



RECTOR'S ORDER

22/2019

The criteria applied in habilitation procedures and professorial appointment procedures at Mendel University in Brno

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Record of revisions

Date of revision	Conclusion of the revision	Revised by	Date of next revision
5/2022	b) the contents of the regulation are up-to-date, but minor changes to certain	Vice-Rector for Research and	5/2024

Record of changes

Number	Article	Description	Approved by, on
1	Article 2(1a)	The following points are being supplemented: point 2 (Biochemistry), point 17 (Forest management), point 20 (Forest cultivation).	The Rector, 2. 6. 2020
	Article 2(1a)	The field of Agrochemistry and Wood Materials Engineering is deleted	The Rector, 2. 6. 2020
	Article 2(1b)	The field of Systems Engineering is deleted	The Rector, 2. 6. 2020
2	Art. 1	Council of the Register of Art Output (RUV) – the text “of para. 1 of Act No. 111/1998 Coll., on Higher Education and Amendments to Other Acts (the Higher Education Act), as amended” is deleted and replaced by the text “of the act”.	The Rector, 7. 9. 2020
	Article 2(1)	In the first sentence, the words “in this manner” are replaced by the text “depending on what classifications are given to the following fields accredited at the university”	The Rector, 7. 9. 2020

Other regulations of Mendel University in

	Article 2(1a)	The text “what classifications are given to the following fields accredited at the university” is deleted. The text of point 18, “Forestry Equipment and Wood Processing,” is deleted and replaced by the text “Wood Materials Engineering”.	The Rector, 7. 9. 2020
2	Article 2(1b)	The text “what classifications are given to the following fields accredited at the university” is deleted.	The Rector, 7. 9. 2020
	Article 2(1c)	The text “what classifications are given to the following fields accredited at the university” is deleted.	The Rector, 7. 9. 2020
	Article 3(3b)	The text “three years of” is deleted and replaced with the text “six semesters of”. The text “with ‘one year’ being interpreted as experience in both semesters of the school year” is deleted.	The Rector, 7. 9. 2020
	Article 3(3c)	In point 1, the text “bachelor’s thesis, supervisor” is replaced with the text “leader for a bachelor’s thesis” In point 2 the text “diploma thesis, supervisor” is replaced with “leader for a diploma thesis” In point 3, the text “dissertation, instructor” is replaced with the text “instructor for a dissertation” and the text “specialist instructor” is supplemented with the text “for a dissertation”.	The Rector, 7. 9. 2020
	Article 3(4a)	In point 1 of the text “The category J_{imp} can be replaced with an applied output” is supplemented and replaced with the text “The category J_{imp} can be replaced, in an amount of up to three maximum, with an applied output”. The text “Lead-authored J_{imp} can be replaced with a lead-authored applied output (a granted patent, a registered cultivar, a breed, or a pilot plant / verified technology)” is deleted. In point 2, the text “If category 1. contains a <i>Minimum publication count</i> higher than 50% of the publications replaced by applied outputs, the category 2. A <i>minimum number of citations according to the WoS Core Collection, not counting self-citations will not be evaluated</i> ” is deleted.	The Rector, 7. 9. 2020
	Article 3(4b)	Point 1 is supplemented with the text “total authorial share of at least 1.5, with the authorial share within one article being counted according to the number of authors plus one (the corresponding author is counted twice)”. Point 3 is supplemented with text worded “the investigator or co-investigator of the external research or development project”, and a point value of 1 is also supplemented.	The Rector, 7. 9. 2020
	Article 4(3b)	The text “seven years of” is deleted and replaced with the text “fourteen semesters of” The text “with ‘one year’ being interpreted as experience in	The Rector, 7. 9. 2020
	Article 4(4a)	In point 1 of the text “The category J_{imp} can be replaced with an applied output” is supplemented and replaced with the text “The category J_{imp} can be replaced, in an amount of up to five maximum, with an applied output”. The text “Lead-authored J_{imp} can be replaced with a lead-authored applied output (a granted patent, a registered cultivar, a breed, or a pilot plant / verified technology)” is deleted. In point 2, the text “If the category contains 1. a <i>Minimum publication count</i> higher than 50% of the publications replaced by applied outputs, category 2. A <i>minimum number of citations according to the WoS Core Collection without self-citations will not be evaluated</i> ” is deleted.	The Rector, 7. 9. 2020

2	Article 4(4b)	Point 1 is supplemented with the text “total authorial share of at least 3, with the authorial share within one article being counted according to the number of authors raised by one (the corresponding author is counted twice)”. In point 3, the text “The number of external research or development projects or projects for contractual and applied research in the role of investigator or co-investigator” is deleted and replaced with the text “Investigator or co-investigator of an external research or development project”. Additionally, in point 3 the text “when projects having a volume with a minimum annual order total of 250 thous. CZK are counted for external research or development projects of contractual and applied research” is deleted.	The Rector, 7. 9. 2020
	Article 5(2)	The text with the wording “This order is a supplementation and amendment of the Rector's order issued under the Ref. No. 22292/2019-953 dated 3. 10. 2019, which came into force on 7. 10. 2019 and came into effect on 1. 4. 2020, and which annulled the Rector's decision No. 10/2016“ is deleted and replaced with the text: “This wording for this regulation is its 2nd amendment. Previous versions of the regulation: 1st amendment, issued under Ref. No. 11610/2020-953 dated 12. 6. 2020, which came into force on 16. 6. 2020 and came into effect on 19. 6. 2020; The original regulation, issued under Ref. No. 22292/2019-953, dated 3. 10. 2019, which came into force on 7. 10. 2019 and came into effect on 1. 4. 2020.	
	Art. 5	Para. 4 is supplemented, with the wording “The third amendment to this Rector's Order shall enter into force on the date of its promulgation and shall take effect on the fifteenth day after its entry into force.	
3	Article 3(3)	The text is supplemented with a new sub-paragraph d), with the wording: “if the pedagogical activities are documented in study programmes where a final theses is not a part of the state final exam, the fulfilment of the requirement under point c) is not deferred.”	The Rector, 2. 5. 2022
	Article 2(1a)	The field of Animal Genetics is deleted.	
	Art. 5 para. 2	The text with the wording “This wording of the regulation is its 2nd amendment is deleted and replaced with the text “This wording of the regulation is its 3rd amendment”. Additionally, a bullet point is supplemented, with the wording “2nd amendment issued under Ref. No. UM/1350/2021-1 dated 19. 1. 2021, entering into force on 21. 1. 2021 and into effect on 5. 2. 2021.”	
	Article 5(4)	The text with the wording “This Rector's order comes into force on the date of its promulgation and into effect on the fifteenth day from the date when it comes into force.” is supplemented and replaced with text having the wording “The third amendment to this Rector's order comes into force on the date of its promulgation and into effect on the fifteenth day from the date when it comes into force.”	

List of related regulations

Name of the regulation	Place of the reference	Parts referred to
Act No. 111/1998 Coll., on Higher Education, as amended	§ 71, 72, 73 and 74	habilitation procedures, professorial appointment procedures
The rules for habilitation procedures and professorial appointment procedures at Mendel University in Brno 4 October 2017		

Preamble

Criteria compiled in accordance with the provisions of paragraphs 71, 72, 73 and 74 of Act No. 111/1998 Coll., on Higher Education, as amended (the “Act” below) and with the customs in higher education in the Czech Republic are applied during habilitation procedures and professorial appointment procedures at Mendel University in Brno (the “university” below) as the foundation for the actions of the habilitation and evaluation committees. Their goal is to evaluate data presented by a candidate for assessing their qualification for a proposed procedure. The criteria so recommended are divided into requirements for habilitation procedures and requirements for professorial appointment procedures. Both parts are further subdivided into requirements for pedagogical activities and requirements for creative activities, with the requirements for creative activities being yet further subdivided into three field-specific areas.

Article 1 Definition of abbreviations and terms

E_{krit} – the organising of a research exhibition with an analytical catalogue

H_{leg} – a result that has been reflected into legislation and

IF (journal Impact Factor) standards

J_{imp} – an article in a journal that has an Impact Factor

J_{ost} – an original / overview article in a peer-reviewed scholarly periodical that does not fall under

J_{imp} and J_{sc} J_{sc} – an article in a journal that has a Scimago Journal Rank

N_{lec} – a treatment procedure

N_{map} – a specialised map with scholarly content

N_{metA} – accredited methodology

N_{metC} – certified methodology

N_{metS} – approved methodology

N_{pam} – heritage procedure

Q1 – quartile No. 1

Q2 – quartile No. 2

R – software

RUV – the national Register of Art Outputs

RUV Council – the Council of the Register of Art Outputs – assembled with the goal of evaluating, comparing and informing about art outputs pursuant to § 77c of the Act.

Scopus – database name – one of the databases serving for evaluation of scholarship

WoS Core Collection – Web of Science Core Collection – one of the databases used for evaluating scholarship

Article 2

Classification of the university's fields of scholarship

(1) Requirements for creative activities have field-specific classifications depending on what classifications are given to the following fields accredited at the university:

a) natural, agricultural, forestry and technical scientific disciplines

1. Applied and landscape ecology
2. Biochemistry
3. Plant physiology
4. Morphology and physiology of animals
5. General and special zootechnics
6. General crop production
7. Plant health
8. Fishing
9. Special crop production
10. Waste technology
11. Nutrition and feeding of livestock
12. Agricultural and food technology
13. Processing of agricultural products
14. Forest ecology
15. Forest phytology
16. Forest management
17. Wood materials engineering
18. Forest protection and game management
19. Forest cultivation
20. Landscape formation and protection
21. Horticulture

b) social and economic scientific disciplines

1. Economics and management
2. Finance
3. Management information science
4. Systems engineering and information science

c) artistic disciplines

1. Landscape architecture

(2) The habilitation or evaluation commission, made up of respected experts in the corresponding field of scholarship, performs a comprehensive assessment of the candidate's character profile on the basis of the materials presented by them. The committee examines the candidate's creative and pedagogical qualities and summarises and clearly justifies them to the faculty's Scientific Council in their presented proposal. Within it, the committee expresses its opinion on the character of the candidate and their work, with a focus on their scholarly contributions and importance for the standard of scholarship and pedagogy in the given field.

(3) The candidate is required to sufficiently prove their scholarly and pedagogical qualifications in their documentation.

Article 3

Habilitation Procedure

(1) The objective of habilitation procedures is to prove a candidate's ability to engage in teaching at the university, on the basis of an evaluation of their creative and pedagogical work to date. It is necessary to prove their ability to lecture, to lead exercises and final works and to apply the findings from their creative work within their teaching.

(2) A habilitation procedure is initiated pursuant to the provisions of § 72 para. 2 para. 4 of the Act.

(3) Requirements for pedagogical activities:

- a) the scientific/academic title Ph.D. or its equivalent, with this requirement not being in force for artistic fields, within which an exemption from it can be made;
- b) at least six semesters of pedagogical experience in higher education,
- c) the leading and successful conclusion of qualification works, along with the earning of at least 10 points under the following scale
 - 1. supervisor for a bachelor's thesis: 1 point;
 - 2. supervisor for a diploma thesis: 2 points;
 - 3. instructor for a dissertation: 3 points, specialist instructor for a dissertation: 1 point.
- d) if the pedagogical activities are documented in study programmes where a final thesis is not a part of the state final exam, the fulfilment of the requirement under point c) is not deferred.

(4) Requirements for original activities:

a) Minimum numbers of works in natural, agricultural, forestry and technical scientific disciplines:

1.	Minimum number of publications	10,
	out of this, J_{imp}	7,
	out of this, lead-author J_{imp}	3,
	out of this, J_{imp} in Q1 or Q2 according to the WoS Core Collection IF	3,
	with this being 10 publications in a peer-reviewed journal that is contained in the WoS Core Collection database or the Scopus database. Category J_{imp} can be replaced, in an amount of up to three maximum, with an applied output, which may be a granted patent, a registered cultivar, a breed or a pilot plant / verified technology.	
2.	A minimum number of citations according to the WoS Core Collection, not counting self-citations	30.

b) Minimum number of original research contributions in socio-economic scientific disciplines:

1.	Number of articles published in a journal indexed in the Scopus database or the WoS Core Collection database	6,
	out of this, J_{imp}	3,
	total authorial share of at least 1.5, with the authorial share within one article being counted according to the number of authors plus one (the corresponding author is counted twice)	
2.	A minimum number of citations according to the WoS Core Collection, not counting self-citations	5.
3.	Investigator or co-investigator of an external research or development project	1.

c) Minimum numbers of works or as appropriate artistic-activities points in artistic disciplines:

	The criteria for the evaluation of a candidate's pedagogical activities are identical for all fields of scholarship.	
	The criteria for evaluation of research contributions are field-specific.	
1.	Minimum number of peer-reviewed scholarly articles (J)	
	out of this, the number of articles indexed by a relevant database – Scopus or WoS Core Collection J_{imp} or J_{sc} : at least	
	with the option of replacing the J_{imp} category with art outputs certified in the RUV, with the value of one J_{imp} result replacing the equivalent of 80 RUV points, and with the option of replacing the J_{sc} category with art outputs certified in the RUV, with the value of one J_{sc} output being replaced by the equivalent of 40 RUV points.	
2.	Minimum number of authorships or co-authorships of scholarly books, chapters in scholarly books, evaluated through peer review	4,
	with the option of replacing the categories “scholarly book” (B) and “chapter in a scholarly book” (C) with art outputs certified in the RUV, with the value of one result being replaced by the equivalent of 10 RUV points; this category can additionally be replaced with an applied research result “the organising of a research exhibition with an analytical catalogue” (E_{krit}), “patent” (P) or “utility model” ($F_{užit}$) or “industrial model” (F_{prum}), “methodology” (N_{metS} , N_{metC} , N_{metA}), “heritage procedure” (N_{pam}) or “treatment procedure” (N_{lec}), with each applied research result being the equivalent of 10 RUV points.	
3.	Minimum number of points certified in RUV	50.
	with the option of replacing points certified in RUV with the above listed equivalents of RUV point evaluation for results of the type J_{imp} , J_{sc} , B or C. A result of the type J_{ost} represents the equivalent of 10 RUV points; points certified in RUV can likewise be replaced by results of the type “specialised map with scholarly content” (N_{map}), “results reflected in legislation and standards” (H_{leg}) or “software” (R); meanwhile each of the results of applied research is the equivalent of 10 RUV points.	
	Artworks that are more than five years old whose registration in RUV has ended, or original works created before the existence of the RUV, will be documented for the corresponding evaluation committee. The candidate may request their certification by the Council of the Register of Art Output (RUV).	

Article 4 Professorial Appointment Procedure

- (1) The goal of the professorial appointment procedure is to prove the candidate's ability to lead and serve as the guarantor for the field in which the professorial appointment procedure is being carried out. It is important to prove their ability to lead research teams and set new directions and priorities in the field. The procedure aims to prove that the candidate has a significant position in their field, foreign and domestic reception of their work, the ability to define a vision for their field, and where appropriate for disciplines within the field.
- (2) A professorial appointment procedure is initiated pursuant to the provisions of § 74 para. 2 of the Act.
- (3) Requirements for pedagogical activities:
- a) the scholarly/pedagogical title of senior lecturer;
 - b) at least fourteen semesters of pedagogical experience in higher education;
 - c) at least two successfully completed dissertations in the position of instructor.
- (4) Requirements for original activities
- a) Minimum numbers of works in natural, agricultural, forestry and technical scientific disciplines:

1.	Minimum number of publications	20,
	out of this, J_{imp}	14,
	out of this, J_{imp} as the lead author or in the position of the corresponding author	5,
	out of this, J_{imp} in Q1 or Q2 according to the WoS Core Collection IF	6,
	with this being 20 publications in a peer-reviewed journal that is contained in the WoS Core Collection database or the Scopus database.	
	Category J_{imp} can be replaced in an amount of up to three maximum, with an applied output, which may be a granted patent, a registered cultivar, a breeding or a pilot plant / verified technology.	
2.	A minimum number of citations according to the WoS Core Collection, not counting self-citations	60,
3.	Investigator / co-investigator of an external research or development project	2.
	If the condition of an external research or development project is not fulfilled, then a guarantor of contractual research with a minimum yearly total of orders in the amount of 250 thous. CZK.	

b) Minimum number of original research contributions in socio-economic scientific disciplines:

1.	Number of articles published in a journal indexed in the Scopus database or the WoS Core Collection database	12,
	out of this, J_{imp}	6,
	total authorial share of at least 3, with the authorial share within one article being counted according to the number of authors plus one (the corresponding author is counted twice)	
2.	A minimum number of citations according to the WoS Core Collection, not counting self-citations	10,
3.	Investigator or co-investigator of an external research or development project	2.

c) Minimum numbers of works or as appropriate artistic-activities points in artistic disciplines:

	The criteria for the evaluation of a candidate's pedagogical activities are identical for all fields of scholarship.	
	The criteria for evaluation of research contributions are field-specific.	
1.	Minimum number of peer-reviewed scholarly articles (J)	10,
	out of this, articles indexed by a relevant database – Scopus or WoS Core Collection J_{imp} or J_{sc} – at least	2,
	with the option of replacing J_{imp} with art outputs certified in the Register of Art Outputs (RUV), with the value of one J_{imp} being replaceable by the equivalent of 80 RUV points, and the option of replacing the J_{sc} category with art outputs certified in the RUV, with the value of one J_{sc} result being replaceable by the equivalent of 40 points	
2.	Minimum number of authorships or co-authorships of scholarly books, chapters in scholarly books, evaluated through peer review	8,
	with the option of replacing the categories “scholarly book” (B) and “chapter in a scholarly book” (C) with art outputs certified in the RUV, with the value of one result being replaced by the equivalent of 10 RUV points; this category can additionally be replaced with an applied research result “organising of an exhibition with an analytical catalogue” (E_{krit}), “patent” (P) or “utility model” ($F_{užit}$) or “industrial model” (F_{prum}), “methodology” (N_{metS} , N_{metC} , N_{metA}), “heritage procedure” (N_{pam}), “treatment procedure” (N_{lec}), with each of the results of applied research being the equivalent of 10 RUV points.	

3.	Minimum number of points certified in RUV with the option of replacing the points specified in the Register of Art Outputs (RUV) with the above listed equivalents of RUV point assessments for results of the types J _{imp} , J _{sc} , B or C. Results of the type J _{ost} represent the equivalent of 10 RUV points; points certified in the RUV can likewise be replaced by results of the type “specialised map with scholarly content” (N _{map}), “results reflected in legislation and standards” (H _{leg}) or “software” (R); meanwhile each of the results of applied research is the equivalent of 10 RUV points.	100,
4.	The minimum number of external research or development projects or projects for contractual and applied research in the role of investigator or co-investigator	2.
	<p>where projects having a volume with a minimum annual order total of 250 thous. CZK are counted for external research or development projects of contractual and applied research.</p> <p>Artworks that are more than five years old whose registration in RUV has ended, or original works created before the existence of the RUV, will be documented for the corresponding evaluation committee. The candidate may request their certification by the Council of the Register of Art Output (RUV).</p>	

Article 5 Concluding Provisions

- (1) For habilitation procedures, the final evaluation of a proposal falls under the responsibility of the faculty’s Scientific Council. The final evaluation of the proposal for the professorial appointment procedure falls under the responsibility of the university’s Scientific Council.
- (2) This wording for this regulation is its 3rd amendment. Previous versions of the regulation:
 - 2nd amendment, issued under Ref. No. UM/1350/2021-1 dated 19. 1. 2021, which came into force on 21. 1. 2021 and came into effect on 5. 2. 2021.
 - 1st amendment, issued under Ref. No. 11610/2020-953 dated 12. 6. 2020, which came into force on 16. 6. 2020 and came into effect on 19. 6. 2020;
 - the original regulation, issued under Ref. No. 22292/2019-953, dated 3. 10. 2019, which came into force on 7. 10. 2019 and came into effect on 1. 4. 2020.
- (3) Habilitation procedures and professorial appointment procedures initiated before this order came into effect will be evaluated on the basis of the prior regulations.
- (4) The third amendment to this Rector’s Order shall enter into force on the date of its promulgation and shall take effect on the fifteenth day after its entry into force.

Signed: prof. Dr. Ing. Jan
Mareš, Rector