

## Appendix 18

On the basis of paragraph 8 of Article 55 of the Higher Education Act (Official Gazette of the Republic of Slovenia, no. 32/2012, ZViS-UPB7 (official consolidated text no. 7), as amended to 40/2012) and point 17 of Article 253 of the Statutes of the University of Maribor (Official Gazette of the Republic of Slovenia, UPB7 (official consolidated text no. 7), no. 46/2012, UPB10 (official consolidated text no. 10), the Senate of the University of Maribor adopted, on 28 August 2012, the following

### CRITERIA FOR THE APPOINTMENT OF FACULTY RANKS FOR UNIVERSITY TEACHERS AND OTHER EMPLOYEES IN HIGHER EDUCATION OFFICIAL CONSOLIDATED TEXT NO. 1

GENERAL PROVISIONS:

#### **Article 1 (aim)**

This document lays down the criteria for the appointment of faculty ranks for university teachers and other employees in higher education (hereinafter referred to as “Criteria”) at the University of Maribor (hereinafter referred to as “UM”).

The aim of this document is to define unified and objective criteria for the processing of applications for appointment in order to increase the quality of teaching, scientific research and artistic activity at UM.

#### **Article 2 (faculty ranks)**

Teaching, scientific research, artistic activities and professional work are being conducted by university teachers, researchers and other employees in higher education.

FACULTY RANKS OF UNIVERSITY TEACHERS:

- full professor
- associate professor
- assistant professor
- lector (for foreign language courses),

within the framework of bachelor’s (first-cycle) vocational programmes also:

- senior lecturer
- lecturer

FACULTY RANKS OF OTHER EMPLOYEES IN HIGHER EDUCATION:

- teaching assistant
- librarian
- expert adviser
- senior expert
- expert
- instructor (e.g. foreign language teachers, gym teachers, music teachers).

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### Article 3 (duration)

University teachers, with the exception of full professor, are appointed for a period of five years (hereinafter referred to as “appointment period”).

The appointment of full professors and research advisers is permanent.

Other employees in higher education, with the exception of teaching assistants, are also appointed for an unlimited period.

Teaching assistants are appointed for a period of three years.

Retired university teachers and other employees in higher education retain their faculty rank appointed prior to retirement.

### Article 4 (order of appointments)

University teachers are usually appointed in the following order: lector (for foreign language courses), assistant professor, associate professor and full professor.

University teachers conducting bachelor’s (first-cycle) vocational programmes are appointed in the following order: lecturer and senior lecturer.

As a rule, university teachers may be appointed to a higher faculty rank prior to the expiry of the appointment period if they held their current rank for an entire appointment period.

### Article 5 (comparable scientific or research ranks)

Upon appointment to a faculty rank, the senate of the university member or the Senate of the University of Maribor also promotes the candidate to a comparable scientific or research rank irrespective of the candidate’s position:

#### COMPARABLE SCIENTIFIC OR RESEARCH RANKS:

full professor	
associate professor	senior researcher
assistant professor	researcher
senior lecturer, expert adviser	independent developer
Lector, lecturer, senior expert	senior developer

teaching assistant (with a PhD)	teaching assistant with a PhD
teaching assistant (with a MSc)	teaching assistant with a MSc
teaching assistant (with a second-cycle (master’s) or equivalent degree)	Teaching assistant

expert adviser	independent developer
senior expert	senior developer
expert	developer
instructor	developer
librarian	developer

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The appointment period for research ranks is the same as the appointment period for faculty ranks.

### **Article 6 (appointment areas)**

Candidates may be appointed for different subject areas.

Candidates may be appointed for one or more subject areas simultaneously. However, they must fully meet the minimum requirements for each subject area laid down in these Criteria as well as additional requirements laid down by university members.

The list of appointment areas is adopted by the Senate of the University of Maribor following a proposal of university members.

### **Article 7 (criteria for the appointment of scientists and researchers)**

Candidates may be appointed either in accordance with the criteria for scientific research or the criteria for artistic work.

If a subject area adopted by the Senate of the University of Maribor following a proposal of university members represents a combination of scientific disciplines and art, candidates may be evaluated according to both types of criteria.

### **Article 8 (appointment requirements)**

The candidate must meet both the basic and specific criteria for appointment. The application must contain relevant supporting documents. Specific requirements are laid down for each faculty rank separately.

When considering a candidate for appointment, the relevant university body takes into account also the following:

- the candidate's personal, moral and ethical suitability for becoming a member of the academic community of the University of Maribor;
- potential criminal record for offences that could damage the reputation of the University of Maribor;
- the candidate's contribution to the reputation of the University of Maribor.

If the candidate is not appointed, reasons for the decision must be given.

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BASIC REQUIREMENTS FOR APPOINTMENT:

### **Article 9 (basic requirements)**

Basic requirements must be met by all candidates.

Basic requirements:

- relevant qualifications, scientific rank or professional title or award-winning works of art
- scientific and professional competence or artistic ability in the relevant subject area
- teaching skills
- knowledge of at least one widely spoken foreign language
- positive expert evaluation of the candidate's competence

### **Article 10 (attesting scientific and professional competence or artistic ability in the relevant subject area)**

Scientific and professional competence in the relevant in the relevant subject area is attested on the basis of:

- documented scientific or professional publications; or
- documented scientific or professional achievements; or
- documented participation in research or professional projects; or
- awarded patents with preliminary examination; or
- other documented achievements that are considered proof of both originality and quality by the relevant profession and are therefore laid down in the additional requirements.

Artistic ability in the relevant subject area is attested on the basis of:

- documented public or publicly accessible renditions of copyrighted works; or
- documented public or publicly accessible displays of works of art; or
- documented participation in artistic or copyrighted projects; or
- documented artistic or copyrighted research projects; or
- other documented achievements considered proof of both originality and quality and are therefore laid down in the additional requirements.

### **Article 11 (documented publications)**

Candidates' works must be published or presented in a manner as to enable the scientific or art community to:

- recognize its international importance provided international performances are possible or adequate as a primary quality criterion
- recognize its importance for the national identity provided international performances are impossible or inadequate as the sole quality criterion. Appointment fields are adopted by the Senate of the University of Maribor following a proposal of the relevant university member.

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### **Article 12 (internationally recognized scientific and professional publications)**

Candidates attest the international importance of their scientific research or professional work on the basis of:

- citations in scientific literature; or
- invited lectures at international conferences; or
- cooperation in editorial boards of scientific journals or scientific committees of international conferences; or
- membership in foreign academies; or
- reviews of scientific publications published in international scientific journals; or
- course coordination under international undergraduate and graduate degree programmes; or
- cooperation in the implementation of undergraduate and graduate degree programmes at foreign universities

The list of indicators of international importance and other relevant criteria for the evaluation of scientific research and professional work as well as the minimum quantitative criteria are laid down by senates of university members in the additional requirements for appointment and adopted by the Senate of the University of Maribor.

### **Article 13 (internationally recognized works of art)**

Candidates attest the international importance of their works of art and creations on the basis of:

- international awards or prizes; or
- participation in international art or design collections; or
- participation in international juries in the field of art or design; or
- works of art or creations showcased at international events; or
- invitations to showcase works of art abroad; or
- cooperation with renowned foreign institutions focusing on art or design; or
- critical acclaims and evaluations of artistic or design work.

The list of indicators of international importance and other relevant criteria for the evaluation of artistic or design work as well as the minimum quantitative criteria are laid down by senates of university members in the additional requirements for appointment and adopted by the Senate of the University of Maribor.

### **Article 14 (authorship)**

First or leading authorship of a scientific publication or work of art is evident from the order in which the authors are listed. The first author listed is considered first author, whereas the last author listed or the author listed as the correspondent author is considered leading author.

First or leading authorship can also be granted if all co-authors have signed a statement recognizing the author in question as the first or leading author.

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In all other cases where first or leading authorship cannot be determined in accordance with the first or second paragraph of this Article (e.g. publications where authors must be listed in alphabetical order, scientific monographs, etc.), first or leading authorship is shared among the authors. If there are only two authors, first or leading authorship is equally awarded to both. If there are more than two authors, first or leading authorship is granted to all authors in accordance with the shares listed in the publication. If the shares are not listed, authorship is awarded equally to all co-authors unless they submit a statement specifying otherwise.

### **Article 15 (teaching skills)**

Prior to appointment, teaching skills are demonstrated on the basis of a preliminary test lecture.

After each appointment or re-appointment, teaching skills are evaluated on the basis of both the portfolio of teaching activities and the opinion of the student council, which is based on the results of the student survey.

Candidates for the appointment to the faculty rank “expert adviser”, “senior expert”, “expert” and “librarian” are not obliged to demonstrate their teaching skills. The same applies both to teaching assistant appointed for the first time and candidates who did not participate in the teaching process during the last appointment period.

### **Article 16 (linguistic competence)**

Knowledge of a widely spoken foreign language is attested on the basis of:

- certificate of foreign language proficiency issued by an authorized institution
- internationally recognized certificate of foreign language proficiency
- first-, second- or third-cycle diploma issued by a foreign university (the degree programme was conducted in one of the widely spoken foreign languages and the thesis was also written in this language)
- court interpreter certificate

Linguistic competence must be demonstrated only upon first appointment.

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### SPECIFIC REQUIREMENTS:

#### **Article 17 (full professor – scientific criteria)**

Candidates with a PhD meeting the basic requirements and the following specific requirements may be appointed to the faculty rank “full professor”:

1. ability to independently conduct both scientific research and development work in the relevant subject area and present new scientific findings or creations
2. scientific advancements and their practical application or contributions to Slovene or international knowledge and culture
3. internationally recognized publications
4. scientific publications contributing to the advancement of the relevant profession at both international and national level
5. management of research projects
6. preparation and publication of learning material in the relevant field
7. inaugural lecture

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 14 published scientific papers (first or leading authorship), of which:
  - a. a minimum of 7 papers published within the past five years from submission of the application
  - b. a minimum of 6 papers published in journals indexed in SSCI or SCI (IF>0) or A&HCI databases; if publications indexed in SSCI or SCI (IF>0) or A&HCI databases are the only reliable criterion of international importance for a particular subject area or discipline, journals that can be compared to the above mentioned ones in terms of both quality and international importance must be taken into account; the list of journals is compiled by the senates of university members and adopted by the Senate of the University of Maribor
  - c. the remaining 8 papers may be replaced by a scientific monograph or a chapter in a scientific monograph or an awarded patent with a preliminary examination; each monograph can replace 2 papers and each chapter in a scientific monograph can replace 1 paper; one paper may be replaced by an awarded patent with a preliminary examination
2. a total of 80 points awarded for scientific research, professional work and teaching activities, of which at least 40 points for scientific research, at least 20 points for teaching activities and at least 15 points for professional work (or a total of 30 points, of which 15 points for scientific research, at least 7.5 points for teaching activities and at least 7.5 points for professional work within the last five years from submission of the application)
3. research work or teaching at a foreign university or research institute for a minimum of 3 months (at least 30 days without interruption) after being awarded a PhD
4. acting as adviser to one PhD student or co-adviser to two PhD students

#### **Article 18 (full professor for the field of art)**

Candidates with a master’s (second-cycle) degree and recognized works of art or candidates with a PhD degree meeting the basic requirements and the following specific requirements may be appointed to the faculty rank “full professor” in the field of art:

1. ability to independently conduct artistic work as well as research and development in the relevant subject area
2. advancements in the field of art and their practical application or contributions to Slovene or international knowledge and culture

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3. internationally important works of art and international reputation
4. published works of art contributing to the advancement of the profession both at international and national level
5. management of research or art projects
6. preparation and publication of learning material in the relevant subject area
7. inaugural lecture or display of works of art

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 14 internationally recognized works or 14 outstanding artistic/design achievements with a public display, of which at least 7 works published or presented within the last five years from submission of the application
2. at the discretion of the evaluator, an outstanding and internationally recognized work of art may replace 3 works of art under the first indent of this paragraph
3. a total of at least 80 points awarded for artistic work, professional work and teaching activities, of which 40 points for artistic work, at least 20 points for teaching and at least 15 points for professional work (or a total of at least 30 points for artistic work, professional work and teaching activities, of which 15 points for artistic work, at least 7.5 points for teaching and at least 7.5 points for professional work within the past five years from submission of the application)
4. research work, artistic work or teaching at a foreign university, research institute or art institution for a minimum of 30 months (30 days without interruption)

## Article 19 (associate professor – scientific criteria)

Candidates with a PhD meeting the basic requirements and the following specific requirements may be appointed to the faculty rank “associate professor”:

1. ability to independently conduct scientific research or development work in the relevant subject area and present new scientific findings or creations
2. successful professional work
3. internationally recognized publications
4. management of a research project
5. preparation and publication of learning material for courses in the relevant subject area

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 7 scientific papers (first or leading authorship), of which:
  - a. a minimum of 4 papers published within the last five years from submission of the application
  - b. a minimum of 3 papers published in journals indexed in SSCI, SCI (IF>0) or A&HCI databases; if publications indexed in SSCI or SCI (IF>0) or A&HCI databases are the only reliable criterion of international importance, journals that can be compared to the above mentioned ones in terms of both quality and international importance must be taken into account; the list of journals is compiled by the senates of university members and adopted by the Senate of the University of Maribor
  - c. the remaining 4 papers may be replaced by a scientific monograph or a chapter in a scientific monograph or an awarded patent with a preliminary examination; each monograph can replace 2 papers and each chapter in a scientific monograph can replace 1 paper; one paper may be replaced by an awarded patent with a preliminary examination

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2. a total of 50 points awarded for scientific research, professional work and teaching activities, of which at least 25 points for scientific research, at least 12.5 points for teaching activities and at least 12.5 points for professional work (or a total of 30 points, of which 15 points for scientific research, at least 7.5 points for teaching activities and at least 7.5 points for professional work within the last five years from submission of the application);
3. research work or teaching at a foreign university or research institute for a minimum of 3 months (at least 30 days without interruption) after being awarded a PhD
4. acting as adviser to a PhD student and contributing to the education of scientists in the relevant field. Such contributions may include:
  - a. acting as adviser to at least one student who earned a university award or a national or international award for his work; or
  - b. acting as principal adviser to 2 master's students who earned their degrees

### **Article 20 (associate professor for the field of art)**

Candidates with a master's (second-cycle) degree and recognized works of art and candidates with a PhD meeting the basic requirements as well as the following specific requirements may be appointed to the to the faculty rank "associate professor" for the field of art:

1. ability to independently conduct artistic work or research and development in the relevant subject area
2. success within the profession and the art community
3. international reputation
4. published works of art contributing to the advancement of the profession both at international and national level;
5. management of research or art projects
6. preparation and publication of learning material in the relevant subject area

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 7 internationally recognized works or 7 outstanding artistic/design achievements with a public display, of which at least 4 works published or presented within the last five years from submission of the application
2. at the discretion of the evaluator, an outstanding and internationally important work of art may be replace 3 works of art under the first indent of this paragraph
3. a total of at least 50 points awarded for artistic work, professional work and teaching activities, of which 25 points for artistic work, at least 12.5 points for teaching and at least 12.5 points for professional work (or a total of at least 30 points for artistic work, professional work and teaching activities, of which 15 points for artistic work, at least 7.5 points for teaching and at least 7.5 points for professional work within the past five years from submission of the application)
4. research work, artistic work or teaching at a foreign university, research institute or art institution for a minimum of 30 months (at least 30 days without interruption)
5. acting as adviser to at least one PhD student or a student who presented an outstanding artistic achievement in a competition and within the context of a professional ensemble or group or contributing to the education of experts in the relevant field; such contributions may include:
  - a. acting as adviser to at least one student who earned a university award and a national or international award for his work; or
  - b. acting as principal adviser to two master's (second-cycle) students who successfully earned their degrees

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### Article 21 (assistant professor – scientific criteria)

Candidates with a PhD meeting the basic requirements as well as the following specific requirements may be appointed to the title of “assistant professor”:

1. effective solutions of scientific, R&D and professional problems in the relevant subject area
2. active participation at international level

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 4 scientific papers (first or leading authorship), of which:
  - a. a minimum of 1 paper published in journals indexed in SSCI, SCI (IF>0) or A&HCI databases; if publications indexed in SSCI or SCI (IF>0) or A&HCI databases are the only reliable criterion, journals that can be compared to the above mentioned ones in terms of both quality and international importance must be taken into account; the list of journals is compiled by the senates of university members and adopted by the Senate of the University of Maribor
  - b. the remaining 3 papers may be replaced by a scientific monograph or a chapter in a scientific monograph or an awarded patent with a preliminary examination; each monograph can replace 2 papers and each chapter in a scientific monograph can replace 1 paper; one paper may be replaced by an awarded patent with a preliminary examination
2. a total of 20 points for scientific research and professional work (at least 10 points for scientific research and at least 5 points for professional work)

### Article 22 (assistant professor for the field of art)

Candidates with a master’s (second-cycle) degree and recognized works of art as well as candidates with a PhD meeting the basic requirements as well as the following specific requirements may be appointed to the faculty rank “assistant professor” for the field of art:

1. effective solutions of artistic, R&D and professional problems in the relevant subject area
2. active participation at international level

Candidates must also satisfy the following quantitative criteria:

1. a minimum of 4 internationally recognized works or outstanding artistic/design achievements
2. at the discretion of the evaluator, an outstanding and internationally recognized work of art may replace 3 works of art under the first indent of this paragraph
3. a total of at least 20 points awarded for artistic work and professional work (at least 10 points for artistic work and at least 5 points for professional work)

### Article 23 (senior lecturer)

Candidates with a master’s (second-cycle) or equivalent degree meeting the basic requirements as well as the following specific requirements may be appointed to the faculty rank “senior lecturer”:

1. professional work outside the university for a minimum of 5 years (The adequacy of the candidate’s work is assessed by expert evaluators.)
2. professional works and publications representing proof of professional recognition and

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acclaim in the relevant subject area (The adequacy of the candidate's bibliography is assessed by expert evaluators.)

Candidates must also satisfy the following quantitative criteria:

1. 3 published works in the relevant subject area, such as:
  - a. professional and scientific papers or
  - b. professional or scientific monographs or
  - c. chapters in professional or scientific monograph
2. a total of at least 16 points awarded for professional work, scientific research and teaching.

### 24 Article (lecturer)

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements as well as the following specific requirements may be appointed to the faculty rank "lecturer":

1. professional work outside the university for a minimum of 5 years; the adequacy of professional work is assessed by expert evaluators
2. professional acclaim in the relevant field; adequacy is assessed by expert evaluators

Candidates must also satisfy the following quantitative criterion: at least one published work in the relevant field, e.g.:

- a. professional or scientific paper or
- b. professional or scientific monograph or
- c. chapter in a professional or scientific monograph

### Article 25 (lector)

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements as well as the following specific requirements may be appointed to the faculty rank "lector":

1. at least 3 years of relevant teaching practice
2. at least 3 months of uninterrupted professional work or teaching in a relevant language environment provided the candidate wishes to be appointed for the field of living languages
3. works and creations considered an adequate manner of presentation by the relevant profession (The adequacy of the candidate's bibliography is assessed by expert evaluators.)

Candidates must also satisfy the following quantitative criterion: at least one published work in the relevant field, e.g.:

- a. professional or scientific paper, or
- b. professional or scientific monograph, or
- c. chapter in a professional or scientific monograph.

### Article 26 (teaching assistant)

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements as well as the following specific requirements may be appointed to the faculty rank "teaching assistant":

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1. an average grade of at least 8 earned during undergraduate studies, taking into account all passing grades (exams, lab work and other study obligations),
2. a minimum grade of 8 awarded for the undergraduate thesis provided the thesis is part of the programme requirements

### **Article 27 (expert adviser)**

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements and having at least 15 years of professional practice in the relevant field may be appointed to the faculty rank "expert adviser". The adequacy of professional practice is assessed by expert evaluators.

### **Article 28 (senior expert)**

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements and having at least 10 years of professional practice in the relevant field may be appointed to the faculty rank "senior expert". The adequacy of professional practice is assessed by expert evaluators.

### **Article 29 (expert)**

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements and having at least 2 years of professional practice in the relevant field may be appointed to the faculty rank "expert". The adequacy of professional practice is assessed by expert evaluators.

### **Article 30 (instructor)**

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements and having at least 5 years of professional practice in the relevant field may be appointed to the faculty rank "instructor". The adequacy of professional practice is assessed by expert evaluators.

### **Article 31 (librarian)**

Candidates with a master's (second-cycle) or equivalent degree meeting the basic requirements and the following specific requirements may be appointed to the rank "librarian":

1. librarians' licensure exam
2. at least 3 years of professional practice and demonstrated ability to conduct professional work independently (The adequacy of professional practice is assessed by expert evaluators.)

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RE-APPOINTMENT:

### **Article 32 (re-appointment to the rank “university teacher” and “teaching assistant”)**

Candidates may be re-appointed to the same faculty rank in the same field of study provided they meet the requirements for re-appointment.

If candidates fail to meet the requirements for re-appointment, they may apply for re-appointment to a lower faculty rank but no more than once.

Candidates already appointed to the faculty rank “university teacher”, “senior lecturer” or “lecturer” cannot be appointed to the rank “teaching assistant”.

### **Article 33 (re-appointment to the rank “associate professor” – scientific criteria)**

In order to be re-appointed to the faculty rank “associate professor”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. a minimum of 4 scientific papers (first or leading authorship), of which:
  - a. a minimum of 2 papers published in journals indexed in SSCI, SCI (IF>0) or A&HCI databases; If publications indexed in SSCI or SCI (IF>0) or A&HCI databases are the only reliable criterion of international importance, journals that can be compared to the above mentioned ones in terms of both quality and international importance are taken into account. The list of journals is compiled by the senates of university members and adopted by the Senate of the University of Maribor
  - b. the remaining 2 papers may be replaced by a scientific monograph or a chapter in a scientific monograph or an awarded patent with a preliminary examination; each monograph can replace 2 papers and each chapter in a scientific monograph 1 paper; one paper may be replaced by an awarded patent with a preliminary examination
2. total of 30 points awarded for scientific research, professional work and teaching (at least 15 points for scientific research, 7.5 for teaching and 7.5 points for professional work)

### **Article 34 (re-appointment to the rank “associate professor” – criteria for artistic work)**

In order to be re-appointed to the faculty rank “associate professor”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. at least 4 artistic or design achievements with a public display
2. at least 30 points awarded for artistic work, professional work and teaching (at least 15 points for artistic work, 7.5 points for teaching and 7.5 points for professional work)

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### **Article 35 (re-appointment to the rank “assistant professor” – scientific criteria)**

In order to be re-appointed to the faculty rank “assistant professor”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. a minimum of 2 scientific papers (first or leading authorship), of which:
  - c. at least 1 paper published in journals indexed in SSCI, SCI (IF>0) or A&HCI databases; if publications indexed in SSCI or SCI (IF>0) or A&HCI databases are the only reliable criterion of international importance, journals that can be compared to the above mentioned ones in terms of both quality and international importance are taken into account. The list of journals is compiled by the senates of university member and adopted by the Senate of the University of Maribor.
  - d. The remaining paper may be replaced by a scientific paper, a chapter in a scientific monograph or a patent with preliminary examination.
2. a minimum of 15 points for scientific research, professional work and teaching (at least 7.5 points for scientific research, at least 3.75 points for professional work and at least 3.5 points for teaching)

### **Article 36 (re-appointment to the rank “assistant professor” – criteria for artistic work)**

In order to be re-appointed to the faculty rank “assistant professor”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. at least 2 outstanding artistic or design achievements with public display;
2. a minimum of 15 points awarded for artistic work, professional work and teaching (at least 7.5 points for artistic work, at least 3.75 points for professional work and at least 3.75 points for teaching)

### **Article 37 (re-appointment to the rank “senior lecturer”)**

In order to be re-appointed to the faculty rank “senior lecturer”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. at least 1 scientific paper (first or leading author) in the relevant field and at least 1 additional work, such as:
  - a. professional or scientific paper or
  - b. professional or scientific monograph or
  - c. chapter in a professional or scientific monograph
2. a total of at least 10 points awarded for scientific work, professional work and teaching

### **Article 38 (re-appointment to the rank “lecturer”)**

In order to be re-appointed to the faculty rank “lecturer”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. at least 2 works published in the relevant, such as:
  - a. professional or scientific paper or
  - b. professional or scientific monograph or

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- c. chapter in a professional or scientific monograph
2. a total of at least 8 points awarded for scientific research, professional work and teaching

### **Article 39 (re-appointment to the rank “lector”)**

In order to be re-appointed to the faculty rank “lector”, candidates must satisfy the following quantitative criteria (within the past five years from submission of the application):

1. at least 2 works published in the relevant field, such as:
  - a. professional or scientific paper or
  - b. professional or scientific monograph or
  - c. chapter in a professional or scientific monograph
2. a total of at least 10 points awarded for scientific research, professional work and teaching

### **Article 40 (re-appointment to the rank “teaching assistant”)**

Candidates with achievements in the field of education and scientific research or artistic work presenting proof of teaching competence and satisfying the following quantitative criteria (within the past three years from submission of the application) may be re-appointed to the faculty rank “teaching assistant”:

- First re-appointment:
  - o at least 1 professional or scientific paper (for scientific disciplines)
  - o at least 1 work of art or design (for artistic disciplines)
- Second re-appointment:
  - o at least 2 professional or scientific papers (1 scientific paper obligatory) as well as a PhD degree or enrolment in a PhD degree programme (for scientific disciplines)
  - o 2 publicly presented works of art or designs (for artistic disciplines)
- Third and each following re-appointment:
  - o a PhD and at least 3 professional or scientific papers (1 scientific paper obligatory) (for scientific disciplines)
  - o recognized works of art and 2 publicly presented works of art or designs (for artistic disciplines)

A professional paper may be replaced by a professional or scientific monograph or a chapter in a professional or scientific monograph. A scientific paper may be replaced by a scientific monograph or a chapter in a scientific monograph.

## **Appendix 18**

### EVALUATING THE WORK OF CANDIDATES:

#### **Article 41**

The scoring system is laid down in Appendix 1 of these Criteria, which has to be adopted by the Senate of the University of Maribor.

### SPECIAL PROVISIONS:

#### **Article 42 (early appointment)**

In exceptional circumstances, university teachers may be appointed to a higher rank prior to the expiry of the appointment period on the proposal of at least three full professors and the senate of the relevant university member provided they did not hold their current rank for at least one appointment period.

In order to be appointed prior to the expiry of the appointment period, candidates must present proof of remarkable achievements, such as well-known international awards and prizes, extremely important works recognized in Slovenia and abroad or significant contributions to the advancement of either a promising field of research or art.

University teachers who held their faculty rank for an entire appointment period may submit the application for appointment to a higher rank at any time even if their current appointment has not expired yet.

#### **Article 43 (equivalence of faculty ranks)**

If the faculty rank has been awarded at another educational institution, the suitability of appointment shall be determined on the basis of these Criteria. The faculty rank may be recognized either for the same period as determined by the educational institution in question or for the maximum period laid down in these Criteria. The University of Maribor preserves the right to regulate the recognition of appointments within the framework of bilateral agreements concluded with other educational institutions.

#### **Article 44 (additional requirements for appointment)**

Senates of university members may propose additional criteria for appointment to be adopted by the Senate of the University of Maribor. The Senate of the University of Maribor may also adopt common additional criteria for individual scientific disciplines, which are proposed by the senates of relevant university members.

The same act shall also lay down the nature of supporting documents to be submitted by candidates as proof of meeting the appointment requirements.

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TRANSITIONAL AND FINAL PROVISIONS:

### **Article 45 (completion of appointment procedures)**

Appointment procedures initiated prior to the entry into force of these Criteria shall be completed in accordance with the conditions and criteria in force at the date of the application.

### **Article 46 (transitional period)**

Candidates who were appointed in accordance with the former criteria and who do not meet all the requirements laid down in these Criteria may apply for appointment in accordance with the former criteria and additional requirements (upon expiry of the appointment period).

University members may determine the transitional period for appointment more precisely in the additional criteria for appointment.

The right to the transitional period can be exercised 5 years after the entry into force of these Criteria.

### **Article 47 (deadline for the formulation of additional requirements for appointment)**

Senates of university members may submit the additional requirements applicable before the entry into force of these Criteria to the Senate of the University of Maribor for approval and amendments. Otherwise, the additional criteria shall cease to be in force on the date these Criteria enter into force.

### **Article 48 (entry into force)**

Criteria for the Appointment of Faculty Ranks for University Teachers and Other Employees in Higher Education were adopted by the Senate of the University of Maribor and entered into force on 1 October 2012.

Rector of the University of Maribor  
Prof. Danijel Rebolj, PhD