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To: Faculty Deans

**Re: Revised DHET policy for the recognition of research publications**

The Department of Higher Education and Training has released a revised policy for the recognition of research publications, which comes into effect in 2017 for publications produced in 2016 onwards.

I wish to draw your attention to **highlights from the revised policy** and alert you to **additional reporting requirements** as set out in item 2.2 below:

1. The expansion of accredited journal lists, to include **Scopus, SciELO South Africa<sup>1</sup> and the Norwegian register of journals<sup>2</sup>**.
  - 1.1. The above is in addition to existing journals accredited by the DHET: Web of Science, IBSS and the South African list of journals.
  - 1.2. The updated policy allows DHET to add or remove journal lists each year. This is a welcome change from the old policy, which restricted accreditation to the set of journals listed under 1.1.
2. The awarding of **up to 10 units for a scholarly book**, and the awarding of **1 unit per chapter** in an edited book.
  - 2.1. This is up from the previous allocation of up to 5 units per book.
  - 2.2. With this positive change however, comes an **additional reporting requirement**, which we call on deans to assist in ensuring full reporting of qualifying books and chapters in books. In particular, DHET requires:
    - A written statement (< 500 words), signed by the author of the book, or general editor (in the case of an edited book), explaining the contribution that the book makes to scholarship.
    - This should include a declaration that no part of the work was plagiarised or published elsewhere.
    - In the event of second or subsequent editions, a statement indicating that both the previous & current editions were checked & affirm that at least 50% of the work was not previously published. This statement can be submitted by the deputy dean/FRC Chair.

<sup>1</sup> <http://www.scielo.org.za/>

<sup>2</sup> [https://dbh.nsd.uib.no/publiseringskanaler/Forside?request\\_locale=en](https://dbh.nsd.uib.no/publiseringskanaler/Forside?request_locale=en)

- 2.3. The above is in addition to previous reporting requirements, which includes evidence of the peer-review process undertaken by the publisher ahead of publication.

We realise the enormous burden the above additional reporting requirements now place on authors as well as faculty staff, and would be most grateful if you could ensure the full reporting of relevant publications from your respective faculties. This will allow the university to attract maximum subsidy from DHET, which will in turn also impact on the annual faculty block grants.

### **Loading of research publication data online**

The Research Office is in direct contact with Faculty coordinators and FRC Chairs regarding UCT's new electronic Research Management (eRA) system for reporting publications, as well as associated deadlines, and assistance will be provided by the office with the loading of data on the system particularly for this cycle. However, we are fully dependent on authors to source and provide the relevant motivations as mentioned above, in addition to the provision of peer-review evidence.

The attached "publication count handbook" contains additional information on the DHET reporting requirements for research publications. You are also welcome to direct queries in this regard to Dr Marilet Sienaert or Christina Pather in the Research Office, and to visit <http://www.researchsupport.uct.ac.za/publications-29> for more information and resources.

Yours sincerely



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Copies to: Deputy Deans for Research / Faculty Research Committee Chairs