Order no. 115/2020

of the Rector of the Medical University of Bialystok

of 2 November 2020

on the survey on scientific development for the period 2017-2020 in the group of research, research-didactic employees and other persons engaged in scientific activity

Pursuant to § 21 section 1 point 24 of the Statute of the Medical University of Bialystok, I hereby order the following:

§ 1

I introduce template of the survey covering scientific development for the period 2017-2020 in terms of evaluation criteria in the group of research, research-didactic employees and other employees engaged in scientific activity, constituting appendix no. 1 to this Order.

§ 2

1. All academic teachers in the research and research-didactic employee group, including those who have changed their working group to the didactic group
since December 2018. are required to submit the survey by November 2020.
2. The survey may also be submitted on their own initiative by academic teachers in the group of didactic employees, as well as scientific-technical and technical employees if they conduct scientific activity in the field covered by the Survey. Persons who do not conduct scientific activity shall not submit the survey.
3. Surveys should be submitted to relevant Deans of Colleges of scientific disciplines.
4. Surveys shall be submitted by 20 **November 2020** at the latest.
5. In order to obtain publication data, the employee downloads a list of publications
from the bibliography database of publications of MUB employees for the years 2017-2018 and 2019-2020. Instructions for downloading the lists can be found on the Library's website.
6. In order to obtain data on projects, commercialisation and services, the employee sends by e-mail the completed survey in editable form to the relevant departments to the addresses:

- regarding patents, commercialisation and services:

Technology Transfer Office - bowitt@umb.edu.pl

- regarding projects:

Development and Evaluation Department - dre@umb.edu.pl

International Cooperation Department – international@umb.edu.pl

Project Management Department – projekty@umb.edu.pl.

1. After receiving from the departments specified in §2 section 6 data necessary to complete the survey, the employee sends the survey with the attached list of publications and emails from the relevant departments confirming the data contained in the survey to the relevant dean's offices to the following addresses:

ankieta.naukimedyczne@umb.edu.pl – persons representing the discipline of medical sciences

ankieta.naukifarmaceutyczne@umb.edu.pl -persons representing the discipline of pharmaceutical sciences

ankieta.naukiozdrowiu@umb.edu.pl - persons representing the discipline of health science

1. Employee representing two disciplines shall submit survey for each discipline separately to the dean's office of the College of the leading discipline.

§ 3

The Surveys will be evaluated by the relevant Councils of Colleges of scientific disciplines operating at MUB, with the exception of surveys of College Council members, which will be evaluated by the University Committee for Staff Assessment.

§ 4

1. A condition for a positive verification of the scientific achievements indicated in the survey for 2017-2020 period in terms of evaluation criteria is the fulfilment of at least one of the following conditions regarding discipline or disciplines declared in the statement for inclusion in the N number:

a) First author\* 3 works published in 2017-2020:

for a minimum of 30 MNiSW points each in 2017-2018 and/or

for a minimum of 100 MNiSW points each in 2019-2020

or

b) The sum of unit contribution values of the highest scoring publishing, patent, design, commercialisation achievements > 15 percentile of the score of MUB employees within a given discipline for the years 2017-2020 in the discipline declared to the N number, taking into account the sum of unit contributions <=3\*\*.

*\*first co-authorship (equal contribution) is credited;*

\*\* *taking into account the actual working time and the % share of the chosen scientific discipline, for example, with employment lasting 2 years, the sum of the value of unit contributions is converted for 4 years, in this case multiplied by x2;*

2. Each Council of the College of scientific discipline shall prepare a ranking list for its discipline.

3. Surveys shall be verified by the Committee by 4 December 2020.

4. Academic teachers employed in the group of didactic employees and scientific-technical employees whose surveys will be verified positively and whose unit contributions values of the highest-scoring achievements in publishing, patent, design, commercialisation are above the median in the group of research and scientific-research employees in a given discipline, at the request of the head of the organisational unit in which they are employed, can apply for a transfer to the group of research-didactic employees.

5. In the case of teachers belonging to more than one discipline, a positive verification of scientific achievements in at least one discipline is required, and the lack of sufficient achievements in the second discipline should result in a change in the teacher's statement on choice of scientific discipline.

6. The absence of a positive verification of the survey of employees employed in the research-didactic group or research group results in the transfer to the didactic post from 14 December 2020 with a change in the number of didactic classes from the summer semester of the academic year 2020/2021, according to the position to which the employee will be transferred
and maintaining the current salary.

§ 5

This Order shall enter into force on the day of signature.

 Rector

 Prof. dr hab. Adam Krętowski