

**SCIENTIFIC BOARD OF  
COMENIUS UNIVERSITY IN BRATISLAVA**

Criteria of the Faculty of Law CU for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “associate professor” and criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “professor”

The Scientific Board of Comenius University in Bratislava (hereinafter referred to as the “Scientific Board CU”), following the consultations in the Scientific Board of the Faculty of Law at Comenius University in Bratislava (hereinafter referred to as the “Scientific Board of FoL CU”), pursuant to Section 12(1)(e) of Act No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts as subsequently amended (hereinafter only referred to as the “Higher Education Act”) and in accordance with the Framework Criteria for Obtaining the Degree of Associate Professor and Professor at Comenius University in Bratislava dated 3 February 2014, approves the following criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “associate professor” (hereinafter referred to as the “criteria for obtaining the degree of associate professor”) and criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “professor” (hereinafter referred to as the “criteria for obtaining the degree of professor”) at the Faculty of Law at Comenius University in Bratislava (hereinafter referred to as the “FoL CU”):

**Article 1  
Definitions**

1. Scholarly monograph shall be understood as a set of original monothematic scholarly works the extent of which represents at least 3 author's sheets (hereinafter referred to as “AS”). Another typical feature of the scholarly monograph is the fact that it is assessed (reviewed) by at least two experts prior to its publication. The names of these experts are set out in the publication. The scientific monograph shall have the ISBN assigned and at least 100 copies of it must be published. The original monothematic scholarly works shall also include scientific commentaries on legal regulations.
2. University textbook's extent totals to at least 3 AS and prior to its publication it is assessed (reviewed) by at least two experts whose names are set out in the publication. They provide a systematic overview of findings obtained from a relevant scientific discipline or from practical application with an adapted interpretation.
3. Reports on completed scientific and research assignments contain information on procedures and results of dealing with the assignments; they are assessed by at least two experts whose names are set out in the report and are available in academic or other libraries. In the event that opponents' names are not contained in the report, the existence of opponent review procedure shall be showed by the candidate.

4. Set of lecture notes and set of instructional texts contain methodological materials, instructions for exercises, etc. and their extent represents at least 3 AS.

## **Criteria for Obtaining the Degree of Associate Professor**

### **Article 2 Teaching Practice**

1. The candidate has to show his/her overall teaching practice in accordance with the Higher Education Act.
2. The candidate's teaching practice, for the purposes of these criteria, shall mainly include selected lectures, complete seminars, supervision of final theses and creation of study literature.
3. In order to meet the criteria for teaching practice, the candidate has to perform his/her teaching activities within the period of at least **three** years in the study field of law or in a similar study field to the extent of at least 50% of the standard time prescribed for the contact teaching performed by an assistant professor. The candidate has to perform his/her three-year teaching practice while having the Ph.D. academic degree.

### **Article 3 Publications**

The minimum requirements for contents and extent of publications are as follows:

- a) authorship of **one** scholarly monograph (categories of PR<sup>1</sup>: AAA, AAB, ABA, ABB) published by either a domestic or a foreign publisher where such monograph shall represent a scientific contribution in the given field;
- b) authorship of **twenty-five** original scholarly works published in periodicals (categories of PR: ADC, ADD, ADE, ADF, ADM, ADN) and in reviewed collections of papers (categories of PR: AEC, AED, AFA, AFB, AFC, AFD) out of which at least **three** works shall be published in foreign journals or collections of papers. Chapters contained in scholarly monographs (categories of PR: ABC, ABD) shall also fall within the category of the original scholarly works. Every scholarly monograph, with the exception of the scholarly monograph to meet criteria set out in Article 3(a) shall be regarded as one original scholarly work;
- c) authorship of at least **one** university textbook (categories of PR: ACA, ACB) or authorship of **one** set of lecture notes or **one** set of instructional texts (categories of PR: BCI, BCK). The total number of pages in the following publications categories:

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<sup>1</sup> Publications Registration

university textbooks (categories of PR: ACA, ACB); chapters contained in university textbooks (categories of PR: ACC, ACD); sets of lecture notes or sets of instructional texts, chapters in textbooks or sets of instructional texts (categories of PR: BCI, BCK) is at least 4 AS.

In case of scholarly, pedagogical and specialised book publications prepared by more authors, the actual proportion of individual authors calculated in AS is taken into account. One registered publication of the candidate may be taken into account solely for the satisfaction of one of the requirements stipulated in points a) through c) of this Article.

#### **Article 4** **References to Publications**

The minimum requirement for references (citations and reviews) to the candidate's publications is **fifteen** citations of the candidate's scholarly, pedagogical and specialised publications. Self-citations are excluded.

#### **Article 5** **Participation in Conferences and Stays Abroad**

1. The candidate has actively participated in at least **four** domestic scholarly conferences and in at least **four** scholarly conferences abroad.
2. The candidate for habilitation has taken part in a stay or stays at foreign universities lasting for **at least 14 days**. More stays may be counted together if these stays lasted for at least 5 business days.

#### **Criteria for Obtaining the Degree of Professor**

#### **Article 6** **Teaching Practice**

1. The candidate who shall obtain the scientific and pedagogical degree of professor shall complete the teaching practice in accordance with the Higher Education Act to the extent of 50% of the standard time prescribed for the contact teaching for at least **three years** from becoming the associate professor in the study field of law or in a similar study field.
2. The candidate who shall obtain the scientific and pedagogical degree of professor has to show that he/she regularly delivered lectures, conducted seminars (practices), supervised final theses, supervises the Ph.D. students and is an author of the study literature pursuant to Article 7(c).

## **Article 7**

### **Publications**

The minimum requirements for contents and extent of publications are as follows:

- a) authorship of **one** scholarly monograph (categories of PR<sup>2</sup>: AAA, AAB, ABA, ABB) published by either a domestic or a foreign publisher where such monograph shall represent a scientific contribution in the given field;
  
- b) authorship of
  - a. **either forty-five** original scholarly works published in periodicals (categories of PR: ADC, ADD, ADE, ADF, ADM, ADN) and in reviewed collections of papers which do not stem from conferences (categories of PR: AEC, AED) and in reviewed collections of papers stemming from conferences (categories of PR: AFA, AFB, AFC, AFD) out of which at least **five** works shall be published in international journals or collections of papers. Chapters contained in scholarly monographs (categories of PR: ABC, ABD) shall also fall within the category of the original scholarly works. Every scholarly monograph, with the exception of the scholarly monograph to meet the criteria set out in Article 7(a) shall be regarded as one original scholarly work; **or**
  - b. **one original scientific work published in current contents journal** or **two** scientific works published in either foreign **or** domestic journals registered in **Web of Science or SCOPUS databases** and **thirty-five** original scientific works published in periodicals (category of PR: ADC, ADD, ADE, ADF, ADM, ADN) in reviewed collections of papers not stemming from conferences (category of PR: AEC, AED) and in reviewed collections of papers stemming from conferences (category of PR: AFA, AFB, AFC, AFD) out of which at least **five** shall be published in foreign journals or collections of papers. Chapters contained in scholarly monographs (category of PR: ABC, ABD) shall also be considered as original scientific works. Every scholarly monograph, with the exception of the scholarly monograph to meet the criteria set out in Article 7(a) shall be regarded as one original scholarly work
  
- c) authorship of at least **one** university textbook (categories of PR: ACA, ACB) or authorship of **two** sets of lecture notes or two sets of instructional texts (categories of PR: BCI, BCK). The total number of pages in the following publications categories: university textbooks (categories of PR: ACA, ACB); chapters contained in university textbooks (categories of PR: ACC, ACD); sets of lecture notes or sets of instructional texts, chapters contained in textbooks or sets of instructional texts (categories of PR: BCI, BCK) is at least **10 AS**.

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<sup>2</sup> Publications Registration

In case of scholarly, pedagogical and specialised book publications prepared by more authors, the actual proportion of individual authors calculated in AS is taken into account. One registered publication of the candidate may be taken into account solely for the satisfaction of one of the requirements stipulated in points a) through c) of this Article.

From among the publications required in accordance with this Article, the authorship of **three** scholarly publications of the A category of the Accreditation Commission is required in order to obtain the degree of professor:

- scholarly monograph / commentary on legal regulations published by renowned foreign publishers or scholarly monographs / commentaries on legal regulations published in foreign language
- chapters contained in scholarly monographs / commentaries on legal regulations published by renowned foreign publishers or published in foreign language
- scholarly works registered in the international database WoS or SCOPUS<sup>3</sup> [these works may also met the criterion pursuant to Article 7(b)(2)]
- significant scholarly papers published in reviewed collection of papers from a foreign congress / conference published by a renowned publisher.

### **Article 8** **References to Publications**

The minimum requirement for references (citations and reviews) to the candidate's publications is **thirty-five** citations (out of which **5** shall be foreign citations) of the candidate's scholarly, pedagogical and specialised publications. Self-citations are excluded.

### **Article 9** **Mentorship and Supervision**

The candidate has mentored at least one Ph.D. student who has obtained the Ph.D. (CSc.) degree. Simultaneously, the candidate supervises at least one Ph.D. student in the given or related field who has passed his/her dissertation examination.

### **Article 10** **Participation in Grant Assignments**

The candidate participated himself/herself or together with other participants or is still participating himself/herself or together with other participants in at least

- a) two completed grant assignments or
- b) one completed grant assignment and one ongoing grant assignment or
- c) two ongoing grant assignments.

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<sup>3</sup> the impact factor being 0,14

For the purposes of these criteria, the internal grant assignments of the university shall not be considered as grant assignments.

### **Article 11**

#### **Assessment of International Level of Professorship Candidates**

1. The professorship candidate shall submit the list of names of at least **five** reputable foreign experts out of which **three experts shall come from a country other than the Czech Republic**. These experts shall assess the quality of the candidate's publications.
2. Furthermore, the candidate shall also submit the English summary of his/her most significant scholarly publications along with this list.
3. The foreign experts (at least **three**) who shall assess the candidate's publications shall be addressed and asked to do the assessment by the Rector of Comenius University who shall select these experts from a proposal submitted by the Faculty.

### **Article 12**

#### **Final Provisions**

1. These criteria are solely of a general nature and their numerical fulfilment shall not automatically constitute the right to be awarded the degree of “associate professor” and “professor”. The Scientific Board of FoL CU or the Scientific Board of CU shall do an overall assessment of the candidate's scientific and pedagogical profile.
2. These criteria were discussed by the Scientific Board of FoL CU on **3 March 2016** and come into force on the day on which they are approved by the Scientific Board of Comenius University in Bratislava, i.e. on **11 April 2016**, and they become effective on the day following the day on which they come into force.
3. Criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “associate professor” and criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “professor” of FoL CU approved by the Scientific Board on **3 March 2014** shall be repealed on the day on which these criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “associate professor” and criteria for assessing the fulfilment of requirements for obtaining the scientific and pedagogical degree of “professor” **become effective**.

doc. JUDr. Eduard Burda, PhD.  
chairman of SB FoL CU

prof. RNDr. Karol Mičieta, PhD.  
chairman of SB CU