



**Jabatan Pendaftar**

REGISTRAR'S OFFICE

---

**Universiti Utara Malaysia**

**PEKELILING PENDAFTAR BILANGAN 10/2018**

**- CADANGAN MEWUJUDKAN SKIM JOINT APPOINTMENT  
ACADEMIC SCHEME (JAAS) DALAM SKIM PERKHIDMATAN  
UNIVERSITI UTARA MALAYSIA**



**JABATAN PENDAFTAR  
REGISTRAR'S OFFICE**  
Universiti Utara Malaysia  
06010 UUM SINTOK  
KEDAH DARUL AMAN  
MALAYSIA



Tel: 604.928 3101 / 3199  
Faks (Fax): 604 928 3104  
Laman Web: [www.uum.edu.my](http://www.uum.edu.my)

Ruj. Kami : UUM/PEN/P-7/6  
Tarikh : **03 OCT 2018**

Semua Dekan/Ketua Jabatan/Pengarah/Pengetua INASIS  
Pusat Pengajian

Y.Berusaha Prof./Tuan/Puan

**PEKELILING PENDAFTAR BILANGAN 10/2018**

**- CADANGAN MEWUJUDKAN SKIM JOINT APPOINTMENT ACADEMIC SCHEME (JAAS) DALAM SKIM PERKHIDMATAN UNIVERSITI UTARA MALAYSIA**

Dengan hormatnya saya merujuk perkara di atas.

2. Dimaklumkan bahawa Mesyuarat JPU Ke 246, Bil. 6/2018 pada 2 Julai 2018 dan Mesyuarat LPU Ke 114, Bil. 3/2018 pada 3 Ogos 2018 telah memperakukan dan meluluskan cadangan mewujudkan Skim *Joint Appointment Academic (JAAS)* dalam skim perkhidmatan UUM.

3. Objektif JAAS adalah sebagai inisiatif untuk memertabatkan agenda pengantarabangsaan UUM dengan meningkatkan bilangan staf akademik antarabangsa di samping melonjakkan bilangan penerbitan melalui afiliasi UUM dengan institusi di luar negara.

4. Kerjasama dan perhatian Y.Berusaha Prof./ tuan/ puan amat dihargai untuk memanjangkan maklumat ini kepada staf akademik di pusat pengajian masing-masing.

Sekian, terima kasih dan salam hormat.

**'KEDAH AMAN MAKMUR – HARAPAN BERSAMA MAKMURKAN KEDAH'**  
**'ILMU BUDI BAKTI'**

Saya yang menjalankan amanah

**BAHARUDIN YAACOB**

Pendaftar

Universiti Utara Malaysia

Tel : 04-928 3101 / Faks : 04-928 3104

Emel : [bah646@uum.edu.my](mailto:bah646@uum.edu.my)

s.k. - Yang Berusaha Naib Canselor

Universiti Pengurusan Terkemuka  
*The Eminent Management University*





## Jabatan Pendaftar

REGISTRAR'S OFFICE

## Universiti Utara Malaysia

Endorsed by the 246<sup>th</sup> JPU, No. 6/2018 on 2 July 2018  
Approved by 114<sup>th</sup> LPU, No 3/2018 on 3 August 2018

### JOINT APPOINTMENT ACADEMIC SCHEME (JAAS)

| No.      | Subject                       | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |                               |    |          |    |          |    |          |    |        |
|----------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------------------|----|----------|----|----------|----|----------|----|--------|
| 1.       | Name of Scheme                | Joint Appointment Academic Scheme (JAAS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |          |                               |    |          |    |          |    |          |    |        |
| 2.       | Category of Position          | Academic                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |          |                               |    |          |    |          |    |          |    |        |
| 3.       | Term of Appointment           | Contract for Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |                               |    |          |    |          |    |          |    |        |
| 4.       | Academic Qualification        | PhD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                               |    |          |    |          |    |          |    |        |
| 5.       | Duration of Appointment       | One year (and may be extended by University)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |          |                               |    |          |    |          |    |          |    |        |
| 6.       | Title                         | Joint Appointment Academic Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |                               |    |          |    |          |    |          |    |        |
| 7.       | Emolument/Entitlement         | <p>a. The honorarium for the presence in UUM is as follow:</p> <p>i. Candidate from Developed Country – RM1000.00 per day</p> <p>ii. Candidate from Developing Country – RM500.00 per day</p> <p>Each visit should be a period of not more than ten (10) days.</p> <p>b. The monetary incentive for publication will be paid based on the UUM publication incentive scheme as follow:</p> <table><tr><th>Quartile</th><th>Incentive Rate / article (RM)</th></tr><tr><td>Q1</td><td>4,000.00</td></tr><tr><td>Q2</td><td>2,000.00</td></tr><tr><td>Q3</td><td>1,000.00</td></tr><tr><td>Q4</td><td>500.00</td></tr></table> | Quartile | Incentive Rate / article (RM) | Q1 | 4,000.00 | Q2 | 2,000.00 | Q3 | 1,000.00 | Q4 | 500.00 |
| Quartile | Incentive Rate / article (RM) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                               |    |          |    |          |    |          |    |        |
| Q1       | 4,000.00                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                               |    |          |    |          |    |          |    |        |
| Q2       | 2,000.00                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                               |    |          |    |          |    |          |    |        |
| Q3       | 1,000.00                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                               |    |          |    |          |    |          |    |        |
| Q4       | 500.00                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                               |    |          |    |          |    |          |    |        |

|    |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                         | <p>c. The honorarium is exclusive of withholding tax or any tax imposed by the Malaysian Government.</p> <p>d. A business or economic class round trip ticket for each visit depend on the entitlement of each candidate.</p> <p>e. Accommodation during the visit.</p> <p>f. A car and a driver during the visit.</p> <p>g. An office with a computer and a telephone extension for local calls only. International calls will be charged at their own expense.</p> <p>h. No medical benefits, annual leave days, and other benefits not specified here.</p> |
| 8. | Criteria of Appointment | <p>a. A PhD holder</p> <p>b. Minimum five years of experience as a full time academic staff at a reputable university</p> <p>c. At least h-index Scopus of 2 for the candidate from the Science and Technology discipline and 4 for the candidate from the Non Science and Technology discipline</p> <p>d. Excellent personal and communication skills</p> <p>e. Experience in engaging with outside stakeholders</p>                                                                                                                                         |
| 9. | Application procedure   | <p>a. School / Graduate School is required to provide a proposal stating applicant's background, expertise, excellence and job planning and submit to the Registrar Department.</p> <p>b. The school may give a proposal to appoint one or more JAAS candidates subject to their respective financial capabilities</p> <p>c. Candidates proposed by the School/ Graduate School will be tabled in the University Management Meeting(JPU) for endorsement</p> <p>d. The Registrar's Department will issue a letter of appointment</p>                          |

|     |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10  | Scope of work    | <p>The scope of works cover one or a combination of the followings:</p> <ul style="list-style-type: none"> <li>a. Publish as lead author in Scopus indexed journal jointly with UUM's Academic staff.</li> <li>b. Assist in teaching, learning and supervision</li> <li>c. Provide junior staff mentoring in the area of research, consultation, and publication either remotely or on campus.</li> </ul>                                                     |
| 11. | Other facilities | <ul style="list-style-type: none"> <li>a. An office with a computer and a telephone extension for local calls only. International calls will be charged at their own expense.</li> <li>b. Medical Benefits: Provided only at PKU</li> <li>c. Insurance: Not provided</li> <li>d. Allowance (ITK/ITP/BSH): Not provided</li> <li>e. Annual Leave: Not provided</li> <li>f. Travel claims: Not provided</li> <li>g. Gratuity/GCR/Bonus: Not provided</li> </ul> |
| 12. | Attendance       | Present as the requirements stated in the letter of offer as well as instructions by the Dean of the respective school.                                                                                                                                                                                                                                                                                                                                       |
| 13. | Responsible for  | Dean / Head of respective department in the aspect of attendance and all the scope of the tasks specified in the Letter of Offer.                                                                                                                                                                                                                                                                                                                             |