



## **Terms of Reference of World Class Professor (H-index 100) 2024**

### **1. Introduction**

International recognition of Universitas Diponegoro (UNDIP) encourage the institution to be able to reach "World Class University" goal through enhancing academic reputation. Academic reputation measured by how far UNDIP recognized by international level institutions through UNDIP's teaching staffs and researchers. The international recognition could be executed by inviting Professors from other countries to partner with UNDIP academicians. Partnership in research and teaching with strong and reliable networking among universities in the world will enhance the universities, including Universitas Diponegoro, to be world-class university.

Research is one of the main elements of the three main activities (*Tri Dharma Perguruan Tinggi*) including education, research, and community services which are used as a benchmark for making short- and long-term strategies at UNDIP in order to increase its ranking internationally. In order to support this ranking achievement, the World Class Professor program (h-index 100) can be one of the mainstay programs to increase UNDIP's ranking.

The World Class Professor Program (h-index 100) is an UNDIP collaboration program between Undip academicians or researchers and professors or associate professors from foreign universities who have an h-index 100 in various academic fields of research, teaching and community service. The professors are in the fields of both Science and Social Humanities. Through the World Class Professor program, the number of foreign lecturers at Undip can be increased by inviting foreign parties as guest lecturers and research-publication collaborator as well as by promoting UNDIP teaching/research staff out as potential academician to carry out teaching and collaborative research at partner universities abroad and to develop cooperation in teaching and research.

### **2. Aims**

The objectives of this activity are:

1. increasing the number of professor/foreign lecturers;
2. improving the quality and quantity of UNDIP collaborative research;
3. improving academic reputation, citations per faculty, citations per paper, and papers per faculty;

4. improving KPI achievements of PTNBH for collaboration with international level; universities and international accreditation;
5. expanding international networks.

### 3. Requirements of Invited Lecturer/Professor

- a. Professor or Associate Professor with h-index 100 (based on Scopus).
- b. Affiliated with abroad universities (non-Indonesia).
- c. Willing to add Universitas Diponegoro affiliation to the publications produced during the contract period.
- d. Willing to fulfil the Commitment Letter.
- e. Having the expertise needed in the Department/Study Program.
- f. Willing to comply with the applicable laws and regulations in Indonesia.
- g. Information on foreign academic candidates who can be proposed as World Class Professor can be checked on <https://bit.ly/DIKTITop10Authors> or <https://clarivate.com/highly-cited-researchers/>

### 4. Activities to do

Visiting Professor is held in the form of:

1. Conduct research and publications together with UNDIP academics in reputable international journal indexed by Scopus or Web of Science.
2. Carry out joint supervision and or external examination
3. Become a guest lecturer or guest researcher at lectures, seminars, or training
4. Become a resource person for manuscript clinics or providing supervision through improving the quality of articles (fine tuning)
4. Carry out cooperation initiatives as outlined in Lol, LoA, MoA, MoU or other Cooperation Certificates.

### 5. Working Method

The implementation of World Class Professor activities can be carried out using online and offline methods.

### 6. Timeline

Tahap Kegiatan	Waktu
Program Socialization	5 January 2024
Deadline of Proposal Submission	2 February, 10 April, 30 August, 15 Oktober 2024
Activity Period	February – Mid November 2024
Monitoring and Evaluation	Juni, September 2024
Deadline for activity and financial reports	4 <sup>th</sup> week of November 2024

### 7. Activity Output

The outputs that must be produced by the program recipients according to the type of activity are:

1. Research article(s) published on reputable international journal indexed by Scopus or Web of Science with UNDIP as one of affiliation:

SJR $\geq$ 1 = 1 artikel; atau

1 > SJR > 0,5 = 2 artikel; atau

0,5 > SJR > 0,1 = 3 artikel

2. Activity Report;
3. Cooperation initiation draft as outlined in Lol, LoA, MoA, MoU and other cooperation certificates (if any).

## 8. Funding and Budget

The funding source comes from the budget allocation of the WCU 2023-2024 program with a maximum funding of IDR 100,000,000.00 per World Class Professor activity (h-index 100) with the following conditions:

1. 50% of the activity implementation fund, namely 50% x Rp. 100.000.000,- amounting to **Rp. 50.000.000,-** (*Fifty million rupiah*) is intended as partner incentives;
2. 50% of the activity implementation fund, which is 50% x Rp. 100.000.000,- amounting to **Rp. 50.000.000,-** (*Fifty million rupiah*) is intended as funds for the implementation of offline activities in Indonesia and performance fee for the companion (Rp. 5.000.000,-);
3. Cost components and supporting documents for World Class Professor financing (h-index 100):
  1. Incentive for professor  
It is incentive financing for partners as World Class Professors. The evidence for report is supported with in the form of articles submitted or published in international journals indexed by Scopus or web of science with Undip as an affiliate.
  2. Round-trip (Come and Return) Transportation  
It is transportation financing to go from partner's domicile to Universitas Diponegoro and return (round-trip). The evidence for report is supported with documents in the form of *e-ticket, receipt, boarding pass*.
  3. Accommodation  
It is the accommodation cost of the World Class Professor (WCP) partner during carrying out the WCP activities offline in Indonesia. The evidence for report is supported with documents in the form of invoices.
  4. Cost of Activity Implementation  
It is the cost of implementing offline WCP activities in Indonesia such as manuscript clinic activities, general stadiums, mini seminars, *field work*, guest lecturers etc. The evidence for report is supported with documents in the form of *invoices*.
  5. Performance Fee for the Companion  
It is incentive financing for activity companions.

If funding is needed for research activities, WCP activity assistants (h-index 100) can submit research proposals to LPPM UNDIP through the High Reputation International Publication Research (RPIBT) scheme by following applicable regulations.

## **9. Proposal Format**

The systematics of the proposal format is as follows:

- A. Cover with white color
- B. Approval page (title, identity of the program implementer and signed by the Dean who gave the approval letter regarding the proposed activity)
- C. Activity abstracts
- D. Background/Introduction
- E. Purpose
- F. Outputs and Indicators to be Achieved
- G. Details of Activities
- H. Schedule of Activities
- I. The proposed activity budget
- J. Attachment
  - Attachment 1. CV of invited Professor
  - Attachment 2. H-Index of invited Professor
  - Attachment 4. Commitment letter from the invited Professor
  - Attachment 3. Joint Publication Draft (if any)

Softcopy proposals can be submitted via the link <http://wcu.undip.ac.id/app> and sent via email to [wcu@live.undip.ac.id](mailto:wcu@live.undip.ac.id) cc [warek4@live.undip.ac.id](mailto:warek4@live.undip.ac.id) and [io@live.undip.ac.id](mailto:io@live.undip.ac.id) with the subject "Proposal World Class Professor (h-index 100) 2024".

## **10. Report Format**

The systematics of the report format is as follows:

- A. Cover with white color
- B. Approval page (title, identity of program implementer and signed by the chancellor or vice-chancellor who gave a letter of approval to participate in the activity)
- C. Acknowledgement/Foreword
- D. Table of Contents
  1. Introduction
    - 1.1. Background
    - 1.2. Objective
  2. Promised output
  3. Implementation of activities
    - 3.1. Time
    - 3.2. Place
    - 3.3. Achievement (output obtained)
    - 3.4. Next plan (sustainability of the program)
  4. Recommendations to The Ministry of Education, Research and Technology/UNDIP/WCU Program

E. Attachments:

- 1) Rector's Decree regarding the implementation of WCP activities
- 2) MoU (if any)
- 3) Output Evidence (including mass media publications)
- 4) Logbook/activity itinerary (or daily activity logbook)
- 5) Activity Photos and Videos
- 6) Invited Professor's CV and email address
- 7) Invited Professor's H-Index
- 8) CV of WCP Companion
- 9) Commitment letter from the invited professor
- 10) Financial reports

Activity reports must be submitted no later than 2 (two) weeks after all activities are carried out. Reports are made in the form of softcopy to the email address [wcu@live.undip.ac.id](mailto:wcu@live.undip.ac.id); with subject: visiting professor's report-name of invited professor and in 3 hardcopies form (1 original and 2 photocopies) with A4 paper, 1.5 spacing neatly bound with white cover sent to:

Kantor Peningkatan Universitas Diponegoro  
Gedung Widya Puraya Lt. 1  
Jl. Prof. Soedarto SH, Tembalang Semarang

**11. Contact Person**

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