



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Directorate: Universities Policy and Development Support

***Policy and Procedures for the Measurement of Research Output of Public Higher
Education Institutions (2003)***

Communiqué 1 of 2015

Introduction

Compliments of the New Year! May 2015 be a wonderful year for all of you.

A new year of course means we must prepare ourselves for yet another research outputs cycle. Many of you have been asking for the 2015 journals lists. Please note that the lists have not been released yet – we are waiting for the IBSS and ISI lists to be sent to us and will circulate these to you as soon as we receive them, hopefully before the end of January. Once received, kindly ensure that you refer to the correct list when capturing your journal articles, namely, the “DHET accredited lists for publications made in 2014”. Please remember that the other list includes journals whose accreditation status only comes into effect in 2015. That is, you will only claim from this list in 2016 (for 2015 articles). The aim of sharing this list with you is for you to see which “new” journals have been added/accredited. Feel free to contact our office any time if you are not sure about the lists, or if you need help in any way. Please remember that should you need us to visit your institution, you need to send us a request well in time so that we can make the necessary plans.

We did not encounter major problems with the submissions last year (2014), however I would like everyone to continue focusing on the “labelling”. Below is an extract from my previous communiqué on labelling:

Labelling of books, chapters in books, and conference proceedings

Please include your institution prefix on all outputs. E.g. **SU B1** (for a full book), **SU B2a – c**, (where chapters are claimed from a book). Label conference proceedings in a similar manner. E.g SU P1, SU P2a – c (where more than one papers are claimed from the same conference). Please DO NOT use SU B1 for a full book, and then SU B1 where a chapter is claimed. That is, we cannot have two books labelled exactly the same from the same institution. There should only be one SU B1 etc.

Some institutions indicated during the August 2013 RIMS Workshop that they are unable to use *a,b,c* on the RIMS system to differentiate between full books and chapters in books, hence they are having two B1s, for example. In this case, you may use SU B1 for full books, and **SU C1 – C3** for chapters in books. In the case of conference proceedings, where more than one papers are being claimed, you may use **SU P2.1 – 2.3**.

Kindly ensure that your publications are captured chronologically on the Excel spreadsheet. That is, B1, B2, B3, B4, B5.....B142 (last entry), and not B1, B2, B99, B7, B5....B142.

Changes for 2015 submissions

There are no changes to the spreadsheet for 2015 submissions.

ASSAf-DHET Panels

In 2014, the Department of Higher Education and Training (DHET) appointed the Academy of Science of South Africa (ASSAf) to arrange expert/discipline-based panels. This was done in order to bring credibility and transparency, and to improve the evaluation process (refer to the Report of 2013 Research Outputs for more details on the panels). These “expert panels” will continue this year (2015). Please be on the lookout for the “call for nominations” so that you can nominate your academics to serve on the different panels.

Farewell, and thank you

Please note that I have resigned from my position, and will be leaving the DHET at the end of January 2015 after six challenging and exciting years. I have enjoyed serving you in my capacity as the project manager for the Research Outputs project over the past two years. Thank you for allowing me the space to learn, and for making me feel that I was doing a great job. I have formed some great friendships, which I know will continue beyond my work at the Department.

Please note that Ms Mmudi Maphalla, a colleague who joined us last year as Assistant Director, is now your contact person for the Research Outputs project. Her e-mail address is: Maphalla.m@dhet.gov.za. Other officers working on the project are **Mr Walter Ntuli** (012 312 5675, Ntuli.w@dhet.gov.za) and **Ms Noluthando “Thando” Zikode**: 012 312 5283, zikode.n@dhet.gov.za)

Thank you, and Kind regards
Dr. Ndivhuwo Luruli