



BPrAL - PPrOHE
Kolegji AAB

REGULATION FOR THE PROMOTION OF ACADEMIC STAFF

Temporary commission for the drafting of regulation of advancement in academic titles:

Members:

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Approved by: The senate PPrOHE AAB
The Rector
Dr.sc.Lulzim Tafa

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According to the section 26 of the law No.04/L-037 for Higher Education in Republic of Kosovo and the provisions of the statute, the Senate approved this:

Regulation for advancement of the academic staff

General Dispositions

Section 1

By approval of the regulation for advancement of the academic staff are set the conditions, criteria and procedures for advancement of the academic staff.

Section 2

In accordance with the legal and statutory provisions the academic staff consists of:

1. Regular professors,
2. Associate professors,
3. Assistant professor
4. Lecturers and
5. Assistants

Advancement criteria

Section 3

For the Assistant title the candidate must:

1. Have a MA degree in the appropriate direction
2. Have an average not less than 8 in BA and MA studies
3. Not be older than 30 years when it`s appointed for the first time. Exceptionally the candidate can be elected as an assistant up to age 40 if he has a PhD degree.
4. Proof his scientific and artistic skills for professional work.
5. Be estimated positively by the evaluation committee.

(The candidate has the right for re-election in another term as an assistant)

Section 4

For the Lecturer title the candidate must:

1. Have at least a MA call in the field that he applies
2. Have evidence of academic work experience of at least 3 years.
3. Have a positive assessment of pedagogical work.
4. Have at least one professional work published in one of local or regional magazines.
5. Candidates with priority are those who are enrolled in doctoral studies in an accredited institution.
6. Be estimated positively by the evaluation committee.

Quantitative aspect: Candidates must have accumulated at least 16 points (minimum 6 points accumulated after MA degree), the lecturer has the right of re-election in another term.

Section 5

For the Assistant professor title the candidate must:

1. Have a PhD or equivalent with it in the field of arts
2. Have a selected number of monographs and other scientific or artistic works
3. Have at least one international key paper of peer reviewed journals
4. Have proved high pedagogical teaching skills (during the period before the election).
5. Be estimated positively by the evaluation committee.

Quantitative aspect: Candidates must have accumulated 20 points, 10 of them to be accumulated from scientific activity where are included scientific publications in local , regional and international scientific journals , 5 from pedagogical field and 5 from professional field.

Section 6

For the Associate professor title the candidate must:

1. Have a Doctorate call or equivalent with it in the field of arts,

2. Have a selected number of monographs and other scientific or artistic works,
3. Have at least three key international papers of peer reviewed journals,
4. Have proved high pedagogical teaching skills (during the period before the election).
5. Prove high abilities for independent scientific work in the field for which is elected.
6. Have experience in leading candidates for the Master`s thesis paper.

Quantitative aspect: The candidate must have accumulated 80 points,(60 of them to be after the final election), 40 points to be from scientific activity,15 in professional field and 5 in pedagogical field.

The candidate must have 3 international papers of peer reviewed journals, or 2 papers of peer reviewed journals with impact factor and 15 points accumulated from participation in symposiums and scientific conferences.

(In fields where international participations are impossible or it doesn`t have any measurable qualitative criteria, the candidate can compensate international works with works that are important for national identity and culture. These fields are determined exclusively by the Senate of the College).

Quantitative criteria for election and re-election of the academic staff

Section 7

Bibliography presented in quantitative terms

1. Scientific research activities

1.1 Monograph Max .20 points

1.2 Part of a monograph Max .8 points

1.3 Recorded presentations in Congresses, symposiums and scientific seminars

1.3.1 National. Max .1 point

1.3.2 International Max 2 points

1.4 Introductory plenary lectures, published

1.4.1 In national meetings, published. Max. 2 points

1.4.2 in international meetings, Max .5 points

1.5 Referring articles

1.5.1 Local and international peer reviewed journals, international exchange and summaries in foreign languages. Max.8points

1.6 Reviews published in the form of an article, Max .2 points

2. Artistic activities

2.1 Public performance and presentation of a work of art .Max 0.5 points

2.2 Public performance, publication or presentation of an artistic work in peer reviewed journals Max.2 points

2.3 Public performance, publication or presentation of an artwork in presentations of national significance .Max .4 points

2.4 Public performance, publication or presentation of an artwork in international level. Max. 5 points

2.5 Public performance, publication or presentation of an artwork that in professional field is recognized as a high achievement of national importance .Max.8 points

2.6 Public performance, publication or presentation of an artwork that in professional field is recognized as a high achievement of international importance .Max.20 points

2.7 Peer reviewed artistic presentation (Local collective exhibition) Max.1 point

2.8 Peer reviewed artistic presentation (Local personal e exhibition) Max .6 points

2.9 Peer reviewed artistic presentation (International collective exhibition) Max.4 points

2.10 Peer reviewed artistic presentation (International personal exhibition) Max .8 points

2.11 Artistic presentation of high estimate (internationally) Max.10 points

2.12 Participation in professional visual arts colony (local).Max.2 points

2.13 Participation in professional visual arts colony (abroad).Max.4 points

2.14 Local awards and acknowledgments: one award .Max 8 points

2.15 International awards and acknowledgments: one award .Max 18 points

2.16 Specializations after the second cycle of degree in duration of one year .Max.20 points

Artistic work refers to copyright work in the field of creation or interpretation.

3. Educational activities

1. University textbooks

- a. First edition, Max.5 points
- b. Republished and updated, Max.3 points
- c. Translated by foreign authors, Max.3 points

All publications must pass the Teaching Council's procedures

2. Other books (non –university), Max.5 points

3. Published summaries of studied materials, Max.1 point

4. Visiting professor invited from another university, for at least 3 months, Max.8 points

5. Supervisor of student's work:

A.BA thesis supervisor, Max.1 point

B.MA thesis supervisor, Max.2 points

c. PhD thesis supervisor, Max.5 points

4. Professional activities

4.1 Scientific book value

4.1.1 In Kosovo, Max.3points

4.1.2 Outside Kosovo, Max.6 points

4.2 Editor or co editor of a book or journal

4.2.1 In Kosovo, max.3 points

4.2.2 Outside Kosovo, Max.6 points

4.3 Professional article, Max.3 points

4.4 Published presentations, reports and expertise, Max.0,5 points

4.5 Other recorded and professional activities approved by the Professional council,
Max.20 points.

Duration

For the title's Assistant and lecturer, the duration is 3 years.

For the titles Assistant professor, associated professor, the duration is 4 years.

Procedures

Section 9

The selection of academic staff is done in basis of public competition. Based on the faculty's suggestions, is announced the public competition for selection of the academic staff which lasts 15 days.

Section 10

After the competition is closed, Scientific and educational councils of the respective faculties form a tripartite commission for the selection of the academic staff.

Section 11

The academic titles: Lecturer, Assistant professor and associated professor are provided for respective fields or subjects depending on the specifics of study programs. Whereas the Professor title is given for the field of study.

Section 12

Members of the evaluation committee must have at least a higher academic title than the title they are engaged to draft the report.

Two members of the evaluation committee must be from the narrow field of study, whereas the third one can be from other fields of studies.

Members of the evaluation committee can be the regular academic staff, irregular, visiting professors and the external staff in some cases.

Section 13

The evaluation committee after reviewing the applications, proposes one or more candidates that best fit the requirements.

For the proposed candidates, the evaluation committee drafts a report for their biography, work experience etc.

The evaluation committee is obliged to submit the report within 15 days.

Section 14

The submitted report from the evaluation committee after the approval in the Teaching scientific council is handed to the other commission.

And after verification of reports the Senate approves the reports.

Senate in the next meeting approves or refuses the reports. A copy of the decision is given to the elected.

Transitional provisions

Section 15

This Regulation can be changed according to its procedure and approval.

Section 16

This regulation repeals any other provisions from other regulations that have to do with the award of scientific titles which are contrary with the provisions of this regulation.

Section 17

In case that the provisions of this regulation are contrary to the provisions of the Statute, Priority is given to the provisions of statute.

Section 18

This regulation is effective in the date of senate`s approval.