

APPROVED

by Resolution No. S-2018-12-4 of 20 November 2018  
of the Senate of Vilnius University  
(wording of Resolution No. SPN-57, 19 of December  
2023  
of the Senate of Vilnius University)

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

### **CHAPTER I GENERAL PROVISIONS**

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

2. At the University, members of teaching staff and research staff are appointed to the position for at least 0.25 of standard working hours upon winning an open recruiting competition, except for the cases specified in Items 5, 6, 7, and 9 of the Regulations. Persons participating in specific recruiting competitions, members of teaching staff and research staff subjected to performance evaluation or certification are evaluated by applying the qualification requirements of one of the four groups of research/art area: humanities, social sciences, natural sciences, agricultural sciences, medical and healthcare sciences, technological sciences, and arts. Teaching staff (except for teaching staff in the arts) and research staff must have the competencies for the career stages of researchers applicable to their current position or the one they are contending for established in the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions approved by Order of the Chairperson of the Research Council of Lithuania No. V-352 of 29 June 2023 “On the Approval of the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions”. The career of researchers consists of the following stages:

2.1. ‘first stage researcher’ (in Lithuanian, *pradedantysis tyrėjas*) means a person holding a master qualification degree or equivalent qualification of higher education, performing research/artistic activities under supervision of an established or leading researcher. First stage researchers can hold the position of a teaching assistant or research assistant;

2.2. ‘recognised researcher’ (in Lithuanian, *patvirtintas tyrėjas*) means a researcher/person holding a doctoral degree in the arts whose research/artistic activity is not fully independent. Recognised researchers can hold the position of an assistant professor or researcher;

2.3. ‘established researcher’ (in Lithuanian, *pripažintas tyrėjas*) means a researcher/person holding a doctoral degree in the arts who has reached a certain level of independence in their research/artistic activity. Established researchers can hold the position of an associate professor or senior researcher;

2.4. ‘leading researcher’ (in Lithuanian, *pirmaujantysis tyrėjas*) means an independent researcher/person holding a doctoral degree in the arts leading in their area of research or science/arts. Leading researchers can hold the position of a professor or research professor.

3. A fixed-term employment contract for a period of five years shall be concluded with a member of the teaching staff or research staff who has won the competition, and their action plan, in line with the University Strategic Plan and the action plan and priorities of a core unit of the University, shall be approved for the same period. The decision to conclude a fixed-term employment

contract with the person who won the competition shall be considered the approval of the action plan submitted by them.

4. When a member of the teaching staff or research staff who is employed under an open-ended employment contract wins a recruiting competition for a different position of teaching staff or research staff at the University, their employment relationship in their new position continues under an open-ended employment contract.

During the period of an open-ended employment contract, under the decision of the Rector of the University (hereinafter the 'Rector') upon a proposal from the head of a core academic unit of the University (hereinafter the 'core academic unit') and upon the application or consent of the member of the teaching staff or research staff, the teaching staff position of the latter may be changed to an equivalent position of a researcher of the same career stage (except for the position of a research trainee), while the position of a researcher may be changed to an equivalent position of teaching staff of the same career stage of researchers when the member of teaching staff or research staff meets the qualification requirements established for this position in Annex 2 to the Regulations (hereinafter the 'qualification requirements').

If there is only one candidate meeting the conditions of the competition who holds the position of an associate professor, assistant professor, lecturer, senior researcher, or researcher at the University under an open-ended employment contract, they may be promoted to a higher position at the University (respectively, to the one of professor, associate professor, senior lecturer, research professor, and senior researcher) without a competition according to the procedure established by the Senate of the University (hereinafter the 'Senate').

5. Visiting teaching staff and research staff, partnership professors and partnership associate professors, lecturers practitioners are not subject to the procedure for appointment by competition set out in the Regulations, but their appointment (except for partnership associate professors, partnership professors, and lecturers practitioners) is subject to the qualification requirements for a competition specified in Annex 2 to the Regulations.

The Rector, upon a proposal from the head of a core academic unit, may invite members of the teaching staff and research staff from other higher education and research institutions who meet the requirements for career stages of leading or established researchers for a period not exceeding two years.

The appointment to the positions of partnership professors and partnership associate professors at the University is carried out according to the procedure established by the Senate.

By the decision of the Rector, upon a proposal from the head of a core academic unit, lecturers practitioners may be recruited at the University for a period not exceeding two years. Persons working in the lecturer practitioner position teach, conduct practical activities, supervise practical work of students, introduce students to the application of research in practice, assist them in performing applied research works, and share their knowledge of practical work with them. Persons with at least three years of practical work experience in the field of teaching and professional achievements are recruited for this position. When fulfilling their duties, such lecturers must be carrying out practical work in the area of teaching and have basic pedagogical competencies. The remuneration for lecturers practitioners is provided for in the employment contract according to their workload. Lecturers practitioners are not subject to the Description of the Procedure for Accounting of the Working Time for Lecturers.

6. Persons not specified in Items 5, 7, and 8 of the Regulations that meet the qualification requirements applicable to that position, by the decision of the Rector, upon a proposal from the head of a core academic unit, may be recruited as teaching staff and research staff without competition under a fixed-term employment contract for a period not exceeding one year. This contract may be extended for another period not exceeding one year. These persons may be repeatedly recruited as teaching staff and research staff of the University without competition no earlier than two years after the expiry of a fixed-term employment contract. Teaching staff and research staff employed under contracts of project work and agreements on supplementary project work function are not subject to restrictions on the employment contract term and repeated conclusion of the employment contract.

7. The requirements provided for in the Regulations shall not apply in cases provided for in Article 22(2) of the Statute of the University, and a person who, prior to election or appointment to a managerial position at the University or its internal organisational structure, was a member of the University's teaching staff or research staff under a fixed-term employment contract is entitled to, at the request thereof, return to the previous position on the teaching staff or research staff by concluding a fixed-term employment contract therewith for five years. If, once the term of five years of the fixed-term employment contract has expired, the employee wins a competition or the performance of the employee who had previously won the competition is evaluated positively, an open-ended employment contract for the same position shall be concluded with them which expires on the last day of the academic year in which the employee turns 65 years old. A person who, prior to election or appointment to a managerial position at the University or its internal organisational structure, was a member of the University's teaching staff or research staff under an open-ended employment contract is entitled, at the request thereof, to return to the previous position on the teaching staff or research staff by concluding an open-ended employment contract therewith.

8. The Senate establishes the conditions and the procedure for the conclusion of fixed-term employment contracts with members of teaching staff and research staff over the age of 65.

9. Persons are recruited for the position of a teaching assistant and a research assistant upon a proposal from the head of a core academic unit and by the decision of the Rector or their authorised person. Candidates for these positions must meet the qualification requirements no lower than the ones applicable to these positions. Fixed-term employment contracts are concluded with persons employed as teaching assistants and research assistants, the term of which shall not exceed the end of their doctoral studies. These contracts can be extended for a period not exceeding one year after the end of their doctoral studies. Employees recruited for projects or commissioned work are not required to be enrolled in doctoral studies.

## **CHAPTER II PROCEDURE FOR HOLDING TEACHING STAFF AND RESEARCH STAFF RECRUITING COMPETITIONS**

### **SECTION ONE GENERAL REQUIREMENTS FOR HOLDING COMPETITIONS**

10. Open teaching staff and research staff recruiting competitions are announced by the Rector in accordance with proposals from the heads of core academic units, prepared in the framework of implementation of the personnel development plan for the respective core unit. The competition is announced at least six months before the expected beginning of work. The Rector sets the deadlines for holding the current year's competitions and other organisational procedures required for the implementation of the Regulations at the University. The competition process (including the proper preparation of calls for competition) at the University is coordinated by the structural unit of the Central Administration of the University responsible for the University's personnel management (hereinafter the 'Personnel Management Unit'). When necessary, core academic units, which are appointed according to the topic indicated in the call for competition, hold recruiting competitions for research staff in core non-academic units according to the procedure established in the Regulations.

11. Publication of the competitions announced by the Rector in the media of the University, the Research Council of Lithuania, and, if necessary, national media, is carried out by the Personnel Management Unit. The call for competition must specify the title of the position, topic (specialisation), description of the position and responsibilities, qualification requirements for the position (including the educational requirements for teaching staff and research staff provided for in the Republic of Lithuania Law on Higher Education and Research), remuneration amount offered, mandatory competencies, the documents that must be submitted, and other information required for proper information. The day of announcing the call for competition in the media of the University and the Research Council of Lithuania shall be considered the beginning of the competition. The calls

for competition are published for 30 days. The head of a core unit shall be responsible for the proper preparation of calls for competition and, if necessary, their publication in international media. The Personnel Management Unit shall be notified about the selected international media. The information in the call for competition published must be identical across all selected media.

12. The announced call for competition may be cancelled in the publishing stage of competitions due to objective, unforeseen circumstances, upon a reasoned proposal from the head of a core unit and by the decision of the Rector but no later than before the end of the expiry of the call for competition. If there were persons who submitted documents before the competition was cancelled, the representative of a core academic unit notifies the Personnel Management Unit who shall notify these persons about the cancelled competition no later than five working days from the decision of the Rector.

13. The council of a core academic unit has the right to submit to the Senate for approval higher qualification requirements than those specified in Annex 2 to the Regulations, which are followed in performing the verification provided for in Item 17 of the Regulations. The council of a core academic unit, taking into account the needs of the unit, has the right to set additional special competition requirements, which must be included in the call for competition. The head of a core academic unit is responsible for preparing and including additional special competition requirements.

14. The documents of commissions indicated in the Regulations and other documents related with the organisation of competitions, evaluation of performance and certification are stored according to the procedure established in the legal acts of the University.

## **SECTION TWO PROCEDURE FOR HOLDING TEACHING STAFF AND RESEARCH STAFF RECRUITING COMPETITIONS**

15. The recruiting competition consists of the following stages:

15.1. submission of the documents, specified in the call for competition, by persons who meet the qualification requirements for the competition and wish to participate in the competition (hereinafter the ‘candidates’), in accordance with the procedure specified;

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

15.3. selection of candidates in a core academic unit using the methods for selecting candidates chosen by a decision of the recruiting/certification commission of the core academic unit (hereinafter the ‘unit commission’);

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

15.5. submission of the unit commission’s proposals, after completing the expert evaluation of candidates for the position of an associate professor, assistant professor, senior lecturer, lecturer, senior researcher or researcher, to the head of the core academic unit within five working days of the meeting of the unit commission;

15.6. submission of the recommendations of the unit commission, after completing the expert evaluation of candidates for the position of a professor or research professor, to the Central Recruiting Commission within five working days of the meeting of the unit commission;

15.7. the decision of the head of the core unit on the outcome of the recruiting competition for the position of an associate professor, assistant professor, senior lecturer, lecturer, senior researcher or researcher and its submission to the Rector for the conclusion of employment contracts;

15.8. expert evaluation of candidates for the position of a professor and research professor in the Central Recruiting Commission and submission of proposals of the Central Recruiting Commission to the Rector within five working days of the meeting of the Central Recruiting Commission;

15.9. the decision of the Rector on the outcome of the recruiting competition for the position of a professor or research professor.

16. For the implementation of the stage specified in Item 15(1) of the Regulations, the candidates shall submit the documents specified in the call for competition in accordance with the document submission deadlines and the other conditions for participation in the competition specified in the call. By signing the description of academic activities (Annex 1) (hereinafter the ‘description of academic activities’), the candidate confirms that the information provided in the description of academic activities is correct, accurate, and complete. The qualifications of the candidate specified in the description of academic activities must actually exist at the time of completing the description of academic activities and not be acquired after the description of academic activities has been submitted. Candidates for the position of research professor and professor shall fill in the description of academic activities in English.

17. For the implementation of the stage specified in Item 15(2) of the Regulations, the conformity of academic activities to qualification requirements for competition are verified by units of the University’s Central Administration responsible for the evaluation of research/art indicators appointed by the Rector and they shall submit their professional opinion about the outcome of this verification in writing (including email) to the Personnel Management Unit and the unit commission.

18. If during the verification provided for in Item 17 of the Regulations it is established that the academic activities of the candidate do not correspond to the qualification requirements for the competition, the unit commission shall decide to exclude the candidate from further competition procedures, by recording this decision in the minutes of the unit commission with and presenting it to the head of the core unit and the Personnel Management Unit, which shall inform the candidates excluded from the competition procedures about the outcome.

19. After the verification specified in Item 17 of the Regulations, having received the candidates’ documents, the unit commission, implementing the stage specified in Item 15(3) of the Regulations, decides on the methods for selecting candidates for different competitions (e.g. presentation at the core academic unit, branch academic unit, or at the academic organisational structure without the rights of an administrative unit (hereinafter the ‘academic structure’), or at the unit commission; academic discussion; test lectures, etc.), which would help to better evaluate the suitability of the candidates. The various selection methods must be applied equally in respect of all candidates for the same position and carried out in accordance with the procedure established by the unit commission. If the unit commission decides not to use the methods for selecting candidates, it shall immediately conduct an expert evaluation of the candidates in accordance with the procedure established in Item 22 of the Regulations.

20. During competitions, the expert evaluation of the candidates is performed by:

20.1. the unit commission – for candidates for the positions of an associate professor, assistant professor, senior lecturer, lecturer, senior researcher, and researcher;

20.2. the unit commission and the Central Recruiting Commission – for candidates for the positions of a professor and research professor.

21. The Rector shall, in accordance with the requirements set out in Items 21(1)–21(3) of the Regulations, form the unit commission from commission members suggested by the council of a core academic unit for the period of three years and appoint its chairperson. The unit commission must be composed of at least nine and no more than twelve members. The head of the core academic unit must not be appointed a member of the unit commission. The unit commission is formed in accordance with the following requirements:

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

21.2. when evaluating candidates for the position of a professor or research professor, one of the members of the unit commission must be an international expert who does not work at the University, and who is selected by the unit commission for each competition and is qualified to evaluate the suitability of the candidate(s) for the position. International experts must be selected in such a way that they are impartial with regard to the candidates, and their participation in the activities

of the unit commission in the evaluation of the candidates does not cause a conflict of public and private interests. If there are several candidates for the same position, they must be evaluated by the same international experts. International experts must fill in the Academic Activity Evaluation Form for Candidates (Annex 3) (hereinafter the 'Evaluation Form') and submit it to the unit commission, and, if there is more than one candidate for the position, in accordance with their evaluation, rank the candidates for the position. The international expert who is co-opted into the composition of the Central Recruiting Commission and had evaluated the candidate while on the unit commission, shall have the right to vote in the decision. An international expert is not included in the composition of the unit commission in case of performance evaluation and certification of teaching staff and research staff;

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

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

21.5. at least one representative delegated by the University Students' Representation; University Students' Representation shall appoint and dismiss students' representatives to/from the unit commission according to its procedure;

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

21.7. members of the unit commission, before starting their work in the meetings of the commission, shall sign a confidentiality pledge (Annex 7 to the Regulations) and declaration of impartiality (Annex 8 to the Regulations). The chairperson of the unit commission shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of the University.

22. For the implementation of the stage specified in Item 15(4) of the Regulations, the unit commission, in performing the expert evaluation of the candidates and their academic activities, must follow the requirements for the position established in the call for competition and Annex 2 to the Regulations and take into account the criteria provided in Annex 5 to the Regulations, and, during the meeting, fill in the Evaluation Form for every candidate, recording the summarised opinion of all members of the unit commission (including the opinion of the international expert specified in Item 21(2) of the Regulations, filled in by the international expert in a separate Evaluation Form and submitted to the unit commission before the meeting), supporting the evaluation of the unit commission, and the recommendation of the unit commission is submitted (when the selection for the position of a professor or research professor is conducted) or a proposal (when the selection for the position of an associate professor, assistant professor, senior lecturer, lecturer, and senior researcher, and researcher is conducted) for the recruitment of the candidate. This completed Evaluation Form is attached to the unit commission minutes. The Evaluation Form of the candidate who does not understand Lithuanian is submitted together with its translation into English.

23. In order to better evaluate the candidates, the unit commission may bring in additional experts who can objectively evaluate the candidates' academic activities and provide conclusions on their suitability for the position. Before starting the evaluation, the experts specified in this Item shall sign the confidentiality pledges (Annex 9 to the Regulations), the signing, registration, and storage of which is ensured by the chairperson of the unit commission according to the procedure established in the legal acts of the University. The selected additional experts, by taking into account the criteria provided for in Annex 5 to the Regulations, shall evaluate the candidates' academic activities and complete the Evaluation Form, which is taken into account by the unit commission when completing the Evaluation Form in accordance with the procedure established in Item 22 of the Regulations. They may be paid for their work in accordance with the procedure established by the legal acts of the University.

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

25. The work of the unit commission is organised by the chairperson of the commission. If the chairperson of the unit commission is not present, the work of the unit commission shall be organised, and other functions of the chairperson of the unit commission specified in these Regulations shall be performed by a chairperson of the meeting, elected by the members of the unit commission. A meeting of the unit commission is lawful if at least two-thirds of the members of the unit commission are in attendance. Members of the unit commission may also attend the meeting remotely via video conferencing, or express their opinion in writing, including by email. Members of the unit commission who are unable to attend the meeting in person have the right to express their opinion in writing, including by email, prior to the meeting. Decisions of the unit commission are taken by a simple majority vote of all of the members of the unit commission. In determining the quorum, the votes of the members of the unit commission who attended the meeting of the unit commission (including via video conferencing) and who submitted their opinions in writing (including by email) are counted. A member of the unit commission must withdraw from the evaluation of a candidate and does not have the right to vote or be included in the quorum if said commission member or an individual with whom they have a close family, marriage or partnership relationship is participating in the competition, or if there are other circumstances that cast doubt on the impartiality of the member of the unit commission. If, when taking the decision, there is a tie between the votes of the members of the unit commission, the chairperson of the unit commission shall have the casting vote. When implementing the stage specified in Item 15(5) of the Regulations, the minutes of the unit commission meetings are taken, and the minutes are submitted to the head of the core unit and the Personnel Management Unit. When implementing the stage specified in Item 15(7) of the Regulations, the head of the core unit, having assessed the minutes submitted by the unit commission, Evaluation Forms and proposals prepared on the basis of recommendations therein, shall make a decision on the competition outcome (except for recruitment competitions of a professor and research professor) and submit proposals for the conclusion and/or amendment of employment contracts to the Rector. The head of the core unit may adopt a reasoned decision to change the proposal of the unit commission, change the ranking of candidates or reject the candidate and recommend the Rector to declare the competition failed by notifying the unit commission and the Personnel Management Unit in writing thereof.

26. The unit commission, having completed the evaluation, may recommend the head of the core unit to propose the Rector to declare the competition failed if, in accordance with requirements for the position established in the call for competition and Annex 2 to the Regulations and taking into account the criteria provided for in Annex 5 to the Regulations, the competencies of the candidates do not meet the requirements.

27. When the selection is held for the position of a professor or research professor, the unit commission, when implementing the stage specified in Item 15(6) of the Regulations, transfers to the Central Recruiting Commission the minutes of the meeting of the unit commission, Evaluation Forms with recommendations specified in Item 22 of the Regulations, information on selected international experts, completed Evaluation Forms received from international experts and the documents submitted by candidates as well as information on candidates, who, after the expert evaluation of the unit commission are not recommended for the position and are excluded from further participation in the competition procedures.

28. The Rector shall form the Central Recruiting Commission for four years and shall appoint its chairperson for the term of one year from the members of the Central Recruiting Commission. The Central Recruiting Commission consists of at least 13 members. The Central Recruiting Commission is formed by following these principles:

- 28.1. the Pro-Rector for Research of the University;
- 28.2. the Pro-Rector for Studies of the University;

- 28.3. the Pro-Rector for Organisation Development and Community Affairs of the University;
- 28.4. scholars representing research areas, no less than half of which are constituted by teaching staff with at least five years of teaching experience at a university-type higher education institution – two representatives of humanities and/or social sciences and two representatives of natural sciences, technological sciences, agricultural sciences and/or medical and healthcare sciences from the list of potential members of the Central Recruiting Commission suggested by the Senate;
- 28.5. at least one representative delegated by the University Students' Representation. Student representatives are delegated to and dismissed from the Central Recruiting Commission by the University Students' Representation in accordance with the procedure established thereby;
- 28.6. at least one-third of the members of the Central Recruiting Commission must be individuals who do not work at the University (at least one scholar representing humanities or social sciences and natural sciences, technological sciences, agricultural sciences and/or medical and healthcare science areas (when evaluating candidates for the teaching staff in the arts – one recognised artist as well, working at another higher education and research institution) and other individuals who have a direct interest in the successful activities of the University and are able to evaluate the candidates);
- 28.7. the head of the core unit where the selection for the position of a professor or research professor is held or a person delegated by them;
- 28.8. the Central Recruiting Commission must have one member who is an international expert not employed at the University and who is selected according to the procedure established in Item 21(2) of the Regulations. An international expert is not included in the composition of the Central Recruiting Commission in case of evaluation of the performance of the teaching staff and research staff;
- 28.9. in forming the Central Recruiting Commission, gender balance is a priority;
- 28.10. members of the Central Recruiting Commission, before starting their work in the meetings of the commission, shall sign a confidentiality pledge (Annex 7 to the Regulations) and the declaration of impartiality (Annex 8 to the Regulations). The Personnel Management Unit shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of the University.
29. Employees of the units of the Central Administration of the University may be invited to the meetings of the Central Recruiting Commission upon the decision of the commission. These persons shall not have the voting right and their absence at a meeting shall not constitute a procedural violation. Persons indicated in this Item attending a commission meeting must sign a confidentiality pledge (Annex 9). The Personnel Management Unit shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of the University.
30. For the implementation of the stage specified in Item 15(8) of the Regulations, the Central Recruiting Commission, in performing the expert evaluation of the candidates and their academic activities for the position of a professor and research professor, must follow the qualification requirements for the competition set in the call for competition and Annex 2 to the Regulations, and take into account the criteria provided in Annex 5 to the Regulations, the recommendations provided in Evaluation Forms of unit commissions, and, during the meeting, fill in the Evaluation Form for every candidate, recording the summarised opinion of all members of the Central Recruiting Commission (including the opinion of the international expert specified in Item 27 of the Regulations, submitted to the Central Recruiting Commission by the expert in a separate Evaluation Form before the meeting), supporting the evaluation of the Central Recruiting Commission, and submitting the conclusion of the expert evaluation of the Central Recruiting Commission regarding the recruitment of the candidate. This Evaluation Form is attached to the minutes of the Central Recruiting Commission. The Evaluation Form of the candidate who does not understand Lithuanian is submitted together with its translation into English.
31. In order to better evaluate the candidates, the Central Recruiting Commission may also bring in additional experts who can objectively evaluate the candidates' academic activities and provide conclusions on their suitability for the position. Before starting the evaluation, the experts

specified in this Item shall sign the confidentiality pledges (Annex 9). The Personnel Management Unit shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of Vilnius University. The selected additional experts, by taking into account the criteria provided for in Annex 5 to the Regulations, evaluate the candidates' academic activities and fill in the Evaluation Form, which is taken into account by the Central Recruiting Commission when filling in the Evaluation Form in accordance with the procedure established in Item 30 of the Regulations. These additional experts shall not have the right to vote. They may be paid for their work in accordance with the procedure established by the legal acts of the University.

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

33. The work of the Central Recruiting Commission is headed by the chairperson of the Central Recruiting Commission. If the chairperson of the Central Recruiting Commission is not present, the work of the Central Recruiting Commission shall be organised, and other functions of the chairperson of the Central Recruiting Commission specified in these Regulations shall be performed by a chairperson of the meeting, elected by the members of the Central Recruiting Commission. A meeting of the Central Recruiting Commission is lawful if at least two-thirds of the members of the Central Recruiting Commission are in attendance. Members of the Central Recruiting Commission may also attend the meeting remotely via video conferencing, or express their opinion in writing, including by email. Members of the Central Recruiting Commission who are unable to attend the meeting in person have the right to express their opinion in writing, including by email, prior to the meeting. Decisions are taken by a simple majority vote of all of the members of the Central Recruiting Commission. In determining the quorum, the votes of the members of the Central Recruiting Commission who attended the meeting of the Central Recruiting Commission (including via video conferencing) and who submitted their opinion in writing (including by email) are counted. A member of the Central Recruiting Commission must withdraw from the evaluation of a candidate and does not have the right to vote or be included in the quorum if said member or an individual with whom they have a close family, marriage or partnership relationship is participating in the competition, or if there are other circumstances that cast doubt on the impartiality of the member of the Central Recruiting Commission. If there is a tie between the votes of the members of the Central Recruiting Commission when making a decision, the chairperson of the Central Recruiting Commission shall have the casting vote. The minutes of the meetings of the Central Recruiting Commission are taken and the minutes together with Evaluation Forms of the Central Recruiting Commission and proposals prepared on the basis of them as well as Evaluation Forms of the unit commission and the recommendations therein are submitted to the Rector who, implementing the stage specified in Item 15(8) to the Regulations, shall make a final decision regarding the competition outcome.

34. The Central Recruiting Commission may recommend to the Rector to declare the competition failed if, in accordance with the requirements for the position established in the call for competition and Annex 2 to the Regulations and taking into account the criteria provided in Annex 5 to the Regulations, the competencies of the candidates do not meet the requirements.

35. Once the Rector has taken a decision on the outcome of a competition for the position of a professor or research professor or endorsed the recommendation of a head of a core unit on the conclusion of an employment contract with the winner of a competition for the position of an associate professor, assistant professor, senior lecturer, lecturer, research professor, or researcher, the Personnel Management Unit must inform all of the candidates who participated in the competition thereof within five working days. The information is provided at the email address indicated by the candidate. At the request of a candidate, the unit commission and the Central Recruiting Commission shall provide them with an opportunity to become acquainted with their Evaluation Form. If the successful candidate who was offered an employment contract turns it down, the Rector shall take a decision to either conclude an employment contract with the next candidate (if there is one according to the ranking) or declare the competition failed.

**CHAPTER III**  
**THE PROCEDURE FOR THE EVALUATION OF PERFORMANCE AND**  
**CERTIFICATION OF TEACHING STAFF AND RESEARCH STAFF**

**SECTION ONE**  
**THE PROCEDURE FOR THE EVALUATION OF THE PERFORMANCE OF THE**  
**TEACHING STAFF AND RESEARCH STAFF**

36. At least three months before the expiry of a fixed-term employment contract of an employee of teaching staff or research staff, the evaluation of the performance of the member of teaching staff or research staff is done within the period specified in Item 3 of the Regulations. If three months before the expiry of a fixed-term employment contract the member of the teaching staff or research staff is temporarily incapacitated for work or on pregnancy and childbirth leave, childcare leave or paternity leave, the evaluation of their performance is done once their temporary incapacitation for work is over or after their return from leave specified in this Item. The period when a member of the teaching staff or research staff was granted pregnancy and childbirth leave, paternity leave or childcare leave, as well as the period of illness exceeding three months, upon the request of the member of the teaching staff or research staff, is not included in the period of five years. The evaluation of the performance of all members of the teaching staff and research staff of a core unit is done once a year. The evaluation of the performance of members of the teaching staff and research staff whose performance evaluation is postponed due to reasons indicated in this Item is performed during the following performance evaluation and is not organised separately for them.

37. Performance evaluation consists of the following stages:

37.1. submission of documents for performance evaluation;

37.2. evaluation of conformity of the academic activities of teaching staff and research staff to qualification requirements for certification;

37.3. evaluation of the academic activities of teaching staff and research staff by the unit commission;

37.4. evaluation of the academic activities of professors and research professors by the Central Recruiting Commission.

38. The evaluation of the performance of the teaching staff and research staff is organised and executed by unit commissions and the Central Recruiting Commission. The Personnel Management Unit provides the heads of the core units and the unit commissions with information on upcoming deadlines for personnel performance evaluation, coordinates the evaluation process, and collects information on the results of completed performance evaluations. When necessary, core academic units which held the recruiting competition shall evaluate the performance of research staff employed in core non-academic units, according to the procedure established in the Regulations.

39. If the performance of a member of the teaching staff or research staff is evaluated positively, the employment relationship with them is continued by concluding an open-ended employment contract for the same position. This contract shall expire on the last day of an academic year during which the member of the teaching or research staff turns 65 years old. If the performance of a member of the teaching staff or research staff is evaluated negatively, by the decision of the Rector and upon the proposal from the head of the core unit, they may be transferred only to a lower position the qualification requirements of which the employee meets, by concluding a fixed-term employment contract with them in accordance with Item 6 of the Regulations, or they may be dismissed by giving notice of at least ten working days. The dismissed member of the teaching staff and research staff receives a payment equal to the amount of their one month's average remuneration.

40. The performance evaluation of teaching staff and research staff is announced annually by an order of the Rector, by notifying the employees whose performance will be evaluated about the upcoming evaluation of their performance and its procedure at the email address provided by the University at least two months before the date of performance evaluation.

41. When implementing the stage specified in Item 37(1) of the Regulations, members of teaching staff and research staff whose performance will be evaluated shall submit the description of academic activities by following the terms and procedure established by core academic units.

42. When implementing the stage specified in Item 37(2) of the Regulations, the conformity of academic activities to qualification requirements for certification, by taking into account the employee's part of full-time post in the position of the teaching staff or research staff, is inspected by units of the Central Administration of the University responsible for the evaluation of research/art indicators appointed by the Rector and they shall submit their professional opinion about the outcome of this verification in writing (including email) to the unit commission.

43. When implementing the stage specified in Item 37(3) of the Regulations, the unit commission, in carrying out the performance evaluation of teaching staff and research staff, must follow the description of academic activities submitted by teaching staff and research staff, the action plan contained in the description of academic activities submitted for a competition, evaluate whether a member of teaching staff or research staff has achieved the objectives set for themselves in their action plan, and when evaluating the pedagogical activities of teaching staff, it must also evaluate the summarised results of representative surveys of students and take into account the qualification requirements for certification set in Annex 2 to the Regulations, criteria provided in Annex 5 to the Regulations, by evaluating conformity to them in accordance to the employee's part of full-time post in the position of teaching staff and research staff. If the part of full-time post changes, the evaluation is performed in accordance with the rules defined in Item 57 of the Regulations. During the meeting, the unit commission shall fill in the Academic Activity Evaluation Form for Employees (Annex 4) for every member of the teaching staff or research staff under evaluation, which records the summarised opinion of all members of the unit commission, supporting the unit commission's evaluation and submitting the conclusion of the commission as to whether or not the member of teaching staff or research staff has achieved the objectives set out in their action plan. The unit commission shall make a decision regarding the evaluation of the performance of a member of the teaching staff or research staff (except for the position of a professor and research professor) and shall submit the minutes of the meeting of the commission and the Academic Activity Evaluation Form for Employees to the head of a core unit and the Personnel Management Unit no later than within five working days from the date of the meeting. The head of a core unit shall submit the proposals to the Rector for the conclusion of open-ended employment contracts. The unit commission shall, no later than five working days from the approval of proposals, notify the member of teaching staff or research staff whose activity is under evaluation about the outcome of the evaluation.

44. The work of the unit commission is organised in accordance with Item 25 of the Regulations. If the performance of a unit commission member is evaluated, they must withdraw from the decision-making and shall not have the right to vote or be included in the quorum if said decision concerns their person.

45. When the performance of employees in the position of a professor or research professor is evaluated, the unit commission shall transfer the minutes of the meeting of the unit commission to the Central Recruiting Commission, as well as the evaluation forms with recommendations specified in Item 43 of the Regulations, and the description of academic activities of professors and research professors whose performance is evaluated.

When implementing the stage specified in Item 37(4) of the Regulations, the Central Recruiting Commission, in carrying out the performance evaluation of professors and research professors, follows the documents transferred by the unit commission, the action plan contained in the description of academic activities submitted for a competition of professors and research professors, evaluates whether a member of teaching staff or research staff has achieved the objectives set for themselves in their action plan, takes into account the qualification requirements for certification set in Annex 2 to the Regulations, the criteria provided in Annex 5 to the Regulations, evaluates how they are met in accordance to the employee's part of full-time post in the position of teaching staff or research staff. If the part of full-time post changes, the evaluation is performed in accordance with the rules defined in Item 57 of the Regulations, and during the meeting, the Academic Activity Evaluation Form for Employees (Annex 4) for every professor or research professor under evaluation, which

records the summarised opinion of all members of the Central Recruiting Commission, supporting the Central Recruiting Commission's evaluation and submitting the conclusion of the Central Recruiting Commission as to whether or not the professor or research professor has achieved the objectives set out in their action plan. The minutes of the meetings of the Central Recruiting Commission, together with the Academic Activity Evaluation Forms for Employees filled in by the Central Recruiting Commission and proposals prepared on the basis of them as well as the Academic Activity Evaluation Forms for Employees filled in by the unit commission and the recommendations therein are submitted to the Rector who makes the final decision regarding the conclusion of open-ended employment contracts. The Personnel Management Unit shall no later than within five working days notify the member of the teaching staff or research staff whose activity is under evaluation about the outcome of the evaluation.

46. The work of the Central Recruiting Commission is organised in accordance with Item 33 of the Regulations. If a member of the Central Recruiting Commission is being evaluated, they must withdraw from the decision-making and does not have the right to vote or be included in the quorum if said decision concerns their person.

47. At the request of the employee whose performance is evaluated, the unit commission or the Central Recruiting Commission shall provide them with an opportunity to become acquainted with their Academic Activity Evaluation Form. The Academic Activity Evaluation Form of the employee who does not understand Lithuanian is submitted together with its translation into English.

## **SECTION TWO**

### **PROCEDURE FOR THE CERTIFICATION OF TEACHING STAFF AND RESEARCH STAFF**

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

49. Members of the teaching staff and research staff who have open-ended employment contracts must be recertified every five years (except for the cases specified in Item 64 of the Regulations). An uncertified person or a person who has failed to submit documents for certification is dismissed. The dismissed member of teaching staff or research staff is subject to guarantees established in Articles 57(7), 57(8), and 57(9) of the Labour Code of the Republic of Lithuania. Uncertified persons may be recruited without competition only to a lower position the qualification requirements of which they meet. When their position is changed, an open-ended contract concluded with them remains valid.

50. Members of teaching staff and research staff over 65 years of age with whom a repeated fixed-term employment contract is concluded are certified according to the procedure established in this Chapter, by calculating the period of certification from the last certification.

51. Certification of the teaching staff and research staff in core academic units is organised and carried out by the unit commissions. The Personnel Management Unit provides the heads of the core units and the unit commissions with information on upcoming deadlines for staff certification, coordinates the certification process regulated in this Section, and collects information on the results of completed certifications. When necessary, core academic units which held the recruiting competition shall certify research staff employed in core non-academic units, according to the procedure established in the Regulations.

52. The period when a member of the teaching staff or research staff was granted pregnancy and childbirth leave, paternity leave or childcare leave by the University, as well as the period of illness exceeding three months, upon the request of the employee, is not included in the period of five years. In exceptional cases, the Rector has the right to postpone the deadline for certification of a member of the teaching staff or research staff but for no more than one year.

53. Certification consists of the following stages:

53.1. submission of documents for certification;

53.2. evaluation of correspondence of the academic activities of teaching staff and research staff to qualification requirements for certification;

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

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

54. The certification of teaching staff and research staff is announced annually by an order of the Rector, by notifying the employees being certified about the upcoming certification and its procedure at the email address provided by the University at least two months before the date of certification. The first certification is held no earlier than three months before the end of the five-year period following the conclusion of an open-ended employment contract.

55. When implementing the stage specified in Item 53(1) of the Regulations, employees being certified shall submit the description of academic activities by following the terms and procedure established by core academic units.

56. For the implementation of the stage specified in Item 53(2) of the Regulations, the conformity of academic activities of employees being certified to qualification requirements for certification are inspected by units of the Central Administration of the University responsible for the evaluation of research/art indicators appointed by the Rector and they submit their professional opinion about the outcome of this inspection in writing (including email) to the unit commission.

57. When implementing the stage specified in Item 53(3) of the Regulations, when performing the evaluation of academic activities of the employee being certified, the unit commission takes into account the description of academic activities submitted by the employee being certified, the outcome of the activity presentation methods mentioned in Item 53(4) of the Regulations (if they were applied), and, when evaluating the pedagogical activities of teaching staff, it also evaluates the summarised results of representative surveys of students, takes into account the requirements for certification set in Annex 2 to the Regulations, criteria provided in Annex 5 to the Regulations, evaluates how they are met in accordance to the employee's part of full-time post in the position of teaching staff or research staff:

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

57.2. if the part of full-time post in the position on the teaching staff or research staff that the employee being certified held increased during the period for which the certification is being performed, the employee is certified in accordance with the correspondingly higher requirements and the part of full-time post held the longest during the period for which the certification is being performed;

57.3. if the part of full-time post in the position on the teaching staff or research staff that the employee being certified held decreased during the period for which the certification is being performed on the initiative of the employee, the employee is certified in accordance with the procedure established in Item 57(1) of the Regulations;

57.4. if, during the period for which the certification is being performed, a member of the research staff was transferred, without holding an open competition, to an equivalent position on the teaching staff, or a member of the teaching staff was transferred to an equivalent position on the research staff, certification is performed in accordance with the part of full-time post and time worked in proportion to all of the positions held, in accordance with the procedure established in Items 58(2) and 58(3) of the Regulations;

57.5. the part of full-time post of the employee being certified may not be more than 1 full-time post. If the part of full-time post of an employee being certified calculated in accordance with the procedure established in Item 57(1)–57(4) is more than 1 full-time post, the employee is certified for the part of full-time post in the position that they won the competition for, and during the second and subsequent certifications – for the part of full-time post in the position that the employee being certified held on the first day of the period for which the certification is being performed.

58. In performing the evaluation of the academic activities of the employees being certified, the unit commission must fill in an Academic Activity Evaluation Form for Employees (Annex 4) for each employee being certified during the meeting, which records the summarised opinion of all members of the unit commission and states whether the employee is to be certified. When an employee being certified does not understand Lithuanian, the Academic Activity Evaluation Form for Employees is submitted together with its translation into English. This completed form is attached to the unit commission minutes. The unit commission must take the final decision on the certification or non-certification of the employee and acquaint the Rector, the head of the core academic unit and the Personnel Management Unit with the minutes of the meeting and the Evaluation Conclusions within five working days of the date of the meeting. The unit commission must inform the employee being certified about the decision taken regarding certification within five working days from the date of the meeting. At the request of the employee being certified, the unit commission shall provide the employee being certified with an opportunity to become acquainted with their Evaluation Form.

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

60. The work of the unit commission is organised in accordance with Item 25 of the Regulations. If a member of the unit commission is being certified, they must withdraw from the decision-making and does not have the right to vote or be included in the quorum if said decision concerns their person.

61. The unit commission may invite the member of the teaching staff or research staff being certified to the meeting of the unit commission to evaluate their academic activities. The unit commission may also invite additional experts who can objectively evaluate the academic activities of the employees being certified and provide conclusions on their suitability for the position. The selected additional experts evaluate the academic activities of the employees being certified and complete the Academic Activity Evaluation Form for Employees (Annex 4). The experts shall not have the right to vote and may be paid for their work in accordance with the procedure established by the legal acts of the University. Persons indicated in this Item attending a commission meeting must sign a confidentiality pledge according to the form provided in Annex 9 to the Regulations. The chairperson of the unit commission shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of the University.

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

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

64. If the certification deadlines for an employee holding more than one position do not coincide as a result of competitions won at different times, the certification may, at the request of the employee, be held at the same time for all of the positions held. In this case, certification in each

position is carried out taking into account the part of full-time post and the proportionate time worked, scheduling the deadline for the next certification in five years for all of the positions held. If an employee holds different positions at different core units, the performance of certifications at the same time is only possible with the consent of the heads of both units.

**CHAPTER IV  
PROCEDURE FOR EXAMINING COMPLAINTS REGARDING PROCEDURAL  
VIOLATIONS FOR COMPETITIONS, PERFORMANCE EVALUATION AND  
CERTIFICATION**

65. Candidates or employees being evaluated and certified who believe that the unit commission or the Central Recruiting Commission may have committed procedural violations in performing its functions have the right to lodge a complaint in writing (including email) within five working days of being informed, in accordance with the procedure established in the Regulations, about the decision taken regarding the results of the competition, performance evaluation or certification. Expert evaluation conclusions are not subject to appeal.

66. Complaints are accepted by the Personnel Management Unit, which then forwards them to the commissions specified in Item 67 of the Regulations for examination.

67. Complaints regarding possible procedural violations by a unit commission are examined by the Central Recruiting Commission. Complaints regarding possible procedural violations by the Central Recruiting Commission are examined by an *ad hoc* commission formed by an order of the Rector, consisting of at least three impartial members from the list of potential commission members proposed by the Senate of the University. At least one member of the *ad hoc* commission formed under an order of the Rector must be a representative delegated by the University Students' Representation. During the examination of a complaint regarding a possible procedural violation, a representative of the University Works Council or a trade union representative is to be invited to the meetings of commissions as observers. Employees of the units of the Central Administration of the University and the chairperson of the commission of the relevant core academic unit may be invited to meetings under the decision of the commission to present their professional opinions. They do not have the right to vote. Persons indicated in this Item attending a commission meeting must sign a confidentiality pledge (Annex 9). The Personnel Management Unit shall ensure the signing, registration, and storage of these documents according to the procedure established in the legal acts of the University.

68. The commission examining the complaint, having reviewed the submitted documents and having assessed the arguments specified in the complaint, establishes the fact of a procedural violation or its absence. Minutes of meetings of the commission shall be drawn up.

69. If a procedural violation fact is established, the commission examining the complaint evaluates whether the procedural violation could have affected the outcome of the competition, performance evaluation or certification. If it is established that a procedural violation has not affected the outcome of a competition, performance evaluation or certification, a proposal is made to the Rector to uphold the complaint but not to change the outcome of a competition, performance evaluation or certification.

70. If it is established that a procedural violation could have affected the outcome of a competition, performance evaluation or certification, a proposal is made to the Rector to uphold the complaint and return the outcome of a competition, performance evaluation or certification for a review to the commission the decision of which has been appealed.

71. Complaints regarding possible procedural violations must be examined within 15 working days of the date of receipt thereof, if necessary, following the decision of the commission examining the complaint, the term may be extended for a period not exceeding ten working days. The Central Recruiting Commission or unit commission shall be notified about the final decision made. The Personnel Management Unit shall notify the person who lodged the complaint about the outcome of the examination of the complaint.

72. Complaints not mentioned in Items 65–71 of the Regulations shall be examined in accordance with the procedure established by the laws of the Republic of Lithuania.

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

**(Description of Academic Activities Form)**

**DESCRIPTION OF ACADEMIC ACTIVITIES**

Full name:	
Digital identifier (ORCID) or a link to the researcher's profile	
Core unit/core academic unit's branch academic unit <sup>1</sup> :	
The exact title of the position you are applying for (from the call for competition) <sup>2</sup> :	
Date of completion of the description of academic activities:	

Fill in this description of academic activities.

The candidates, when submitting information about their activities, must take into account the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions approved by Order of the Chairperson of the Research Council of Lithuania No. V-352 of 29 June 2023 "On the Approval of the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions"

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

<b>RESEARCH AND DEVELOPMENT</b> (mandatory for <b>candidates/employees being certified</b> for the positions of a professor, research professor, associate professor, senior researcher, assistant professor, researcher, teaching assistant, research assistant) <sup>3</sup>
<b>EXECUTION OF R&amp;D</b>
Your main research fields:
List of all scientific and other academic publications (may be provided at the end of the description of academic activities and/or generated from the eLABa information system):
Most important research achievements, their visibility and impact:
Five most important scientific publications, <b>indicating your contribution to their preparation:</b>
Existing patents or/and patent applications:
Experience in international cooperation:
Membership in scientific or other professional organisations or associations and participation in their management (indicate the organisation and your role in its activity):

<sup>1</sup> Only to be completed by employees being certified

<sup>2</sup> Only to be completed by candidates

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

Academic or professional awards, other academic recognition:

Other related activities:

### **ORGANISATION OF R&D**

List of scientific projects conducted/in progress (indicate the title, number of the project, funding institution/programme, duration, position/role in the project):

List of project funding applications submitted over the past five years (indicate the title, number of the project, funding institution/programme):

Experience in supervising commissioned work:

Experience in supervising researcher teams:

Experience in supervising doctoral students, postdoctoral trainees (indicate full names of doctoral students and postdoctoral trainees, the duration of studies, defended dissertations):

Experience in supervising research internships of students, research projects during summer/semester:

Participation in the activities of doctoral committees:

Other related activities:

### **DISSEMINATION OF R&D OUTCOMES AND FORESEEING THEIR IMPACT**

Guest presentations at conferences:

Other presentations at conferences and other scientific events:

Conference organisation (indicate the title, date, role in organising the conference)

Other related activities:

### **EXPERT EVALUATION OF R&D**

Experience in expert evaluation of programmes and projects (indicate institution and/or method):

Participation in expert working groups, preparation of recommendations for the public and/or private sector:

Participation in thematic networks of scientific research:

Work on the editorial boards of academic publications:

Peer review of academic publications:

Other related activities:

### **ARTISTIC ACTIVITY<sup>4</sup>**

mandatory for **candidates/employees being certified** for the positions of professor, associate professor, assistant professor, teaching assistant in the arts

<sup>4</sup> Only to be completed by teaching staff in the arts

Works and events of an international level:

Works and events of a national level:

Works and events of a local level:

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

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

Experience in international cooperation:

Membership in professional organisations or associations and participation in their management (indicate the organisation and your role in its activity):

Academic or professional awards, other academic recognition:

## **PEDAGOGICAL COMPETENCIES**

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

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

- What teaching objectives do you set for yourself and what student skills do you aim to develop?
- Which presumptions about teaching and learning do you use in selecting teaching objectives and methods? How do you select specific study and assessment methods? Which study and assessment methods do you usually use in your course units?
- Do you try to ensure research-based teaching and learning, and if so – how?
- What type of feedback do you use and how do you use it to assess the efficiency of the teaching methods used?
- What are your strengths as a teacher?

List of the course units taught over the last five years, indicating institutions, years, study programme cycles and the language of instruction (with active links to electronic courses in the virtual learning environment of Vilnius University):

Up to five of the best, including award-winning or otherwise recognised, student final theses (final projects) under your supervision within the last five years, list by study cycles:

A list of pedagogical competencies training attended over the last five years:

Descriptions of the course units taught over the last five years or links to their electronic versions (for new teachers – concept(s) of the course unit(s) planned to be taught):

Teaching and methodological material developed over the last five years and freely accessible to students:

Participation in the work of study programme committees over the last five years:

Educational expert activities carried out over the last five years (implemented institutional and interinstitutional initiatives for the development of studies; an expert role in the implementation of national education policy; participation in the activities on external evaluation of higher education quality):

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

Information about student survey outcomes is provided by the unit of the Central Administration of Vilnius University responsible for the quality and development of studies. If the person under evaluation has not

worked at Vilnius University before, they may submit the outcome of surveys of students about the course units taught by them from another higher education institution

#### **OTHER ACADEMIC AND SOCIAL ACTIVITIES**

Work in management or self-governance bodies, committees, commissions or working groups at the institutions:

Public education, science and art dissemination activities:

Other relevant information:

#### **ACTION PLAN**

A description of one page max. (750 words), briefly presenting the research, art, and/or teaching action plan, the objectives for improving competencies after winning the competition (or until the next certification):

##### **Guiding questions:**

- What scientific research do you plan to conduct?
- What scientific activity outcome do you plan to achieve? (mandatory for **candidates** for the positions of a professor, research professor, associate professor, senior researcher, assistant professor, researcher, teaching assistant, research assistant)
- What artistic/creative outcome do you plan to achieve? (mandatory for **candidates** for positions on the teaching staff in the arts)
- What objectives do you set for the team you are supervising and for yourself as the supervisor? (mandatory for **candidates** for the positions of a professor, research professor, associate professor, senior researcher)
- What objectives do you set for yourself in terms of improving pedagogical competencies?
- What are your objectives in working with first stage researchers and young scientists (students, doctoral students, postdoctoral trainees)?

#### **PROPOSED LIST OF EVALUATORS**

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

Do not include scholars with whom you have close personal and professional relations that may affect the evaluation.

- 1.
- 2.
- 3.

Provide information on undesirable evaluators (optional):

- 1.
- 2.
- 3.

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

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

## **QUALIFICATION REQUIREMENTS FOR POSITIONS OF THE TEACHING STAFF AND RESEARCH STAFF**

### **CHAPTER I GENERAL PROVISIONS**

1. Candidates wishing to participate in recruiting competition or teaching staff and research/art staff (hereinafter the 'research staff') wishing to be certified for their current position must meet the qualification requirements specified in these Qualification Requirements for Positions of the Teaching Staff and Research Staff (hereinafter the 'Requirements').

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

3. Meeting the qualification requirements is a condition for participating in a competition.

4. Objects of intellectual property and other activities that are not in affiliation with the University shall not be credited to the persons who have created/executed them during their certification for the position of teaching staff or research staff at the University, except for the outcome created when performing scientific activities when according to the applicable legal acts these are attributed to the University without such link.

### **CHAPTER II QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF IN HUMANITIES**

5. Scholars who have the competencies of scientific research and experimental development (hereinafter the R&D) activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D and innovation (hereinafter the R&D&I) characteristic of a leading researcher and have basic pedagogical competencies can participate in a competition for the position of a professor. Scholars contending for the position of a **professor** must have published at least eight international-level<sup>1</sup> scientific articles, including at least three scientific articles in peer-reviewed foreign scientific publications. Scholars holding the position of a professor may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications, including at least two scientific articles in peer-reviewed foreign scientific publications.

6. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher and have basic pedagogical competencies can participate in a competition for the position of an associate professor. Scholars contending for the position of an **associate professor** must have published at least five scientific articles in peer-reviewed scientific publications, including at least two scientific articles in peer-reviewed foreign scientific publications. Scholars holding the position of an associate professor may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications, including at least one scientific article in a peer-reviewed foreign scientific publication.

7. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I

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

characteristic of a recognised researcher and have basic pedagogical competencies can participate in a competition for the position of an assistant professor. Candidates for the position of an **assistant professor** must be scholars. Scholars holding the position of an assistant professor may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

8. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact characteristic of a first stage researcher and have basic pedagogical competencies can hold a position of **teaching assistant**. Researchers holding the position of a teaching assistant must carry out research and/or social or cultural development work over the five-year period.

9. Persons who have a doctoral degree and basic pedagogical competencies can participate in a competition for the position of a **senior lecturer**. Persons holding the position of a senior lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

10. Persons who have a master degree or equivalent qualification and basic pedagogical competencies can participate in a competition for the position of a **lecturer**. Persons holding the position of a lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

11. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an approved researcher characteristic of a leading researcher can participate in a competition for the position of a research professor. Scholars contending for the position of a **research professor** must have published at least fifteen international-level scientific articles, including at least five scientific articles in peer-reviewed foreign publications. Scholars holding the position of a research professor may be certified for a five-year period if, during it, they published at least eight scientific articles in peer-reviewed scientific publications, including at least three scientific articles in peer-reviewed foreign scientific publications.

12. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher can participate in a competition for the position of a senior researcher. Scholars contending for the position of **senior researcher** must have published at least ten international-level scientific articles, including at least four scientific articles in peer-reviewed foreign publications. Scholars holding the position of a senior researcher may be certified for a five-year period if, during it, they published at least five scientific articles, including at least two scientific articles in peer-reviewed foreign scientific publications.

13. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a recognised researcher can participate in a competition for the position of a researcher. Scholars contending for the position of a **researcher** must have published at least four scientific articles in peer-reviewed publications. Scholars holding the position of a researcher may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications.

14. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact characteristic of a first stage researcher can hold the position of a **research assistant**. Researchers holding the position of a research assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

15. In evaluating the candidates for positions and in certifying all teaching staff and research staff, two author's sheets of research monographs and studies or parts thereof published by

international scientific publishing houses<sup>2</sup> or four author's sheets of translations of scientific sources and research papers (author's sheets may be combined) are the equivalent of one scientific article in a foreign scientific publication. Two author's sheets of research monographs and studies or parts thereof or translations of scientific sources and research papers published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, peer-reviewed international and national level scientific event publication, or other publication of applied research are the equivalent of one scientific article in a peer-reviewed scientific publication; three reviews of research papers and/or scientific dissemination publications published in foreign scientific publications are the equivalent of one scientific article in a foreign publication; and three reviews of research papers and/or scientific dissemination publications published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication.

16. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in a foreign scientific publication; coordination of an international research project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in a foreign scientific publication; and coordination of a national R&D project is the equivalent of one scientific article in a peer-reviewed scientific publication.

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

### CHAPTER III

#### QUALIFICATION REQUIREMENTS FOR ACADEMIC STAFF IN SOCIAL SCIENCES

18. Scholars who have the competencies of scientific research and experimental development (hereinafter the R&D) activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D and innovation (hereinafter the R&D&I) characteristic of a leading researcher and have basic pedagogical competencies can participate in a competition for the position of a professor. Scholars contending for the position of a **professor** must have published at least eight scientific articles in peer-reviewed scientific publications, including at least three scientific articles in international-level publications<sup>3</sup>. Scholars holding the position of a professor may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications, including at least two scientific articles in an international-level scientific publication.

19. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher and have basic pedagogical competencies can participate in a competition for the position of an associate professor. Scholars contending for the position of an **associate professor** must have published at least five scientific articles in peer-reviewed scientific

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<sup>2</sup> International scientific publishing house is a publishing house or publisher that regularly publishes internationally recognised periodicals, continuous, and single-issue scientific publications, provides information on the publishing house's nature, the procedure of peer-review and international recognition. The unit commission determines how international the publishing house or publisher is.

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

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

20. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a recognised researcher and have basic pedagogical competencies can participate in a competition for the position of assistant. Candidates for the position of an **assistant professor** must be scholars. Scholars holding the position of an assistant professor may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

21. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and have basic pedagogical competencies can hold a position of a **teaching assistant**. Researchers holding the position of a teaching assistant must carry out research and/or social or cultural development work over the five-year period.

22. Persons who have a doctoral degree and basic pedagogical competencies can participate in a competition for a position of a **senior lecturer**. Persons holding the position of a senior lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

23. Persons who have a master degree or equivalent qualification and basic pedagogical competencies can participate in a competition for a position of a **lecturer**. Persons holding the position of a lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

24. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an approved researcher characteristic of a leading researcher can participate in a competition for the position of a research professor. Scholars contending for the position of a **research professor** must have published at least fifteen scientific articles, including at least five scientific articles in international-level publications. Scholars holding the position of a research professor may be certified for a five-year period if, during it, they published at least eight scientific articles, including at least three scientific articles in international-level scientific publications.

25. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher can participate in a competition for the position of a senior researcher. Scholars contending for the position of a **senior researcher** must have published at least ten scientific articles, including at least four scientific articles in international-level publications. Scholars holding the position of a senior researcher may be certified for a five-year period if, during it, they published at least five scientific articles, including at least two scientific articles in international-level scientific publications.

26. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a recognised researcher can participate in a competition for the position of a researcher. Scholars contending for the position of a **researcher** must have published at least four scientific articles in peer-reviewed publications. Scholars holding the position of a researcher may be certified for a five-year period if, during it, they published at least three scientific articles in peer-reviewed scientific publications.

27. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact can hold the position of a **research assistant**. Researchers holding the position of a research assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

28. In evaluating the candidates for positions and in certifying all teaching staff and research staff, two author's sheets of research monographs and studies or parts thereof published by international scientific publishing houses (author's sheets may be combined) are the equivalent of one scientific article in an international-level publication. Two author's sheets of research monographs and studies or parts thereof published by national and other publishing houses, a scientifically structured data set (all of, or the metadata of which, was made public), a compiled peer-reviewed scientific publication, peer-reviewed international and national level scientific event publication, a publication of applied research or a map are the equivalent of one scientific article in a peer-reviewed scientific publication; a legislative commentary is the equivalent of two articles in a peer-reviewed scientific publication; three reviews of research papers and/or scientific dissemination publications published in foreign scientific publications are the equivalent of one scientific article in an international-level publication; and three reviews of research papers and/or scientific dissemination publications published in scientific publications are the equivalent of one scientific article in a peer-reviewed scientific publication.

29. Coordination of an international research programme project involving R&D is the equivalent of four scientific articles in an international-level publication; coordination of an international research programme project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in an international-level publication.

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

#### **CHAPTER IV**

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

31. Scientists who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an approved researcher characteristic of a leading researcher can participate in a competition for the position of a research professor. Scientists contending for the position of a **professor** must have published at least eight scientific articles in publications that are peer-reviewed and have a citation index in the Clarivate Analytics Web of Science database (hereinafter the 'CA WoS'). Scientists holding the position of a professor may be certified for a five-year period if, during it, they published at least three scientific articles in the *CA WoS*.

32. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher and have basic pedagogical competencies can participate in a competition for the position of an associate professor. Scientists contending for the position of an **associate professor** must have published at least five scientific articles in the *CA WoS*. Scientists holding the position of an associate professor may be certified for a five-year period if, during it, they published at least two scientific articles in the *CA WoS*.

33. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a recognised researcher and have basic pedagogical competencies can participate in a competition for the position of assistant. Candidates for the position of an **assistant professor** must

be scholars. Scientists holding the position of an assistant professor may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed publications.

34. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and have basic pedagogical competencies can hold the position of a **teaching assistant**. Researchers holding the position of a teaching assistant must carry out research and/or development work over the five-year period.

35. Persons who have a doctoral degree and basic pedagogical competencies can participate in a competition for the position of a **senior lecturer**. Persons holding the position of a senior lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

36. Persons who have a master degree or equivalent qualification and basic pedagogical competencies can participate in a competition for the position of a **lecturer**. Persons holding the position of a lecturer may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the criteria specified in Annex 5 to the Regulations.

37. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a leading researcher can participate in a competition for the position of a research professor. Scientists contending for the position of a **research professor** must have published at least fifteen scientific articles in the *CA WoS*. Scholars holding the position of a research professor may be certified for a five-year period if, during it, they published at least eight scientific articles in the *CA WoS*.

38. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of an established researcher can participate in a competition for the position of a senior researcher. Scientists contending for the position of a **senior researcher** must have published at least seven scientific articles in the *CA WoS*. Scholars holding the position of a senior researcher may be certified for a five-year period if, during it, they published at least five scientific articles in the *CA WoS*.

39. Scholars who have the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact, and expert evaluation of R&D&I characteristic of a recognised researcher can participate in a competition for the position of a researcher. Scholars contending for the position of a **researcher** must have published at least three scientific articles in the *CA WoS*. Scholars holding the position of a researcher may be certified for a five-year period if, during it, they published at least two scientific articles in the *CA WoS*.

40. Researchers who have a master degree or equivalent qualification, have acquired the competencies of the R&D activities performance, organisation, dissemination of results, and evaluation of their impact characteristic of a first stage researcher can hold the position of a **research assistant**. Researchers holding the position of a research assistant may be certified for a five-year period if, during it, they published at least two scientific articles in peer-reviewed scientific publications.

41. In evaluating the candidates for positions and in certifying all teaching staff and research staff, a research monograph published by an international scientific publishing house, a patent issued by the European Patent Office, the United States Patent and Trademark Office, the Japan Patent Office, or a plant or animal variety that has passed international expertise at European centralised centres is the equivalent of two *CA WoS* scientific articles; a chapter in a research monograph published by an international scientific publishing house or work commissioned for EUR 50,000 is the equivalent of one scientific article in a *CA WoS* publication. The results of experimental/technological development activities (developed and implemented technology, a prototype, an algorithm, or a scientifically structured data set, all of, or the metadata of which, was made public) may be considered the equivalent of one to three articles in a *CA WoS* publication upon a decision of the unit commission, by taking into account the specific nature of a research field

(branch), one to three articles in an international-level conference material, peer-reviewed in a CA WoS publication, upon a decision of the unit commission may be the equivalent of one scientific article in a CA WoS publication.

42. For scientific articles with more than 100 co-authors, a coefficient of no more than 0.5 shall be applied, or no more than 0.3 when there are more than 1,000 co-authors, except for cases when the contending and/or certified person is the lead author. Lower coefficients may be set by the decision of the unit commission.

43. Coordination of an international research programme project involving R&D is the equivalent of four *CA WoS* scientific articles; coordination of an international research programme project not involving R&D or coordination of a work package in a project involving R&D is the equivalent of two scientific articles in a *CA WoS* publication.

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

## CHAPTER V QUALIFICATION REQUIREMENTS FOR TEACHING STAFF IN THE ARTS

### SECTION ONE GENERAL PROVISIONS

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

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

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

46.1.1. publication of a work of art/performance;

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

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

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

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

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

46.2.1. prepare and/or participate in art projects;

46.2.2. give public lectures to promote art;

46.2.3. conduct master classes;

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

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

46.2.6. participate in the activities of creative unions;

- 46.2.7. participate in the work of art appraisal commissions and culture and art expert groups;  
 46.2.8. carry out other art dissemination activities.

## SECTION TWO QUALIFICATION REQUIREMENTS

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

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

47.1.1. confirmed their creative activity by gaining recognition in Lithuania or abroad for at least five significant art projects referred to in Items 46(1)(1) to 46(1)(3) of the Regulations and other regular creative activities;

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

47.1.3. prepared artists involved in public art activities.

47.2. satisfy at least five of the requirements set out in Items 46(1)(4), 46(1)(5) and 46(2) of the Requirements;

48. Members of teaching staff holding the position of a professor in the arts may be certified for a five-year period if, during it, their artistic activities met the requirements established in Items 47(1) to 47(2) of the Requirements and their pedagogical activities were evaluated as meeting the basic level of pedagogical competencies.

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

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

49.1.1. confirmed their creative activity by gaining recognition in Lithuania or abroad for at least three significant art projects referred to in Items 46(1)(1) to 46(1)(3) of the Requirements and other regular creative activities;

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

49.1.3. prepared artists involved in public art activities.

49.2. satisfy at least four of the requirements set out in Items 46(1)(4), 46(1)(5) and 46(2) of the Requirements.

50. Members of teaching staff holding the position of an associate professor in the arts may be certified for a five-year period if, during it, their artistic activities met the requirements established in Items 49(1) to 49(2) of the Requirements and their pedagogical activities were evaluated as meeting the basic level of pedagogical competencies.

51. Recruiting competitions for the position of an **assistant in the arts** are open to recognised artists who have a licentiate of arts, a master degree or equivalent higher education, or people who hold a doctorate in the arts and have at least two years of teaching experience at an institution of higher education. Artists contending for the position of an assistant in the arts must:

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

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

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

51.2. satisfy at least four of the requirements set out in Items 46(1)(2), 46(1)(5) and 46(2) of the Requirements.

52. Members of teaching staff holding the position of an assistant in the arts may be certified for a five-year period if, during it, their artistic activities met the requirements established in Items 51(1) to 51(2) of the Requirements and their pedagogical activities were evaluated as meeting the basic level of pedagogical competencies.

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

54. Members of teaching staff holding the position of a junior assistant in the arts may be certified for a five-year period if, during it, their artistic activities met at least two requirements established in Items 46(1) to 46(2) of the Requirements.

55. Recruiting competitions for the position of a **senior lecturer in the arts** are open to people who hold a doctorate in the arts.

56. Persons holding the position of a senior lecturer in the arts may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the basic level of pedagogical competencies.

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

58. Persons holding the position of lecturer in the arts may be certified for a five-year period if, during it, their pedagogical activities were evaluated as meeting the basic level of pedagogical competencies.

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

**(Academic Activity Evaluation Form for Candidates for the Position of Teaching Staff  
or Research Staff)**

**ACADEMIC ACTIVITY EVALUATION FORM FOR CANDIDATES**

Full name of the expert/full names of the members of the commission:
Full name of the candidate:
Core unit:
The exact title of the position being applied for (from the call for competition)
Date:

Evaluate the candidate's competencies in accordance with the qualification requirements specified in Annex 2 to Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification and by taking into account the criteria specified in Annex 5 to the Regulations by using the form below:

Competencies being evaluated	Not applicable	Does not meet the competencies	Meets the competencies	Comment
Scientific publications <sup>1</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other research achievements, their visibility and impact <sup>1</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Artistic/creative projects and other works of art <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other achievements in research, arts, their visibility and impact <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Academic leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pedagogical competencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Objectives for the term of office and potential for the future (evaluation of the academic action plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

> **Would you propose<sup>3</sup> /recommend<sup>4</sup> hiring this candidate for the position applied for at Vilnius University?**

Yes

No

Brief commentary:

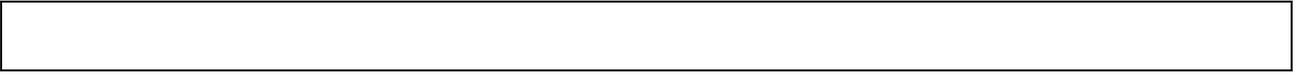
<i>(up to 300 words)</i>
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<sup>1</sup> To be filled in when evaluating candidates in the humanities, social sciences, natural sciences, agricultural sciences, medical and healthcare sciences, and technological sciences.

<sup>2</sup> To be filled in when evaluating candidates in the arts.

<sup>3</sup> To be selected and filled in by the unit commission when making a proposal regarding candidates (except for the positions of a professor and research professor) to the head of the unit; by the Central Recruiting Commission when making a proposal regarding candidates for the positions of a professor and research professor to the Rector.

<sup>4</sup> To be selected and filled in by the unit commission when making a recommendation regarding candidates for the positions of a professor and research professor to the Central Recruiting Commission.



Annex 4 to  
Vilnius University Regulations  
for the Organisation of Teaching Staff and  
Research/Art Staff  
Recruiting Competitions and Certification

**(Academic Activity Evaluation Form for Employees)**

**ACADEMIC ACTIVITY EVALUATION FORM FOR EMPLOYEES**

Full names of the members of the commission:
Full name of the employee:
Core unit/branch academic unit of the core academic unit:
Employee's position:
Part of full-time post of the employee:
Date:

Evaluate the academic activities of the employee by using the form below:

<b>Competencies being evaluated</b>	<b>Not applicable</b>	<b>Does not meet</b>	<b>Meets the competencies</b>	<b>Comment</b>
Scientific publications <sup>1</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other research achievements, their visibility and impact <sup>1</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Artistic/creative projects and other works of art <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other achievements in research, arts, their visibility and impact <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Academic leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pedagogical competencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Objectives for the term of office and potential for the future (evaluation of the academic action plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

> **Is the employee proposed<sup>3</sup> /recommended<sup>4</sup> / certified<sup>5</sup> to continue working at Vilnius University in the same position?**

Yes

No

Brief commentary (*up to 200 words*):

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<sup>1</sup> To be filled in when evaluating employees in the humanities, social sciences, natural sciences, agricultural sciences, medical and healthcare sciences, and technological sciences.

<sup>2</sup> To be completed when evaluating employees in the arts

<sup>3</sup> To be selected when the performance of a member of teaching staff or research staff is evaluated according to the procedure established in Section One of Chapter III of Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification, and the unit commission makes proposals (except for the positions of a professor and research professor) to the head of the unit, while the Central Recruiting Commission makes proposals (for the positions of a professor and research professor) to the Rector.

<sup>4</sup> To be selected when the performance of a member of teaching staff or research staff (professor and research professor) is evaluated according to the procedure established in Section One of Chapter III of Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification, and the unit commission makes recommendations to the Central Recruiting Commission.

<sup>5</sup> To be selected when the certification of a member of teaching staff or research staff is executed according to the procedure established in Section One of Chapter III of Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification.

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

**CHAPTER I**

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

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

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

4.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the University level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
5.	Other academic and social activities: membership or representation in scientific organisations and expert institutions, work in management or self-governance bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent activities specified in the description of academic activities	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation, peer review of international scientific publications and at least two of the other requirements	Representation <sup>1</sup> in international scientific organisations; participation in the publication of foreign publications; peer review of international project applications, etc.	Managing international scientific organisations; heading international expert groups or commissions, etc.

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



1.	Scientific publications (quantity and quality based on the qualification requirements)	Does not meet the qualification requirements	Meets the qualification requirements	Exceeds the qualification requirements	Exceeds the qualification requirements; has publications in highly regarded international publications	Exceeds the qualification requirements; has numerous publications in highly regarded international publications	Exceeds the qualification requirements; has publications in top-level international publications
2.	Other research achievements, their visibility and impact: most important scientific publications and the candidate's contribution to them, completed and ongoing projects and project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference presentations and other equivalent activities specified in the description	No research is being conducted	Publications in little-known publications; primarily multiauthored, and the candidate's contribution is insignificant; no projects or project applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at conferences	There are international publications, but primarily multiauthored; competition projects are national; citations are below the citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; papers are cited in high-level international publications; participation in or application for international research projects; active applied research; guest presentations have been given at international conferences	International-level research is being conducted; publications in high-level international publications in which the candidate is the lead author of; publications are cited in high-level international publications; significant international projects; active applied research (international patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; largescale and significant international projects; international patents; foreign commissions; presentations regularly given at top-level international conferences; other evidence of international recognition

	of academic activities						
3.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
4.	Other academic and social activities: participation in doctoral or postdoctoral studies, membership or representation in scientific organisations and expert institutions, work in management or	No participation in other academic and social activities	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation, peer review of international scientific publications and at least two of the other requirements	Representation <sup>2</sup> in international scientific organisations; participation in the publication of foreign publications; peer review of international project applications, etc.	Managing international scientific organisations; heading international expert groups or commissions, etc.

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

	self-governance bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent activities specified in the description of academic activities						
5.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for research and pedagogical activities based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university and is based on the available competency and	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which is based on the available competency and resources and will create particularly high value for the university; an

						resources; academic growth is predicted	academic breakthrough is predicted
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**CHAPTER III**  
**CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF AN ASSISTANT PROFESSOR AND THE RATING SCALE THEREOF**

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Scientific publications	-	-	Has more publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications, with a significant contribution on the part of the candidate	Has publications in top-level international publications, with a significant contribution on the part of the candidate

2.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3.	Other academic and social activities: membership or representation in scientific organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a scientific organisation and at least one of the other requirements	Membership in an international scientific organisation and at least two of the other requirements	Membership in an international scientific organisation and at least two of the other requirements

	activities specified in the description of academic activities						
4.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office only meet the minimum (threshold) requirements	The objectives for the term of office are substantiated; the candidate has a clear programme for research and pedagogical activities	The objectives for the term of office are substantiated; the candidate has a clear programme for research and pedagogical activities; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university; an academic breakthrough is predicted

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

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.

		pedagogical competencies	teaching of the relevant study programme course unit.				
2.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office only meet the minimum (threshold) requirements	The objectives for the term of office are substantiated; the candidate has a clear programme for pedagogical activities	The objectives for the term of office are substantiated; the candidate has a clear programme for pedagogical activities; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for pedagogical activities, which will create high value for the university; an academic breakthrough is predicted

### CHAPTER V

#### CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF A TEACHING ASSISTANT AND THE RATING SCALE THEREOF

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	List of publications	-	-	Has published research papers (publications, reports, theses)	Has publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications



1.	Artistic/creative projects and other works of art (quantity and quality)	Does not meet the established requirements	Meets the established requirements	Exceeds the established requirements	Exceeds the established requirements; there are national art projects and other works of art	Exceeds the established requirements; there are high-level national art projects and other works of art	Exceeds the established requirements; there are international-level art projects and other works of art, with a significant contribution on the part of the candidate
2.	Other achievements in research, arts, their visibility and impact: most important publications, artistic/creative activities and the candidate's contribution to them, completed and ongoing projects and project applications, commissioned work, internationalisation, presentations at conferences and other equivalent activities specified in the description of academic activities	No artistic/creative activities	Local-level creative work, no publications or only ones published in little-known publications; primarily multiauthored, and the candidate's contribution is insignificant; no projects or project applications; no commissioned work; no guest presentations at conferences	National-level creative work; there are publications, but primarily multiauthored; projects and commissioned work are carried out; no guest presentations at international conferences	Creative work and events are being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; publications in high-level international publications; participation in or application for international projects; active applied research; guest presentations have been given at international conferences	International-level creative work; publications are cited in high-level publications; significant international projects; commissioned work is carried out; presentations regularly given at conferences.	Creative work at the highest international level; publications are cited in high-level publications; commissioned work is carried out; presentations regularly given at conferences; other evidence of international recognition
3.	Academic leadership: experience leading groups of artists,	No academic leadership	At least one of the specified requirements	At least two of the specified requirements	At least two of the specified requirements,	At least three of the specified requirements, including at least	Creative work and events at a high international level and other indications

	supervision of projects or commissioned work, conference organisation and other equivalent activities specified in the description of academic activities				including one at the international level	two at the international level	of exceptional academic leadership
4.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
5.	Other academic and social activities: membership, representation in artistic or creative organisations and expert institutions, work in management or self-governance bodies, committees or commissions at an institution, organisation of academic activities, work on editorial	No participation in other academic and social activities	Membership in a local artistic or creative organisation and at least one of the other requirements	Membership in a local artistic or creative organisation and at least two of the other requirements	Membership in a national artistic or creative organisation and at least one of the other requirements	Membership in a national artistic or creative organisation and at least two of the other requirements	Membership in an international artistic or creative organisation and other indications of exceptional academic and social activities

	boards, peer review of publications, expertise, public education, science and art dissemination activities and other equivalent activities specified in the description of academic activities						
6.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum/threshold requirements	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities which is based on the available competency and resources and will create particularly high value for the university; an academic breakthrough is predicted

## CHAPTER VII

### CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF AN ASSOCIATE PROFESSOR IN THE ARTS AND THE RATING SCALE THEREOF

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

3.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
4.	Other academic and social activities: membership, representation in artistic or creative organisations and expert institutions, work in management or self-governance bodies, committees or commissions at an institution, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education, science and art dissemination activities and other equivalent activities specified in the description of academic activities	No participation in other academic and social activities	Membership in a local artistic or creative organisation and at least one of the other requirements	Membership in a local artistic or creative organisation and at least two of the other requirements	Membership in a national artistic or creative organisation and at least one of the other requirements	Membership in a national artistic or creative organisation and at least two of the other requirements.	Membership in an international artistic or creative organisation and other indications of exceptional academic and social activities



1.	Artistic/creative projects and other works of art (quantity and quality)	Does not meet the established requirements	Meets the established qualification requirements	Exceeds the established qualification requirements	Exceeds the established requirements; there are local-level art projects and other works of art	Exceeds the established requirements; there are national-level art projects and other works of art	Exceeds the established requirements; there are art projects and other works of art at a high national level and other evidence of international recognition.
2.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3.	Other academic and social activities: membership, representation in artistic or creative organisations and expert institutions, work in management or self-governance bodies, committees or commissions at an institution, organisation of academic activities, work on editorial	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a local artistic or creative organisation and at least one of the other requirements	Membership in a national artistic or creative organisation and at least one of the other requirements.	Membership in an international artistic or creative organisation and at least two of the other requirements

	boards, peer review of publications, expertise, public education, science and art dissemination activities and other equivalent activities specified in the description of academic activities						
4.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on the available competency and resources, which will create high value for the university; academic growth is predicted

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

	<b>Rating scale</b>
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<b>Row No.</b>	<b>Evaluation criteria</b>	<b>Poor</b>	<b>Satisfactory</b>	<b>Good</b>	<b>Very good</b>	<b>Excellent</b>	<b>Highest/exceptional international level</b>
1.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
2.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities, which is based on the available competency and resources and will create high value for the university; an academic breakthrough is predicted

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

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Artistic/creative projects and other works of art (quantity and quality)	-	-	Has at least one work of art that has been presented/released	Has more than one work of art that has been presented/released	There are local-level art projects and other works of art	There are national art projects and other works of art
2.	Pedagogical competencies (competencies and requirements are specified in Annex 6)	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	Meets the minimum/basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit.	Successfully contributes to the development of teaching and learning at the study programme level.	Successfully contributes to the development of teaching and learning at the university level.	Successfully contributes to the development of teaching and learning at the national level.	Successfully contributes to the development of teaching and learning at the international level.
3.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for artistic work and events and pedagogical activities based on the available	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities based on	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic activities and events and pedagogical activities, which will	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for artistic work and events and pedagogical activities, which is

				competency and resources	the available competency and resources; academic growth is predicted	create high value for the university and is based on the available competency and resources; academic growth is predicted	based on the available competency and resources and will create particularly high value for the university; an academic breakthrough is predicted
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**CHAPTER XI CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF A RESEARCH PROFESSOR AND THE RATING SCALE THEREOF**

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

	research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference presentations and other equivalent activities specified in the description of academic activities		applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at conferences	citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	candidate; papers are cited in high-level international publications; participation in or application for international research projects; active applied research; guest presentations have been given at international conferences	lead author; papers are cited in high-level international publications; significant international projects; active applied research (international patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	international projects; international patents, foreign commissions; presentations regularly given at top-level international conferences; other evidence of international recognition
3.	Academic leadership: experience leading research groups, development of a specific topic or interdisciplinary research, supervision of projects, commissioned work, doctoral students, postdoctoral trainees, conference organisation and other equivalent activities specified in the description of academic activities	No academic leadership	At least one of the specified requirements and supervision of at least one successfully defended doctoral dissertation <sup>3</sup> or postdoctoral trainee	At least two of the specified requirements and supervision of at least one successfully defended doctoral dissertation or postdoctoral trainee	At least two of the specified requirements, including one at the international level, and supervision of two successfully defended doctoral dissertations and/or postdoctoral trainees	At least three of the specified requirements, including at least two at the international level, and supervision of two successfully defended doctoral dissertations and/or postdoctoral trainees	Establishment of an internationally recognised science school, successful academic careers of former doctoral students or postdoctoral trainees, and other indications of exceptional academic leadership

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

4.	Other academic and social activities: participation in studies, doctoral studies, membership or representation in scientific organisations and expert institutions, work in committees or commissions at the Senate, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent activities specified in the description of academic activities	No participation in other academic and social activities	Membership in a scientific organisation; and at least one of the other requirements	Membership in a scientific organisation; and at least two of the other requirements	Membership in an international scientific organisation; peer review of international scientific publications; and at least two of the other requirements	Representation <sup>4</sup> in international scientific organisations; participation in the publication of foreign publications; supervision of more than two successfully defended doctoral dissertations; peer review of international project applications, etc.	Managing international scientific organisations; heading international expert groups or commissions, etc.
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<sup>4</sup> Representation in an international scientific organisation – experience as a delegate of a country or institution with the right to vote, work in the management bodies of an organisation, etc.

5.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for research based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research, which is based on the available competency and resources and will create particularly high value for the university; an academic breakthrough is predicted
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## CHAPTER XII

### CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF A SENIOR RESEARCHER AND THE RATING SCALE THEREOF

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Scientific publications (quantity and quality based on the qualification requirements)	Does not meet the qualification requirements	Meets the qualification requirements	Exceeds the qualification requirements	Exceeds the qualification requirements; has publications in highly regarded international publications	Exceeds the qualification requirements; has numerous publications in highly regarded international publications	Exceeds the qualification requirements; has publications in top-level international publications

2.	Other research achievements, their visibility and impact: most important scientific publications and the candidate's contribution to them, completed and ongoing projects and project applications, applied research (commissioned work, patents and their applications, etc.), internationalisation and citation indexes, conference presentations and other equivalent activities specified in the description of academic activities	No research is being conducted	Publications in little-known publications; primarily multiauthored, and the candidate's contribution is insignificant; no projects or project applications; no applied research; works are not cited much in comparison with the indexes for the field; no guest presentations at conferences	There are international publications, but primarily multiauthored; competition projects are national; citations are below the citation average for the field; applied research activities are being carried out; no guest presentations at international conferences	Research is being conducted at a high national level; some publications at the international level, with a significant contribution on the part of the candidate; papers are cited in high-level international publications; participation in or application for international research projects; active applied research; guest presentations have been given at international conferences	International level research is being conducted; publications in high-level international publications in which the candidate is the lead author; papers are cited in high-level international publications; significant international projects; active applied research (international patents or applications for them, foreign commissioned research, etc.); guest presentations regularly given at international conferences	Research at the highest international level; publications fall into the CA WoS categories of Hot Papers or Highly Cited Papers; largescale and significant international projects; international patents; foreign commissions; presentations regularly given at top-level international conferences; other evidence of international recognition
3.	Other academic and social activities: participation in studies, doctoral studies, postdoctoral studies, membership or representation in scientific	No participation in other academic and social activities	Membership in scientific organisations and at least one of the other requirements	Membership in scientific organisations and at least two of the other requirements	Membership, representation in international scientific organisations; supervision of a successfully defended doctoral	Representation <sup>5</sup> in international scientific organisations; supervision of a successfully defended doctoral dissertation or a postdoctoral	Managing international scientific organisations; supervision of more than one successfully defended doctoral

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

	organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent activities specified in the description of academic activities				dissertation or a postdoctoral trainee and at least two of the other requirements, including peer review in international scientific publications	trainee; participation in the publication of foreign publications; peer review of international project applications, etc.	dissertations and/or postdoctoral trainee, heading international expert groups or commissions, etc.
4.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office meet the minimum (threshold) requirements	The objectives for the term of office are defined; the candidate has a clear programme for research and pedagogical activities based on the available competency and resources	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which will create high value for the university and is based on the available competency and resources; academic growth is predicted	The objectives for the term of office are defined; the candidate has a clear and ambitious programme for research and pedagogical activities, which is based on the available competency and resources and will create particularly high value for the university; an academic

							breakthrough is predicted
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### CHAPTER XIII

#### CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF A RESEARCHER AND THE RATING SCALE THEREOF

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Scientific publications (quantity and quality based on the qualification requirements)	Does not meet the qualification requirements	Meets the qualification requirements	Exceeds the qualification requirements	Exceeds the qualification requirements; has publications in highly regarded international publications	Exceeds the qualification requirements; has numerous publications in highly regarded international publications	Exceeds the qualification requirements; has publications in top-level international publications

2.	Other academic and social activities: participation in studies or doctoral studies, membership or representation in scientific organisations and expert institutions, work on Senate committees or commissions, organisation of academic activities, work on editorial boards, peer review of publications, expertise, public education and science dissemination activities and other equivalent activities specified in the description of academic activities	No participation in other academic and social activities	At least one of the specified requirements	At least two of the specified requirements	Membership in a scientific organisation and at least one of the other requirements	Membership in a scientific organisation and at least two of the other requirements	Membership in an international scientific organisation and at least two of the other requirements
3.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office only meet the minimum (threshold) requirements	The objectives for the term of office are substantiated; the candidate has a clear programme for research	The objectives for the term of office are substantiated; the candidate has a clear programme for research; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for research; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for research which will create high value for the university; an academic

							breakthrough is predicted
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**CHAPTER XIV**  
**CRITERIA FOR EVALUATING THE ACADEMIC ACTIVITIES OF CANDIDATES FOR THE POSITION OF A RESEARCH ASSISTANT AND THE RATING SCALE THEREOF**

Row No.	Evaluation criteria	Rating scale					
		Poor	Satisfactory	Good	Very good	Excellent	Highest/exceptional international level
1.	Scientific publications	-	-	Has published research papers (publications, reports, theses)	Has publications in peer-reviewed scientific publications	Has publications in international publications	Has publications in high-level international publications
2.	Objectives for the term of office and potential for the future (evaluation of the academic action plan)	No academic potential for the future	The objectives for the term of office only meet the minimum (threshold) requirements	The objectives for the term of office are substantiated; the candidate has a clear programme for research	The objectives for the term of office are substantiated; the candidate has a clear programme for research; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for research; academic growth is predicted	The objectives for the term of office are substantiated; the candidate has a clear and ambitious programme for research which will create high value for the university; an academic breakthrough is predicted

## **PEDAGOGICAL COMPETENCIES**

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

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

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

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

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

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

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

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

3. Development of educational content and the learning environment:

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

- a) develops and uses research-based educational materials and assignments developed by others to achieve learning outcomes;
- b) uses information communication technologies for effective teaching/learning;

- c) actively contributes to the quality assurance and development of the teaching and learning environment;
- d) improves teaching by becoming involved in interdisciplinary teaching teams.

The evaluation criteria for determining the level of pedagogical competencies according to the rating scale provided in Annex 5 to Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification:

<b>Scale</b>	<b>Criteria</b>	<b>Meeting the criteria</b>
<b>Not applicable</b>	No information on pedagogical competencies provided or no possibility to evaluate them	Specific reasons that render the evaluation impossible shall be indicated
<b>Poor</b>	Does not meet the requirements or there is not enough information provided to properly evaluate pedagogical competencies	The requirements that the candidate does not meet or the information missing for proper evaluation shall be indicated
<b>Satisfactory</b>	Meets the basic requirements for pedagogical competencies: successfully contributes to the teaching of the relevant study programme course unit (module)	Available information on the following pedagogical competencies of the candidate/employee being certified: <ul style="list-style-type: none"> <li>a) improvement of pedagogical competencies;</li> <li>b) ability to plan the teaching and learning process and the application of active learning methods;</li> <li>c) ability to use and create educational content to achieve learning outcomes.</li> </ul>
<b>Good</b>	Successfully contributes to the development of teaching and learning at the study programme level	Meets the requirements of a satisfactory level (i.e. successfully contributes to the teaching of the relevant course unit of the study programme) and also: <ul style="list-style-type: none"> <li>a) additional information demonstrating successful contribution to the improvement of the study programme;</li> <li>b) reflects on their pedagogical attitudes and priorities of pedagogical activities, reveals their contribution to the creation of a motivating and inclusive learning environment and the development of active cooperation with colleagues.</li> </ul>
<b>Very good</b>	Successfully contributes to the development of teaching and learning at the University level	Meets the requirements of a good level (i.e. successfully contributes to the development of teaching and learning at the study programme level) and also: <ul style="list-style-type: none"> <li>a) additional information demonstrating the leadership and contribution to the development of studies implemented at the University;</li> <li>b) reflects on how their leadership has helped create an inclusive, motivating and inspiring environment for students and reveals</li> </ul>

		how this has contributed to their learning outcomes.
<b>Excellent</b>	Successfully contributes to the development of teaching and learning at the national level	Meets the requirements of a very good level (i.e. successfully contributes to the development of teaching and learning at the University) and also: <ul style="list-style-type: none"> <li>a) additional information demonstrating the leadership beyond the University and contribution to the development of university studies in the country;</li> <li>b) reflects on their contribution to the development of studies on a national scale, revealing the impact on cooperation and the highest-level achievements in the area of studies.</li> </ul>
<b>Highest/exceptional international level</b>	Successfully contributes to the development of teaching and learning at the international level	Meets the requirements of an excellent level (i.e. successfully contributes to the development of studies at the national level) and also: <ul style="list-style-type: none"> <li>a) additional information demonstrating the leadership beyond the University contributing to the international development of university studies;</li> <li>b) reflects on their contribution to the development of studies on an international scale, revealing the impact on international cooperation and the highest-level achievements in the area of studies.</li> </ul>

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**(Confidentiality Pledge Form)**

\_\_\_\_\_  
(full name of the member of the commission)

**CONFIDENTIALITY PLEDGE**

I, \_\_\_\_\_, in the  
(full name)

capacity of a member of Recruiting/Certification Commission / Central Recruiting/Certification Commission / Commission formed to investigate a complaint regarding possible procedural violations in the Central Recruiting Commission (select the applicable option) (hereinafter the ‘Commission’) of (indicate the core academic unit) of Vilnius University:

1. Hereby pledge:

1.1. to protect confidential information which has become known to me in the course of my duties as a member of the Commission and use it only for the purposes and procedures established by laws and other legal acts;

1.2. to keep the documents entrusted to me, which contain confidential information, in such a way that third parties do not have access to them or use them, unless legal acts provide for otherwise;

1.3. not to disclose confidential information to third parties;

1.4. not to make or keep any copies of the documents submitted to me.

2. I have been informed that the confidential information consists of:

2.1. Documents submitted by candidates/employees, recruiting/certification commissions of core academic units of Vilnius University (*only in the Confidentiality Pledge of the Central Recruiting Commission*), experts or units of Central Administration of Vilnius University, except for legally publicly available documents;

2.2. The information related to the evaluation of suitability of candidates (applicable only in the case of competitions) obtained during Commission meetings or electronic correspondence;

2.3. the opinions or voting results of the participants of the Commission meeting;

2.4. The ranking of candidates for the same position and its changes (applicable only for competitions);

2.5. Evaluations of interviews with candidates, test lectures delivered by them or other methods of selection applied (applicable only for competitions);

2.6. Decisions adopted by the Commission, their annexes and the arguments presented therein, if they are not made public according to the procedure established by the legal acts of Vilnius University;

2.7. Minutes of Commission meetings, audio recordings of meetings and electronic correspondence.

3. By signing this pledge, I hereby confirm that:

3.1. I have read this pledge, and its content is clear and understandable to me;

3.2. I have been warned that if I violate this pledge, I shall have to compensate for the resulting losses in accordance with the procedure established by law and bear responsibility for negative consequences incurred.

\_\_\_\_\_

**(Declaration of Impartiality Form)**

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(full name of the member of the commission)

**DECLARATION OF IMPARTIALITY**

I, \_\_\_\_\_, in the  
 (full name of the member of the commission)

capacity of a member of Recruiting/Certification Commission / Central Recruiting Commission / Commission formed to investigate a complaint regarding possible procedural violations in the Central Recruiting Commission (select the applicable option) (hereinafter the 'Commission') of (indicate the core academic unit) of Vilnius University:

1. Hereby undertake:

1.1. to perform my duties objectively, constructively, impartially and honestly, in accordance with the legal acts of Vilnius University, the principles of honesty, transparency, legality and available information;

1.2. to withdraw and not participate in the procedures of preparing, considering and adopting decisions of the Commission in accordance with the procedure set out in the Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification approved by the Senate of Vilnius University when:

1.2.1. the issue being investigated is directly related to me;

1.2.2. the issue being investigated is related to people closely associated with me. It has been clarified to me that persons closely associated with me are relatives and persons related to me by close relationship of consanguinity and affinity, as defined in Articles 3(135) and 3(136) of the Civil Code of the Republic of Lithuania, as well as a spouse, cohabitant or partner, children (adopted children), parents (adoptive parents), brothers (adoptive brothers), sisters (adoptive sisters) of a spouse, cohabitant or partner and my adoptive parents, adopted children, adoptive brothers, adoptive sisters;

1.2.3. there are other circumstances that call into question my impartiality;

1.3. not to use and prevent the use of information that I shall acquire while participating in the activities of the Commission for my own private interests and/or those of persons closely associated with me.

2. By signing this declaration, I hereby confirm that:

2.1. I have read this declaration, and its content is clear and understandable to me;

2.2. I have been warned that if I violate this pledge, I shall have to compensate for the resulting losses in accordance with the procedure established by law and bear other negative consequences provided for by law.

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**(Confidentiality Pledge Form)**

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(full name)

**CONFIDENTIALITY PLEDGE**

I, \_\_\_\_\_, attending the meeting of  
 (full name)

the Recruiting/Certification Commission / Central Recruiting Commission / Commission formed to investigate a complaint regarding possible procedural violations in the Central Recruiting Commission (hereinafter the 'Commission') of (indicate the core academic unit) of Vilnius University:

1. Hereby pledge:

1.1. to protect confidential information which will become known to me during the meetings of the Commission and use it only for the purposes and procedures established by laws and other legal acts;

1.2. to keep the documents entrusted to me, which contain confidential information, in such a way that third parties do not have access to them or use them, unless legal acts provide for otherwise;

1.3. not to disclose confidential information to third parties;

1.4. not to make or keep any copies of the documents submitted to me.

2. I have been informed that the confidential information consists of:

2.1. documents submitted for the activity of the Commission except for legally publicly available documents;

2.2. Full information which will be considered during the meeting of the Commission;

2.3. Decisions adopted by the Commission, their annexes and the arguments presented therein, if they are not made public according to the procedure established by the legal acts of Vilnius University;

2.4. the minutes of Commission meetings, audio recordings of meetings and electronic correspondence.

3. By signing this pledge, I hereby confirm that:

3.1. I have read this pledge, and its content is clear and understandable to me;

3.2. I have been warned that if I violate this pledge, I shall have to compensate for the resulting losses in accordance with the procedure established by law and bear responsibility for negative consequences incurred.

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