

Dean's Regulation No. 4/2024

Specification of the Qualification Evaluation of Candidates for Habilitation and Prof. Appointment Procedures at FZP CZU in Prague (Recommendations for the Habilitation and Appointment Committee)

Habilitation procedures and procedures for appointment as professor are conducted at FZP according to the law 111/1998 Coll. on Higher Education and on Amendments and Additions to Other Acts (the Higher Education Act) and according to the Rules of the Habilitation Procedure or the Procedure for Appointment as a Professor valid from 1 July 2024 (the Rules). This specification sees the criteria set out in the Rules as minimum and their further specification is formulated in the sense of tightening or supplementing them. In both types of procedure, according to the above Rules, the scientific qualifications of the candidate and his/her teaching competence are verified. The FZP specifies the requirements for the scientific qualifications and the pedagogical competence of the applicant in accordance with these principles, while at the same time supplementing other requirements that are part of the applicant's professional profile. The principles are formulated as recommendations for the work of habilitation committees and committees for the procedure for the appointment of professors, but they can also serve as information for potential applicants. At a minimum, the candidate should meet the requirements listed below, the stringency of which is considered by the relevant committee with regard to the candidate's field or specialisation. If a candidate significantly exceeds any of the requirements, the committee may consider waiving others.

Habilitation procedures

- **Pedagogical competence**

It is assessed on the basis of previous teaching experience, educational texts or other instructional aids. Candidates should demonstrate that they meet the following conditions:

- teaching at a university
- publication of study materials such as scripts or university textbooks in printed or electronic form
- teaching abroad in a world language
- guarantee of the course of study
- supervision of successfully defended bachelor's and master's theses (minimum 5)

- **Scientific qualifications**

It is evaluated on the basis of the habilitation thesis and previous scientific and professional works, or their citation response. The basis for such evaluation are mainly:

- articles in scientific journals with IF (at least 10 articles in journals with IF with emphasis on journals in Q1)
- patents, major projects, or other significant results of applied research (not mandatory, but in case of successfully implemented results, these may to some extent replace articles in IF journals or citations)

- citations (in the order of at least ten without self-citations according to the Science Citation Index)
- H index of at least 4
- grants awarded (at least one external grant as principal investigator, principal investigator of a co-principal investigator organisation, exceptionally a member of the research team involved significantly in the design, results and management of the project)

- **Required international activities**

The candidate should demonstrate adequate international activities, at a minimum:

- a stay abroad at a university or research institution for teaching or research purposes (this means stays of at least several months)
- collaboration with foreign institutions on research, including joint publications
- presentations at international conferences

- **Required popularisation activities**

The candidate should demonstrate the ability to popularize the results of his/her work or field of activity, especially in the form of:

- popularisation articles or appearances in the mass media
- or articles in popular periodicals
- or popularising books
- or popularising lectures to the public

Professor appointment procedures

For the procedure for the appointment of a professor, the requirements listed above for the habilitation procedure are the basis. These requirements are adequately strengthened in qualitative and quantitative indicators, or additional requirements are pursued in addition to them.

- **Pedagogical competence**

The candidate should demonstrate the following:

- teaching abroad in a world language
- publication of study materials such as scripts or university textbooks in printed or electronic form
- supervision of successfully defended dissertations (at least 3)
- guarantee of courses or programmes of study
- supervision of successfully defended bachelor's and master's theses (minimum 10)

- **Scientific qualifications**

The applicant should demonstrate the following:

- articles in scientific journals with IF (minimum of 20 articles in journals with IF with emphasis on journals in Q1)

- patents, major projects, or other significant results of applied research (not mandatory, but in case of successfully implemented results, these may to some extent replace articles in IF journals or citations)
- citations (min. 100 citations without self-citations according to the Science Citation Index)
- H index of at least 8
- awarded grants (at least three external grants as principal investigator, or as investigator or co-investigator on foreign grants such as NSF, Horizon Europe)
- professional book or monography,
- keynote lectures at international conferences

- **Position in the scientific community**

- letters of recommendation from eminent experts from abroad
- service to the scientific community (referee in IF journals), or editor, member of a grant agency panel, expert panel, etc.
- invited lectures in the world language (minimum 3)

The required international and popularization activities are at least at the level listed above for the habilitation procedure.

This regulation comes into force on June 26, 2024.

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