

FREQUENTLY ASKED QUESTIONS (FAQ)

RESEARCH & INNOVATION PORTFOLIO FACULTY OF BUSINESS & ECONOMICS

1. What is UM Research Ethics (UMREC)?

- The UM Research Ethics Committee (UMREC) is the entity that undertakes ethics reviews of all non-medical research involving human participants, including both funded and unfunded research conducted by the UM community.
- All research projects led by UM community members are recommended to obtain ethical clearance as part of good research governance practices, ensuring the voluntariness of subjects/participants and aligning with the requirements of most academic journals for publication.
- Data collection and participant recruitment are strictly prohibited before obtaining ethical clearance, subject to the UMREC's approval.
- Visit the UMREC website for more details, especially on submission deadline & application files for download: <https://umresearch.um.edu.my/research-ethics/>

2. Where do I send my UMREC Application Form for endorsement/verification?

- Please make sure the form & compile all supporting documents into a single PDF file and send it by email to Mrs. Mazlita Ahmad (admin asst.) at maz79@um.edu.my and cc to FBEC Deputy Dean (Research and Innovation) at tdp_fpe@um.edu.my.
- Faculty only endorses/verifies your application form. Once you've received the signed copy from us, please submit the complete documents by email to mailto:umrec@um.edu.my for UMREC's approval.

3. What is UMEExpert?

- It is an academic portal showcasing the university's research talent and scholarly output.
- UMEExpert serves two (2) main functions:
 1. It is a public reference platform for searching and identifying experts within Universiti Malaya (UM).
 2. It is an internal system for academic staff to submit their Key Performance Indicator (KPI) items for annual KPI evaluation.
- Visit the UMEExpert portal to explore more details: <https://umexpert.um.edu.my/>

4. Who should be contacted for matters related to UMEExpert?

- Please get in touch with Ms. Fitri Soraya Azmi (faculty officer) by email at fitrisorayaazmi95@um.edu or by calling 03-7967 3681 for assistance.

5. As a staff member, why are my KPI marks in UMExpert still not updated, despite PTj having verified my KPI items?

- In some cases, this may be due to the KPI items not being entered per the KPI Criteria & Operational Definitions (available in the RMS Dashboard) required for the system to generate KPI marks.
- As such, requests to include past entries (no double counting) in the current year's KPI calculation, or whenever advised by the faculty officer, please get in touch with the Corporate Performance Centre directly by email at urusetia_cpo@um.edu.my.

6. Does the faculty provide funding support for research ?

- Subject to funds availability, the faculty does offer internal grants that all faculty members are welcome to apply for.
- Some of the most commonly pursued internal grants include research grants and book grants (GPKF, GBKF, FARG). Whereas, matching and teaching material development grants (FSMG, FSIMDG) are typically available upon announcement.
- In addition to internal grants, the faculty also offers a Special Publication Fund to cover costs incurred before the publication of research findings as articles or books in reputable academic journals or by recognized publishers.
- Visit the faculty website for more details, especially on each type of funding support guideline(s), instructions & application files for download: <https://fpe.um.edu.my>

7. As a student member, can I apply for the above funding ?

- As an undergraduate student, you are not eligible for any of the above funding opportunities.
- As a postgraduate student, you may apply only for the following:
 1. Postgraduate research grant (GPKIT)
 - Visit the faculty website for more details, especially on the grant's Terms of Reference (guideline) & application files for download: <https://fpe.um.edu.my>
 2. Postgraduate conference fund
 - Please contact UM Business School (postgraduate office) either by email at umbs@um.edu.my or call 03-7967 3993/3811/3842/3974 for further instructions on applying.

8. I received a research grant from an external funder. How to start utilizing it?

- The research grant must be properly channeled into an RGMS account. Once the account has been set up & activated, you can monitor it through RGMS e-Finance: <https://portal.um.edu.my/>
- All related expenditures need to be made through the F1RST portal: <https://first.um.edu.my/>

- Please contact Ms. Fitri Soraya Azmi (faculty officer) either by email at fitrisorayaazmi95@um.edu.my or by calling 03-7967 3681 for assistance.
- For general enquiries on the research grant process, you can also contact Pusat Pengurusan Geran Penyelidikan (PPGP) either by email at ppgp@um.edu.my or send a WhatsApp to +601116384467 for more info.

9. Who can I contact regarding the appointment, UMMAIL registration, and Research Assistant (RA) attendance?

- RA appointment can be made through the RA Recruitment System: <https://portal.um.edu.my/>.
- Please contact Mrs. Nor Samsinar Mohd (office secretary) either by email at samsinarmohd@um.edu.my or by calling 03-7967 3600 for assistance.

10. Does the Faculty of Business & Economics have an academic journal?

- The faculty is currently self-managing three (3) academic journals, which are:
 1. Institutions and Economies (IE) ISSN 2232 – 1640
 - SCOPUS-indexed
 - Visit the journal website for more details: <https://ijie.um.edu.my/>
 2. Asian Journal of Business and Accounting (AJBA) ISSN 1985-4064
 - SCOPUS-indexed
 - Visit the journal website for more details: <https://ajap.um.edu.my/>
 3. Asian Journal of Accounting Perspectives (AJAP) ISSN 2672 – 7293.
 - Non-indexed
 - Visit the journal website for more details: <https://ajap.um.edu.my/>
- Please contact Mrs. Nurul Fazleen Ahmad Zalidi (admin) either by email at nurulfazleen@um.edu.my or by calling 03-7967 3601 for assistance.