

STAFF NO.

--	--	--	--	--	--



UNIVERSITI  
PENDIDIKAN  
SULTAN IDRIS  
اونورسيتي قنديديقن سلطان ادريس

SULTAN IDRIS EDUCATION UNIVERSITY

**KEY PERFORMANCE INDICATORS FOR THE EVALUATION OF  
INTERNATIONAL ACADEMIC STAFF CONTRACT EXTENSION**

(Kindly state current period of contract)

From

To

Period

	I	II	III	IV	V
CONTRACT EXTENSION	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SECTION A: PERSONAL AND SERVICE DETAILS**

(To be filled by applicant)

NAME:

CURRENT POSITION & GRADE:

DEPARTMENT & FACULTY:

FIELD:

DATE OF BIRTH & AGE:

CITIZEN:

**Note:**

Please submit your application for an extension contract form at least 6 months before due to the current service contract.



**SECTION B (I):**

KEY PERFORMANCE INDICATORS OF **UNIVERSITY LECTURERS GRADE VK7**

(To be filled by applicant)

No.	Things	Compulsory / Optional	Key Performance Indicators	Achievements
				Yes / No (if Yes, please attach the documents)
1	Annual Performance Appraisal Report	Compulsory	At least 80%	
2	Teaching and Learning	Compulsory	At least 18 hours for 2 semesters throughout the contract period.	
3	Supervision	Compulsory	Currently supervising as Principal Supervisor / Co Supervisor of one (1) PhD student and one (1) Master Mode A student. Need to present proposal according to the set time.	
4	Research Grant	Compulsory	2 international grants / external agencies throughout the contract period. (1 lead researcher and 1 Co -Researcher)	
5	Publication	Compulsory	3 Scopus / WOS @ 1 Intellectual book @ 1 Creative work a year	
6	Consultation	Compulsory	2 projects as a paid consultant at the international level (minimum = RM5,000.00 / project)	
7	International student	Optional	4 international students per year	
8	Agreement	Optional	1 (MoU/MOA) and 2 activities for each research grant	
9	Membership of Academic Bodies / Professional Bodies / Associations	Optional	3 international memberships	
10	Inbound / Outbound program	Optional	Conduct 3 inbound / outbound student programs	
11	Visiting Professor / Visiting Lecturer	Optional	Appointment as Visiting Professor / Visiting Lecturer (Minimum 3 invitations)	
12	National / International level recognition	Optional	3 recognition awards - Academic awards @ - Research Awards @ - Keynote speaker	
13	Endowment / in kind	Optional	3 endowments. (minimum =RM5,000.00/ endowment / in kind)	

**Note :** Contract extension can be considered if the lecturer achieves at least 8/13 of the set KPI<sup>S</sup>.

**Declaration:** I hereby confirm the above information provided is true as in Sections A and B(I)

Signature of Applicant

Date

**SECTION B (II):**

**KEY PERFORMANCE INDICATORS OF UNIVERSITY LECTURERS GRADE DS53**

(To be filled by applicant)

No.	Things	Compulsory / Optional	Key Performance Indicators	Achievements
				Yes / No (if Yes, please attach the documents)
1	Annual Performance Appraisal Report	Compulsory	At least 80%	
2	Teaching and Learning	Compulsory	At least 18 hours for 2 semesters throughout the contract period.	
3	Supervision	Compulsory	Currently supervising as Principal Supervisor / Co Supervisor of one (1) PhD student and one (1) Master Mode A student. Need to present a proposal according to the set time.	
4	Research Grant	Compulsory	2 international grants / external agencies throughout the contract period. (1 lead researcher and 1 Co -Researcher)	
5	Publication	Compulsory	2 Scopus / WOS @ 1 Intellectual book @ 1 Creative work per year	
6	Consultation	Compulsory	2 projects as a paid consultant at the National/ International/ University level. (Minimum = RM5,000.00 / project)	
7	International student	Optional	2 international students per year	
8	Agreement	Optional	1 (MoU/MOA) and 2 activities for each research grant	
9	Membership of Academic Bodies / Professional Bodies / Associations	Optional	2 international memberships	
10	Inbound / Outbound program	Optional	Conduct 2 inbound / outbound student programs	
11	Visiting Professor / Visiting Lecturer	Optional	Appointment as Visiting Professor / Visiting Lecturer (Minimum 2 invitations)	
12	National / International level recognition	Optional	2 recognition awards - Academic awards @ - Research Awards @ - Keynote speakers	
13	Endowment / in kind	Optional	2 endowments (Minimum =RM5,000.00/ endowment / in kind)	

**Note: Contract extension can be considered if the lecturer achieves at least 8/13 of the set KPI<sup>5</sup>.**

**Declaration:** I hereby confirm the above information provided is true as in Sections A and B(II)

Signature of Applicant

Date

**SECTION B (III):****KEY PERFORMANCE INDICATORS OF UNIVERSITY LECTURERS GRADE DS51**

(To be filled by applicant)

No.	Things	Compulsory / Optional	Key Performance Indicators	Achievements
				Yes / No (if Yes, please attach the documents)
1	Annual Performance Appraisal Report	Compulsory	At least 80%	
2	Teaching and Learning	Compulsory	At least 18 hours for 2 semesters throughout the contract period.	
3	Supervision	Compulsory	Currently supervising as Principal Supervisor / Co-Supervisor of (1) PhD student or one (1) Master student Mode A / two (2) students Mode B / 4 students Mode C. Need to present proposal according to the time set.	
4	Research Grant	Compulsory	1 international grant / external agency throughout the contract period (Principles Researcher)	
5	Publication	Compulsory	1 Scopus / WOS @ 1 Intellectual book @ 1 Creative work per year	
6	Consultation	Compulsory	1 project as a paid consultant at the national/ international/ university level.  (Minimum = RM3,000.00 / project)	
7	International student	Optional	1 international student per year	
8	Agreement	Optional	1 (MoU/MoA) and 2 activities for each research grant	
9	Membership of Academic Bodies / Professional Bodies / Associations	Optional	1 international membership	
10	Inbound / Outbound program	Optional	Conduct 1 inbound/outbound student programs	
11	Visiting Professor / Visiting Lecturer	Optional	Appointment as Visiting Professor / Visiting Lecturer (minimum 1 invitation)	
12	National / International level recognition	Optional	1 recognition awards - Academic award @ - Research Award @ - Keynote speaker	
13	Endowment / in kind	Optional	1 endowment (Minimum =RM5,000.00/ endowment / in kind)	

**Note:** Contract extension can be considered if the lecturer achieves at least 8/13 of the set KPI<sup>s</sup>.

**Declaration:** I hereby confirm the above information provided is true as in Sections A and B (III).

Signature of Applicant

Date

**SECTION B (IV):****KEY PERFORMANCE INDICATORS OF UNIVERSITY LECTURERS GRADE DS45**

(To be filled by applicant)

No.	Things	Compulsory / Optional	Key Performance Indicators	Achievements
				Yes / No (if Yes, please attach the documents)
1	Annual Performance Appraisal Report	Compulsory	At least 80%	
2	Teaching and Learning	Compulsory	At least 18 hours for 2 semesters throughout the contract period.	
3	Supervision	Compulsory	Currently supervising as Principal Supervisor / Co Supervisor of one (1) student Master Mod A / two (2) students Mod B / four (4) students Mod C. Need to present a proposal according to the time set.	
4	Research Grant	Compulsory	1 international grant / external agency throughout the contract period. (Principles Researcher)	
5	Publication	Compulsory	1 Scopus / WOS @ 1 Intellectual book @ 1 Creative work a year	
6	Consultation	Compulsory	1 project as a paid consultant at the National/ International/ University level. (Minimum = RM3,000.00 / project)	
7	International student	Optional	1 international student per year	
8	Agreement	Optional	1 (MoU/MOA) and 2 activities for each research grant	
9	Membership of Academic Bodies / Professional Bodies / Associations	Optional	1 international membership	
10	Inbound / Outbound program	Optional	Conduct 1 inbound / outbound student programs	
11	Visiting Professor / Visiting Lecturer	Optional	Appointment as Visiting Professor / Visiting Lecturer (minimum 1 invitation)	
12	National / International level recognition	Optional	1 recognition award - Academic awards @ - Research awards @ - Keynote speaker	
13	Endowment / in kind	Optional	1 endowment (Minimum = RM5,000.00/ endowment / in kind	

**Note:** Contract extension can be considered if the lecturer achieves at least 8/13 of the set KPI<sup>s</sup>.

**Declaration:** I hereby confirm the above information provided is true as in Sections A and B(IV).

Signature of Applicant

Date

**BAHAGIAN C : BAHAGIAN INI HENDAKLAH DILENGKAPKAN OLEH JAWATANKUASA KESEPAKARAN FAKULTI**

Penilaian adalah berdasarkan kepada skala markah yang dinyatakan

1	2	3	4	5	6	7	8	9	10
Kurang Memuaskan			Baik					Cemerlang	

1. Keperibadian dan sikap

Sebagai Pensyarah	
Sebagai Penyelidik	
Sebagai Mentor di Jabatan/Fakulti	
Sebagai rakan sejawat dan rakan sosial	

**BAHAGIAN D : MAKLUMAT PENSYARAH SEDIA ADA DI DALAM BIDANG BERKENAAN**

Gred / Jawatan	Bil. Tetap	Bil. Kontrak	Jumlah

**BAHAGIAN E: PELAN PENGGANTIAN FAKULTI UNTUK MRNGISI KEKOSONGAN BIDANG KEPAKARAN PENSYARAH BERKENAAN**

---



---



---



---



---

**BAHAGIAN F: BAGAIMANA PENSYARAH INI BOLEH MEMBERI SUMBANGAN TERHADAP KPI UNIVERSITI (PENGAJARAN/PENYELIDIKAN/PENERBITAN)**

---



---



---



---



---

**BAHAGIAN G: IMPLIKASI SEKIRANYA PERMOHONAN INI DITOLAK**

---

---

---

---

---

**BAHAGIAN H: CADANGAN JAWATANKUASA KESEPAKARAN FAKULTI**

1. Permohonan pensyarah ini:

- a.  Diperakukan.
- b.  Tidak Diperakukan.
- c.  Pertimbangan kesepakaran Induk berasaskan kecemerlangan luar biasa. Jika ( c ), sila beri

ulasan:

.....

.....

.....

.....

.....

2. Ahli Jawatankuasa (Nama & Jawatan )

Pengerusi:

.....

Ahli:

i.

.....

ii.

.....

iii.

.....

iv.

.....

v.

.....

Setiasaha:

.....

Tandatangan Pengerusi :  
Jawatankuasa

Tarikh :