

APPROVED
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Senate of Vilnius University
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Senate of Vilnius University)

VILNIUS UNIVERSITY REGULATIONS FOR THE ORGANISATION OF TEACHING STAFF AND RESEARCH/ART STAFF RECRUITING COMPETITIONS AND CERTIFICATION

CHAPTER I GENERAL PROVISIONS

1. The Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification (hereinafter referred to as the Regulations) regulate recruiting competitions for teaching staff and research/art staff (hereinafter referred to as research staff) at the University of Vilnius (hereinafter referred to as the University), as well as the certification procedure for teaching and research staff, the qualification requirements for teaching and research staff positions, and the criteria for evaluating the suitability for said duties.

2. At the University, members of the teaching and research staff are appointed to the position upon winning an open recruiting competition, except for the cases specified in item 5 of the Regulations.

3. The term of office of the University employee who wins the competition is five years.

4. An open-ended employment contract shall be concluded in accordance with the procedure established by legislation with members of the teaching or research staff who win a competition for the same position at the University for the second time in a row. This contract expires on the last day of the academic year during which the said employee turns 65. Members of the teaching and research staff over the age of 65 may work at the University if it is assessed in accordance with the procedure established by the Senate of Vilnius University (hereinafter referred to as the Senate) that their work is necessary to ensure the continuity of the study programmes and/or research at the University, if they meet the minimum qualification requirements specified in Annex 2 to the Regulations (hereinafter referred to as the minimum qualification requirements) for certification, and the Senate agrees that a fixed-term employment contract be concluded with them in accordance with the procedure established by the Statute of Vilnius University.

5. The Rector of the University (hereinafter referred to as the Rector) may employ visiting lecturers and researchers to work under a fixed-term employment contract for a maximum of two years on the recommendation of the head of a core academic unit of the University (hereinafter referred to as the core academic units). Visiting lecturers and researchers, partnership professors and partnership associate professors are not subject to the procedure for appointment by competition set out in the Regulations, but their appointment (except for partnership associate professors and partnership professors) is subject to the minimum qualification requirements for a competition.

6. The requirements provided for in the Regulations do not apply in the cases provided for in Article 22(2) of the Statute of Vilnius University, and a person who, prior to election or appointment to a managerial position at the University or its internal organisational structure, was a member of the University's teaching or research staff is entitled, at the request thereof, to return to the previous position on the teaching or research staff by concluding a fixed-term employment contract therewith for five years. If, after the five-year period is over, the employee wins a competition for the same position in accordance with the procedure established in the Regulations,

an open-ended employment contract is concluded therewith, ending on the last day of the academic year during which the said employee turns 65.

CHAPTER II PROCEDURE FOR HOLDING TEACHING AND RESEARCH STAFF RECRUITING COMPETITIONS

SECTION ONE GENERAL REQUIREMENTS FOR HOLDING COMPETITIONS

7. Open teaching and research staff recruiting competitions are announced by the Rector in accordance with recommendations of the heads of the core academic units prepared during the implementation of the staff development plan for the respective core academic unit, which is prepared and approved in accordance with the procedure established by the Rector. The competition is announced at least three months before a vacancy emerges for the position on the teaching or research staff, at the end of the term of office of a member of the teaching or research staff, or if there is a need to establish new teaching or research positions. The Rector sets the deadlines for holding the current year's competitions and other organisational procedures required for implementation of the Regulations at the University. The competition process (including the proper preparation of competition announcements) at the University is coordinated by the University's Central Administration structural unit responsible for the University's personnel management (hereinafter referred to as the Personnel Management Unit).

8. Publication of the competitions announced by the Rector in the media of the University and the Research Council of Lithuania, as well as national and, if necessary, international media, is carried out by the Personnel Management Unit. The competition announcement must specify the nature of the work, responsibilities, requirements for the position (including the educational requirements for teaching and research staff provided for in the Republic of Lithuania Law on Higher Education and Research), necessary competencies, the documents that must be submitted, and other information required. The start of the competition is considered to be the day of its publication in the media of the University and the Research Council of Lithuania, as well as national and, if necessary, international media. The head of the core academic unit is responsible for the proper preparation of competition announcements.

9. The council of the core academic unit has the right to submit for approval to the University's Senate higher qualification requirements than those specified in Annex 2 to the Regulations, which are followed in performing the verification provided for in item 13 of the Regulations. The council of the core academic unit, taking into account the needs of the unit, has the right to set additional special competition requirements for candidates, which must be included in the competition announcement.

10. The documents of the commissions specified in the Regulations shall be stored in accordance with the procedure established by the legislation of the University.

SECTION TWO PROCEDURE FOR HOLDING TEACHING AND RESEARCH STAFF RECRUITING COMPETITIONS

11. The recruiting competition consists of the following stages:

11.1. submission of the documents specified in the competition announcement for the persons who meet the minimum qualification requirements for the competition and wish to participate in the competition (hereinafter referred to as the candidates) in accordance with the procedure specified in the announcement;

11.2. verification of whether the academic activities of the candidates for the position meet the minimum qualification requirements for the competition;

11.3. selection of candidates in the core academic unit using the methods for selecting candidates chosen by decision of the admissions/certification commission of the core academic unit (hereinafter referred to as the unit commission);

11.4. expert assessment of the academic activities and suitability of the candidates and, if necessary, ranking at the unit commission;

11.5. submission of the conclusions of the expert assessment of the unit commission's candidates for the position of associate professor, assistant, junior assistant, lecturer, senior researcher, researcher or junior researcher to the head of the core academic unit within five working days of the meeting of the unit commission;

11.6. submission of the conclusions of the expert assessment of the unit commission's candidates for the position of professor or chief researcher to the Central Admissions Commission within five working days of the meeting of the unit commission;

11.7. the decision of the head of the core academic unit on the results of the competition for the position of associate professor, assistant, junior assistant, lecturer, senior researcher, researcher or junior researcher and their submission to the Rector for the conclusion of an employment contract;

11.8. evaluation of candidates for the position of professor or chief researcher at the Central Admissions Commission and submission of the evaluation conclusions to the Rector;

11.9. the decision of the Rector on the results of the competition for the position of professor or chief researcher.

12. Candidates shall submit the documents specified in the competition announcement in accordance with the document submission deadlines and the other conditions for participation in the competition specified in the announcement. By signing the Description of Academic Activities of the Candidate/Employee Being Certified (Annex 1; hereinafter referred to as the description of academic activities), the candidate confirms that the information provided in the description of academic activities is correct, accurate and complete. The qualifications of the candidate specified in the description of academic activities must actually exist at the time of completing the description of academic activities and not be acquired after the description of academic activities has been submitted.

13. The University's Central Administration structural units appointed by the Rector for the evaluation of science/art indicators then verify compliance of the candidates' academic activities with the minimum qualification requirements for the competition and provide a professional opinion on the results of this verification in writing (including by e-mail): to the Personnel Management Unit if it is determined during the verification that the candidate's academic activities clearly do not meet the minimum qualification requirements for the competition; to the unit commission or the Central Admissions Commission if, after the verification, doubts arise regarding compliance with the minimum qualification requirements for the competition.

14. If it is established during the verification provided for in item 13 of the Regulations that the candidate's academic activities clearly do not meet the minimum qualification requirements for the competition, or if doubts arise after the verification regarding compliance with the minimum qualification requirements for the competition, the unit commission shall take a decision that the candidate will not participate further in the competition procedures, recording this conclusion in the unit commission minutes. The decision of the unit commission shall be communicated to the Personnel Management Unit, which shall inform the candidates not participating further in the competition procedures of the results.

15. Upon receipt of the candidates' documents, the unit commission decides on the methods for selecting candidates for different competitions (e.g. presentation at the core or branch academic unit, or at the academic organisational structure without the rights of an administrative unit (hereinafter referred to as the academic structure), or at the unit commission; academic discussion; test lectures), which would help to better evaluate the suitability of the candidates. The various selection methods must be applied equally in respect of all candidates for the same position and carried out in accordance with the procedure established by the commission. If the unit commission decides not to use the methods for selecting candidates, it shall immediately conduct an expert

assessment of the candidates in accordance with the procedure established in item 18 of the Regulations.

16. During competitions, the expert assessment of the candidates is performed by:

16.1. the unit commission – for candidates for the position of associate professor, assistant, junior assistant, lecturer, senior researcher, researcher or junior researcher;

16.2. the unit commission and the Central Admissions Commission – for candidates for the position of professor or chief researcher.

17. By order, the Rector forms the unit commission from the members of the commission proposed by the council of the core academic unit for three years and appoints its chair from the members of the unit commission proposed by the unit council listed in items 17.1-17.3 of the Regulations. Student representatives are delegated to and dismissed from the unit commission by the University's student representation in accordance with the procedure established thereby. The unit commission must be composed of at least nine members and no more than twelve members. The head of the core academic unit may not be appointed as a member of the unit commission. The unit commission is to be formed in accordance with the following requirements:

17.1. at least 1/3 of the members of the unit commission must be individuals who do not work at the University (at least one scholar (and in the event that the unit is holding a recruiting competition for a position on the teaching staff in the arts – one artist as well) working at another higher education and research institution and other individuals who have a direct interest in the successful activities of the University and are able to evaluate the candidates);

17.2. when evaluating candidates for the position of professor or chief researcher, one of the members of the unit commission must be an international expert who does not work at the University, and who is selected by the unit commission for each competition and qualified to evaluate the suitability of the candidate/candidates for the position. International experts must be selected in such a way that they are impartial with regard to the candidates, and their participation in the activities of the unit commission in the evaluation of the candidates does not cause a conflict of public and private interests. If there are several candidates for the same position, they must be evaluated by the same experts, each of whom must rank the candidates on the basis of the evaluation carried out. International experts may be paid for their work on a unit commission in accordance with the procedure established by the legislation of the University. When considering a specific candidate, the international expert is also co-opted into the Central Admissions Commission and becomes a member thereof with the right to vote in the decision; in the case of certification of teaching and research staff, the international expert is not included in the composition of the unit commission;

17.3. at least 2/3 of the members of the unit commission must be scholars, at least half of whom must be community-recognised teaching staff with at least five years of teaching experience at a university-type higher education institution, and in evaluating candidates for a position on the teaching staff in the arts, artists are also included in the composition of the unit commission;

17.4. the head of the core academic unit's branch academic unit where the competition is being held is included in the unit commission for the specific competition, and if the core academic unit does not have branch academic units – a deputy delegated by the head of the core academic unit is included instead;

17.5. at least one representative delegated by the University's student representation;

17.6. in forming the unit commission, gender balance is a priority.

18. In performing expert assessment of the candidates and their academic activities, the unit commission must follow the requirements for the position set out in the competition announcement and/or job description, the competition evaluation criteria set out in Chapter V of the Regulations and the Criteria for Evaluating the Academic Activities of a Candidate for a Position on the Teaching Staff or Research/Art Staff and the Rating Scale Thereof (Annex 5), and the Candidate Academic Activity Evaluation Form (Annex 3; hereinafter referred to as the Candidate Evaluation Form) completed about each candidate during the meeting, which records the summarised opinion of all members of the unit commission (including the opinion of the international expert referred to in item 17.2 of the Regulations, as presented in the Candidate Evaluation Form completed

separately by the expert and submitted to the unit commission before the meeting), substantiating the evaluation of the unit commission and submitting the conclusion of the unit commission as to whether the candidate is recommended or not recommended for the position. This completed form is attached to the unit commission minutes.

19. In order to better assess the candidates, the unit commission may bring in additional experts who can objectively evaluate the candidates' academic activities and provide conclusions on their suitability for the position. The additional experts selected, in accordance with Annex 5 to the Regulations, evaluate the candidates' academic activities and complete the Candidate Evaluation Form, which is taken into account by the unit commission when completing the Candidate Evaluation Form in accordance with the procedure established in item 18 of the Regulations. These additional experts shall not have the right to vote. They may be paid for their work in accordance with the procedure established by the legislation of the University.

20. In the event that there is more than one candidate for the position, all of the candidates are ranked by the unit commission. The ranking is done by consensus at a meeting of the unit commission after a discussion on the suitability of each candidate. In the minutes, the unit commission sets out the professional arguments which led to the decision on the ranking of candidates. Where necessary, the unit commission shall take the decision on ranking by open vote.

21. The unit commission may recommend that the Rector announce a repeat competition if doubts arise regarding the compatibility of the candidates with the University's mission, vision, values, operational goals or principles, or their ability to implement the strategic goals of the University or unit.

22. The work of the unit commission is organised by the commission chair. If the unit commission does not have a chair, the work of the unit commission shall be organised, and the other functions of the unit commission chair specified in these Regulations shall be performed, by the meeting chair elected by the members of the unit commission. A meeting of the unit commission is valid if at least 2/3 of the members of the unit commission are in attendance. Members of the unit commission may also attend the meeting remotely via video conferencing, or express their opinion in writing, including by e-mail. Decisions of the unit commission are taken by simple majority vote of all of the members of the unit commission. Members of the unit commission who are unable to attend the meeting physically have the right to express their opinion in writing, including by e-mail, prior to the meeting. In determining the quorum, the votes of the members of the unit commission who attended the meeting of the unit commission (including via video conferencing) and who submitted their opinion in writing (including by e-mail) are counted. A member of a unit commission must refrain from partaking in the decision and does not have the right to vote or be included in the quorum if said commission member or an individual with whom he or she has a close family, marriage or partnership relationship is participating in the competition, or if there are other circumstances that cast doubt on the impartiality of the member of the unit commission. If, when taking the decision, there is a tie between the votes of the members of the unit commission, the unit commission chair shall have the casting vote. Minutes are taken for the meetings of the unit commission, and the minutes are submitted to the head of the core academic unit and to the Personnel Management Unit. The decision on the results of the competition (except for competitions for the position of professor or chief researcher) is made by the head of the core academic unit and submitted to the Rector for the conclusion of an employment contract. If, when taking the decision, doubts arise regarding the compatibility of the candidates with the University's mission, vision, values, operational goals or principles, or their ability to implement the strategic goals of the University or unit, the head of the core academic unit may take a reasoned decision not to endorse the candidate and recommend that the Rector announce a repeat competition.

23. The unit commission submits the conclusions of the expert assessment of the candidates for the position of professor or chief researcher to the Central Admissions Commission, except for the cases provided for in item 14 of these Regulations. If, following the expert assessment of the candidates and their academic activities, it is established by the unit commission that a candidate is not compatible with the University's mission, vision, values, operational goals or principles or lacks the ability to implement the strategic goals of the University or unit, said candidate is not

considered by the Central Admissions Commission and no additional decisions are taken in accordance with item 27.

24. The Central Admissions Commission is formed by the Rector for four years. The Central Admissions Commission is composed of at least eight members, including the University's pro-rector for research, the University's pro-rector for studies, scholars from different disciplines, at least half of whom must be community-recognised teaching staff with at least five years of teaching experience at a university-type higher education institution, and at least one representative delegated by the University's student representation. Student representatives are delegated to and dismissed from the Central Admissions Commission by the University's student representation in accordance with the procedure established thereby. At least 1/3 of the members of the Central Admissions Commission must be individuals who do not work at the University (at least one scholar (and when evaluating candidates for the teaching staff in the arts – one artist as well) working at another higher education and research institution and other individuals who have a direct interest in the successful activities of the University and are able to evaluate the candidates). One of the members of the Central Admissions Commission must also be an international expert who does not work at the University, as specified in item 17.2 of these Regulations. The chair of the Central Admissions Commission is *ex officio* the University's pro-rector for research. In forming the Central Admissions Commission, gender balance is a priority.

25. Employees of the University's Central Administration units and the chair of the commission of the relevant core academic unit may be invited to meetings of the Central Admissions Commission to present their professional opinion. They do not have the right to vote.

26. The Central Admissions Commission conducts the final evaluation of candidates for the position of professor or chief researcher.

27. When evaluating the suitability of candidates for the position of professor or chief researcher, the Central Admissions Commission becomes acquainted with the requirements set out in the competition announcement and/or job description, the candidate's description of academic activities and the conclusion of the unit commission, and takes one of the following decisions:

27.1. endorses the conclusion of the unit commission and submits it to the Rector;

27.2. initiates a reassessment, which may be returned to the unit commission to perform, or, if after the reassessment by the unit commission, doubts arise regarding the compatibility of the candidates with the University's mission, vision, values, operational goals or principles, or their ability to implement the strategic goals of the University or unit, the Central Admissions Commission performs the reassessment itself, inviting the chair of the unit commission to participate in the meeting of the Central Admissions Commission in an advisory capacity and selecting additional experts who can objectively evaluate the candidates' academic activities and provide conclusions on their suitability for the position. The additional experts selected, in accordance with Annex 5 to the Regulations, evaluate the candidates' academic activities and complete the Candidate Evaluation Form. These experts shall not have the right to vote. They may be paid for their work in accordance with the procedure established by the legislation of the University;

27.3. reviews and, by a reasoned decision, changes the ranking of the candidates for the same position and submits a motivated conclusion to the Rector;

27.4. on the basis of the expert assessment of the candidates performed by the unit commission, renders a negative conclusion and recommends that the Rector announce a repeat competition if doubts arise regarding the compatibility of the candidates with the University's mission, vision, values, operational goals or principles, or their ability to implement the strategic goals of the University or unit.

28. If necessary, the Central Admissions Commission may invite the candidates for an introductory interview at the Central Admissions Commission, ask them to give test lectures, and use other methods for selecting candidates, which help to better evaluate the suitability of the candidates. The various selection methods must be applied equally in respect of all candidates for the same position.

29. The work of the Central Admissions Commission is headed by the chair of the Central Admissions Commission. If the Central Admissions Commission does not have a chair, the work of the Central Admissions Commission shall be organised, and the other functions of the Central Admissions Commission chair specified in these Regulations shall be performed, by the meeting chair elected by the members of the Central Admissions Commission. A meeting of the Central Admissions Commission is valid if at least 2/3 of the members of the Central Admissions Commission are in attendance. Members of the Central Admissions Commission may also attend the meeting remotely via video conferencing, or express their opinion in writing, including by e-mail. Decisions are taken by simple majority vote of all of the members of the Central Admissions Commission. Members of the Central Admissions Commission who are unable to attend the meeting physically have the right to express their opinion in writing, including by e-mail, prior to the meeting. In determining the quorum, the votes of the members of the Central Admissions Commission who attended the meeting of the Central Admissions Commission (including via video conferencing) and who submitted their opinion in writing (including by e-mail) are counted. A member of the Central Admissions Commission must refrain from partaking in the decision and does not have the right to vote or be included in the quorum if said member or an individual with whom he or she has a close family, marriage or partnership relationship is participating in the competition, or if there are other circumstances that cast doubt on the impartiality of the member of the Central Admissions Commission. If there is a tie between the votes of the members of the Central Admissions Commission, the Central Admissions Commission chair shall have the casting vote. Minutes are taken for the meetings of the Central Admissions Commission.

30. The conclusion of the Central Admissions Commission is submitted to the Rector. The Rector takes the final reasoned decision on the results of the competition.

31. Once the Rector has taken a decision on the results of a competition for the position of professor or chief researcher or endorsed the recommendation of a head of a core academic unit on the conclusion of an employment contract with the winner of a competition for the position of associate professor, assistant, junior assistant, lecturer, senior researcher, researcher or junior researcher, the Personnel Management Unit must inform all of the candidates who participated in the competition thereof within five working days. At the request of a candidate, the unit commission or the Central Admissions Commission shall provide the candidate with an opportunity to become acquainted with his or her evaluation form. If the successful candidate who was offered an employment contract turns it down, the Rector shall take a decision to either conclude an employment contract with the next candidate (if there is one according to the ranking) or announce a repeat competition.

CHAPTER III

PROCEDURE FOR THE CERTIFICATION OF TEACHING AND RESEARCH STAFF

32. Members of the teaching and research staff who have open-ended employment contracts must be recertified every five years (except for the cases specified in item 48 of the Regulations). An uncertified person is dismissed. An uncertified person may be offered other positions on the teaching or research staff depending on the professional qualification, subject properties and other important circumstances of the uncertified person.

33. Certification of the teaching and research staff in the core academic units is organised and carried out by the unit commissions. The Personnel Management Unit provides the heads of the core academic units and the unit commissions with information on upcoming deadlines for staff certification, coordinates the certification process, and collects information on the results of completed certifications.

34. The University's Central Administration units appointed by the Rector for the evaluation of science indicators verify compliance of the academic activities of the employees being certified with the minimum qualification requirements for certification and provide a professional opinion on the results of this verification in writing (including by e-mail) to the unit commission.

35. If a member of the teaching or research staff is granted pregnancy and childbirth leave, paternity leave or child care leave by the University, this period is not included in the five-year period. In exceptional cases, the Rector has the right to postpone the deadline for certification of a member of the teaching or research staff, but for no more than one year.

36. Certification of the teaching and research staff is done in order to determine whether the qualifications of the teaching and research staff are commensurate with the positions held, and whether the employees are constantly raising their qualifications and achieving the five-year goals set in the description of academic activities.

37. Certification of the teaching and research staff is announced annually by order of the Rector, informing the employees up for recertification at least two months before the date of certification. The first certification is held at least three months before the end of the five-year period following the conclusion of an open-ended employment contract.

38. The employees being certified must submit their description of academic activities and other documents requested by the unit commission by the deadlines and in accordance with the procedure established for certification.

39. Certification consists of the following stages:

39.1. the methods selected by the unit commission for evaluating the activities of the employees being certified, if the unit commission decides to apply them. The unit commission has the right to choose different activity evaluation methods (e.g. a report on academic activities over the past five years in the core academic unit, branch academic unit, academic structure or unit commission; presentation of future plans for academic activities; discussion; speech; overview lecture) to be carried out in accordance with the procedure established by the unit commission in order to help to better evaluate the activities of the employees being certified.

39.2. evaluation of the academic activities of the employees being certified in the unit commission.

40. When evaluating the academic activities of the employee being certified, the unit commission must follow the certification evaluation criteria provided in Section 11 of Chapter V of the Regulations as well as the certification requirements set out in Annex 2, and evaluate compliance with them according to the employee's full-time equivalent in the position on the teaching or research staff:

40.1. the employee is certified for the full-time equivalent in the position on the teaching or research staff that he or she won the competition for, and during the second and subsequent certifications – for the full-time equivalent in the position that the employee being certified held on the first day of the period for which the certification is being performed;

40.2. if the full-time equivalent in the position on the teaching or research staff that the employee being certified held increased during the period for which the certification is being performed, the employee is certified in accordance with the correspondingly higher requirements and the maximum full-time equivalent worked during the period for which the certification is being performed;

40.3. if the full-time equivalent in the position on the teaching or research staff that the employee being certified held decreased during the period for which the certification is being performed on the initiative of the employee, the employee is certified in accordance with the procedure established in item 40.1 of the Regulations;

40.4. if, during the period for which the certification is being performed, a member of the research staff was transferred, without holding an open competition, to an equivalent position on the teaching staff, or a member of the teaching staff was transferred to an equivalent position on the research staff, certification is performed in accordance with the full-time equivalent and time worked in proportion to all of the positions held, in accordance with the procedure established in items 40.2 and 40.3 of the Regulations;

40.5. the full-time equivalent of the employee being certified may not be more than 1.0. If the full-time equivalent of an employee being certified calculated in accordance with the procedure established in item 40 is more than 1.0, the employee is certified for the full-time equivalent in the position that he or she won the competition for, and during the second and subsequent certifications

– for the full-time equivalent in the position that the employee being certified held on the first day of the period for which the certification is being performed.

41. In performing the evaluation of the academic activities of the employees being certified, the unit commission must complete an Academic Activity Evaluation Form for Employees Being Certified (Annex 3; hereinafter referred to as the Certification Evaluation Form) for each employee being certified during the meeting, which records the summarised opinion of all members of the unit commission and states whether the employee is to be certified. This completed form is attached to the unit commission minutes. When performing the evaluation, the unit commission takes into account the description of academic activities provided by the employee being certified, the results of the activity evaluation methods mentioned in item 39.1 of the Regulations (if said were used), and compliance with the certification requirements specified in item 40 of the Regulations, as well as the summarised results of representative student surveys when evaluating the pedagogical activities of a member of the teaching staff. The unit commission must take the final decision on the certification or non-certification of the employee and submit its conclusion to the Rector, the head of the core academic unit and the Personnel Management Unit within five working days of the date of the meeting.

42. If the feedback on the pedagogical activities of the member of the teaching staff in the summarised results of representative student surveys is repeatedly negative, the unit commission may take a decision to certify the member of the teaching staff with the stipulation that the member of the teaching staff must undertake to improve his or her pedagogical activities, which must be re-evaluated by the unit commission one year later.

43. The work of the unit commission is organised in accordance with item 22 of the Regulations. If a member of the unit commission is present at the certification, he or she must refrain from partaking in the decision and does not have the right to vote or be included in the quorum if said decision concerns his or her person. The employees being certified and their direct supervisors are to be informed of the time and place of the unit commission meeting.

44. The unit commission may invite the member of the teaching or research staff being certified to the meeting of the unit commission to evaluate his or her academic activities. The unit commission may also invite additional experts who can objectively evaluate the academic activities of the employees being certified and provide conclusions on their suitability for the position. The additional experts selected evaluate the academic activities of the employees being certified and complete the Certification Evaluation Form. The experts shall not have the right to vote and may be paid for their work in accordance with the procedure established by the legislation of the University.

45. The unit commission must inform the employee being certified about the decision taken regarding certification within five working days. At the request of the employee being certified, the unit commission shall provide the employee being certified with an opportunity to become acquainted with his or her evaluation form.

46. If doubts arise regarding the qualifications or compatibility of a member of the teaching or research staff for the position held, the Rector may, on the reasoned recommendation of the head of the core academic unit, announce an extraordinary certification of said member of the teaching or research staff. An extraordinary certification may be announced no sooner than one year after the employee began working in the position. The employee must be informed about the extraordinary certification at least two months before the date of said certification. An employee may not be certified more than once a year. Extraordinary certifications shall follow the same procedure as other certifications.

47. During an extraordinary certification, the term of office already served or the period that has elapsed since the last ordinary certification, as well as the full-time equivalent held by the employee being certified, must be taken into account.

48. If the certification deadlines for an employee holding more than one position do not coincide as a result of competitions won at different times, the certification may, at the request of the employee, be held at the same time for all of the positions held. In this case, certification in each position is carried out taking into account the full-time equivalent and the proportionate time worked, scheduling the deadline for the next certification in five years for all of the positions held.

If an employee holds different positions in different core academic units, the performance of certifications at the same time is only possible with the consent of the heads of both units.

CHAPTER IV PROCEDURE FOR EXAMINING COMPLAINTS REGARDING PROCEDURAL VIOLATIONS FOR COMPETITIONS AND CERTIFICATION

49. Candidates or employees being certified who believe that the unit commission, in performing its functions, may have committed procedural violations have the right to lodge a complaint within five working days of being informed, in accordance with the procedure established in the Regulations, about the decision taken regarding the results of the competition or certification. Complaints are accepted by the Personnel Management Unit, which then forwards them to the commissions specified in item 50 of the Regulations for examination. Expert assessment conclusions are not subject to appeal.

50. Complaints regarding possible procedural violations by a commission are examined by the Central Admissions Commission. Complaints regarding possible procedural violations by the Central Admissions Commission are examined by an ad hoc commission formed by order of the Rector, consisting of at least three impartial members from the list of possible commission members proposed by the University Senate. During examination of a complaint regarding a possible procedural violation, a representative of the University's work council or employee trade union are to be invited as an observer.

51. Complaints regarding possible procedural violations must be examined within 15 working days of the date of receipt thereof. A proposal for a possible solution is submitted to the Rector for the final decision.

52. Complaints not mentioned in items 50 and 51 of the Regulations shall be examined in accordance with the procedure established by the laws of the Republic of Lithuania.

CHAPTER V CRITERIA FOR EVALUATING THE SUITABILITY OF TEACHING AND RESEARCH STAFF FOR THE POSITION HELD

SECTION ONE GENERAL PROVISIONS

53. The unit commission and the Central Admissions Commission, when conducting expert assessments for candidates contending for a position on the University's teaching and research staff or being certified for this position, must follow the competition evaluation criteria set out in this chapter of the Regulations and their rating scale provided in Annex 5 to the Regulations, and must take the entirety of the evaluation criteria into account when providing conclusions on the suitability of the candidates for the position and ranking the candidates.

SECTION TWO COMPETITION EVALUATION CRITERIA FOR POSITIONS ON THE TEACHING STAFF

54. University professor is the highest position of a pedagogical employee. A university professor must be one of the leaders in higher education and research in Lithuania. The duties of a professor include research, dissemination of research results, research-based studies, participation in training research and teaching staff, expert and educational activities, public education and/or cultural dissemination. The following competition evaluation criteria are used to evaluate candidates for the position of professor:

54.1. scientific publications;

54.2. other research achievements, their visibility and impact;

- 54.3. academic leadership;
- 54.4. pedagogical competencies (a description of the competencies is given in Annex 4; hereinafter referred to as pedagogical competencies);
- 54.5. other academic and social activities;
- 54.6. goals for the term of office and potential for the future.
55. The rating scale provided in Chapter I of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 54 of the Regulations.
56. University associate professor is a scholar who is competent to supervise students and the activities of junior staff (postdoctoral interns, projects involving doctoral students and other researchers), and is able to teach students in all cycles and lead these studies.
57. The following competition evaluation criteria are used to evaluate candidates for the position of associate professor:
- 57.1. scientific publications;
- 57.2. other research achievements, their visibility and impact;
- 57.3. pedagogical competencies;
- 57.4. other academic and social activities;
- 57.5. goals for the term of office and potential for the future.
58. The rating scale provided in Chapter II of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 57 of the Regulations.
59. University assistant is a scholar who conducts research and is competent to teach and supervise student work.
60. The following competition evaluation criteria are used to evaluate candidates for the position of assistant:
- 60.1. scientific publications;
- 60.2. pedagogical competencies;
- 60.3. other academic and social activities;
- 60.4. goals for the term of office and potential for the future.
61. The rating scale provided in Chapter III of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 60 of the Regulations.
62. University lecturer is a member of the teaching staff who has at least a master's degree or equivalent qualification of higher education and is competent to teach and supervise student work.
63. The following competition evaluation criteria are used to evaluate candidates for the position of lecturer:
- 63.1. pedagogical competencies;
- 63.2. goals for the term of office and potential for the future.
64. The rating scale provided in Chapter IV of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 63 of the Regulations.
65. University junior assistant is a researcher who is competent to conduct seminars and practical classes for undergraduates. Priority is given to those in doctoral studies or preparing a dissertation on an external basis.
66. The following competition evaluation criteria are used to evaluate candidates for the position of junior assistant:
- 66.1. scientific publications;
- 66.2. pedagogical competencies;
- 66.3. goals for the term of office and potential for the future.
67. The rating scale provided in Chapter V of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 66 of the Regulations.

SECTION THREE
COMPETITION EVALUATION CRITERIA FOR POSITIONS ON THE TEACHING
STAFF IN THE ARTS

68. University professor in the arts (hereinafter referred to as an artist professor) is the highest position of a pedagogical employee in the arts. The creative activities of an artist professor must be evidenced by striking, publicly recognised events or works of art (music, choreography, albums, concerts, audio or video recordings, directed performances, motion picture or television films, roles in performances, motion picture or television films, art, architecture or design works, exhibitions, projects, etc.), presented or otherwise implemented at prestigious Lithuanian or foreign concert halls, theatres, art festivals or competitions, art galleries, museums, significant buildings or the exteriors or interiors thereof, squares or other public places, put into production, published in prestigious publications, or recorded by prestigious audio or video production companies, or curated art projects in public spaces in Lithuania or abroad, significant to the development of the respective branches of art.

69. The following competition evaluation criteria are used to evaluate candidates for the position of artist professor:

- 69.1. artistic/creative projects and other works of art;
- 69.2. other research and artistic achievements, their visibility and impact;
- 69.3. academic leadership;
- 69.4. pedagogical competencies;
- 69.5. other academic, artistic/creative and social activities;
- 69.6. goals for the term of office and potential for the future.

70. The rating scale provided in Chapter VI of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 69 of the Regulations.

71. University associate professor in the arts (hereinafter referred to as an artist associate professor) is competent to supervise students and the activities of junior staff (postdoctoral interns, projects involving doctoral students and other researchers), and is able to teach students in all cycles and lead these studies. The creative activities of an artist associate professor must be evidenced by significant events or works of art (music, choreography, albums, concerts, audio or video recordings, directed performances, motion picture or television films, roles in performances, motion picture or television films, art, architecture or design works, exhibitions, projects, etc.), presented or otherwise implemented at prestigious Lithuanian or foreign concert halls, theatres, art festivals or competitions, art galleries, museums, buildings or the exteriors or interiors thereof, squares or other public places, put into production, published in publications, or recorded by audio or video production companies, or curated art projects in public spaces in Lithuania or abroad, significant to the development of the respective branches of art.

72. The following competition evaluation criteria are used to evaluate candidates for the position of artist associate professor:

- 72.1. artistic/creative projects and other works of art;
- 72.2. other research and artistic achievements, their visibility and impact;
- 72.3. pedagogical competencies;
- 72.4. other academic, artistic/creative and social activities;
- 72.5. goals for the term of office and potential for the future.

73. The rating scale provided in Chapter VII of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 73 of the Regulations.

74. University assistant in the arts (hereinafter referred to as an artist assistant) helps to carry out artistic/creative projects and conduct research in the arts, and is competent to teach and supervise student work. A person who has completed a postgraduate course in art and/or doctoral studies in art and has been awarded the respective qualification degree has priority for the position of assistant.

75. The following competition evaluation criteria are used to evaluate candidates for the position of artist assistant:

- 75.1. artistic/creative projects and other works of art;
- 75.2. pedagogical competencies;
- 75.3. other academic, artistic/creative and social activities;
- 75.4. goals for the term of office and potential for the future.

76. The rating scale provided in Chapter VIII of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 75 of the Regulations.

77. University lecturer in the arts (hereinafter referred to as an artist lecturer) is an artist who has at least a master's degree or equivalent qualification of higher education and is competent to teach and supervise student work. A person who has completed a postgraduate course in art and/or doctoral studies in art and has been awarded the respective qualification degree has priority for the position of lecturer.

78. The following competition evaluation criteria are used to evaluate candidates for the position of artist lecturer:

78.1. pedagogical competencies;

78.2. goals for the term of office and potential for the future.

79. The rating scale provided in Chapter IX of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 78 of the Regulations.

80. University junior assistant is a researcher and/or artist who is competent to conduct seminars and practical classes for undergraduates in the arts.

81. The following competition evaluation criteria are used to evaluate candidates for the position of junior assistant:

81.1. artistic/creative projects and other works of art;

81.2. pedagogical competencies;

81.3. goals for the term of office and potential for the future.

82. The rating scale provided in Chapter X of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 81 of the Regulations.

SECTION FOUR COMPETITION EVALUATION CRITERIA FOR POSITIONS ON THE RESEARCH STAFF

83. University chief researcher is the highest position on the research staff. A university chief researcher must be an internationally recognised leader in the field of science. The duties of a chief researcher include the organisation and implementation of research, dissemination of research results, training of scholars, expert activities and public education.

84. The following competition evaluation criteria are used to evaluate candidates for the position of chief researcher:

84.1. scientific publications;

84.2. other research achievements, their visibility and impact;

84.3. academic leadership;

84.4. other academic and social activities;

84.5. goals for the term of office and potential for the future.

85. The rating scale provided in Chapter XI of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 84 of the Regulations.

86. University senior researcher is a scholar competent to lead research on his or her topic and supervise students and the activities of junior staff (postdoctoral interns, projects involving doctoral students and other researchers).

87. The following competition evaluation criteria are used to evaluate candidates for the position of senior researcher:

87.1. scientific publications;

87.2. other research achievements, their visibility and impact;

87.3. other academic and social activities;

87.4. goals for the term of office and potential for the future.

88. The rating scale provided in Chapter XII of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 87 of the Regulations.

89. University researcher is a scholar who conducts research.

90. The following competition evaluation criteria are used to evaluate candidates for the position of researcher:

- 90.1. scientific publications;
- 90.2. other academic and social activities;
- 90.3. goals for the term of office and potential for the future.

91. The rating scale provided in Chapter XIII of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 90 of the Regulations.

92. University junior researcher is a researcher who conducts or helps conduct research and development work. Priority is given to those in doctoral studies or preparing a dissertation on an external basis.

93. The following competition evaluation criteria are used to evaluate candidates for the position of junior researcher:

- 93.1. scientific publications;
- 93.2. goals for the term of office and potential for the future.

94. The rating scale provided in Chapter XIV of Annex 5 to the Regulations is used to evaluate whether the candidates meet the evaluation criteria listed in item 93 of the Regulations.

SECTION FIVE CERTIFICATION EVALUATION CRITERIA FOR POSITIONS ON THE TEACHING AND RESEARCH STAFF

95. When certifying a member of the teaching or research staff, implementation of the goals set for the term of office specified in the description of academic activities submitted for the competition/certification is evaluated.

96. The following certification evaluation criteria are used to evaluate the academic activities of a professor over the past five years:

- 96.1. scientific publications;
- 96.2. other research achievements, their visibility and impact;
- 96.3. academic leadership;
- 96.4. pedagogical competencies;
- 96.5. other academic and social activities;
- 96.6. goals for the term of office and potential for the future.

97. The following certification evaluation criteria are used to evaluate the academic activities of an associate professor over the past five years:

- 97.1. scientific publications;
- 97.2. other research achievements, their visibility and impact;
- 97.3. pedagogical competencies;
- 97.4. other academic and social activities;
- 97.5. goals for the term of office and potential for the future.

98. The following certification evaluation criteria are used to evaluate the academic activities of an assistant over the past five years:

- 98.1. scientific publications;
- 98.2. pedagogical competencies;
- 98.3. other academic and social activities;
- 98.4. goals for the term of office and potential for the future.

99. The following certification evaluation criteria are used to evaluate the academic activities of a lecturer over the past five years:

- 99.1. pedagogical competencies;
- 99.2. goals for the term of office and potential for the future.

100. The following certification evaluation criteria are used to evaluate the academic activities of a junior assistant over the past five years:

- 100.1. scientific publications;
- 100.2. pedagogical competencies;

100.3. goals for the term of office and potential for the future.

101. The following certification evaluation criteria are used to evaluate the academic activities of an artist professor over the past five years:

101.1. artistic/creative projects and other works of art;

101.2. other research and artistic achievements, their visibility and impact;

101.3. academic leadership;

101.4. pedagogical competencies;

101.5. other academic, artistic/creative and social activities;

102. goals for the term of office and potential for the future. The following certification evaluation criteria are used to evaluate the academic activities of an artist associate professor over the past five years:

102.1. artistic/creative projects and other works of art;

102.2. other research and artistic achievements, their visibility and impact;

102.3. pedagogical competencies;

102.4. other academic, artistic/creative and social activities;

102.5. goals for the term of office and potential for the future.

103. The following certification evaluation criteria are used to evaluate the academic activities of an artist assistant over the past five years:

103.1. artistic/creative projects and other works of art;

103.2. pedagogical competencies;

103.3. other academic, artistic/creative and social activities;

103.4. goals for the term of office and potential for the future.

104. The following certification evaluation criteria are used to evaluate the academic activities of a lecturer over the past five years:

104.1. pedagogical competencies;

104.2. goals for the term of office and potential for the future.

105. The following certification evaluation criteria are used to evaluate the academic activities of an artist junior assistant over the past five years:

105.1. artistic/creative projects and other works of art;

105.2. pedagogical competencies;

105.3. goals for the term of office and potential for the future.

106. The following certification evaluation criteria are used to evaluate the academic activities of a chief researcher over the past five years:

106.1. scientific publications;

106.2. other research achievements, their visibility and impact;

106.3. academic leadership;

106.4. other academic and social activities;

106.5. goals for the term of office and potential for the future.

107. The following certification evaluation criteria are used to evaluate the academic activities of a senior researcher over the past five years:

107.1. scientific publications;

107.2. other research achievements, their visibility and impact;

107.3. other academic and social activities;

107.4. goals for the term of office and potential for the future.

108. The following certification evaluation criteria are used to evaluate the academic activities of a researcher over the past five years:

108.1. scientific publications;

108.2. other academic and social activities;

108.3. goals for the term of office and potential for the future.

109. The following certification evaluation criteria are used to evaluate the academic activities of a junior researcher over the past five years:

109.1. scientific publications;

109.2. goals for the term of office and potential for the future.

110. It is recommended that the rating scale provided in Annex 5 to the Regulations be taken into account when evaluating whether the employees being certified meet the certification evaluation criteria listed in items 96-109 of the Regulations.

Vilnius University Regulations for the
 Organisation of Teaching Staff and Research/Art
 Staff Recruiting Competitions and Certification
 Annex 1

Description of Academic Activities of the Candidate/Employee Being Certified

Full name:
Core academic unit/core academic unit's branch academic unit: ¹
Exact title of the position you are applying for (from the competition announcement): ²
Date of completion of the description of academic activities:

Please complete this form.

Employees being certified should only provide information about their activities over the past five years.

RESEARCH AND DEVELOPMENT

- > *mandatory for candidates/employees being certified for the positions of professor, chief researcher, associate professor, senior researcher, assistant, researcher, junior assistant*³

Your main research directions:

List of all scientific and other academic publications (*may be provided at the end of the description of academic activities and/or generated from the eLABa information system*):

Most important research achievements, their visibility and impact:

Five most important scientific publications **indicating your contribution to their preparation**:

Guest presentations at conferences:

Existing patents or/and patent applications:

List of scientific projects conducted/in progress, indicating your responsibilities in the project:

List of project funding applications submitted over the past five years:

Experience in international cooperation:

Other:

ARTISTIC ACTIVITY⁴

- > *mandatory for candidates/employees being certified for the positions of professor, associate professor, assistant, junior assistant*

Work and events on an international scale:

¹ Only to be completed by employees being certified.

² Only to be completed by candidates.

³ Not mandatory for candidates/employees being certified for positions on the teaching staff in the arts.

⁴ Only to be completed for teaching staff in the arts.

Work and events on a national scale:

Work and events on a local scale:

List of all scientific and art publications (*may be provided at the end of the description of academic activities and/or generated from the eLABa information system*):

Five most important achievements of artistic activity, their visibility and impact:

Experience in international cooperation:

Other:

ACADEMIC LEADERSHIP

- > *mandatory for candidates/employees being certified for the positions of professor or chief researcher*

Experience heading projects and commissioned work:

Experience supervising researcher/artist teams, doctoral students, postdoctoral interns:

Participation in the activities of doctoral committees:

Conference organisation:

Other:

PEDAGOGICAL COMPETENCIES

- > *mandatory for candidates/employees being certified for positions on the teaching staff*

Reflection of practice in teaching and supervising students by answering reference questions:

- What is your understanding of the goals of teaching and learning, and the responsibilities of the teacher and the student in the learning process?
- What skills do you try to develop in students? What study and assessment methods do you use to do this? What do you base yourself on/take into account when choosing specific study and assessment methods?
- Do you try to ensure research-based teaching and learning, and if so – how?
- How do you encourage feedback? How do you use feedback?
- Do you cooperate with colleagues, students and social partners in carrying out various study activities, and if so – how?
- How would you rate your pedagogical competencies? What are your strong points as a teacher?

List of all subjects taught (including e-courses in a virtual learning environment), indicating the institution, year, study cycle and language of instruction:

Experience supervising student independent work and theses:

List of activities for qualification development and the sharing of good practice on teaching and learning:

Descriptions of the subjects taught over the past five years or links to their electronic versions (for new teachers – concept(s) for the subject(s) planned to be taught):

Teaching and methodological material freely available to students:

Participation in the work of study programme committees:

Educational expert activities:

Other information testifying to pedagogical practice and useful for evaluating competencies:

Information on the results of student surveys is provided by the Study Quality and Development Division of the Central Administration.

OTHER SIGNIFICANT ACADEMIC AND SOCIAL ACTIVITIES

- > *mandatory for candidates/employees being certified for the positions of professor, chief researcher, associate professor, senior researcher, lecturer, researcher, assistant*

Experience in management positions at higher education institutions or in the field of higher education:

Membership in scientific or other professional organisations or associations and participation in their management:

Expert and/or applied activities:

Work in management or self-government bodies, committees, commissions or working groups at the University/higher education institutions:

Work on the editorial boards of academic publications:

Peer review of academic publications:

Public education, science and art dissemination activities:

Other (academic or professional awards, other academic recognition, other activities):

GOALS FOR THE TERM OF OFFICE/UNTIL THE NEXT CERTIFICATION

A maximum of one page (750 words) briefly presenting the goals for improving research direction(s) and pedagogical competencies during the term of office after winning the competition (or until the next certification):

Reference questions:

- What research do you plan to carry out relating to the position you plan to hold?
- What scientific outcome do you plan to achieve? (*mandatory for **candidates** for the positions of professor, chief researcher, associate professor, senior researcher, assistant, researcher, junior assistant, junior researcher*)
- What artistic/creative outcome do you plan to achieve? (*mandatory for **candidates** for positions on the teaching staff in the arts*)
- What goals do you set for the team of research of teaching staff you are supervising and for yourself, as the supervisor? (*mandatory for **candidates** for the positions of professor, chief researcher, associate professor, senior researcher*)
- What goals do you set for yourself in terms of improving pedagogical competencies?
- What are the goals of your work with doctoral students?

PROPOSED LIST OF EVALUATORS

- > **If you are a candidate for the position of professor or chief researcher**, provide contact information for **at least three foreign** scholars/artists or international science/art organisations that are active in the same field of science/art and can evaluate your achievements.

Please do not include scholars with whom you have close personal interests or relations that may affect the evaluation.

- 1.
- 2.
- 3.

Provide information on undesirable evaluators (*optional*):

- 1.
- 2.
- 3.

I hereby confirm that the information provided is correct, accurate and complete: _____

Candidate's signature (not applicable if signed by e-signature)

MINIMUM QUALIFICATION REQUIREMENTS FOR POSITIONS ON THE TEACHING AND RESEARCH/ART STAFF

CHAPTER I GENERAL PROVISIONS

1. Candidates who would like to participate in a recruiting competition for a position or persons who would like to be certified for their current position must meet the minimum research/art qualification requirements. Meeting the minimum qualification requirements does not guarantee that the candidate will win the recruiting competition, but it is a condition for participation in the competition.

2. The council of the core academic unit has the right to submit higher qualification requirements to the University's Senate for approval and to set special requirements for candidates participating in the competition, which must be included in the conditions of the competition.

CHAPTER II MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF IN THE HUMANITIES

3. Scholars contending for the position of **professor** must have published at least eight international-level¹ scientific articles, including at least three scientific articles in peer-reviewed foreign publications. Scholars holding the position of professor may be certified for a five-year period if, during it, they published at least five scientific articles in peer-reviewed scientific publications, including at least two scientific articles in peer-reviewed foreign scientific publications.

4. Scholars contending for the position of **associate professor** must have published at least five scientific articles in peer-reviewed scientific publications, including at least two scientific articles in peer-reviewed foreign scientific publications. Scholars holding the position of associate professor may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications, including at least one scientific article in a peer-reviewed foreign scientific publication.

5. Candidates for the position of **assistant** must be scholars. Scholars holding the position of assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

6. Researchers contending for the position of **junior assistant** must hold a master's degree or equivalent qualification. One being certified must carry out research and/or social or cultural development work over the five-year period.

7. Scholars contending for the position of **chief researcher** must:

8.1. have presented research results at international and national scientific conferences;

8.2. have presented research results in one of the following ways:

8.2.1. in a research monograph not based on a dissertation and published by an internationally recognised publishing house,² and at least five international-level articles;

¹ The level of the article and the publication it was published in is evaluated by the unit commission.

² International scientific publishing house – a publishing house/publisher that regularly publishes and distributes, internationally, research (culture, professional) papers, periodicals and continuous scientific publications by scholars

8.2.2. in a research monograph not based on a dissertation and in at least seven international-level scientific articles, including at least two scientific articles in peer-reviewed foreign publications;

8.2.3. at least 15 international-level scientific articles, including at least five scientific articles in peer-reviewed foreign scientific publications.

8.3. have experience in leading research: international or national research and development (hereinafter referred to as R&D) projects, research, development and innovation (hereinafter referred to as RD&I) projects, or university research programmes (on a topic or project officially approved by the university);

8.4. have experience in training scholars: supervising a doctoral student or a postdoctoral intern.

8. Scholars holding the position of **chief researcher** may be certified for a five-year period if, during it, they published at least eight scientific articles in peer-reviewed scientific publications, including at least three scientific articles in peer-reviewed foreign scientific publications.

9. Scholars contending for the position of **senior researcher** must:

10.1. have presented research results at international and national scientific conferences;

10.2. have presented research results in one of the following ways:

10.2.1. in a research monograph not based on a dissertation and published by an internationally recognised publishing house, and at least two international-level articles;

10.2.2. in a research monograph not based on a dissertation and in at least three international-level scientific articles, including at least one scientific articles in a peer-reviewed foreign publication;

10.2.3. at least 10 international-level scientific articles, including at least four scientific articles in peer-reviewed foreign scientific publications.

10.3. have participated in international or national R&D or RD&I projects or university research programmes (on a topic or project officially approved by the university) or supervised a doctoral student or a postdoctoral intern.

10. Scholars holding the position of **senior researcher** may be certified for a five-year period if, during it, they published at least five scientific articles, including at least two scientific articles in peer-reviewed foreign scientific publications.

11. Scholars contending for a position on the **research staff** must have published at least two international-level scientific articles. Scholars on the research staff may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications.

12. Researchers contending for the position of **junior researcher** must hold at least a master's degree or equivalent qualification of higher education and must carry out research. Researchers holding the position of junior researcher may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

13. In evaluating candidates for the position of professor, associate professor or assistant, and in certifying all academic staff, two signatures of research monographs and studies or parts thereof published by international scientific publishing houses or four signatures of translations of scientific sources and research papers (signatures may be combined) are the equivalent of one scientific article in a foreign scientific publication. Two signatures of research monographs and studies or parts thereof or translations of scientific sources and research papers published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, peer-reviewed international or national scientific event proceedings, or other publication of applied research are the equivalent of one scientific article in a scientific publication; three reviews of research papers

and/or scientific dissemination publications published in foreign scientific publications are the equivalent of one scientific article in a foreign publication; and three reviews of research papers and/or scientific dissemination publications published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in a foreign scientific publication; coordination of an international research project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in a foreign scientific publication; and coordination of a national R&D project is the equivalent of one scientific article in a peer-reviewed scientific publication. An international-level scientific article published in the *Clarivate Analytics Web of Science* or *Elsevier Scopus* database in the first quartile (Q1) is the equivalent of two international-level scientific articles published in foreign publications.

14. In evaluating candidates for the position of chief researcher or senior researcher, two signatures of research monographs and studies or parts thereof published by international scientific publishing houses or four signatures of translations of scientific sources and research papers (signatures may be combined) are the equivalent of one scientific article in a foreign scientific publication. Two signatures of research monographs and studies or parts thereof or translations of scientific sources and research papers published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, or peer-reviewed international or national scientific event proceedings are the equivalent of one scientific article in a peer-reviewed scientific publication; three reviews of research papers published in foreign scientific publications are the equivalent of one scientific article in a foreign publication; three reviews of research papers published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in a foreign scientific publication; coordination of a work package in an international research project involving R&D is the equivalent of two scientific articles in a foreign scientific publication; and coordination of a national R&D project is the equivalent of one scientific article in a peer-reviewed scientific publication. An international-level scientific article published in the *Clarivate Analytics Web of Science* or *Elsevier Scopus* database in the first quartile (Q1) is the equivalent of two international-level scientific articles published in foreign publications.

15. Scholars contending for the position of professor must have published at least two scientific article in foreign publications in addition to their article equivalents, and scholars contending for the position of associate professor must have published at least one scientific article in a foreign publication in addition to their article equivalents. Scholars contending for the position of chief or senior researcher must have published at least three scientific articles in foreign publications in addition to their article equivalents. Professors, chief researchers and senior researchers being certified must have published at least one scientific article in a foreign publication in addition to their article equivalents. The requirement to have a scientific article in a foreign scientific publication may be waived if the person being certified has had a monograph published by an international scientific publishing house.

CHAPTER III MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF IN THE SOCIAL SCIENCES

16. Scholars contending for the position of **professor** must have published at least eight international-level scientific articles in peer-reviewed scientific publications, including at least three

scientific articles in international-level publications.³ Scholars holding the position of professor may be certified for a five-year period if, during it, they published at least five scientific articles in peer-reviewed scientific publications, including at least two scientific articles in international-level scientific publications.

17. Scholars contending for the position of **associate professor** must have published at least five scientific articles in peer-reviewed scientific publications, including at least two scientific articles in international-level publications. Scholars holding the position of associate professor may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications, including at least one scientific article in an international-level scientific publication.

18. Candidates for the position of **assistant** must be scholars. Scholars holding the position of assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

19. Researchers contending for the position of **junior assistant** must hold a master's degree or equivalent qualification. Researchers holding the position of junior assistant must carry out research and/or social or cultural development work over the five-year period.

20. Scholars contending for the position of **chief researcher** must:

21.1 have presented research results at international and national scientific conferences;

21.2 have presented research results in one of the following ways:

21.2.1 in a research monograph not based on a dissertation and published by an internationally recognised publishing house, and at least five international-level articles;

21.2.2 in a research monograph not based on a dissertation and in at least seven international-level scientific articles, including at least two scientific articles in international-level publications;

21.2.3 at least 15 international-level scientific articles, including at least five scientific articles in international-level publications.

21.3 have experience in leading research: international or national R&D or RD&I projects or university research programmes (on a topic or project officially approved by the university);

21.4 have experience in training scholars: supervising a doctoral student or a postdoctoral intern.

22. Scholars holding the position of chief researcher may be certified for a five-year period if, during it, they published at least eight scientific articles, including at least three scientific articles in international-level scientific publications.

23. Scholars contending for the position of **senior researcher** must:

23.1. have presented research results at international and national scientific conferences;

23.2. have presented research results in one of the following ways:

23.2.1. in a research monograph not based on a dissertation and published by an internationally recognised publishing house, and at least two international-level articles;

23.2.2. in a research monograph not based on a dissertation and in at least three international-level scientific articles, including at least one scientific article in an international-level publication;

23.2.3. at least 10 international-level scientific articles, including at least four scientific articles in international-level publications.

23.3. have participated in international or national R&D or RD&I projects or university research programmes (on a topic or project officially approved by the university) or supervised a doctoral student or a postdoctoral intern.

24. Scholars holding the position of **senior researcher** may be certified for a five-year period if, during it, they published at least five scientific articles, including at least two scientific articles in international-level scientific publications.

³ An international-level publication is a journal with a citation index that is referenced in the Clarivate Analytics Web of Science and/or Scopus database, or another peer-reviewed foreign publication whose international level is recognised by the unit commission.

25. Scholars contending for a position on the **research staff** must have published at least two international-level scientific articles. Scholars on the research staff may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications.

26. Researchers contending for the position of **junior researcher** must hold at least a master's degree or equivalent qualification of higher education and must carry out research. Researchers holding the position of junior researcher may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

27. In evaluating candidates for the position of professor, associate professor or assistant, and in certifying all academic staff, two signatures of research monographs and studies or parts thereof published by international scientific publishing houses (signatures may be combined) are the equivalent of one scientific article in an international-level publication. Two signatures of research monographs and studies or parts thereof published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, peer-reviewed international or national scientific event proceedings, a publication of applied research or a map are the equivalent of one scientific article in a peer-reviewed scientific publication; a legislative commentary is the equivalent of two articles in a peer-reviewed scientific publication; three reviews of research papers and/or scientific dissemination publications published in foreign scientific publications are the equivalent of one scientific article in an international-level publication; and three reviews of research papers and/or scientific dissemination publications published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in an international-level publication; coordination of an international research programme project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in an international-level publication. An international-level scientific article published in the *Clarivate Analytics Web of Science* or *Elsevier Scopus* database in the first quartile (Q1) is the equivalent of two international-level scientific articles published in international-level publications.

28. In evaluating candidates for the position of chief researcher or senior researcher, two signatures of research monographs and studies or parts thereof published by international scientific publishing houses (signatures may be combined) are the equivalent of one scientific article in an international-level publication. Two signatures of research monographs and studies or parts thereof published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, peer-reviewed international or national scientific event proceedings, or a map are the equivalent of one scientific article in a peer-reviewed scientific publication; a legislative commentary is the equivalent of two articles in a peer-reviewed scientific publication; three reviews of research papers published in foreign scientific publications are the equivalent of one scientific article in an international-level publication; three reviews of research papers published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in an international-level publication; coordination of a work package in an international research programme project involving R&D is the equivalent of two scientific articles in an international-level publication. An international-level scientific article published in the *Clarivate Analytics Web of Science* or *Elsevier Scopus* database in the first quartile (Q1) is the equivalent of two international-level scientific articles published in international-level publications.

29. Scholars contending for the position of professor must have published at least two scientific article in international-level publications in addition to their article equivalents, and scholars contending for the position of associate professor must have published at least one scientific article in an international-level publication in addition to their article equivalents. Scholars contending for the position of chief or senior researcher must have published at least three scientific articles in international-level publications in addition to their article equivalents. Professors, chief

researchers and senior researchers being certified for a five-year term of office must have published at least one scientific article in an international-level publication in addition to their article equivalents. The requirement to have a scientific article in an international-level scientific publication may be waived if the person being certified has had a monograph published by an international scientific publishing house.

CHAPTER IV

MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF IN NATURAL SCIENCES, AGRICULTURAL SCIENCES, MEDICAL AND HEALTHCARE SCIENCES, AND TECHNOLOGICAL SCIENCES

30. Scientists contending for the position of **professor** must have published at least eight scientific articles in publications that are referenced and have a citation index in the *Clarivate Analytics Web of Science* database, or in conference proceedings without a citation index, but with at least three citations (not including self-citations) in the *Clarivate Analytics Web of Science* database (hereinafter referred to as the *CA WoS*). Scientists holding the position of professor may be certified for a five-year period if, during it, they published at least three scientific articles in the *CA WoS*.

31. Scientists contending for the position of **associate professor** must have published at least five scientific articles in the *CA WoS*. Scientists holding the position of associate professor may be certified for a five-year period if, during it, they published at least two scientific articles in the *CA WoS*.

32. Candidates for the position of **assistant** must be scientists. Scientists holding the position of assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed publications.

33. Researchers contending for the position of **junior assistant** must hold a master's degree or equivalent qualification. Researchers contending for the position of junior assistant must carry out research and/or development work over the five-year period.

34. Scientists contending for the position of **chief researcher** must:

34.1. have presented research results at international and national scientific conferences;

34.2. have presented research results in one of the following ways:

34.2.1. in a research monograph not based on a dissertation and published by an internationally recognised publishing house, and at least 12 international-level scientific articles;⁴

34.2.2. at least 15 international-level scientific articles;

34.3. have experience in leading research: international or national R&D or RD&I projects or university research programmes (on a topic or project officially approved by the university);

34.4. have experience in training scientists: supervising a doctoral student or a postdoctoral intern.

35. Scientists holding the position of **chief researcher** may be certified for a five-year period if, during it, they published at least eight scientific articles in the *CA WoS*.

36. Scientists contending for the position of **senior researcher** must:

36.1. have presented research results at international and national scientific conferences;

36.2. have presented research results:

36.2.1. in a research monograph not based on a dissertation and in at least four international-level scientific articles;

⁴ An international-level scientific article (in natural sciences, agricultural sciences, medical and healthcare sciences, and technological sciences) is an article that has been published in a scientific journal that was in the first, second or third quartile (Q1-Q3) within the subject area in the *Clarivate Analytics Web of Science* (hereinafter referred to as the *WoS*) database at the time of publication, or an article published in a fourth-quartile (Q4) scientific journal or conference proceedings without a citation index, but with at least three citations (not including self-citations) in the *WoS* database.

36.2.2. in at least seven international-level scientific articles;

36.3. have participated in international or national university R&D or RD&I projects or supervised a doctoral student or a postdoctoral intern.

37. Scientists holding the position of **senior researcher** may be certified for a five-year period if, during it, they published at least five scientific articles in the *CA WoS*.

38. Scientists contending for a position on the **research staff** must have published at least two international-level scientific articles. Scientists on the research staff may be certified for a five-year period if, during it, they published at least two scientific articles in the *CA WoS*.

39. Researchers contending for the position of **junior researcher** must hold at least a master's degree or equivalent qualification of higher education and must carry out research. Researchers holding the position of junior researcher may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

40. In evaluating candidates for the position of professor, associate professor or assistant, and in certifying all academic staff, a research monograph published by an international scientific publishing house, a patent issued by the European Patent Office, the United States Patent and Trademark Office, the Japan Patent Office, the Korean Intellectual Property Office or the China National Intellectual Property Administration, or a plant or animal variety that has passed international expertise at European centralised centres is the equivalent of two *CA WoS* scientific articles; a chapter in a research monograph published by an international scientific publishing house or work commissioned for EUR 50,000 is the equivalent of one scientific article in a *CA WoS* publication. The results of experimental/technological development activities (developed and implemented technology, a prototype, an algorithm, or a scientifically structured data set, all of, or the metadata of which, was made public) may be considered the equivalent of one to three articles in a *CA WoS* publication by decision of the unit commission. Coordination of an international research programme project involving R&D is the equivalent of four *CA WoS* scientific articles; coordination of an international research programme project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in a *CA WoS* publication.

41. In evaluating candidates for the position of chief researcher or senior researcher, a patent issued by the European Patent Office, the United States Patent and Trademark Office, the Japan Patent Office, the Korean Intellectual Property Office or the China National Intellectual Property Administration, or a plant or animal variety that has passed international expertise at European centralised centres is the equivalent of one international-level scientific article. Coordination of an international research programme project involving R&D is the equivalent of two international-level scientific articles; coordination of a work package in an international research programme project involving R&D is the equivalent of one international-level scientific article.

42. In the absence of evidence of an exceptional contribution from the candidate to a scientific article with more than 100 co-authors, a coefficient of no more than 0.1 shall be applied, or no more than 0.01 when there are more than 1,000 co-authors. Lower coefficients may be set by decision of the unit commission.

43. Scientists contending for the position of professor must have published at least three *CA WoS* scientific article in addition to their article equivalents, and scientists contending for the position of associate professor must have published at least one *CA WoS* scientific article in addition to their article equivalents. Scientists contending for the position of chief or senior researcher must have published at least three international-level scientific articles in addition to their article equivalents. Professors, chief researchers and senior researchers being certified for a five-year term of office must have published at least two *CA WoS* scientific articles in addition to their article equivalents, and associate professors – at least one *CA WoS* scientific article.

CHAPTER V

MINIMUM QUALIFICATION REQUIREMENTS FOR TEACHING STAFF IN THE ARTS

SECTION ONE GENERAL PROVISIONS

44. The creative activities of a member of the teaching staff in the arts must be evidenced by striking, publicly recognised events or works of art (music, choreography, albums, concerts, audio or video recordings, directed performances, motion picture or television films, roles in performances, motion picture or television films, art, architecture or design works, exhibitions, projects, etc.), presented or otherwise implemented at prestigious Lithuanian or foreign concert halls, theatres, art festivals or competitions, art galleries, museums, significant buildings or the exteriors or interiors thereof, squares or other public places, put into production, published in prestigious publications, or recorded by prestigious audio or video production companies, or curated art projects in public spaces in Lithuania or abroad, significant to the development of the respective branches of art.

45. Artists who would like to apply for positions on the teaching staff in the arts must:

45.1. carry out **artistic/creative and pedagogical** activities consisting of:

45.1.1. publication of a work of art/performance;

45.1.2. release of a work of art by publishing houses, video and audio studios, etc.;

45.1.3. recognition of a work of art or its publication by prestigious foreign and/or Lithuanian prizes or other important awards;

45.1.4. training of internationally recognised artists and/or successful supervision of a doctor of arts or licentiate of arts art project (where the project was defended);

45.1.5. publication of art research in a recognised foreign and/or Lithuanian publication.

45.2. carry out **art dissemination** activities:

45.2.1. prepare and/or participate in art projects;

45.2.2. give public lectures to promote art;

45.2.3. conduct master classes;

45.2.4. publish articles and reviews in culture, art and professional publications;

45.2.5. develop and maintain online sources of art dissemination, regularly disseminate knowledge about art through the media, etc.;

45.2.6. participate in the activities of creative unions;

45.2.7. participate in the work of art appraisal commissions and culture and art expert groups;

45.2.8. carry out other art dissemination activities.

SECTION TWO MINIMUM QUALIFICATION REQUIREMENTS

46. Recruiting competitions for the position of artist professor are open to internationally recognised artists or people who hold a doctorate in the arts who have at least five years of teaching experience as an associate professor, have trained recognised artists or are training artists whose artistic and/or pedagogical activities have earned Lithuanian and/or international recognition, have received positive evaluations for their artistic activities in Lithuanian and/or foreign professional press, are well regarded by professional art specialists and experts, and/or whose creative activities have been awarded international or national prizes and/or other professional awards. Artists/people who hold a doctorate in the arts contending for the position of artist professor must:

46.1. have fulfilled at least one of the following requirements over the past five years:

46.1.1. confirmed their creative activity by gaining recognition in Lithuania or abroad for at least five significant art projects referred to in items 45.1.1 to 45.1.3 and other regular creative activities;

46.1.2. produced at least one unique creative publication or published at least two scientific articles in a periodical or one-off culture or professional publication;

46.1.3. prepared artists involved in public art activities.

46.2. satisfy at least five of the requirements set out in items 45.1.4, 45.1.5 and 45.2.

47. **Artist professors** are certified if they satisfy the requirements set out in items 46.1 and 46.2 during their term of office.

48. Recruiting competitions for the position of **artist associate professor** are open to recognised artists who have a licentiate of arts, a master's degree or equivalent higher education, have at least five years of teaching experience at an institution of higher education, have earned recognition for their artistic and/or pedagogical activities, have received positive evaluations for their artistic activities in professional press, and are well regarded by professional art specialists and experts. Artists contending for the position of artist associate professor must:

48.1. have fulfilled at least one of the following requirements over the past five years:

48.1.1. confirmed their creative activity by gaining recognition in Lithuania or abroad for at least three significant art projects referred to in items 45.1.1 to 45.1.3 and other regular creative activities;

48.1.2. produced at least one unique creative publication or published at least one scientific article in a periodical or one-off culture or professional publication;

48.1.3. prepared artists involved in public art activities.

48.2. satisfy at least four of the requirements set out in items 45.1.4, 45.1.5 and 45.2.

49. **Artist associate professors** are certified if they satisfy the requirements set out in items 48.1 and 48.2 during their term of office.

50. Recruiting competitions for the position of **artist assistant** are open to artists who have a licentiate of arts, a master's degree or equivalent higher education and have at least two years of teaching experience at an institution of higher education. Artists contending for the position of artist assistant must:

50.1. have fulfilled at least one of the following requirements over the past five years:

50.1.1. held a solo exhibition in a registered gallery or museum or created art projects corresponding to the scope of a solo exhibition, held at least two unique concerts or created/arranged musical works, played a role or directed a performance or event, participated in a joint art project on well-known Lithuanian stages, or created at least 10 choreographic compositions or a choreographic performance;

50.1.2. published at least one scientific article in a periodical or one-off culture or professional journal.

50.2. satisfy at least two of the requirements set out in items 45.1.4, 45.1.5 and 45.2.

51. **Artist assistants** are certified if they satisfy the requirements set out in items 50.1 and 50.2 during their term of office.

52. Recruiting competitions for the position of **artist lecturer** are open to people who have a licentiate of arts, a master's degree or equivalent higher education.

53. Recruiting competitions for the position of **junior artist assistant** are open to people who have a licentiate of arts, a master's degree or equivalent higher education and who assist in performing artistic activities.

54. **Junior artist assistants** are certified if they satisfy at least two of the requirements set out in items 45.1 and 45.2.

Vilnius University Regulations for the
Organisation of Teaching Staff and Research/Art
Staff Recruiting Competitions and Certification
Annex 3

CANDIDATE ACADEMIC ACTIVITY EVALUATION FORM

Full name of the expert/full names of the members of the commission:
Full name of the candidate:
Core academic unit:
Exact title of the position being applying for (from the competition announcement)
Date:

Evaluate the candidate's achievements and substantiate (with up to 400 characters for each reasoning) your evaluation using the form below:

Evaluate the quality of the candidate's publications¹:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable/cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Exceptional
Reasoning:						

Evaluate the quality of the candidate's works of art²:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable/cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Exceptional
Reasoning:						

Evaluate the candidate's research/artistic achievements, their visibility and impact:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable/cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Exceptional
Reasoning:						

¹ To be completed when evaluating candidates outside of the arts.

² Only to be completed when evaluating candidates in the arts.

Evaluate the candidate's academic leadership:

Not applicable/cannot evaluate Poor Satisfactory Good Very good Excellent Exceptional

Reasoning:

Evaluate the candidate's pedagogical competencies:

Not applicable/cannot evaluate Poor Satisfactory Good Very good Excellent Exceptional

Reasoning:

Evaluate the candidate's other academic and social activities:

Not applicable/cannot evaluate Poor Satisfactory Good Very good Excellent Exceptional

Reasoning:

Evaluate the candidate's academic potential looking to the future:

Not applicable/cannot evaluate Poor Satisfactory Good Very good Excellent Exceptional

Reasoning:

- > **Would you recommend hiring this candidate for the position applied for at Vilnius University?**

Yes No

Brief commentary:

- > *Only to be completed by external experts:* **Would you recommend hiring this candidate for a similar position at the institution you work for or represent?**

Yes No Cannot evaluate

Brief commentary:

(full names and signatures of the members of the commission)

ACADEMIC ACTIVITY EVALUATION FORM FOR EMPLOYEES BEING CERTIFIED

Full names of the members of the commission:
Full name of the employee being certified:
Core academic unit/core academic unit's branch academic unit:
Position held by the employee being certified:
Full-time equivalent of the employee being certified:
Date:

Evaluate the academic activities of the employee being certified using the form below:

Evaluation criteria	The activities of the employee being certified are satisfactory	The activities of the employee being certified do not meet the requirements of this criterion	The activities of the employee being certified cannot be evaluated by this criterion
Scientific publications ¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other research achievements, their visibility and impact ²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Artistic/creative projects and other works of art ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other research and artistic achievements, their visibility and impact ⁴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pedagogical competencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other academic and social activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Goals for the term of office and potential for the future (evaluation of the academic activities plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

> Is the employee being certified to continue working at Vilnius University in the same position?

Yes

No

Brief commentary (up to 200 words):

¹ To be completed when evaluating employees being certified in the humanities, social sciences, natural sciences, agricultural sciences, medical and healthcare sciences, and technological sciences.

² To be completed when evaluating employees being certified in the humanities, social sciences, natural sciences, agricultural sciences, medical and healthcare sciences, and technological sciences.

³ Only to be completed when evaluating employees being certified in the arts.

⁴ Only to be completed when evaluating employees being certified in the arts.

(full names and signatures of the members of the commission)

PEDAGOGICAL COMPETENCIES

Members of the teaching staff base their relations with students, colleagues and the community on the principles of respect, responsibility, honesty, impartiality, non-discrimination and open-mindedness enshrined in the Statute of Vilnius University.

Each member of the Vilnius University teaching staff must have no less than a satisfactory level of the following pedagogical competencies (evaluated according to the totality of criteria specified below):

1. Continuous improvement of skills for teaching and supervising students:

Pedagogical competency is demonstrated by the constant updating of knowledge and improvement of practical skills for teaching and supervising students for independent work, based on self-evaluation of pedagogical practice. The level of competency is determined by taking into account how the member of the teaching staff meets the following requirements:

- a) uses feedback from students and/or colleagues to improve skills for teaching and supervising students;
- b) improves pedagogical skills in professional development activities, based on university education research and/or examining their own teaching practice;
- c) shares know-how and good practice on teaching and learning with colleagues at the university and beyond (e.g. participates in discussions and national and/or international conferences, conducts research on teaching and learning).

2. Teaching and supervising students is focused on learning support and the achievement of learning outcomes:

Pedagogical competency is demonstrated by the ability of the member of the teaching staff to plan the teaching and learning process and to effectively help students achieve learning outcomes through a variety of teaching methods. The level of competency is determined by taking into account how the member of the teaching staff meets the following requirements:

- a) defines the objectives of the study subject/module and the study and assessment methods, and ensures their mutual coherence by involving students;
- b) bases the content of the subject on relevant research in their field and discusses the practical application of the knowledge with students;
- c) develops students' self-selection and research abilities and critical assessment skills, and involves students in collaborative knowledge creation (e.g. research projects, writing articles, etc.);
- d) uses active learning methods and takes advantage of students' abilities and cultural diversity in the study process.

3. Development of educational content and the learning environment:

Pedagogical competency is demonstrated by the ability of the member of the teaching staff to use and develop educational content to achieve learning outcomes, as well as active cooperation with colleagues, students and social partners in creating the learning environment. The level of competency is determined by taking into account how the member of the teaching staff meets the following requirements:

- a) develops and uses research-based educational materials and assignments developed by others to achieve learning outcomes;
- b) uses information communication technologies for effective teaching/learning;
- c) actively contributes to the quality assurance and development of the teaching and learning environment;

- d) improves teaching by becoming involved in interdisciplinary teaching teams.
-

**CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF A CANDIDATE FOR A POSITION ON THE TEACHING STAFF
 OR RESEARCH/ART STAFF AND THE RATING SCALE THEREOF**

CHAPTER I

**CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF PROFESSOR AND THE
 RATING SCALE THEREOF**

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications (quantity and quality based on the minimum qualification requirements)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has publications in highly regarded international publications	Exceeds the minimum requirements; has numerous publications in highly regarded international publications	Exceeds the minimum requirements; has publications in top-level international publications
2	Other research achievements, their visibility and impact (most important scientific publications and the candidate's contribution to them, completed and ongoing projects and	The requirement does not apply or there is not enough information to evaluate	No research is being conducted	Publications in little-known publications; primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications, no applied	There are international publications, but primarily multi-authored; competition projects are national; citations are below the citation average for the field;	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate;	International-level research is being conducted; publications in high-level international publications in which the candidate is the lead author; publications are cited in high-level	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; large-scale and significant international projects;

	project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference presentations)			research; works are not cited much in comparison with the indexes for the field; no guest presentations at conferences	applied research activities are being carried out; no guest presentations at international conferences	publications are cited in high-level international publications; participation in or application for international research projects; active applied research; guest presentations have been given at international conferences	international publications; significant international projects; active applied research (international patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	international patents; foreign commissions; presentations regularly given at top-level international conferences; other evidence of international recognition
3	Academic leadership (experience leading research groups, development of a specific topic or interdisciplinary research, supervision of projects, commissioned work, doctoral students or postdoctoral students, conference organisation)	The requirement does not apply or there is not enough information to evaluate	No academic leadership	At least one of the specified requirements and supervision of at least one doctoral student or postdoctoral intern	At least two of the specified requirements and supervision of at least one doctoral student or postdoctoral intern	At least two of the specified requirements, including one at the international level, and supervision of two doctoral students and/or postdoctoral interns	At least three of the specified requirements, including at least two at the international level, and supervision of two doctoral students and/or postdoctoral interns	Establishment of an internationally recognised science school, successful academic career as a former doctoral student or postdoctoral intern, and other indications of exceptional academic leadership

4	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the University level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
5	Other academic and social activities (membership or representation in scientific organisations and expert institutions, work in management or self-government bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation, peer review of international scientific publications and at least two of the other requirements	Representation ¹ in international scientific organisations; participation in the publication of foreign publications; peer review of international project applications, etc.	Managing international scientific organisations; heading international expert groups or commissions, etc.

¹ Representation in an international scientific organisation – experience as a delegate of a country or institution with the right to vote, work in the management bodies of an organisation, etc.

	review of publications, expertise, public education and science dissemination activities)							
6	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for research and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create particularly high value for the university and is based on the available competency and resources; an academic breakthrough is predicted

CHAPTER II
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF ASSOCIATE PROFESSOR AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications (quantity and quality based on the minimum qualification requirements)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has publications in highly regarded international publications	Exceeds the minimum requirements; has numerous publications in highly regarded international publications	Exceeds the minimum requirements; has publications in top-level international publications
2	Other research achievements, their visibility and impact (most important scientific publications and the candidate's contribution to them, completed and ongoing projects and project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation	The requirement does not apply or there is not enough information to evaluate	No research is being conducted	Publications in little-known publications; primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at	There are international publications, but primarily multi-authored; competition projects are national; citations are below the citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; papers are cited in high-level international publications; participation in or application for international research	International-level research is being conducted; publications in high-level international publications in which the candidate is the lead author; papers are cited in high-level international publications; significant international projects; active applied research (international patents or	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; large-scale and significant international projects; international patents, foreign commissions; presentations regularly given at top-level international conferences; other

	n and citation indexes, conference presentations)			conferences		projects; active applied research; guest presentations have been given at international conferences	applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	evidence of international recognition
3	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
4	Other academic and social activities (participation in doctoral or postdoctoral studies, membership or representation in scientific organisations and expert	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation, peer review of international scientific publications and at least two of the other requirements	Representation ² in international scientific organisations; participation in the publication of foreign publications; peer review of international project applications, etc.	Managing international scientific organisations; heading international expert groups or commissions, etc.

² Representation in an international scientific organisation – experience as a delegate of a country or institution with the right to vote, work in the management bodies of an organisation, etc.

	institutions, work in management or self-government bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities)							
5	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for research and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create particularly high value for the university and is based on the available competency and resources; an academic

							is predicted	breakthrough is predicted
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CHAPTER III
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF ASSISTANT AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications	The requirement does not apply or there is not enough information to evaluate	-	-	Has more publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications, with a significant contribution on the part of the candidate	Has publications in top-level international publications, with a significant contribution on the part of the candidate
2	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3	Other academic and social activities (membership or representation in scientific organisations and expert	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation and at least two of the other requirements

	institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities)							
4	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office only meet the minimum/threshold requirements	The goals for the term of office are substantiated; the candidate has a clear programme for research and pedagogical activities	The goals for the term of office are substantiated; the candidate has a clear programme for research and pedagogical activities and academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research and pedagogical activities; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university; an academic breakthrough is predicted

CHAPTER IV
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF LECTURER AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
2	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office only meet the minimum/threshold requirements	The goals for the term of office are substantiated; the candidate has a clear programme for pedagogical activities	The goals for the term of office are substantiated; the candidate has a clear programme for pedagogical activities; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for pedagogical activities; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for pedagogical activities, which will create high value for the university; an academic breakthrough is predicted

CHAPTER V
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF JUNIOR ASSISTANT
AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	List of publications	The requirement does not apply or there is not enough information to evaluate	-	-	Has published research papers (publications, reports, theses)	Has publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications
2	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office only meet the minimum/threshold requirements	The goals for the term of office are substantiated; the candidate has a clear programme for research and	The goals for the term of office are substantiated; the candidate has a clear programme for research and	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research and

					pedagogical activities	pedagogical activities; academic growth is predicted	research and pedagogical activities; academic growth is predicted	pedagogical activities, which will create high value for the university; an academic breakthrough is predicted
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CHAPTER VI
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF PROFESSOR IN THE ARTS AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Artistic/creative projects and other works of art (quantity and quality)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; there are national art projects and other works of art	Exceeds the minimum requirements; there are high-level national art projects and other works of art	Exceeds the minimum requirements; there are international-level art projects and other works of art, with a significant contribution on the part of the candidate
2	Other research and artistic achievements, their visibility and impact (most important publications, artistic/creative activities and the candidate's contribution to them, completed and ongoing projects and project applications, commissioned	The requirement does not apply or there is not enough information to evaluate	No artistic/creative activities	Local-level creative work, no publications or only ones published in little-known publications; primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications; no commissioned work; no guest	National-level creative work; there are publications, but primarily multi-authored; projects and commissioned work are carried out; no guest presentations at international conferences	Creative work and events are being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; publications in high-level international publications;	International-level creative work; publications are cited in high-level publications; significant international projects; commissioned work is carried out; guest presentations regularly given at conferences	Creative work at the highest international level; publications are cited in high-level publications; commissioned work is carried out; presentations regularly given at conferences; other evidence of international recognition

	work, internationalisation, presentations at conferences)			presentations at conferences		participation in or application for international projects; active applied research; guest presentations have been given at international conferences		
3	Academic leadership (experience leading groups of artists, supervision of projects or commissioned work, conference organisation)	The requirement does not apply or there is not enough information to evaluate	No academic leadership	At least one of the specified requirements	At least two of the specified requirements	At least two of the specified requirements, including one at the international level	At least three of the specified requirements, including at least two at the international level	Creative work and events at a high international level and other indications of exceptional academic leadership
4	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
5	Other academic and social activities (membership or representation in artistic or creative	The requirement does not apply or there is not enough information to	No participation in other academic and social activities	Membership in a local artistic or creative organisation and at least one of the other	Membership in a local artistic or creative organisation and at least two of the other	Membership in a national artistic or creative organisation and at least one of	Membership in a national artistic or creative organisation and at least two of	Membership in an international artistic or creative organisation and other indications of exceptional

	organisations and expert institutions, work in management or self-government bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education, science and art dissemination activities)	evaluate		requirements	requirements	the other requirements	the other requirements	academic and social activities
6	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities, which will create high value for the university and is based on the available	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities, which will create particularly high value for the university and is based on the available competency and

						predicted	competency and resources; academic growth is predicted	resources; an academic breakthrough is predicted
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CHAPTER VII
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF ASSOCIATE PROFESSOR IN THE ARTS AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Artistic/creative projects and other works of art (quantity and quality)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; there are national art projects and other works of art	Exceeds the minimum requirements; there are high-level national art projects and other works of art	Exceeds the minimum requirements; there are international-level art projects and other works of art, with a significant contribution on the part of the candidate
2	Other research and artistic achievements, their visibility and impact (artistic/creative activities and the candidate's contribution to them, completed and ongoing projects and project applications, commissioned work, internationalisation, presentations at conferences)	The requirement does not apply or there is not enough information to evaluate	No artistic/creative activities	Local-level creative work, primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications; no commissioned work; no guest presentations at conferences	National-level creative work; projects and commissioned work are carried out; no guest presentations at international conferences	Creative work and events are being conducted at a high national level; participation in or application for international projects; active applied research; guest presentations have been given at international conferences	International-level creative work; significant international projects; commissioned work is carried out; presentations are given at conferences	Creative work at the highest international level; commissioned work is carried out; presentations regularly given at conferences; other evidence of international recognition

3	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
4	Other academic and social activities (membership or representation in artistic or creative organisations and expert institutions, work in management or self-government bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education, science and art dissemination activities)	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	Membership in a local artistic or creative organisation and at least one of the other requirements	Membership in a local artistic or creative organisation and at least two of the other requirements	Membership in a national artistic or creative organisation and at least one of the other requirements	Membership in a national artistic or creative organisation and at least two of the other requirements	Membership in an international artistic or creative organisation and other indications of exceptional academic and social activities
5	Goals for the term of office and potential for the future (evaluation of the	The requirement does not apply or there is not	No academic potential for the future	The goals for the term of office meet the minimum/thresh	The goals for the term of office are defined; the	The goals for the term of office are defined; the	The goals for the term of office are defined; the	The goals for the term of office are defined; the candidate has a

	academic activities plan)	enough information to evaluate		old requirements	candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	clear and ambitious programme for artistic work and events and pedagogical activities, which will create particularly high value for the university and is based on the available competency and resources; an academic breakthrough is predicted
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CHAPTER VIII
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF ASSISTANT IN THE ARTS AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Artistic/creative projects and other works of art (quantity and quality)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum qualification requirements	Exceeds the minimum qualification requirements	Exceeds the minimum requirements; there are local art projects and other works of art	Exceeds the minimum requirements; there are national art projects and other works of art	Exceeds the minimum requirements; there are art projects and other works of art at a high national level and other evidence of international recognition
2	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3	Other academic and social activities (membership or representation in artistic or creative	The requirement does not apply or there is not enough	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a local artistic or creative organisation and at least one of	Membership in a national artistic or creative organisation and at least one of the	Membership in an international artistic or creative organisation and at least two of the

	organisations and expert institutions, work in management or self-government bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education, science and art dissemination activities)	information to evaluate				the other requirements	other requirements	other requirements
4	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities, which will create high value for the university and is based on the available competency and resources; an academic breakthrough is

CHAPTER IX
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF LECTURER IN THE ARTS AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
2	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources; academic	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities based on the available competency and resources; academic growth	The goals for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities, which will create high value for the university and is based on the available

						growth is predicted	is predicted	competency and resources; an academic breakthrough is predicted
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CHAPTER X

CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF JUNIOR ASSISTANT IN THE ARTS AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Artistic/creative projects and other works of art (quantity and quality)	The requirement does not apply or there is not enough information to evaluate	-	-	Has at least one work of art that has been presented/released	Has more than one work of art that has been presented/released	There are local-level art projects and other works of art	There are national art projects and other works of art
2	Pedagogical competencies (description of competencies and requirements are given in Annex 4)	No information on pedagogical competencies provided or no opportunities to evaluate them	Not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme subject.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3	Goals for the term of office and potential for the future (evaluation	The requirement does not apply or there is not	No academic potential for the future	The goals for the term of office meet the minimum/thresh	The goals for the term of office are defined; the	The goals for the term of office are defined; the	The goals for the term of office are defined; the candidate has a	The goals for the term of office are defined; the candidate has a

	of the academic activities plan)	enough information to evaluate		old requirements	candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	clear and ambitious programme for artistic activities and events and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	clear and ambitious programme for artistic work and events and pedagogical activities, which will create particularly high value for the university and is based on the available competency and resources; an academic breakthrough is predicted
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CHAPTER XI
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF CHIEF RESEARCHER
AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications (quantity and quality based on the minimum qualification requirements)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has publications in highly regarded international publications	Exceeds the minimum requirements; has numerous publications in highly regarded international publications	Exceeds the minimum requirements; has publications in top-level international publications
2	Other research achievements, their visibility and impact (most important scientific publications and the candidate's contribution to them, completed and ongoing projects and project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference	The requirement does not apply or there is not enough information to evaluate	No research is being conducted	Publications in little-known publications; primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at	There are international publications, but primarily multi-authored; competition projects are national; citations are below the citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; papers are cited in high-level international publications; participation in or application for international research	International-level research is being conducted; publications in high-level international publications in which the candidate is the lead author; papers are cited in high-level international publications; significant international projects; active applied research (international	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; large-scale and significant international projects; international patents; foreign commissions; presentations regularly given at top-level international conferences; other evidence of international recognition

	presentations)			conferences		projects; active applied research; guest presentations have been given at international conferences	patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	
3	Academic leadership (experience leading research groups, development of a specific topic or interdisciplinary research, supervision of projects, commissioned work, doctoral students or postdoctoral students, conference organisation)	The requirement does not apply or there is not enough information to evaluate	No academic leadership	At least one of the specified requirements and supervision of at least one successfully defended doctoral dissertation ³ or postdoctoral intern	At least two of the specified requirements and supervision of at least one successfully defended doctoral dissertation or postdoctoral intern	At least two of the specified requirements, including one at the international level, and supervision of two successfully defended doctoral dissertations and/or postdoctoral interns	At least three of the specified requirements, including at least two at the international level, and supervision of two successfully defended doctoral dissertations and/or postdoctoral interns	Establishment of an internationally recognised science school, successful academic career as a former doctoral student or postdoctoral intern, and other indications of exceptional academic leadership
4	Other academic and social activities (participation in studies or doctoral studies, membership or	The requirement does not apply or there is not enough information to	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation; peer review of international	Representation ⁴ in international scientific organisations; participation in the publication	Managing international scientific organisations; heading international expert groups or

³ The requirement of a successfully defended doctoral dissertation must be applied in evaluating the candidates participating in the competition.

⁴ Representation in an international scientific organisation – experience as a delegate of a country or institution with the right to vote, work in the management bodies of an organisation, etc.

	representation in scientific organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities)	evaluate				scientific publications; and at least two of the other requirements	of foreign publications; supervision of more than two successfully defended doctoral dissertations; peer review of international project applications, etc.	commissions, etc.
5	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for research based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research, which will create particularly high value for the university and is based on the available competency and resources; an academic breakthrough is predicted

CHAPTER XII
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF SENIOR RESEARCHER
AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Not applicable	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications (quantity and quality based on the minimum qualification requirements)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has publications in highly regarded international publications	Exceeds the minimum requirements; has numerous publications in highly regarded international publications	Exceeds the minimum requirements; has publications in top-level international publications
2	Other research achievements, their visibility and impact (most important scientific publications and the candidate's contribution to them, completed and ongoing projects and project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference	The requirement does not apply or there is not enough information to evaluate	No research is being conducted	Publications in little-known publications; primarily multi-authored, and the candidate's contribution is insignificant; no projects or project applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at	There are international publications, but primarily multi-authored; competition projects are national; citations are below the citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; papers are cited in high-level international publications; participation in or application for international research	International-level research is being conducted; publications in high-level international publications in which the candidate is the lead author; papers are cited in high-level international publications; significant international projects; active applied research (international	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; large-scale and significant international projects; international patents; foreign commissions; presentations regularly given at top-level international conferences; other

	presentations)			conferences		projects; active applied research; guest presentations have been given at international conferences	patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	evidence of international recognition
3	Other academic and social activities (participation in studies or doctoral or postdoctoral studies, membership or representation in scientific organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership or representation in international scientific organisations; supervision of a successfully defended doctoral dissertation or a postdoctoral intern, and at least two of the other requirements, including peer review in international scientific publications	Representation ⁵ in international scientific organisations; supervision of a successfully defended doctoral dissertation or a postdoctoral intern; participation in the publication of foreign publications; peer review of international project applications, etc.	Managing international scientific organisations; supervision of more than one successfully defended doctoral dissertation and/or postdoctoral intern, international expert groups or commissions, etc.

⁵ Representation in an international scientific organisation – experience as a delegate of a country or institution with the right to vote, work in the management bodies of an organisation, etc.

	activities)							
4	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office meet the minimum/threshold requirements	The goals for the term of office are defined; the candidate has a clear programme for research and pedagogical activities based on the available competency and resources	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The goals for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create particularly high value for the university and is based on the available competency and resources; an academic breakthrough is predicted

CHAPTER XIII
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR A POSITION ON THE RESEARCH STAFF
AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications (quantity and quality based on the minimum qualification requirements)	The requirement does not apply or there is not enough information to evaluate	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has publications in highly regarded international publications	Exceeds the minimum requirements; has numerous publications in highly regarded international publications	Exceeds the minimum requirements; has publications in top-level international publications
2	Other academic and social activities (participation in studies or doctoral studies, membership or representation in scientific organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and	The requirement does not apply or there is not enough information to evaluate	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation and at least two of the other requirements

	science dissemination activities)							
3	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office only meet the minimum/threshold requirements	The goals for the term of office are substantiated; the candidate has a clear programme for research	The goals for the term of office are substantiated; the candidate has a clear programme for research; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research, which will create high value for the university; an academic breakthrough is predicted

CHAPTER XIV
CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF JUNIOR RESEARCHER
AND THE RATING SCALE THEREOF

Row No	Evaluation criteria	Rating scale						
		Cannot evaluate	Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1	Scientific publications	The requirement does not apply or there is not enough information to evaluate	-	-	Has published research papers (publications, reports, theses)	Has publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications
2	Goals for the term of office and potential for the future (evaluation of the academic activities plan)	The requirement does not apply or there is not enough information to evaluate	No academic potential for the future	The goals for the term of office only meet the minimum/threshold requirements	The goals for the term of office are substantiated; the candidate has a clear programme for research	The goals for the term of office are substantiated; the candidate has a clear programme for research; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research; academic growth is predicted	The goals for the term of office are substantiated; the candidate has a clear and ambitious programme for research, which will create high value for the university; an academic breakthrough is predicted