Appendix no. 5J to the Rector's Order no. 11/2021 of 01.03.2021

stage I evaluation - covering the period from 1.01.2017 to 31.12.2020

**Principles for the assessment of a research-didactic/research employee with the title of Professor/ the degree of Dr. hab.**

**1.Scientific achievements** (data on publications and MNiSzW points on the basis of the bibliography database of the MUB library staff)

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| **Assessment** | **Evaluation criteria** | |
| The number of points according to the MNiSzW parameterization criteria in the last 2 years for:  - published works in journals on the MNiSW list  - monographs in English and Polish  - patents and implementations  - license agreements or other forms of R&D commercialization    \*in the case of appointed professors, evaluation takes place every 4 years | Opinion of the **immediate supervisor** (positive or negative) regarding non-/compliance with scientific duties (justification only in the case of a negative assessment) |
| A | **30**% of persons with the highest MNiSzW score among the University staff |  |
| B | The number of MNiSzW points equal to or above the median for all research-didactic staff of the University but below the level of 30% of the persons with the highest score |  |
| C | The number of MNiSzW points below the median for research-didactic staff of the University but ≥13.5 points in 2 years (≥27 in 4 years for appointed professors) |  |
| D | The number of MNiSzW points below 13.5 points in 2 years (<27 in 4 years for appointed professors)  or serious copyright infringement confirmed by the Disciplinary Committee  (e.g. retraction of work due to plagiarism, falsification of results) |  |

* The period under evaluation does not include the period of absence from work resulting from maternity leave, parental leave, medical leave or due to a long-term illness (ZUS-ZLA) **–** after taking into account the actual working time, the number of points should be calculated for a period of 1 year~~.~~
* Persons newly employed (up to 2 years): minimum publication: 1 work published or sent to print.

The MUB Main Library calculates the median and 30% of the highest MNiSW scores for research-didactic staff in 2 and 4 years. The basis for the calculation of the above indicators will be the lists of research-didactic staff, forwarded to the Main Library by the Employee Affairs Department.

For the calculations of the median and 30% of the highest MNiSW scores for a period of 2 years, the list will contain data on the research-didactic staff who worked for a full two years, which is the basis for the calculation of the above indicators.

For the calculation of the median and 30% of the highest MNiSW scores for a period of 4 years, the list will contain data on research-didactic staff who worked for a full four years, which is the basis for calculating the above indicators

**2.Teaching work and education of research staff**

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| **Assessment** | **Evaluation criteria** | | | |
|  | | | Opinion of the **immediate supervisor** (positive or negative) regarding non-/compliance with teaching duties (justification only in the case of a negative assessment)  Evaluation surveys for students/ doctoral students shall be taken into account in the evaluation of the teaching activity, provided that at least 50% of the students/ doctoral students with whom the academic teacher had classes participate in the evaluation of the academic teacher. |
| A | Editor-In-Chief of a Nationwide/ International textbook in a specialized field *or* the supervisor of at least 3 completed doctorates  (within 4 years) | and | the number of negative assessments in student and doctoral student surveys ≤ 50% of all surveys | and the implementation of the teaching load or excused, beyond the employee's control, non-implementation of the teaching load |
| B | Supervisor of 1-2 (within 4 years) completed doctoral dissertation processes *or*  Supervisor of participants of the doctoral studies *or*  Conducting classes with English-speaking students *or*  Co-authoring chapters in a textbook/script | and | the number of negative assessments in student and doctoral student surveys ≤ 50% of all surveys | and the implementation of the teaching load or excused, beyond the employee's control, non-implementation of the teaching load |
| C | conducting lecturers in specialised courses/ postgraduate studies *or*  supervisor of a Master's or Bachelor's thesis *or*  other forms of teaching work | and | the number of negative assessments in student and doctoral student surveys ≤ 50% of all surveys | and the implementation of the teaching load or excused, beyond the employee's control, non-implementation of the teaching load |
| D | Unexcused significant non-implementation of the teaching load  Disciplinary penalty for misconduct in the course of the teaching classes | or | the number of negative assessments in student and doctoral student surveys above 50% of all surveys |  |

**3. Organizational work for the University:**

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| **Assessment** | **Evaluation criteria** | |
|  | **Opinion (positive or negative) of the immediate supervisor** (justification only in the case of a negative assessment) |
| A | -holding a function at the University (Rector, Vice-Rector, Dean, Vice-Dean) *or*  -election to CK, NCN, NCBIR, KEJN *or*  -function of Editor-in-Chief of a journal with IF,  -participation in the implementation of EU projects *or*  *-* management of non-scientific projects outside the University  -function of a reviewer in Horizon 2020 projects |  |
| B | function of the editor-in-chief of a nationwide journal *or*  participation as a unit coordinator in an EU FP7 project *or*  acquiring significant research funds and funds for the development, promotion/expansion of the Department/ Clinic/ University *or*  work in the Senate/ University Committees / Team for the assurance and improvement of the quality of education/ nationwide bodies/ committee for study programmes *or* holding a function of a supervisor of the students' scientific society *or* the head of doctoral studies *or* the Rector's Plenipotentiary  membership in the management board of a scientific society  reviewer of habilitation dissertations/ theses/ theses for the title of Professor  work in expert teams set up by state bodies and institutions as well as international institutions |  |
| C | Co-participation in the organization of conventions, postgraduate courses *or*  work in scientific societies (member of the board of a branch of a scientific society, regional authorities), *or*  participation in doctoral and habilitation committees, *or*  work in the faculty committees, or  work for the promotion of the University (e.g. organization of a Science Festival), or  Work in the editorial board of scientific journals, *or*  supervisor of a completed specialization, course for specialization *or*  supervisor of a scientific club or other student organization, or  reviewer in doctoral/master's/bachelor's dissertations at the University *or*  Other documented work for the University |  |
| D | Lack of involvement in organizational work for the University  - lack of any documented activities for the University  (does not apply to staff employed less than 4 years) |  |

**4. Professional development and achievements:**

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| **Assessment** | **Criteria to be met** | |
|  | Opinion of the **immediate supervisor** (positive or negative) regarding professional development (justification only in the case of a negative assessment) |
| A | Introduction of an innovative diagnostic/therapeutic/analytical method on a global/nationwide scale  National consultant in specialization related to employment |  |
| B | Obtaining a personal professional certificate issued by international certification bodies  Participation in the organization of international training on professional - teaching - research skills  Member of the Central Examination Board in the specialization corresponding to employment  Regional consultant in specialization related to employment |  |
| C | Obtaining a personal professional certificate issued by Polish certification bodies/ scientific societies *or*  Participation in the organization of domestic training on professional - teaching - research skills  Possession of the required professional specialization in the field corresponding to employment *or*  confirmed participation in domestic and international professional trainings and scientific congresses  *or*  confirmed participation in trainings on research skills *or* confirmed participation in trainings on teaching skills *or*  other documented forms of professional development |  |
| D | Failure to obtain the specialization in the field represented by the unit within the required time, *or*  lack of participation in domestic and international vocational training *or*  disciplinary penalty due to unethical/punitive actions regarding professional affairs |  |

**Final overall evaluation:**

1. **Distinctive** assessment: at least two A grades without a D grade in other categories,
2. **Very good** assessment: One A grade without a D grade in other categories,
3. **Good** assessment: at least one B grade without a D grade in other categories
4. **Sufficient** assessment: maximum 1 D grade without a negative opinion of the supervisor,
5. **Negative** assessment: minimum 1 D grade confirmed by a negative opinion of the supervisor.

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| **Groups** | **Scientific development** | **Teaching work**  **(including the opinion of students, doctoral students)** | **Organizational activity for the University** | **Professional**  **development** |
| Research-didactic employee with the degree of habilitated doctor | Yes | Yes  +Obligation to educate research staff\* | Yes | Yes |
| Research-didatic employee with the title of Professor | Yes | Yes  +Obligation to educate research staff\* | Yes | Yes |
| Research employee prof./ dr hab. | Yes | No obligation to fulfill the teaching load | Yes | Yes |

\*supervisor of a completed doctoral dissertation or supervior of a doctoral student