

APPROVED
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of the Senate of Vilnius University
on 20 November 2018

REGULATIONS ON THE PROCEDURES FOR THE RE/APPOINTMENT OF ACADEMIC AND (ART) RESEARCH STAFF AT VILNIUS UNIVERSITY

SECTION I GENERAL PROVISIONS

1. The Regulations on the procedures for the re/appointment of academic and (art) research staff at Vilnius University (hereinafter – Regulations) regulate the procedures of open competitions and reappointment procedures for academic staff, as well as (art) research staff (hereinafter – researchers) at Vilnius University (hereinafter – University); they also regulate the qualification requirements for the positions of academic staff and researchers, as well as the assessment criteria for the eligibility of candidates for the positions of academic or research staff.

2. Academic and research staff are appointed to a position at the University upon winning an open competition, except in the cases specified in Paragraph 5 of the Regulations.

3. Upon winning an open competition at the University, the term of an employee's contract is five years.

4. In accordance with the procedure established by legal acts, a contract of indefinite duration shall be concluded with a lecturer or researcher who has won an open competition for the same position for the second consecutive time. This contract expires on the last day of the academic year in which the employee reaches the age of 65. Lecturers and researchers over 65 years of age may work at the University provided that they comply with the minimum qualification requirements for reappointment specified in Appendix 2 to the Regulations (hereinafter – minimum qualification requirements) and the Senate of Vilnius University agrees to conclude a fixed-term contract with them in accordance with the procedure established by the Statute of Vilnius University.

5. The Rector of the University (hereinafter – Rector) may, on the proposal of the Head of the University's Core Academic Unit (hereinafter – Core Academic Unit), employ visiting lecturers and researchers for a fixed term of up to two years. Visiting lecturers and researchers, or Partnership Professors and Associate Professors are not subject to the procedure for appointments by way of competitions as set out in the Regulations, but the minimum qualification requirements for the competition apply when appointing them (except for Associate Professors and Partnership Professors).

6. The requirements of the Regulations do not apply in the cases provided for in Paragraph 2 of Article 22 of the Statute of Vilnius University, which states that a lecturer or researcher who had been elected or promoted to a senior position at the University or its internal organisational unit has the right to return to the previous position of academic or research staff at her / his own request upon concluding a fixed-term contract for five years. If, at the end of the five-year period, the employee wins a competition for the same position in accordance with the requirements of the Regulations, s/he is awarded a contract of indefinite duration ending on the last day of the academic year in which the employee reaches the age of 65.

SECTION II PROCEDURES FOR CONDUCTING COMPETITIONS FOR ACADEMIC AND RESEARCH STAFF

ARTICLE I GENERAL REQUIREMENTS FOR CONDUCTING COMPETITIONS

7. Open competitions for academic staff positions, including Professors with the category of Distinguished Professor and research staff, shall be announced by the Rector following the proposals of the Heads of Core Academic Units prepared in accordance with the staff development plan of the respective Core Academic Unit, which has been prepared and approved in accordance with the procedure established by the Rector. The competition must be announced at least three months before the immediate vacancy for a lecturer or researcher position, before the end of the contract period of a lecturer or researcher, or if it becomes necessary to establish a new position of a lecturer or researcher. By a separate order, the Rector shall determine the terms of the current year's competitions and other organizational procedures at the University necessary for the implementation of the Regulations. The competition process at the University (including the appropriate preparation of the announcement of the competitions) is coordinated by the University's Department of Central Administration, responsible for the management of human resources at the University (hereinafter – HR Department).

8. The announcement of the competitions announced by the Rector shall be carried out by the HR Department in the media of the University, the Research Council of Lithuania, the national media and, if necessary, in the international media. The announcement of an open competition must specify the nature of work, the job responsibilities, requirements for the position (including educational requirements for the positions of academic and research staff provided for in the Law on Science and Studies of the Republic of Lithuania) and the necessary competences, required documents and any other relevant information. The opening of the competition is considered to be the day of the announcement of the competition in the media of the University, the Research Council of Lithuania, the national media and, if necessary, the international media. The Head of the Core Academic Unit is responsible for the appropriate preparation of announcements.

9. The Board of the Core Academic Unit has the right to recommend that the Senate of the University approve higher qualification requirements than specified in Appendix 2 to the Regulations, which are used for the verification provided for in Paragraph 13 of the Regulations. The Board of the Core Academic Unit has the right to impose additional special competitive requirements on the applicants to be included in the announcement of the competition.

10. The documents of the Commissions specified in the Regulations shall be archived in accordance with the procedure established by the legal acts of the University.

ARTICLE II

PROCEDURES FOR CONDUCTING COMPETITIONS FOR ACADEMIC AND RESEARCH STAFF POSITIONS OTHER THAN PROFESSORS WITH THE CATEGORY OF DISTINGUISHED PROFESSOR

11. The competition for a position (other than the position as a Professor with the category of Distinguished Professor) consists of the following stages:

11.1. submission of the necessary documents as specified in the announcement of the competition by persons who meet the minimum qualification requirements and who apply to participate in the competition (hereinafter – applicants);

11.2. verification of whether applicants to the positions meet the minimum qualification requirements for the competition;

11.3. selection of applicants in the Core Academic Unit by applying the selection methods of the applicants specified by the decision of the Re/Appointment Commission of the Core Academic Unit (hereinafter – Unit Commission);

11.4. expert assessment of the applicants' academic activity and eligibility to hold positions and, if necessary, ranking by the Unit Commission;

11.5. submission of the expert assessment conclusions to the Head of the Core Academic Unit regarding applicants for the positions of Associate Professor, Assistant, Junior Assistant, Lecturer, Senior Researcher, Researcher, and Junior Researcher not later than within five working days after the meeting of the Unit Commission;

11.6. submission of the conclusions of the expert assessment to the Central Re/Appointment Commission regarding applicants for the positions of Professor and Chief Researcher not later than within five working days after the meeting of the Unit Commission;

11.7. the decision of the Head of the Core Academic Unit regarding the results of the competition for the positions of Associate Professor, Assistant, Junior Assistant, Lecturer, Senior Researcher, Researcher, and Junior Researcher, and submission of the results to the Rector;

11.8. the assessment of the applicants for the positions of Professor and Chief Researcher by the Central Re/Appointment Commission and submission of the assessment conclusions to the Rector;

11.9. the Rector's decision on the results of competitions for the positions of Professor, Senior Researcher, Associate Professor, Assistant, Junior Assistant, Lecturer, Senior Researcher, Researcher, or Junior Researcher.

12. Applicants must submit the documents specified in the announcement of the competition in accordance with the deadlines for submission of the necessary documents and in compliance with the other conditions for participation in the competition, as specified in the announcement.

13. By the appointment of the Rector, the departments of the Central Administration of the University, responsible for the assessment of scientific indicators, verify whether the academic activity of applicants for the positions meet the minimum qualification requirements for the competition and provide a substantiated professional opinion (including via e-mail) on the results of this verification: if it is determined that the applicant's academic activity clearly does not meet the minimum qualification requirements for the competition, the HR Department is informed; if there are doubts regarding the compliance with the minimum qualification requirements of the competition, the Unit Commission or the Central Re/Appointment Commission is informed.

14. Upon receipt of the applicants' documents, the Unit Commission decides on the selection of different methods for the assessment of applicants in different competitions (e.g., presentation in the Core Academic Unit, Branch Academic Unit or in an Academic Organisational Unit without the rights of an administrative unit (hereinafter – Academic Unit) or in the Unit Commission; also, a scientific discussion, observed lectures, etc.) to assess the applicants' eligibility more comprehensively. The various selection methods must be applied equally to all applicants for the same position and be carried out in accordance with the procedure established by the Commission. If the Unit Commission decides not to apply the selection methods to the applicants, it shall immediately carry out the expert assessment of the applicants in accordance with the procedure set out in Paragraph 15 of the Regulations.

15. In the course of competitions, applicants' expert assessment shall be carried out by:

15.1. the Unit Commission – in the case of applicants for positions of Associate Professor, Assistant, Junior Assistant, Lecturer, Senior Researcher, Researcher, and Junior Researcher;

15.2. the Unit Commission and the Central Re/Appointment Commission – in the case of applicants for the positions of Professor and Chief Researcher.

16. By the Rector's order, the Unit Commission shall be formed for a term of three years from the candidates proposed by the Board of the Core Academic Unit, and the Chair appointed from the Unit Commission members listed in Subparagraphs 16.1 – 16.2. Student representatives are delegated to and recalled from by the University Students' Representation in accordance with the procedure established by the Students' Representation. The Unit Commission shall consist of no fewer than 9 members and no more than 12 members. The Unit Commission is formed according to the following requirements:

16.1. at least one third of the members of the Unit Commission must consist of persons not working at the University (at least one scientist working at another institution of science and studies and other persons directly interested in the University's successful activity and who are able to assess the applicants);

16.2. in the course of assessing applicants for the positions of Professor or Senior Researcher, one of the members of the Unit Commission must be an international expert (ordinarily

a scientist) who is not employed by the University and who is selected by the Unit Commission for each competition, and who is qualified to assess the eligibility of the applicant (or applicants) for the position. An international expert is selected in order to be impartial towards the applicants, and her / his participation in the activities of the Unit Commission must not lead to a conflict of public and private interests. If several applicants apply for the same position, they must be assessed by the same experts, each of whom must determine the ranking of the applicants on the basis of the assessment. The work of an international expert in a Unit Commission may be paid in accordance with the procedure established by the legal acts of the University. When considering a particular applicant, the international expert is also co-opted on the Central Re/Appointment Commission and becomes a member with voting rights; in the case of reappointing academic or research staff, the international expert is not be included in the composition of the Unit Commission;

16.3. at least two thirds of the members of the Unit Commission must be scientists;

16.4. the Head of the Branch Academic Unit of the Core Academic Unit in which the competition is being held must be included in the Unit Commission for the duration of a particular competition, and if the Core Academic Unit does not have Branch Academic Units, the Deputy Head of the Core Academic Unit shall be delegated;

16.5. at least one representative is delegated by the University Students' Representation;

16.6. a balance between men and women for equal gender representation is sought while forming the Unit Commission.

17. In the course of the expert assessment of applicants, the Unit Commission follows the requirements for the position specified in the announcement of the competition and / or job description for the position, the assessment criteria for competitions set out in Section V of the Regulations, and the guidelines for assessing the academic activity of the candidate for re/appointment to a position of academic or (art) research staff (Appendix 5). Moreover, during the meeting, the Unit Commission completes the Assessment Form of the academic activity for each candidate for re/appointment (Appendix 3) (hereinafter – Assessment Form), which summarises the opinions of all the members of the Commission (including the opinion of the international expert referred to in Subparagraph 16.2 of the Regulations, completed separately in the Assessment Form and submitted by the expert to the Unit Commission prior to the meeting). The substantiation of the assessment of the Unit Commission and the conclusion of the Unit Commission as to whether the candidate is recommended or not recommended for the position must also be submitted. This completed form is attached to the minutes of the meeting of the Unit Commission.

18. In order to assess the applicants more comprehensively, the Unit Commission may invite additional experts who can objectively assess the applicants' academic activities and provide conclusions on their eligibility for the position. The selected additional experts, in accordance with Appendix 5 to the Regulations, assess the academic activities of the applicants and complete the Assessment Form which the Unit Commission takes into account when completing the Assessment Form in accordance with the procedure set out in Paragraph 17 of the Regulations. These additional experts have no voting rights. Their work may be paid in accordance with the procedure established by the legal acts of the University.

19. If there is more than one applicant for the position, all the applicants will be assessed by ranking them in the Unit Commission. The ranking is determined by consensus at the meeting of the Unit Commission after the discussion on the eligibility of each applicant. In the minutes, the Unit Commission sets out the substantiated arguments that determined the decision on the ranking of the applicants. If necessary, the decision on ranking positions shall be taken by open ballot in the Unit Commission.

20. The Unit Commission may propose that the Rector announce a new competition if there are doubts regarding the compliance of the applicants with the mission, operational goals or principles of the University, and the ability to implement the strategic goals of the University or the Unit.

21. The work of the Unit Commission is organised by the Chair of the Commission. In the absence of the Chair of the Unit Commission, the Chair of the meeting is elected by the members of

the Unit Commission, who organises the work and other functions of the Chair of the Unit Commission, as specified in these Regulations. The meeting of the Unit Commission is considered legitimate if at least two thirds of the members of the Unit Commission are present. Members of the Unit Commission may attend the meeting either online or express their opinions in writing, including via e-mail. Decisions of the Unit Commission are made by a majority of at least half of the members of the Unit Commission. Members of the Unit Commission who are unable to attend the meeting in person have the right to express their opinions in writing, including via e-mail, prior to the meeting. In determining the quorum, the votes of the members of the Unit Commission (including those who have joined the meeting online) are calculated. If a member of the Unit Commission participates in the competition, s/he must abstain from making a decision related to her / his reappointment, has no right to vote and is not included in the quorum. If the votes of the members of the Unit Commission are divided equally, the Chair of the Unit Commission casts the deciding vote. Minutes of the Unit Commission are recorded and submitted to the Head of the Core Academic Unit and the HR Department. The decision on the results of the competition (except for competitions for the positions of Professor and Chief Researcher) is made by the Head of the Core Academic Unit who proposes that the Rector conclude an employment contract with the applicant. If in the course of making a decision doubts emerge regarding the compliance of the applicants with the mission, operational goals or principles of the University, and the ability to implement the strategic goals of the University or the Unit, the Head of the Core Academic Unit may recommend that the Rector announce a new competition.

22. The Unit Commission submits the conclusions of the expert assessment of the applicants for the positions of Professor and Chief Researcher to the Central Re/Appointment Commission.

23. The Central Re/Appointment Commission is established by the Rector for four years. The Central Re/Appointment Commission shall consist of at least eight members: the Vice-Rector of the University for Research, the Vice-Rector of the University for Studies, scientists representing the fields of science and at least one representative delegated by the University Students' Representation. Student representatives are to be appointed to and recalled from the Central Re/Appointment Commission in accordance with the procedure established by the Student's Representation. At least one third of the members of the Central Re/Appointment Commission must consist of persons who are not employed at the University (at least one scientist working at another institution of science and studies, and other persons directly interested in the University's successful activities and capable of assessing applicants). One member of the Central Re/Appointment Commission must also be an international expert who is not employed by the University (ordinarily a scientist), as referred to in Subparagraph 16.2 of these Regulations. The Chair of the Central Re/Appointment Commission *ex officio* is the Vice-Rector of the University for Research. A balance between men and women for equal gender representation is sought while forming the Central Re/Appointment Commission.

24. Employees of the University Central Administration Departments may be invited to the meetings of the Central Re/Appointment Commission to present their professional opinions. They have no voting rights.

25. The Central Re/Appointment Commission conducts the final assessment of the applicants for the positions of Professor (except for the Professor with the category of Distinguished Professor) and Senior Researcher.

26. While assessing the eligibility of applicants for the positions of Professor and Chief Researcher, the members of the Central Re/Appointment Commission must familiarize themselves with the requirements set out in the announcement of the competition and / or job description, the conclusion of the Unit Commission and may either approve it and submit it to the Rector or initiate a re-assessment. The re-assessment may be returned to the Unit Commission for implementation, or, if even after a repeated assessment there are doubts regarding the compliance of the applicants with the University's mission, operational goals or principles, and the ability to implement the strategic goals of the University or the Unit, the Central Re/Appointment Commission may itself initiate a

repeated assessment by inviting the Chair of the Unit Commission to participate in the meeting with advisory vote, and by selecting additional experts able to objectively assess the academic activities of the applicants and provide conclusions on their eligibility for the positions. The selected additional experts, in compliance with Appendix 5 to the Regulations, assess the academic activities of the applicants and complete the Assessment Form. These experts have no voting rights. Their work can be paid in accordance with the procedure established by the legal acts of the University. The Central Re/Appointment Commission may also reconsider the ranking of applicants for the same position or recommend that the Rector announce a new competition if there are doubts regarding the compliance of the applicants with the University's mission, operational goals or principles, and the ability to implement the strategic goals of the University or the Unit.

27. If necessary, the Central Re/Appointment Commission may invite applicants for an introductory interview to the Central Re/Appointment Commission, invite applicants to read observed lectures, or use other methods of selection of the applicants that enable the eligibility of applicants to be ascertained. The chosen selection methods must be applied equally to all applicants for the same position.

28. The work of the Central Re/Appointment Commission is organised by the Chair of the Commission. In the absence of the Chair of the Central Re/Appointment Commission, the Chair of the meeting is elected by the members of the Central Re/Appointment Commission, organises the work and other functions of the Chair of the Central Re/Appointment Commission, as specified in these Regulations. The meeting of the Central Re/Appointment Commission is considered legitimate if at least two thirds of the members of the Central Re/Appointment Commission are present. Members of the Central Re/Appointment Commission may attend the meeting either online or express their opinions in writing, including via e-mail. Decisions of the Central Re/Appointment Commission shall be made by a majority of at least half of the members of the Central Re/Appointment Commission. Members of the Central Re/Appointment Commission who are unable to attend the meeting in person have the right to vote and express their opinions in writing, including via e-mail, prior to the meeting. In determining the quorum, the votes of the members of the Central Re/Appointment Commission (including those who have joined the meeting online or in writing – including via e-mail) are calculated. If the votes of the members of the Central Re/Appointment Commission are divided equally, the Chair of the Central Re/Appointment Commission casts the deciding vote. The minutes of the Central Re/Appointment Commission are recorded.

29. The conclusion of the Central Re/Appointment Commission is submitted to the Rector. The Rector makes the final decision on the results of the competition.

30. After the Rector has made a decision on the results of competitions for the positions of Professor and Senior Researcher, and upon the approval of the proposals of the Heads of Core Academic Units regarding the results of other academic positions, the HR Department shall inform all the applicants who have participated in the competitions not later than within five working days. If the successful applicant has been offered the opportunity to conclude an employment contract but refuses to do so, the Rector shall take a decision to conclude an employment contract with another applicant (if there is a suitably ranked applicant) or to announce a new competition.

ARTICLE III

PROCEDURES FOR CONDUCTING COMPETITIONS FOR THE POSITION OF PROFESSOR THAT ALSO AWARD THE CATEGORY OF DISTINGUISHED PROFESSOR

31. This section applies to competitions for the position as a Professor that also award the category of Distinguished Professor (the University employees who already are Professors at the University are awarded the category of Distinguished Professor in compliance with the procedure established by the Senate of the University). In the course of the competitions for the position of Professor, during which the category of Distinguished Professor is also awarded, the assessment of the applicants is carried out by the Distinguished Professor Category Award Commission. This

commission is formed in accordance with the established procedure of awarding the category of Distinguished Professor, approved by the Senate of the University, and for conducting the competition for the position of Professor with the category of Distinguished Professor is supplemented by additional members in accordance with the following requirements:

31.1. at least one third of the members of the Distinguished Professor Category Award Commission must be external members who are not employed by the University (at least one scientist working at another institution of science and studies, and other persons directly interested in the University's successful activities and who are qualified to assess the applicants). International experts from abroad are selected by the Distinguished Professor Category Award Commission for assessing applicants and, as external members with voting rights, they are co-opted on the Distinguished Professor Category Award Commission;

31.2. the Head of the Branch Academic Unit of the Core Academic Unit in which the competition is being conducted is included in the Distinguished Professor Category Award Commission for the execution of a particular competition, and if the Core Academic Unit does not have Branch Academic Units, the Head of the Core Academic Unit is delegated;

31.3. A balance between men and women for equal gender representation is sought while forming the Distinguished Professor Category Award Commission.

32. The work of the Distinguished Professor Category Award Commission is organised by the Chair of the commission. In the absence of the Chair of the Distinguished Professor Category Award Commission, the Chair of the meeting is elected by the members of the Distinguished Professor Category Award Commission, who organises work and other functions of the Chair of the Distinguished Professor Category Award Commission, as specified in these Regulations. The meeting of the Distinguished Professor Category Award Commission is considered legitimate if at least two thirds of the members of the Distinguished Professor Category Award Commission are present. Members of the Distinguished Professor Category Award Commission may attend the meeting either online or express their opinions in writing, including via e-mail. Decisions of the Distinguished Professor Category Award Commission are made by a majority of at least half of the members of the Distinguished Professor Category Award Commission. Members of the Distinguished Professor Category Award Commission who are unable to attend the meeting in person have the right to express their opinions in writing, including via e-mail, prior to the meeting. In determining the quorum, the votes of the members of the Distinguished Professor Category Award Commission are calculated (including those who have joined the meeting online). If a member of the Distinguished Professor Category Award Commission participates in the competition, s/he must abstain from making a decision related to her / his reappointment, has no right to vote and is not included in the quorum. If the votes of the members of the Distinguished Professor Category Award Commission are divided equally, the Chair of the Distinguished Professor Category Award Commission casts the deciding vote.

33. The competition for the position of Professor with the category of Distinguished Professor consists of the following stages:

33.1. Submission of the documents specified in the announcement of the competition for the applicants who meet the minimum qualification requirements to the Distinguished Professor Category Award Commission;

33.2. The Distinguished Professor Category Award Commission for each competition for the Professor's position with the category of Distinguished Professor co-opts at least three scientists (of whom at least two are international experts from abroad) – experts in the field or branch of science in which the applicants' exclusive achievements and international recognition are assessed. Experts are selected in such a way that they are impartial towards the applicants and their participation in the activities of the Distinguished Professor Category Award Commission does not lead to a conflict of public and private interests. If several applicants apply for the same Professor position with the category of Distinguished Professor, they must be assessed by the same experts, each of whom must determine the ranking of the applicants on the basis of the assessment;

33.3. The Distinguished Professor Category Award Commission provides the experts with all the documents required for the assessment of the applicants, the Assessment Form (Appendix 4) and Appendix 5 to the Regulations with the request to carry out assessment and submit the completed Assessment Form not later than one month after the receipt of the documents from the Distinguished Professor Category Award Commission;

33.4. upon receiving expert assessments, the Distinguished Professor Category Award Commission decides on the applicants' further participation in the competition and invites the utmost eligible applicants for an introductory interview in the Distinguished Professor Category Award Commission. The introductory interview can also be organised online. In order to comprehensively assess the eligibility of applicants for the position, the Distinguished Professor Category Award Commission may invite them to read observed lectures or resort to other selection methods for the assessment of the applicant. Different selection methods must be applied equally to all applicants for the same position;

33.5. on the basis of the announcement of the competition, the Assessment Forms completed by the experts and the documents submitted for the consideration of the candidature, the applicants' introductory interviews, and other selection methods of the applicants, the Distinguished Professor Category Award Commission prepares and submits a conclusion to the Rector regarding the eligibility of the applicants to the position of Professor with the category of Distinguished Professor. If several applicants apply for the same position, the Distinguished Professor Category Award Commission must indicate the ranking of the applicants and the arguments substantiating it. The Commission may recommend that the Rector announce a new competition if there are doubts regarding the compliance of the applicants with the mission, operational goals or principles of the University, and the ability to implement the strategic goals of the University or the Unit.

33.6. upon receiving and evaluating the conclusions of the Distinguished Professor Category Award Commission, the Rector makes the final decision on the results of the competition for the position of Professor with the category of Distinguished Professor. A contract of employment is concluded with the successful applicant.

33.7. The Rector may declare the competition invalid or announce a new competition if there are doubts regarding the compliance of the applicants with the mission, operational goals or principles of the University, and the ability to implement the strategic goals of the University or the Unit.

33.8. after the Rector has made a decision on the competitions for the position of Professor with the category of Distinguished Professor, the HR Department must inform all the participants in the competitions about the results not later than within five working days.

34. A Professor who has won a competition for the position of Professor with the category of Distinguished Professor must read a public inaugural lecture to the University community at the Core Academic Unit in which s/he is employed not later than two months after the first working day specified in the contract of employment.

35. A Professor who has won a competition for the position of Professor and who at the same time has been awarded the category of Distinguished Professor undertakes to work only at the University, apart from exceptional cases, on the basis of a substantiated request agreed with the Head of the Core Academic Unit and with the consent of the Rector.

36. If it becomes apparent that a Professor with the category of Distinguished Professor is undertaking work elsewhere or is providing services of individual activity under a business certificate without the consent specified in Paragraph 35 of these Regulations, s/he loses the category of Distinguished Professor as of the date of the Rector's order.

SECTION III

PROCEDURES FOR THE REAPPOINTMENT OF ACADEMIC AND RESEARCH STAFF

37. Academic and research staff with contracts of indefinite duration undergo the reappointment procedure every five years. A person who does not meet the requirements for

reappointment is dismissed from the position. Depending on the professional qualification, other professional characteristics and other relevant circumstances the person who is not reappointed may be offered another academic or research staff position.

38. The procedure for the reappointment of academic and research staff in the Core Academic Units is organised and carried out by Unit Commissions. The HR Department provides information on the upcoming deadlines of the procedure for reappointment to the Heads of the Core Academic Units, and the Unit Commissions, coordinates the process of the reappointment procedure, and collects information on the results of the reappointments.

39. Upon the order of the Rector, the departments of the Central Administration of the University, responsible for the assessment of scientific indicators, verify whether the academic activity of candidates for the positions meets the minimum qualification requirements for the competition and provide a substantiated professional opinion (including via e-mail) on the results of this verification to the Unit Commission.

40. The period during which the University has provided academic or research staff with leave for pregnancy and childbirth, parental leave, or child-care leave is not included in the five-year period. In exceptional cases, the Rector has the right to postpone the term of the reappointment procedure for a member of academic or research staff for a period not exceeding one year.

41. The reappointment procedure of academic and research staff is carried out in order to determine whether the qualifications of academic and research staff correspond to the current position, whether the employee is engaged in continuous professional development and / or achieves the targets set for the five-year period in the description of the academic activity of the candidate for reappointment (Appendix 1) (hereinafter – Profile of Academic Activity).

42. The reappointment procedure of academic and research staff is announced annually by order of the Rector informing the candidates for reappointment not later than two months before the date of the reappointment procedure. The first reappointment procedure shall take place no more than three months before the end of the five-year period following the conclusion of the contract of indefinite duration.

43. Candidates for reappointment submit the Profile of Academic Activity, and other documents requested by the Unit Commission in accordance with the terms set by the Rector's order.

44. The reappointment procedure consists of the following stages:

44.1. the methods of the assessment of the activities of candidates for reappointment are selected by the Unit Commission if the Unit Commission decides to apply them. The Unit Commission has the right to select different methods assessing the academic activity (e.g., report on academic activity over the last five years presented to the Core Academic Unit, Branch Academic Unit, Academic Unit, or the Unit Commission, presentation of future plans for academic activity, discussion, presentation, observed lecture, etc.) in the order established by the Unit Commission to assist in assessing the performance of the candidates more comprehensively.

44.2. assessment of the academic activity of the candidates by the Unit Commission.

45. In assessing the academic activity of a candidate for reappointment, the Unit Commission follows the assessment criteria set out in Article XI of Section V of the Regulations, the assessment scale presented in Appendix 5 to the Regulations and the reappointment procedure requirements specified in Appendix 2. The compliance of the academic activities to the reappointment procedure requirements is then assessed in relation to the proportional workload of the employee's position as a member of academic or research staff:

45.1. the employee is reappointed for the proportional workload of the position of academic or research staff held during the process of the reappointment procedure;

45.2. if, during the contract period of the position of academic or research staff, the proportional workload of the position of the candidate has increased and has remained higher for more than three years, then the reappointment procedure is carried out according to the factual proportional workload of the position held during the time of the reappointment procedure and accordingly to higher requirements;

45.3. if during the contract period of the position of academic or research staff the proportional workload of the position of the candidate has decreased at the initiative of the employee, then the procedure for reappointment must be carried out in accordance with the procedure established in Subparagraph 45.1 of the Regulations.

46. At the meeting, while assessing the academic activity of the candidate for reappointment, the Unit Commission must complete the Assessment Form for each candidate for reappointment, which records the general opinion of all the members of the Unit Commission and establishes whether the employee is eligible for reappointment. This completed form is attached to the minutes of the meeting of the Unit Commission. In performing the assessment, the Unit Commission takes into account the Profile of Academic Activity provided by the candidate for reappointment, the results of the performance assessment methods referred to in Subparagraph 44.1 of the Regulations (if applicable), compliance with reappointment procedure requirements as specified in Paragraph 45 of the Regulations, and while assessing the candidate's pedagogical activities – the results of student representative surveys are also considered. The Unit Commission takes the final decision regarding the employee's eligibility for reappointment and submits its conclusion to the Rector, the Head of the Core Academic Unit and the HR Department not later than within five working days from the date of the meeting.

47. If the responses regarding the employee's ability to lecture effectively in the summarized results of student representative surveys are repeatedly negative, the Unit Commission may take the decision to reappoint the candidate with the proviso that the employee undertakes to improve her / his pedagogical activity, which must be reassessed in the Unit Commission after one year.

48. The work of the Unit Commission is organised in accordance with Paragraph 21 of the Regulations. If a member of the Unit Commission is a candidate for reappointment, s/he must abstain from making a decision related to her / his reappointment, has no right to vote and is not included in the quorum. The employees undergoing the reappointment procedure, and their direct superiors must be informed about the time and place of the meeting of the Unit Commission.

49. The Unit Commission may invite a member of academic or research staff to a meeting of the Unit Commission to assess their academic performance. In addition, the Unit Commission may also invite additional experts who can objectively assess the academic performance of the candidates for reappointment and provide conclusions on their eligibility for the position. The selected additional experts, in accordance with Appendix 5 to the Regulations, assess the academic activities of the candidates and complete the Assessment Form. The experts do not have voting rights, and their work may be paid in accordance with the procedure established by the legal acts of the University.

50. The Unit Commission must inform the employee about the decisions regarding her / his reappointment not later than within five working days.

51. Upon receiving a substantiated proposal from the Head of the Core Academic Unit in the case of doubts regarding the qualification and eligibility for a position of the member of academic or research staff, the Rector may announce an extraordinary reappointment procedure for a member of academic or research staff. An extraordinary reappointment procedure may be announced not earlier than one year after the employee has taken up her / his duties. The employee must be informed about the extraordinary reappointment procedure not later than two months before the date of her / his reappointment procedure. The employee may not undergo the reappointment procedure more than once a year. The extraordinary reappointment procedure takes place in the same order as other reappointment procedures.

52. During the process of the extraordinary reappointment procedure, the following must be taken into consideration: the contract term of the employee or the period elapsed since the last ordinary reappointment procedure, as well as the proportional workload of the position held.

SECTION IV

PROCEDURES FOR EXAMINING APPEALS REGARDING PROCEDURAL IRREGULARITIES DURING RE/APPOINTMENT PROCEDURES

53. Applicants and candidates for re/appointment who consider that the Unit Commission or the Distinguished Professor Category Award Commission may have committed procedural irregularities in the performance of their functions have the right to lodge an appeal not later than five working days after being informed of the decision taken on the outcome of the competition or reappointment procedure. Appeals may be submitted to the HR Department, which must forward them to the Commissions specified in Paragraph 54 of the Regulations.

54. Appeals regarding possible procedural irregularities are investigated by the Central Re/Appointment Commission. Appeals regarding possible procedural irregularities in the Central Re/Appointment Commission, as well as appeals regarding possible procedural irregularities in the Distinguished Professor Category Award Commission are examined by an ad hoc commission of at least three impartial members from the list of potential members proposed by the Senate of the University. When investigating an appeal about a possible procedural irregularity, a representative of the University Labor Council or an employee from the University Trade Union is invited as an observer.

55. Appeals regarding possible procedural irregularities must be investigated within 15 working days of receipt of the appeal. A proposal must be submitted to the Rector in order for the final decision to be made.

56. Complaints not mentioned in Paragraphs 54-55 of the Regulations shall be dealt with in compliance with the laws of the Republic of Lithuania.

SECTION V ASSESSMENT CRITERIA FOR THE ELIGIBILITY FOR POSITIONS OF ACADEMIC AND RESEARCH STAFF ARTICLE I GENERAL PROVISIONS

57. While performing the expert assessment of applicants who seek positions at University academic and research staff, and candidates who seek reappointment, the Unit Commission, the Central Re/Appointment Commission and the Distinguished Professor Category Award Commission, are guided by the assessment criteria for competitions specified in this Section of the Regulations and the assessment scale specified in Appendix 5 to the Regulations. When drawing conclusions on the eligibility of the candidates for the position and determining their ranking, the aggregate assessment criteria must be taken into account.

58. In exceptional cases, taking into account the applicant's pedagogical and scientific competence, and / or other significant achievements, the Unit Commission may decide to apply lower-than-specified criteria for experience in delivering lectures and supervising student research work.

ARTICLE II ASSESSMENT CRITERIA FOR COMPETITIONS FOR A POSITION AS A PROFESSOR

59. A University Professor is the highest position of academic staff. A university Professor must be one of the leaders in the fields of science and studies in Lithuania. A Professor's duties include research, dissemination of the results, studies organised on the basis of scientific research, supervising researchers and lecturers in their own research, educational, expert and public and / or cultural education and other activities related to their dissemination. Highly qualified Professors who are particularly important in an area, field or branch of science and studies, and who have proven their outstanding excellence in science, studies and organizing them, and are well-known

internationally, may be awarded the category of Distinguished Professor in accordance with the procedure established by the legal acts of the University..

60. The following assessment criteria for competitions apply for the assessment of applicants for the position of Professor:

- 60.1. list of publications;
- 60.2. scientific achievements, their visibility and impact;
- 60.3. academic leadership;
- 60.4. delivering lectures and supervising student research work and / or doctoral studies;
- 60.5. contribution to the development of methodological material and development of studies;
- 60.6. other academic and social activities;
- 60.7. goals for the term in office and potential for the future.

61. The assessment of the compliance of candidates with the assessment criteria listed in Paragraph 60 of the Regulations is based on the assessment scale set out in Section I of Appendix 5 to the Regulations.

ARTICLE III

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF CHIEF RESEARCHER

62. A Chief Researcher at the University is the highest research staff position. A Chief Researcher must be an internationally recognized leader in the field of science. The position of Senior Researcher includes the organization, execution, dissemination of research results, supervising researchers, expert and public education activities.

63. The following assessment criteria for competitions apply for the assessment of applicants for the position of Chief Researcher:

- 63.1. list of publications;
- 63.2. scientific achievements, their visibility and impact;
- 63.3. academic leadership;
- 63.4. other academic and social activities;
- 63.5. goals for the term in office and potential for the future.

64. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 63 of the Regulations is based on the assessment scale set out in Section II of Appendix 5 to the Regulations.

ARTICLE IV

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF ASSOCIATE PROFESSOR

65. An Associate Professor at the University is a scientist competent to supervise the activities of students and junior staff (post-doctoral trainees, projects of doctoral students and other researchers), and is capable of delivering lectures to students in all study cycles, as well as coordinating those studies.

66. The following assessment criteria for competitions apply for the assessment of applicants for the position of Associate Professor:

- 66.1. list of publications;
- 66.2. scientific achievements, their visibility and impact;
- 66.3. delivering lectures and supervising student research projects, doctoral studies;
- 66.4. contribution to the development of methodological material and development of studies;
- 66.5. other academic and social activities;
- 66.6. goals for the term in office and potential for the future.

67. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 66 of the Regulations is based on the assessment scale set out in Section III of Appendix 5 to the Regulations.

ARTICLE V

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF SENIOR RESEARCHER

68. A Senior Researcher at the University is a scientist competent to supervise research in her / his own subject, students and junior staff (post-doctoral trainees, projects of doctoral students and other researchers).

69. The following assessment criteria for competitions apply for the assessment of applicants for the position of Senior Researcher:

- 69.1. list of publications;
- 69.2. scientific achievements, their visibility and impact;
- 69.3. other academic and social activities;
- 69.4. goals for the contract period and potential for the future

70. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 69 of the Regulations is based on the assessment scale set out in Section IV of Appendix 5 to the Regulations.

ARTICLE VI

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF ASSISTANT

71. University Assistant is a scientist who conducts research and is competent to conduct seminars and workshops for undergraduate and graduate students.

72. The following assessment criteria for competitions apply for the assessment of applicants for the position of Assistant:

- 72.1. list of publications;
- 72.2. delivering lectures and supervising student research work;
- 72.3. other academic and social activities;
- 72.4. goals for the contract period and potential for the future.

73. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 72 of the Regulations is based on the assessment scale set out in Section V of Appendix 5 to the Regulations.

ARTICLE VII

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF RESEARCHER

74. A Researcher at the University is a scientist conducting scientific research.

75. The following assessment criteria for competitions apply for the assessment of applicants for the position of Researcher:

- 75.1. list of publications;
- 75.2. other academic and social activities;
- 75.3. goals for the contract period and potential for the future.

76. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 75 of the Regulations is based on the assessment scale set out in Section VI of Appendix 5 to the Regulations.

ARTICLE VIII

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF LECTURER

77. A Lecturer at the University is a lecturer with at least a Master's degree or equivalent higher education qualification, competent to deliver lectures to undergraduate and postgraduate students and to supervise undergraduate theses.

78. The following assessment criteria for competitions apply for the assessment of applicants for the position of Lecturer:

- 78.1. delivering and supervising student research work;
- 78.2. contribution to the development of studies;
- 78.3. goals for the contract period and potential for the future.

79. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 78 of the Regulations is based on the assessment scale set out in Section VII of Appendix 5 to the Regulations.

ARTICLE IX

ASSESSMENT CRITERIA FOR COMPETITIONS FOR THE POSITION OF JUNIOR ASSISTANT

80. A Junior Assistant at the University is a researcher competent to conduct seminars and workshops for undergraduate students. Priority is given to students studying for doctoral studies or preparing a dissertation externally.

81. The following assessment criteria for competitions apply for the assessment of applicants for the position of Junior Assistant:

- 81.1. list of publications;
- 81.2. delivering lectures
- 81.3. goals for the contract period and potential for the future.

82. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 81 of the Regulations is based on the assessment scale set out in Section VIII of Appendix 5 to the Regulations.

ARTICLE X

ASSESSMENT CRITERIA FOR OPEN COMPETITIONS FOR THE POSITION OF JUNIOR RESEARCHER

83. A Junior Researcher at the University is a scientist who conducts research or contributes to research and experimental development work. Priority is given to students studying for doctoral studies or preparing a dissertation externally.

84. The following assessment criteria for competitions apply for the assessment of applicants for the position of Junior Researcher:

- 84.1. goals for the term of contract and potential for the future.

85. The assessment of the compliance of applicants with the assessment criteria listed in Paragraph 84 of the Regulations is based on the assessment scale set out in Section IV of Appendix 5 to the Regulations.

ARTICLE XI

ASSESSMENT CRITERIA FOR THE REAPPOINTMENT OF EMPLOYEES TO ACADEMIC AND RESEARCH STAFF POSITIONS

86. A Professor must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

87. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Professor in the last five years:

- 87.1. list of publications;
- 87.2. scientific achievements, their visibility and impact;
- 87.3. academic leadership;
- 87.4. delivering lectures and supervising student research projects and / or doctoral studies;
- 87.5. contribution to the development of methodological material and development of studies;
- 87.6. other academic and social activities;
- 87.7. goals for the term in office and potential for the future.

88. The Chief Researcher must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

89. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Chief Researcher in the last five years:

- 89.1. list of publications;
- 89.2. scientific achievements, their visibility and impact;
- 89.3. academic leadership;
- 89.4. other academic and social activities;
- 89.5. goals for the term in office and potential for the future.

90. An Associate Professor must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

91. The following assessment criteria for reappointment apply for the assessment of the academic activity of an Associate Professor in the last five years:

- 91.1. list of publications;
- 91.2. scientific achievements, their visibility and impact;
- 91.3. delivering lectures and supervising student research projects and / or doctoral studies;
- 91.4. contribution to the development of methodological material and development of studies;
- 91.5. other academic and social activities;
- 91.6. goals for the term in office and potential for the future.

92. A Senior Researcher must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

93. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Senior Researcher in the last five years:

- 93.1. list of publications;
- 93.2. scientific achievements, their visibility and impact;
- 93.3. other academic and social activities;
- 93.4. goals for the contract period and potential for the future.

94. An Assistant must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

95. The following assessment criteria for reappointment apply for the assessment of the academic activity of an Assistant in the last five years:

- 95.1. list of publications;
- 95.2. delivering lectures, contribution to the development of studies;
- 95.3. other academic and social activities;
- 95.4. goals for the contract period and potential for the future.

96. A Researcher must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

97. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Researcher in the last five years:

97.1. list of publications;

97.2. other academic and social activities;

97.3. goals for the contract period and potential for the future.

98. A Lecturer must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

99. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Lecturer in the last five years:

99.1. delivering lectures and supervising student research projects;

99.2. contribution to the development of studies;

99.3. goals for the contract period and potential for the future.

100. Junior Assistant must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

101. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Junior Assistant in the last five years:

101.1. list of publications;

101.2. delivering lectures

101.3. goals for the contract period and potential for the future.

102. A Junior Researcher must have successfully implemented the goals set for the last five years, specified in the Profile of Academic Activity submitted for the competition (reappointment procedures).

103. The following assessment criteria for reappointment apply for the assessment of the academic activity of a Junior Researcher in the last five years:

103.1. list of publications;

103.2. goals for the term of contract and potential for the future.

104. The assessment of the compliance of candidates for reappointment with the assessment criteria listed in Paragraphs 87, 89, 91, 93, 95, 97, 99, 101, and 103 of the Regulations is based on the assessment scale set out in Appendix 5 to the Regulations.

PROFILE OF THE APPLICANT'S ACADEMIC ACTIVITY

Full Name of Applicant:
Core Academic Unit / Branch Academic Unit (of a Core Academic Unit) ¹ :
Precise position applied for (exactly as specified in the Open Competition Announcement) ² /Open Competition Announcement Date and No.:
Date of completion of the Academic Activity Profile:

Please complete this form.

Staff employees seeking reappointment should only provide information about their activities during the last 5 years.

RESEARCH AND EXPERIMENTAL DEVELOPMENT

105. ***to be completed by applicants for the positions of Professor, Chief Researcher, Associate Professor, Senior Researcher, Assistant, Researcher, Junior Assistant***

Main fields of your research:

List of all scientific and other academic publications (can also be provided at the end of the academic profile and / or generated from the eLABa Information System):

Significant scientific achievements, including their visibility and impact:

Five key scientific publications, and **your contribution to their preparation:**

Guest presentations at conferences:

Patents held and / or applied for:

List of completed / ongoing research projects, indicating your responsibilities for the project:

List of project funding applications submitted over the past 5 years:

Experience in international cooperation:

Other:

ACADEMIC LEADERSHIP

> ***to be completed by applicants for the position of Professor and Chief Researcher***

Supervision of projects and outsourcing

Supervision of research groups and / or Postdoctoral Trainees:

¹ To be completed only by applicants seeking reappointment.

² To be completed only by applicants seeking an initial appointment.

<p>Conferences organised:</p> <p>Other:</p>
<p>EXPERIENCE IN TEACHING AND THE ACADEMIC SUPERVISION OF STUDENTS' THESES</p> <p>> <i>to be completed by applicants for the teaching staff</i></p>
<p>Teaching experience (list of all subjects taught, specifying the institutions, years, stages of study programmes and the language in which they were taught, as well as descriptions of course units taught in the last 5 years or links to versions online):</p> <p>Experience in the academic supervision of students' final theses:</p> <p>List of all Doctoral students for whom you acted as an academic supervisor, with the topics of their theses and year of defence:</p> <p>Development of your educational qualifications:</p> <p>Other:</p>
<p>DEVELOPMENT OF STUDIES</p> <p>> <i>to be completed by applicants for the teaching staff</i></p>
<p>Preparation of programmes / modules / courses (provide descriptions):</p> <p>Work on Doctoral and / Study Programme Committees:</p> <p>Preparation of study methodological material:</p> <p>Study Projects:</p> <p>Development of International Doctoral Studies:</p> <p>Other:</p>
<p>OTHER IMPORTANT ACADEMIC AND SOCIAL ACTIVITIES</p> <p>> <i>to be completed by applicants for the positions of Professor, Chief Researcher, Associate Professor, Senior Researcher, Lecturer, Researcher, Assistant</i></p>
<p>Management experience at a higher education institution or in the field of higher education:</p> <p>Membership of scientific organisations or associations, participation in their governance:</p> <p>Expert and / or applied research activities:</p> <p>Work on governing or self-governing bodies, committees, commissions or in working groups at Vilnius University or other higher educational institutions:</p> <p>Working on the editorial boards of academic publications:</p> <p>Experience in reviewing academic publications:</p> <p>Public Education and other activities related to the dissemination of science:</p>

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

OBJECTIVES TO BE CARRIED OUT FOR THE PERIOD OF TENURE

Briefly outline the targeted objectives of the development of the research field/s, pedagogical activities, and educational qualification during the term of tenure after the competition (up to 1,500 words):

Guidance questions:

- What kind of research do you intend to undertake in relation to the position you are applying for?
- What scientific results do you expect to achieve? (**completed by applicants** for the positions of Professor, Chief Researcher, Associate Professor, Senior Researcher, Assistant, Researcher, Junior Assistant, Junior researcher)
- What goals have you set for your team of researchers or teaching staff, and for yourself as a leader? (**completed by applicants** for the positions of Professor, Chief Researcher, Associate Professor, Senior Researcher)
- What are your goals in the field of studies and working with students? What do you seek to achieve in the teaching process? (How do you understand teaching and learning? What are the roles and responsibilities of the academic staff and students? What teaching and assessment methods do you use? How do you create feedback? What methods do you use while supervising students' written assignments and final theses?, etc.)
- What are your goals while working with Doctoral students?
- In which areas would you like to improve your qualifications?

PROPOSED LIST OF ASSESSORS

- > **If you are applying for a position as a Professor, a Professor with the category of a 'Distinguished Professor' or Senior Researcher**, please provide information on **at least 3 foreign** contacts of researchers or international scientific organisations active in the same field of science and able to evaluate your achievements.
- > **If you are applying for a position as an Associate Professor or Senior Researcher**, please provide information on **at least 3 external (non-University)** contacts of researchers or scientific organisations active in the same field of science and able to assess your achievements.

Please do not suggest those with whom you have a close professional, personal or other interest or relationship, as this may affect their assessment of you.

- 1.
- 2.
- 3.

If necessary, please provide information on any assessors who you feel may be unsuitable:

- 1.
- 2.
- 3.

MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC AND RESEARCH STAFF

SECTION I GENERAL PROVISIONS

1. Applicants taking part in an open competition seeking an appointment or a reappointment must meet the minimum qualification requirements. Compliance with the minimum qualification requirements does not guarantee that the applicant will win the competition or be reappointed, but this is a precondition for participation in the competition.

2. The Board of the Core Academic Unit has the right to submit higher qualification requirements to the University Senate. The Board of the Core Academic Unit has the right to impose special competitive requirements on the applicants, which must be included in the terms and conditions of the competition.

SECTION II MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF (THE HUMANITIES)

3. A researcher applying for a position as a **Professor** must have had at least eight international-level³ scientific articles published, including at least three articles in reviewed foreign publications. Professors may be reappointed if they have published at least five scientific articles in reviewed scientific publications during the last five years, including at least two scientific articles in reviewed foreign scientific publications.

4. A researcher seeking a position as an **Associate Professor** must have at least five scientific articles published in reviewed scientific publications, including at least two scientific articles in reviewed foreign scientific publications. Associate Professors may be reappointed if they have had at least three scientific articles published in reviewed scientific publications during the last five years, including at least one scientific article in a reviewed foreign scientific publication.

5. An applicant for a position as an **Assistant** must be a researcher. Assistants may be reappointed if they have had at least two scientific articles published in reviewed scientific publications during the last five years.

6. A researcher seeking a position as a **Junior Assistant** must have a Master's degree or equivalent qualification. During the last five years, the applicant is required to have carried out research and / or social or cultural development work.

7. A researcher seeking the position of **Chief Researcher** must have had at least 15 international-level scientific articles published, including at least five scientific articles in reviewed foreign scientific publications. Chief Researchers may be reappointed if they have at least eight scientific articles published in reviewed scientific publications during the last five years, including at least three scientific articles in reviewed foreign scientific publications.

8. A researcher seeking a position as a **Senior Researcher** must have had at least ten international-level scientific articles, including at least four scientific articles published in reviewed foreign scientific publications. Senior Researchers may be reappointed if they had at least five

3 The levels of the publication and the article published therein are assessed / determined by the Core Academic Unit Commission.

scientific articles published during the last five years, including at least two scientific articles, published in reviewed foreign scientific publications.

9. An applicant seeking a position as a **Researcher** must have at least four scientific articles published in reviewed scientific publications. Researchers may be reappointed if they have had at least three scientific articles published in reviewed scientific publications during the last five years.

10. An applicant seeking the position of **Junior Researcher** must have at least a Master's degree or equivalent higher education qualification and carry out scientific research. Junior Researchers may be reappointed if they have published at least two scientific articles in reviewed scientific publications during the last five years.

11. Two author's sheets (an author's sheet consists of 40,000 characters, including spaces between words) of scientific monographs and studies or parts of them, or four author's sheets of translated primary sources and scientific works (author's sheets may be summed up) published in international publishing houses⁴ are equivalent to one scientific article in a foreign scientific publication. Two author's sheets of scientific monographs and studies or parts of them, primary sources and publications of translated scientific works published by national or other publishing houses, a scientifically-structured dataset (in its entirety or its metadata openly publicized), a compiled scientific publication, a publication of international and national-level scientific events or another publication on applied science are equivalent to one scientific article in a reviewed scientific publication; three reviews of scientific publications and / or publications aimed to disseminate science published in foreign scientific publications are equivalent to one scientific article in a foreign publication.

12. The coordination of an international research programme project, including scientific research and experimental development (hereinafter referred to as 'R&D') is equivalent to four scientific articles published in a foreign scientific publication; the coordination of an international research project without R&D, or coordination of a work package for R&D is equivalent to two scientific articles published in a foreign scientific publication; the coordination of a national R&D project is equivalent to one scientific article in a reviewed scientific publication.

13. A researcher applying for a position as a Professor, Chief Researcher, or Senior Researcher, in addition to the equivalent publications, must also have at least two scientific articles published in foreign publications; a researcher seeking a position, as an Associate Professor, in addition to the equivalent publications, must also have at least one scientific article published in a foreign publication. Professors, and Chief or Senior Researchers may be reappointed if, in addition to the equivalent publications, they also have at least one scientific article published in a foreign scientific publication; the requirement to have a scientific article in a foreign scientific journal may be waived if the applicant has had a monograph published by an international science publishing house / publisher.

SECTION III

MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF (SOCIAL SCIENCES)

14. A researcher applying for a position as a **Professor** must have had at least eight scientific articles published in reviewed publications, including at least three scientific articles in international-level scientific publications⁵. Professors may be reappointed if they have published at least five scientific articles in reviewed scientific publications during the last five years, including at least two scientific articles in international-level scientific publications.

4 An International Science Publishing House / Publisher is a publishing house or publisher that consistently publishes internationally recognised periodic, continuous, or one-off scientific publications providing information about the nature of the publishing house, review procedures and international recognition. The internationality of the publishing house or publisher is determined by the Commission of the Core Academic Unit.

5 International-level publications are journals and / or other reviewed foreign publications referenced in the Clarivate Analytics Web of Science and / or SCOPUS databases, whose international level is recognised by the Core Academic Unit Commission.

15. A researcher seeking a position as an **Associate Professor** must have at least five scientific articles published in reviewed scientific publications, including at least two scientific articles in international-level scientific publications. Associate Professors may be reappointed if they have had at least three scientific articles published in reviewed scientific publications during the last five years, including at least one scientific article in an international-level scientific publication.

16. An applicant for a position as an **Assistant** must be a researcher. Assistants be reappointed if they have had at least two scientific articles published in reviewed scientific publications during the last five years.

17. A researcher seeking a position as a **Junior Assistant** is required to have carried out research and / or social or cultural development work during the last five years.

18. A researcher seeking the position of **Chief Researcher** must have had at least 15 scientific articles published, including at least five scientific articles in international-level scientific publications. Chief Researchers may be reappointed if they have at least eight scientific articles published, including at least three scientific articles in international-level scientific publications.

19. A researcher seeking a position as a **Senior Researcher** must have had at least ten scientific articles published, including at least four scientific articles published in international-level scientific publications. Senior Researchers may be reappointed if they had at least five scientific articles published during the last five years, including at least two scientific articles, published in international-level scientific publications.

20. An applicant seeking a position as a **Researcher** must have at least four scientific articles published in reviewed scientific publications. Researchers may be reappointed if they have had at least three scientific articles published in reviewed scientific publications during the last five years.

21. An applicant seeking a position as a **Junior Researcher** must have at least a Master's degree or equivalent higher education qualification and carry out scientific research. Junior Researchers may be reappointed if they have published at least two scientific articles in reviewed scientific publications during the last five years.

22. Two author's sheets of scientific monographs and studies or parts of them, (author's sheets may be summed up) published in international publishing houses are equivalent to one scientific article in an international-level publication. Two author's sheets of scientific monographs and studies or parts of them published in national and other publishing houses, a scientifically-structured dataset (in its entirety or its metadata openly publicised), a compiled scientific publication, a publication of international and national-level scientific events or another publication on applied science, or a map is equivalent to one scientific article in a reviewed scientific publication, a commentary on a legal act is equivalent to two articles in a reviewed scientific publication; three reviews of scientific publications and / or publications aimed to disseminate science published in foreign scientific publications are equivalent to one scientific article in an international-level publication, three reviews of scientific publications and / or publications aimed to disseminate science published in scientific publications are equivalent to one scientific article in a reviewed scientific publication.

23. The coordination of an international research programme project, including R&D, is equivalent to four scientific articles published in an international-level publication; the coordination of an international research project without R&D, or coordination of a work package for R&D is equivalent to two scientific articles published in an international-level publication.

24. In addition to the equivalent publications, a researcher applying for a position as a Professor, Chief Researcher, or Senior Researcher, must also have at least two scientific articles published in international-level publications; in addition to the equivalent publications, a researcher seeking a position as an Associate Professor must also have at least one scientific article published in an international-level publication. Professors, and Chief or Senior Researchers may be reappointed if, in addition to the equivalent publications, they also have at least one scientific article published in an international-level scientific publication; the requirement to have a scientific article

published in a foreign scientific publication may be waived if the applicant has had a monograph published by an international science publishing house / publishers.

SECTION IV

MINIMUM QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF (PHYSICAL, AGRICULTURAL, BIOMEDICAL AND TECHNOLOGICAL SCIENCES)

25. A researcher applying for a position as a **Professor** must have had at least eight scientific articles published in reviewed publications with the citation index in the Clarivate Analytics Web of Science Database (hereafter referred to as 'CA WoS'). Professors may be reappointed if they have published at least three scientific articles listed in CA WoS during the last five years.

26. A researcher seeking a position as an **Associate Professor** must have at least five scientific articles published listed in CA WoS. Associate Professors may be reappointed if they have had at least two scientific articles listed in CA WoS during the last five years.

27. An applicant for a position as an **Assistant** must be a researcher. Assistants may be reappointed if they have had at least two scientific articles published in reviewed scientific publications during the last five years.

28. A researcher seeking a position as a **Junior Assistant** is required to have carried out research and / or experimental development work during the last five years.

29. A researcher seeking the position of **Chief Researcher** must have had at least 15 scientific articles listed in CA WoS. Senior Researchers may be reappointed if they had at least eight scientific articles listed in CA WoS during the last five years.

30. A researcher seeking a position as a **Senior Researcher** must have had at least seven scientific articles listed in CA WoS. Senior Researchers may be reappointed if they had at least five scientific articles listed in CA WoS during the last five years.

31. An applicant seeking a position as a **Researcher** must have at least three scientific articles listed in CA WoS. Researchers may be reappointed if they have had at least two scientific articles listed in CA WoS during the last five years.

32. An applicant seeking a position as **Junior Researcher** must have at least a Master's degree or equivalent higher education qualification and carry out scientific research. Researchers holding a Junior Researcher position may be reappointed if they have published at least two scientific articles in reviewed scientific publications during the last five years.

33. The following are equivalent to two scientific articles listed in CA WoS: a scientific monograph published by an international science publishing house / publisher; a patent issued by the European Patent Office, the United States Patent and Trademark Office or the Japanese Patent Office; a plant or animal species that has passed international certification in European centralized centres. A chapter of a scientific monograph published by an international science publishing house / publisher, or outsourcing worth 50,000 EUR may be considered as equivalent to one scientific article listed in CA WoS. The results of experimental (technological) development activities (a new technology developed and implemented, a prototype, an algorithm, a scientifically structured data set, which in its entirety or its metadata is openly publicised) may be considered equivalent to one – three articles listed in CA WoS at the discretion of the Core Academic Unit Commission. Depending on the specific nature of the field (branch) of science, one – three articles at international-level conference proceedings listed in CA WoS may be considered equivalent to one article listed in CA WoS at the discretion of the Core Academic Unit Commission.

34. For scientific articles co-authored by more than 100 scientists, a coefficient of not more than 0.5 is applied, with the co-authorship exceeding 1,000, a coefficient of not more than 0.3 is applied, unless the applicant for the appointment or reappointment is the principal author. Lower coefficients may be set by decision of the Core Academic Unit Commission.

35. The coordination of an international research programme project, including R&D, is equivalent to four scientific articles listed in CA WoS; the coordination of an international research

project without R&D, or coordination of a work package for R&D is equivalent to two scientific articles listed in CA WoS.

36. In addition to the equivalent publications, a researcher applying for a position as a Professor, Chief Researcher, or Senior Researcher, is required to have at least three scientific articles listed in CA WoS; in addition to the equivalent publications, a researcher seeking a position as an Associate Professor must also have at least one scientific article listed in CA WoS. Professors, and Chief or Senior Researchers may be reappointed if, in addition to the equivalent publications, they have also had at least two scientific articles listed in CA WoS during the last five years, while Associated Professors are required to have had at least one scientific article listed in CA WoS during the last five years.

ASSESSMENT OF THE APPLICANT'S ACADEMIC PERFORMANCE PROFILE

Full Name of Expert / Full Names of Commission members:
Full Name of Applicant:
Core Academic Unit / Branch Academic Unit (of the Core Academic Unit) ⁶ :
Precise position applied for (exactly as specified in the Open Competition Announcement) ⁷ :
Open Competition Announcement No.:
Date:

Please use this form as a guide to evaluate the applicant's academic accomplishments, and substantiate your evaluation by providing your reasoning (up to 400 characters):

Quality of applicant's publications:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Applicant's scientific 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	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Applicant's expertise in scientific leadership:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Applicant's expertise in teaching:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

⁶ To be completed only in the case of internal reappointment.

⁷ To be completed only in the case of an open competition.

Applicant's contribution to the development of methodological material and studies:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Applicant's other academic activities and social outreach:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Potential of the applicant's academic development in the future:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

> *To be completed only in the case of an open competition; filled in only by the Expert: **Would you recommend that this applicant be appointed in an analogous position at the institution where you work or that you represent?***

> *To be completed only in the case of internal reappointment: **Would you recommend that this applicant be reappointed at the institution where you work?***

☐ Yes ☐ No ☐ Not applicable

Brief comments:

> *To be completed only in the case of an open competition: **Do you recommend this applicant for the applied position at Vilnius University?***

> *To be completed only in the case of internal reappointment: **Should the employee be reappointed to the same position at Vilnius University?***

☐ Yes ☐ No

Brief comments:

(Names, surnames, and signatures of the Commission members)

Appendix 4

**EVALUATION OF THE CANDIDATE APPLYING FOR THE PROFESSOR WITH THE
CATEGORY OF A DISTINGUISHED PROFESSOR AT VILNIUS UNIVERSITY**

INFORMATION ABOUT THE EVALUATOR
Name, surname:
Institution, position:
Candidate's name, surname:
Date:

Please use this form as a guide to evaluate and reason (approximately 400 characters) the candidate's academic accomplishments:

Quality of candidate's publications:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Candidate's scientific achievements, 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	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Candidate's expertise in scientific leadership:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Candidate's expertise in teaching:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Candidate's impact in development of studies:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Candidate's other academic activities and outreach:						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						
Potential of candidate's academic development in the future:						

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding
Reasoning:						

Would you consider the candidate if he / she would apply to work for a position at your institution?

☐ Yes

☐ No

Reasoning:

Signature _____

THANK YOU FOR YOUR VALUABLE CONTRIBUTION!

**GUIDELINES FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR SCIENTIFIC RESEARCH POSITIONS (ALSO
IN THE FIELD OF ART)**

SECTION I
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR PROFESSORSHIPS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications (quantity and quality according to the minimum qualification requirements)	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has been published in high-profile international publications	Exceeds the minimum requirements; has had numerous articles published in high-profile international publications	Exceeds the minimum requirements; has been published in the highest-profile international publications
2	Research achievements, their visibility and impact (major publications and the applicant's contribution to them, completed / ongoing projects, and project applications, applied research activities (outsourcing, patents and	The requirement does not apply; there is not enough information to make an assessment	Research not performed	Publications in one's own institution or in little-known publications; multi-authorship prevails and the applicant's	There are international publications, but predominantly multi-authored; competitive projects are national; citations of	High-level national research is being undertaken; some publications are at international level; publications are cited in high-level international publications; participation or	International research is ongoing; publications in high-level international publications, where the applicant is the	Research is at the highest international level; publications are listed in <i>CA WoS</i> , <i>Hot Papers</i> , <i>Highly Cited Papers</i> ; large-

	their applications, etc.), Internationality, citation indicators, presentations at conferences)			contribution is negligible; no projects, no project applications, no applied research activity; the research is rarely cited in comparison with the indicators for the field; there are no guest presentations at conferences	works do not reach the average number of citations in that field; applied scientific activity is performed; there are no guest presentations at international conferences	applications for international research projects; active participation in applied research; read guest presentations at international conferences	main author; publications cited in high-level international publications; participation in significant international projects; active participation in applied (international patents, applications for them, foreign outsourced scientific research, etc.); regular guest presentations at international conferences	scale and important international projects; international patents; foreign orders; regular presentations at the highest level international conferences; other international recognition
3	Academic leadership (leadership in research groups, the development of specific themes or interdisciplinary research, leadership in projects, outsourcing, academic supervision of Postdoctoral research, organisation of conferences)	The requirement does not apply; there is not enough information to make an assessment	There is no academic leadership	At least one of the other requirements	At least two of the other requirements	At least two of the other requirements, one of which is at international level	At least three of the other requirements, two of which are at international level	The establishment of an internationally recognised science school and other indicators of exceptional academic leadership

4	Experience in teaching and supervising student work (at least five years of teaching on university programmes); the academic supervision of Doctoral students; student feedback ratings ⁸	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum pedagogical competence requirements; negative student feedback ratings	Partially meets the minimum pedagogical competence requirements; participation in Doctoral studies; supervising students' final theses, at least one successfully defended Doctoral thesis ⁹ ; student feedback ratings are satisfactory	Meets the minimum pedagogical competence requirements; participation in supervising Doctoral studies; supervising students' final theses, at least one successfully defended Doctoral thesis; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in supervising Doctoral studies; supervising students' final theses, two successfully defended Doctoral theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in supervising Doctoral studies; supervising students' final theses, more than two successfully defended Doctoral theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in Doctoral studies; supervising students' final theses; successful academic career of former Doctoral students; student feedback ratings are good
5	Contribution to the development of methodological material and the development of studies (work in study programme committees, doctoral committees, the preparation of methodological materials for programmes, modules and / or courses)	The requirement does not apply; there is not enough information to make an assessment	Not involved in study development	At least one study module (module, course) is carried out, its implementation is coordinated	At least one study module (module, course) is implemented, its implementation is coordinated; study material created and used ¹⁰	At least one study module (module, course) is implemented, its implementation is coordinated; study material created and used; participation in study programmes and /or Doctoral committees	At least one study module (module, course) is implemented, its implementation is coordinated; study material created and used; participation in study	At least one study module (module, course) is implemented, its implementation is coordinated; study material created and used; participation in study

⁸ If the results of student representative surveys that provide feedback on the applicant's pedagogical activity are available

⁹ The successfully defended Doctoral thesis requirement is mandatory for assessing applicants participating in an open competition

¹⁰ The material used for studies was created – a study publication was prepared, e. teaching / learning course or other study material provided / available to students

							programmes, Doctoral committees; attracting foreign Doctoral students; participation in the defence of a dissertation at foreign universities	programmes and / or Doctoral committees; attracting foreign Doctoral students; regular participation in the defence of dissertations at foreign universities
6	Other academic and social activities (membership, representation in scientific organisations, expert institutions, work in institution management and self-government bodies, committees and commissions, organisation of academic activities, work on editorial boards, review of publications, sharing expertise, public education and activities to promote the dissemination of science)	The requirement does not apply; there is not enough information to make an assessment	Not involved in other academic and social activities	Membership of a scientific organisation and at least one of the other requirements	Membership of a scientific organisation and at least two of the other requirements	Membership of an international scientific organisation; review of international scientific publications and at least two of the other requirements	Representation ¹¹ in international scientific organisations; participation in the publishing of foreign publications; review of applications for international projects, etc.	Leadership in international scientific organisations; leadership of international expert groups, commissions, etc.
7	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not	There is a very limited academic potential for the future	The goals set for the tenure (until the next reappointment) meet the	The goals set for the tenure (until the next reappointment) are defined; the	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious	The goals set for the tenure (until the next reappointment) are defined; the	The goals set for the tenure (until the next reappointment) are defined; the

¹¹ Representation in an international scientific organisation – presence as a delegate of a country or institution with voting rights, work in the management bodies of the organisation, etc.

		enough information to make an assessment		minimum (threshold) requirements	applicant has a clear programme of research and pedagogical activities in line with their expertise and available resources	programme of research and pedagogical activities in line with their expertise and available resources; predicted academic growth	applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic growth	applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University; in line with their expertise and available resources; predicted academic breakthrough
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SECTION II
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR CHIEF RESEARCHER POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications (quantity and quality according to the minimum qualification requirements)	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has been published in high-profile international publications	Exceeds the minimum requirements; has been published in numerous high-profile international publications	Exceeds the minimum requirements; has been published in the highest-profile international publications
2	Research achievements, their visibility and impact (major publications and the applicant's contribution to them, completed / ongoing projects, and project applications, applied research activities (outsourcing, patents and their applications, etc.), internationality, citation indicators, presentations at conferences)	The requirement does not apply; there is not enough information to make an assessment	Research not performed	Publications in one's own institution or in little-known publications; multi-authorship prevails and the applicant's contribution is negligible; projects, no project applications; no applied research activities; the	There are international publications, but predominantly multi-authored; competitive projects are national; citations of works do not reach the average number of citations in that field; applied	High-level national research is being undertaken; some publications are at international level; publications are cited in high-level international publications; participation or applications for international research projects; active participation in applied research; read guest presentations at international conferences	International research is ongoing; publications in high-level international publications, where the applicant is the main author; publications cited in high-level international publications; participation in significant	Research is at the highest international level; publications are listed in <i>CA WoS Hot Papers</i> , <i>Highly Cited Papers</i> ; large-scale and important international projects; international patents; foreign orders; regular presentations at

				research is rarely cited in comparison with the indicators for the field; there are no guest presentations at conferences	scientific activity is performed; there are no guest presentations at international conferences		international projects; active participation in applied (international patents, applications for them, foreign outsourced scientific research, etc.); regular guest presentations at international conferences	the highest level international conferences; other international recognition
3	Academic leadership (leadership in research groups, the development of specific themes or interdisciplinary research, leadership in projects, outsourcing, the academic supervision of Postdoctoral research, the organisation of conferences)	The requirement does not apply; there is not enough information to make an assessment	There is no academic leadership	At least one of the other requirements	At least two of the other requirements	At least two of the other requirements, one of which is at international level	At least three of the other requirements, two of which are at international level	The establishment of an internationally recognised science school and other indicators of exceptional academic leadership
4	Other academic and social activities (membership, representation in scientific organisations, expert institutions, work in institution management and self-government bodies,	The requirement does not apply; there is not enough information to make an	Not involved in other academic and social activities	Membership of a scientific organisation; supervising at least one successfully defended	Membership of a scientific organisation; supervising at least one successfully defended	Membership of an international scientific organisation; review of international scientific publications; supervising two successfully defended	Representation ¹³ in international scientific organisations; participation in the publishing of foreign	Leadership in international scientific organisations; successful academic career of former

	committees and commissions, organisation of academic activities, work on editorial boards, review of publications, sharing expertise, public education and activities to promote the dissemination of science)	assessment		Doctoral thesis ¹² and at least one of the other requirements	Doctoral thesis and at least two of the other requirements	Doctoral theses, and at least two of the other requirements	publications; supervising more than two successfully defended Doctoral theses; review of applications for international projects, etc.	Doctoral students; leadership of international expert groups, commissions, etc.
5	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is a very limited academic potential for the future	The goals set for the tenure (until the next reappointment) meet the minimum (threshold) requirements	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research and pedagogical activities in line with their expertise and available resources	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic

13 Representation in an international scientific organisation – presence as a delegate of a country or institution with voting rights, work in the management bodies of the organisation, etc.

12 The successfully defended Doctoral thesis requirement is mandatory for evaluating applicants participating in an open competition

							growth	breakthrough
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SECTION III
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR ASSOCIATE PROFESSOR POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications (quantity and quality according to the minimum qualification requirements)	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has been published in high-profile international publications	Exceeds the minimum requirements; has had numerous articles published in high-profile international publications	Exceeds the minimum requirements; has published in the highest-profile international publications
2	Research achievements, their visibility and impact (major publications and the applicant's contribution to them, completed / ongoing projects, and project applications, applied research activities (outsourcing, patents and their applications, etc.), internationality and citation indicators, presentations at conferences)	The requirement does not apply; there is not enough information to make an assessment	Research not performed	Publications in one's own institution or in little-known publications; multi-authorship prevails and the applicant's contribution is negligible; no projects, no project applications, no	There are international publications, but predominantly multi-authored; competitive projects are national; citation of works does not reach the average number of citations in that field; applied	High-level national research is being undertaken; some publications are at international level; publications are cited in high-level international publications; participation or applications for international research projects; active participation in applied research; read guest	International research is ongoing; publications in high-level international publications, where the applicant is the main author; publications cited in high-level international	Research is at the highest international level; publications are listed in <i>CA WoS Hot Papers</i> , <i>Highly Cited Papers</i> ; large-scale and important international projects; international

				applied research activity; the research is rarely cited in comparison with indicators for the field; there are no guest presentations at conferences	scientific activity is performed; there are no guest presentations at international conferences	presentations at international conferences	publications; participation in significant international projects; active participation in applied (international patents, applications for them, foreign outsourced scientific research, etc.); regular guest presentations at international conferences	patents; foreign orders; regular presentations at the highest level international conferences; other international recognition
3	Experience in teaching and supervising student work; participation in Doctoral studies; professional development (training); student feedback ratings	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum pedagogical competence requirements; negative student feedback ratings	Partially meets the minimum pedagogical competence requirements; student feedback ratings are satisfactory	Meets the minimum pedagogical competence requirements; participation in supervising students' final theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in supervising students' final theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in supervising students' final theses and a successfully defended Doctoral thesis ¹⁴ ; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in supervising students' final theses, more than one successfully defended Doctoral thesis; student feedback ratings are good

¹⁴ The successfully defended Doctoral thesis requirement is mandatory for evaluating applicants participating in an open competition

4	Contribution to the development of methodological material and the development of studies (work in study programme committees, doctoral committees, the preparation of methodological materials for programmes, modules and / or courses)	The requirement does not apply; there is not enough information to make an assessment	Not involved in study development	At least one ongoing study module (module, course)	At least one study module (module, course) is implemented; study material created and used ¹⁵	At least one study module (module, course) is implemented; study material created and used; participation in study programmes and /or Doctoral committees	At least one study module (module, course) is implemented; study material created and used; participation in study programmes, Doctoral committees; attracting foreign Doctoral students	At least one study module (module, course) is implemented; study material created and used; participation in study programmes, Doctoral committees; attracting foreign Doctoral students; participation in the defence of a dissertation at foreign universities
5	Other academic and social activities (membership, representation in scientific organisations, expert institutions, work in institution management and self-government bodies, committees and commissions, organisation of academic activities, work	The requirement does not apply; there is not enough information to make an assessment	Not involved in other academic and social activities	Membership of a scientific organisation and at least one of the other requirements	Membership of a scientific organisation and at least two of the other requirements	Membership of an international scientific organisation; review of international scientific publications and at least two of the other requirements	Representation ¹⁶ in international scientific organisations; participation in the publishing of foreign publications; review of applications for	Leadership in international scientific organisations; leadership of international expert groups, commissions, etc.

¹⁵ The material used for studies was created – a study publication was prepared, e. teaching / learning course or other study material provided / available to students

¹⁶ Representation in an international scientific organisation – presence as a delegate of a country or institution with voting rights, work in the management bodies of the organisation, etc.

	on editorial boards, review of publications, sharing expertise, public education and activities to promote the dissemination of science)						international projects, etc.	
6	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals set for the tenure (until the next reappointment) meet the minimum (threshold) requirements	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research and pedagogical activities in line with their expertise and available resources	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic breakthrough

SECTION IV
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR SENIOR RESEARCHER POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications (quantity and quality according to the minimum qualification requirements)	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimum requirements	Exceeds the minimum requirements; has been published in high-profile international publications	Exceeds the minimum requirements; has had numerous articles published in high-profile international publications	Exceeds the minimum requirements; has been published in high-profile international publications
2	Research achievements, their visibility and impact (major publications and the applicant's contribution to them, completed / ongoing projects, and project applications, applied research activities (outsourcing, patents and their applications, etc.), internationality and citation indicators, presentations at conferences)	The requirement does not apply; there is not enough information to make an assessment	Research not performed	Publications in one's own institution or in little-known publications; multi-authorship prevails and the applicant's contribution is negligible; no projects, no project applications, no applied research	There are international publications, but predominantly multi-authored; competitive projects are national; citations of works do not reach the average number of citations in that field;	High-level national research is being undertaken; some publications are at international level; publications are cited in high-level international publications; participation or applications for international research projects; active participation in applied research; read guest	International research is ongoing; publications in high-level international publications, where the applicant is the main author; publications cited in high-level international	Research is at the highest international level; publications are listed in <i>CA WoS Hot Papers</i> , <i>Highly Cited Papers</i> ; large-scale and important international projects; international

				activity; the research is rarely cited in comparison with indicators for the field; there are no guest presentations at conferences	applied scientific activity is performed; there are no guest presentations at international conferences	presentations at international conferences	publications; participation in significant international projects; active participation in applied (international patents, applications for them, foreign outsourced scientific research, etc.); regular guest presentations at international conferences	patents; foreign orders; regular presentations at the highest level international conferences; other international recognition
3	Other academic and social activities (participation in studies, including Doctoral, membership, representation in scientific organisations, expert institutions, work in the Senate committees and commissions, organisation of academic activities, work on editorial boards, review of publications, sharing expertise, public education and activities to promote the	The requirement does not apply; there is not enough information to make an assessment	Not involved in other academic and social activities	Membership of a scientific organisation and at least one of the other requirements	Membership of a scientific organisation and at least two of the other requirements	Membership of international scientific organisations; supervising at least one successfully defended Doctoral thesis ¹⁷ and at least two of the other requirements, including reviewing international scientific publications	Representation ¹⁸ in international scientific organisations; participation in the publishing of foreign publications; supervising a successfully defended Doctoral thesis; reviewing	Leadership in international scientific organisations; supervising at least one successfully defended Doctoral thesis; leadership of international expert groups, commissions,

¹⁷ The successfully defended Doctoral thesis requirement is mandatory for evaluating applicants participating in an open competition

¹⁸ Representation in an international scientific organisation – presence as a delegate of a country or institution with voting rights, work in the management bodies of the organisation, etc.

	dissemination of science						applications for international projects, etc.	etc.
4	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals set for the tenure (until the next reappointment) meet the minimum (threshold) requirements	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research and pedagogical activities in line with their expertise and available resources	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic breakthrough

SECTION V
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR ASSISTANT POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	There are no publications	Has been published in reviewed scientific publications	Has been published in international publications	Has been published in high-profile international publications with a significant contribution from the applicant	Has been published in highest-profile international publications with a significant contribution from the applicant
2	Experience in teaching and supervising student work, professional development (training), student feedback rating, contribution to study development	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum pedagogical competence requirements; negative student feedback ratings	Partially meets the minimum minimum pedagogical competence requirements; participation in teaching the subject (module, course); student feedback ratings are satisfactory	Meets the minimum pedagogical competence requirements; participates in teaching the subject (module, course); student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participation in teaching the subject (module, course); supervising students final theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participates in teaching the subject (module, course); study material created and used ¹⁹ ; supervising students' final theses; student	Exceeds the minimum pedagogical competence requirements; study material created and used; supervising students' final theses; participation in study programme

¹⁹ The material used for studies was created – a study publication was prepared, e. teaching / learning course or other study material provided / available to students

							feedback ratings are good	committees; student feedback ratings are good
3	Other academic and social activities (participation in studies, membership of and representation in scientific organisations, expert institutions, work in the Senate committees and commissions, organisation of academic activities, work on editorial boards, review of publications, sharing expertise, public education and activities to promote the dissemination of science)	The requirement does not apply; there is not enough information to make an assessment	Not involved in other academic and social activities	At least one of the other requirements	At least two of the other requirements	Membership of a scientific organisation and at least one of the other requirements	Membership of a scientific organisation and at least two of the other requirements	Membership of an international scientific organisation and at least two of the other requirements
4	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals set for the tenure (until the next reappointment) meet the minimum (threshold) requirements	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research and pedagogical activities in line with their expertise and available resources	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities in line with their expertise and available resources; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities in line with their expertise and available resources; predicted	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and

							academic growth	available resources; predicted academic breakthrough
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SECTION VI
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR POSITIONS AS RESEARCHERS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications (quantity and quality according to the minimum qualification requirements)	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	Meets the minimum requirements	Exceeds the minimal requirements	Exceeds the minimal requirements; has been published in high-profile international publications	Exceeds the minimal requirements; has had numerous articles published in high-profile international publications	Exceeds the minimal requirements; has been published in highest-profile international publications
2	Other academic and social activities (participation in studies, membership of and representation in scientific organisations, expert institutions, work in the Senate committees and commissions, organisation of academic activities, work on editorial boards, review of publications, sharing expertise, public education and activities to promote the dissemination of science)	The requirement does not apply; there is not enough information to make an assessment	Not involved in other academic and social activities	at least one of the other requirements	At least two of the other requirements	Membership of a scientific organisation and at least one of the other requirements	Membership of a scientific organisation and at least two of the other requirements	Membership of an international scientific organisation and at least two of the other requirements

3	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals set for the tenure (until the next reappointment) meet the minimum (threshold) requirements	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear scientific research programme	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of scientific research; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of scientific research; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research that is of great value to the University; predicted academic breakthrough
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SECTION VII
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR LECTURER POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	Experience in teaching and supervising student work; professional development (training); student feedback ratings	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum pedagogical competence requirements; negative student feedback ratings	Partially meets the minimum pedagogical competence requirements; participation in teaching the subject (module, course); student feedback ratings are satisfactory	Meets the minimum pedagogical competence requirements; participation in teaching the subject (module, course); student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participates in teaching the subject (module, course); supervising students' final theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; participates in teaching the subject (module, course); study material created and used ²⁰ ; supervising students' final thesis; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; study material created and used; supervising students' final theses; participation in study programme committees; student feedback ratings are good
2	Contribution to the development of studies (work in study programme committees, the preparation of methodological materials)	The requirement does not apply; there is not enough	Not involved in study development	At least one ongoing study subject (module, course)	At least one ongoing study subject (module, course); study material	At least two ongoing study subjects (module, course); study material prepared and used	More than two ongoing study subjects (module, course); study	More than two ongoing study subjects (module, course); study

²⁰ The material used for studies was created – a study publication was prepared, e. teaching / learning course or other study material provided / available to students

	for programmes, modules and / or courses)	information to make an assessment			prepared and used		material prepared and used; work in study programme committees	material prepared and used; work in study programme committees; teaching to foreign students
3	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals for the tenure (until the next reappointment) meet only the minimum (threshold) requirements	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear programme of pedagogical activities	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear programme of pedagogical activities; predicted academic growth	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear and ambitious programme of pedagogical activities; predicted academic growth	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear and ambitious programme of pedagogical activities that are of great value to the University; predicted academic breakthrough

SECTION VIII
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR JUNIOR ASSISTANT POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	List of publications	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum requirements	There are no publications	Has been published in reviewed scientific publications	Has been published in international publications	Has been published in high-profile international publications with a significant contribution from the applicant	Has been published in highest-profile international publications with a significant contribution from the applicant
2	Experience in teaching; professional development (training); student feedback ratings	The requirement does not apply; there is not enough information to make an assessment	Does not meet the minimum pedagogical competence requirements; negative student feedback ratings	Partially meets the minimum pedagogical competence requirements; student feedback ratings are satisfactory	Meets the minimum pedagogical competence requirements; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; supervising students' final theses; student feedback ratings are good	Exceeds the minimum pedagogical competence requirements; more than one successfully defended Bachelor's dissertation and / or Master's thesis; student feedback ratings are good

3	Goals for the tenure and potential for the future (assessment of the academic activity plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals for the tenure (until the next reappointment) meet only the minimum (threshold) requirements	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear programme of pedagogical activities and research	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research and pedagogical activities; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University; predicted academic breakthrough
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SECTION IX
CRITERIA AND EVALUATION SCALE FOR ASSESSING THE ACADEMIC ACTIVITIES OF CANDIDATES APPLYING FOR JUNIOR RESEARCHER POSITIONS

No.	Assessment criteria	Assessment scale						
		Not applicable	Poor	Sufficient	Good	Very good	Excellent	Outstanding / International level
1	Goals for the tenure and potential for the future (assessment of the academic activities plan)	The requirement does not apply; there is not enough information to make an assessment	There is no academic potential for the future	The goals for the tenure (until the next reappointment) meet only the minimum (threshold) requirements	The goals for the tenure (before the next reappointment) are defined; the applicant has a clear research programme	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear programme of research; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research; predicted academic growth	The goals set for the tenure (until the next reappointment) are defined; the applicant has a clear and ambitious programme of research and pedagogical activities that are of great value to the University, in line with their expertise and available resources; predicted academic breakthrough

