. The award is dedicated only to faculty and staff of the University of Prince Mugrin (UPM).
2. Faculty and staff are eligible to apply to only one award track and avoid submissions to different tracks in the same year.
3. The candidate must submit accepted project proposals, award approvals and completion signoffs.
4. Submitted projects must use the affiliation of UPM.

5. Submitted projects may be in English or Arabic.
6. The applicants can submit their approved project grants and supporting documents from the last five years of the award submission date.
7. Applications will not be accepted after the submission deadline.
8. One winner shall be selected for this award.
9. If no applications meet the criteria, the award will be withheld.
10. The committee should invite a representative from the Department of Scientific Research and Graduate Studies/Dr. Hussein ElSayed Research & Innovation Center.
11. In the case of previous award winners, the research projects considered in previous research awards shall not be considered in the following rounds of the Dr. Hussein El-Sayyed Research Award.
12. Winners of the *Research Projects Track Award* are not eligible to apply in the following year's *Dr. Hussein El-Sayyed Research Projects Track Award*. However, the winner can apply again for this award in the second year following the award-winning year.
13. The winner of the *Research Projects Track Award* shall be eligible to apply for the *Dr. Hussein El-Sayyed Scientific Research Track Award* in the following year.
14. Winners of the *Research Projects Track Award* with contributions involving other UPM faculty members are required to share the amount proportionally between the other participating faculty members per contribution.

### Terms & Conditions:

- All UPM Faculty members, staff and researchers, regardless of previous nominations, are eligible to apply.
- All submitted contributions must have the affiliation of UPM.
- The research contributions should be submitted in English or Arabic only.
- Research contributions from the last five years are accepted for submission. Thus, contributions prior to 2020 cannot be used for this submission.
- Applicants are required to have spent two years within the university as a condition for submission.
- Applications will not be accepted after the announced submission deadline.
- If no applications meet the minimum criteria, the award will be withheld.
- The committee should invite a representative from the Department of Scientific Research & Graduate Studies (DSRGS)/Dr. Hussein ElSayed Research & Innovation Center.
- All decisions made should be based on unanimity.
- In case of disagreement, the majority of votes will be used to select winning researchers.
- In case of disagreement or equal number of votes, the chairman's vote will dominate.
- Faculty Members of UPM Research Award Committee are eligible to apply but are not eligible to vote during the selection process if they have applied for the award.
- The Award's Board shall have the right to withdraw the Award in case a breach in research ethics has been proven.



### Arbitration Tools:

All submissions shall be reviewed by the reviewing committee, with the recommendation of the nominated winners sent to the main committee for their review and approval.

Approaches for maximizing benefit and impact from those awards will be conducted through activities that include:

- Arrange for Awardees to participate in workshops and seminars about their winning achievements.
- Develop a research impact report on the impact of those winning contributions.
- Coordinate with the Business Development Center and Collaborations Unit to explore collaborations and partnerships in the areas of the winning awards.
- Conduct an internal review (interview and surveys) of the research award process and include the awardees' feedback as part of continuous improvement.

### Executive Committee Team

#### **Dr. Hussein Mohammed ElSayed Scientific Research Award Committee:**

<b>Name/Position</b>	<b>Role</b>
H.E. Dr. Bandar Al-Hajjar (University Rector)	Chairman
Vice-Rector for Academic Affairs	Vice-Chairman
Director of Scientific Research & Graduate Studies Dept.	Member and General Secretary
Asst. Manager, Scientific Research & Graduate Studies Dept	Member
Dr. Sanaa Askool	Member

### Panel of Arbitrators

<b>Name</b>	<b>Role</b>
Prof. Omar Tayan	Head
Prof. Adel Mnaour	Member
Dr. Maha Moddather	Member
Dr. Abdelaziz Hammouri	Member
Dr. Tarek Moulahi (Qassim University)	External Member
Dr. Zahid Khan (Prince Sultan University)	External Member
TBD	External Member

**Timeline of the Prince Muqrin University Award for Excellence - Sixth Session-**

<b>Procedure</b>	<b>Date</b>	<b>Responsible</b>	<b>Notes</b>
<b>Organizing events and accompanying programs to introduce the awards before the launch</b>	2025/02/16	Public Relations Department and Awards Committees	The fifth week of the second semester (spring)
<b>The Eid Al Fitr holiday starts from 23/03/2025 to 06/04/2025</b>			
<b>Awards Launch – Sixth Round</b>	2025/04/06	General Secretariat of Awards	Twelfth week of the second-semester spring)
<b>Closing applications and nominations and started screening and studying the files of applicants for the awards</b>	2025/05/13	General Secretariat of Awards	Nineteenth week of the second semester (spring)
<b>The Eid Al Adha holiday starts from 01/06/2025 to 15/06/2025</b>			
<b>End of the period for reviewing candidates' data and files</b>	22/62025/0	Award Committees	End of Year Vacation
<b>Submission to approve the final report of the work of the committees from the General Committee for Excellence Awards</b>	29/2025/06	Award Committees	End of Year Vacation
<b>Submission for approval of final reports from award sponsors</b>	06/72025/0	General Secretariat of Awards	End of Year Vacation
<b>Announcement of the winners of the Annual Excellence Award Holding the awards ceremony</b>	September 2025	General Secretariat of Awards	Fourth week of the first semester (fall)