



**The Arab Open University Award Bylaw
in Scientific Research Excellence**

الجامعة العربية المفتوحة
Arab Open University

Approved by University Council No. 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 (AOU) 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 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

The present bylaws shall be named: “The Arab Open University Award Bylaw in Scientific Research Excellence.”

Article 2: Definitions

Unless the context indicates otherwise, the following words and expressions shall have the meanings specified hereunder:

The University	The Arab Open University
The Director/Rector	The Director/Rector of an Arab Open University branch or campus
The Branch	An Arab Open University branch or campus

Article 3: Award Objectives

This award aims to the following:

- To direct scientific research toward suiting the needs and challenges of the Arab society in general and the local communities in particular.
- To enhance the culture of scientific research and link it with the outputs of University education.
- To raise the level of researchers from the 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: Award Types

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

- 1) Individual scientific research at the level of each University branch.
- 2) Individual scientific research at the level of AOU.
- 3) Joint scientific research at the level of each University branch.
- 4) Joint scientific research at the level of the AOU.

Article 5: Award Fields

The University research department 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 University President for winners' selection is entitled to award the nominees in accordance with Article 8 Item 6 herein, and according to the axes mentioned herein for having more than one winner in one axis when differentiating between more than one research if the fields of these researches are different.

Article 6: Award Components

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 classifications:
 - A) Individual scientific research at the level of each AOU branch**
 - The award amount is US \$1,000, covered by the branch budget.
 - B) Individual scientific research at the level of AOU**
 - The award amount is US \$1,000, covered by HQ's budget.
 - C) Joint scientific research at the level of each AOU branch**
 - The award amount is US \$2,000 divided among the winners equally, covered by the branch budget.
 - D) Joint scientific research at the level of AOU**
 - The award amount is US \$3,000 divided among the winners equally, covered by HQ's budget.

Article 7: Nomination Conditions

- Nomination is allowed for all faculty members and researchers holding a Ph.D. at AOU (Professors, Associate Professors, Assistant Professors), except for those holding high positions, such as University President, Branch Director/Rectors, Vice Presidents, Deans and others at their level.
- The applicant must have spent at least two years in the service of the University in a full-time basis.
- Award winners may apply again for the award after three years of last winning the award.
- The submitted research must not have been completed more than three years prior to the date of award nomination.
- The research may be re-submit as long as the date of its publication has not become obsolete for the periods specified above.

Article 8: Award Announcement and Awarding Procedures

The procedures for announcing and awarding are as follows:

- 1) The Vice President for Academic Affairs and Scientific Research (VPAA&SR) announces the start of the nomination and candidacy for the Excellence Award in Scientific Research. Afterward, the Director/Rectors inform all the researchers from the faculty members and those on their own about the requirements of nomination and candidacy.
- 2) Applicants apply to the academic programme coordinator, with the following documents:
 - Recent scientific biography.
 - All published scientific researches, their scientific journals locations, and their dates 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 academic programme coordinator will review the application and the attachments to make sure all applicants meet the requirements. Applications will then be sent to the concerned Dean through the Director/Rector.
- 4) In the case that the academic programme coordinator also applies for the award, the Director/Rector shall form a committee of some members of faculty to undertake the process of reviewing and auditing.
- 5) The concerned Dean shall form a committee headed by him/her, alongside two members of the faculty of the Deanship or the branch to study the applications and then submit them to the VPAA&SR, recommending the award or not, accompanied by an objective and detailed report.

- 6) The University President shall form a committee headed by the VPAA&SR with membership of two senior staff members (Deans and those in their level) to study the applications and choose the 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 are final and 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 herein.

Article 9: Foundations of Differentiation

- The applicant should have published at least three research papers whether individually or jointly, in the last three years.
- At least one of those researches has been published in a global refereed journal, in accordance with the standards set forth in the promotion system 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 local, regional, and specialized international conferences. Such contributions include submission of scientific papers, membership of their committees, or headship of sessions.
- To have clear contributions in attracting financial and technical support for research projects.
- The research 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 AOU, or open/integrated education in general.

Article 10: General Provisions

- A) The current bylaws herein shall override any previous bylaws relating to or having the same title or subject matter.
- B) University Director/Rectors 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.