

<b>University of Chemistry and Technology in Prague</b>	
<b>Title</b>	<b>DIRECTIVE No. A/S/965/15/2018</b>
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## **PART I**

### **GENERAL AND COMMON PROVISIONS**

#### **Article 1**

##### **Introductory Provisions**

1. The purpose of this Directive is to set up the framework criteria for assessing the qualifications and eligibility of candidates in the habilitation procedure or the procedure to appoint professors (hereinafter referred to as “procedure”) at the University of Chemistry and Technology in Prague (hereinafter referred to as “UCT Prague”).
2. The framework criteria were approved by the Scientific Council of UCT Prague on 11 May 2017 and form the basis, in particular, for the sessions of the habilitation boards and boards in the procedure to appoint professors.

#### **Article 2**

##### **Framework Criteria**

1. The assessment of a candidate on the basis of the framework criteria pursuant to Section 72, Para 1 and Section 74, Para 1 of Act No. 111/1998 Coll., On Higher Education Institutions and on the Amendments and Supplements to some other Acts (Higher Education Act) should provide a comprehensive view of the candidate and his/her pedagogical, scientific research, innovation and other professional performance and activities in the given field. The fulfilment of the criteria is assessed by the habilitation board or the board in the procedure to appoint professors.
2. In order to assess candidates for the scientific academic degree of associate professor or professor, the framework criteria are used and are divided into four basic areas that are interconnected and overlap with one another:
  - a) Pedagogical activity,

- b) Scientific activity,
- c) Technical and implementation activity,
- d) Other specialist, organizational and social activities.

A detailed classification of the expected outcomes in the individual areas is given in the form Proposal to Open Habilitation Procedure and in the form Proposal to Open Procedure to Appoint Professor.

3. In case of the habilitation procedure, another important criterion to assess the qualification and eligibility of a candidate is the quality of the habilitation thesis and the habilitation lecture presented before the Scientific Council of the relevant faculty, and in case of the procedure to appoint professor, the quality of the presentation (a lecture and personal presentation) before the Scientific Council of the relevant faculty and the Scientific Council of UCT Prague that shall prove the candidate's personality and his/her broad knowledge in the field.

## **PART II**

### **ASSESSED ACTIVITIES**

#### **Article 3**

##### **Pedagogical Activity**

1. Systematic pedagogical work at university in bachelor, follow-up master and doctoral studies, as well as in further education courses, is assessed. Also a statement of the head of the Department, inspections of selected lectures performed by the members of the faculty's Scientific Council as well as results of and comments in the students survey focused on the assessment of the quality of instruction at UCT Prague can be used to assess quality.
2. In case of assessment of the candidate's activities as a supervisor or supervisor-specialist of doctoral theses and supervisor of master and bachelor theses, account is taken not only of the number of tutored and supervised students but also of the use of the results of the theses in publications, books, patents and technical implementations.
3. Further, as part of a complex assessment of the candidate's pedagogical activity the following is assessed:
  - a) Authorship or co-authorship of textbooks, university textbooks and electronic learning aids,
  - b) Publication activity and contributions at conferences devoted to pedagogy,
  - c) Involvement of students in specialized work at institutes and the preparation of students for student scientific conferences,
  - d) Pedagogical activities focused on secondary and elementary schools.

#### **Article 4**

##### **Scientific Activity**

1. The candidate's scientific publication activity until the commencement of the procedure is required. The set of outcomes of the candidate's research, development and innovation activity must prove his/her intellectually focused and conceptual work. Therefore, the outcomes should be thematically coherent.
2. The assessment of the candidate's scientific activity shall include:

- a) Publication activity in specialized periodicals and monographs, their number and number of citation responses (excluding self-citations) and impact factors of journals.
- b) Lecturing at domestic and foreign conferences, posters, with emphasis being placed on invited lectures.
- c) Involvement in the projects funded from national and international grant agencies and programmes and the position of a candidate in project teams.

## **Article 5**

### **Technical and Implementation Activity**

1. The assessment of the candidate's scientific activity shall include in particular:
  - a) Authorship of granted international, European and national patents and their benefits,
  - b) Authorship of pilot plants, verified technologies, implemented complex technical works with stated social benefits,
  - c) Authorship of granted utility and industrial models, authorship of prototypes, functional samples and software.

## **Article 6**

### **Other Specialist, Organizational and Social Activities**

1. The candidate's involvement in social, advisory, decision-making and other bodies and institutions, which prove his/her position in the professional community, is assessed.

## **PART III**

### **Framework University Criteria**

1. Framework university criteria are summarized in the following table:

Candidates to become associate professors	Candidates to become professors
Education and earned academic degrees	
University graduates	
The academic, scientific degree of Ph.D., Dr., CSc. or an equivalent	The academic degree of Associate Professor granted based on a habilitation procedure
Pedagogical work	
The length of teaching practice. The range of systematic pedagogical work in bachelor and/or master and/or doctoral study programmes shall be stated. This includes teaching of subjects (lectures, practical classes) and supervision of laboratory practice. Also pedagogical activities in further education courses are taken into account.	
3 years	5 years

Supervision of student theses (bachelor and master diploma theses; supervisor or supervisor-specialist of doctoral dissertation theses)	
Defended diploma theses 5	Defended dissertation theses 2
Authorship or co-authorship of lectured textbooks, university textbooks or electronic learning aids	
1	2

### **Scientific research activity and innovations**

All outcomes of scientific research and innovation nature	
20	40
Citation responses excluding self-citations	
30	80

2. In case of procedures for which they have a valid accreditation, faculties may make more precise and further specify the above criteria.

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