

APPROVED BY  
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Kaunas University of Technology of  
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## **GUIDELINES FOR ORGANISATION OF PERFORMANCE EVALUATION AND COMPETITIONS FOR THE POSITIONS OF LECTURERS AND RESEARCHERS**

### **I. GENERAL PROVISIONS**

1. The Guidelines for Organisation of Performance Evaluation and Competitions for the Positions of Lecturers and Researchers (hereinafter – Guidelines) sets the performance evaluation and competition requirements applied to the academic employees of Kaunas University of Technology (hereinafter – University), the procedures of performance evaluation and competitions and the functions of the commissions conducting these procedures. These Guidelines are not applied to the guest lecturers and researchers; their requirements are set by the hosting divisions in accordance with the Law on Science and Studies of the Republic of Lithuania; as well as to the project operators (researchers)l their requirements are stipulated by the project documentation.

2. The Guidelines are prepared in accordance with the Law on Science and Studies of the Republic of Lithuania, recommendations of the European Commission on the European Charter for Researchers and on the Code of Conduct for the Recruitment of Researchers, order of the Minister of Education and Science of the Republic of Lithuania No.V-747 "On Approval of the Regulation on the Annual Assessment of Scientific Research and Experimental Development, and Artistic Activities of the Universities and Research Institutes" of 4 October 2017 and order No. V-2538 "On Approval of the Recommendations on the Composition of the Lecturers' Working Time" of 23 December 2011, order of the Director of the Centre for Quality Assessment in Higher Education No. 1-01-162 "On Approval of the Assessment Methodology of the Provided Study Programmes" of 20 December 2010, order of the Chairman of the Lithuanian Research Council No. V-340 "On Approval of the Description of Minimum Qualification Requirements for Job Positions of Researchers of State Research and Education Institutions" of 28 June 2018 and the University's Statute.

3. Lecturers and researchers (except for the scientist trainees, project researchers, guest lecturers and researchers) are employed under the procedure of public competition. Fixed term employment contracts are made for a 5-year term of office, except for the cases indicated in paragraph 4.

4. Employment contract of indefinite duration is made with the persons who win a competition for the same job position of lecturer or researcher twice in a row.

5. The persons working in the positions of lecturers or researchers under the fixed term of indefinite term employment contracts are evaluated every 5 years. After a scheduled performance evaluation (once per 5 years) the employment of the person who is not evaluated is terminated; the employment of the persons who work under the fixed term employment contract is terminated at the end of their fixed term contract; the employment of the persons who work under the indefinite term employment contract is terminated under the procedure stipulated by the legislation of the Republic of Lithuania. After the extraordinary performance evaluation the employment of the person is terminated under the procedure stipulated by the legislation of the Republic of Lithuania. A person is appointed to the higher position of lecturer or researcher under the procedure of public competition.

6. The Rector can invite lecturers and researchers to work under the fixed term employment contract for a maximum period of 2 years. The procedure for appointment of the position stipulated by these Guidelines is not applied to the guest lecturers and researchers.

7. The persons are appointed to the position of scientist trainees under the procedure stipulated by the University.

8. The definitions used in the Guidelines are provided in the Appendix to the Guidelines. Other definitions, i.e. not provided in the Appendix, are interpreted in the meaning stipulated by the Law on Science and Studies and other legislation of the Republic of Lithuania.

## **II. COMMISSIONS FOR PERFORMANCE EVALUATION AND COMPETITIONS**

9. The qualification requirements defining the compliance of lecturers and researchers with the positions are stipulated, performance evaluations and competitions for the positions are conducted by the commissions for performance evaluations and competitions consisting of a minimum of 7 members and assembled by the Rector's order (hereinafter – AKK):

9.1. AKK of the university's academic employees (hereinafter – UADAKK);

9.2. AKK of the divisions (faculties, science institutes) (hereinafter – PADAKK).

10. UADAKK functions:

10.1. Coordinates and analyses the work of PADAKK;

10.2. Conducts performance evaluation of the professors and chief researchers;

10.3. Conducts competitions for the positions of professors and chief researchers;

10.4. Processes the appeals of lecturers and researchers;

10.5. Conducts expert evaluation.

11. PADAKK functions

11.1. Conducts performance evaluation of the lecturers and researchers (except for the professors and chief researchers);

11.2. Conducts competitions for the positions of lecturers and researchers (except for the professors and chief researchers);

11.3. Conducts expert evaluation.

12. Members of UADAKK work in the position of the Vice-Rector. One member of UADAKK is delegated by the Board of the University's Senate. Other members of UADAKK are appointed by the Rector. Position of the chairman of UADAKK is taken successively by the Vice-Rector for Studies and Vice-Rector for Research and Innovation for a one-year term of office. Chairman of PADAKK is the head of the first level academic division; other members are appointed by the Rector. In case of the University's science institutes, PADAKK includes all the first level science institutes; position of its chairman is taken successively by the heads of the first level science institutes who are members of the commission for a one-year term of office.

13. Commissions for performance evaluation and competitions are assembled according to the following requirements:

13.1. At least two thirds of the members of AKK have to be the University's scientists or artists working in a position of professor/chief researcher or associate professor/senior researcher appointed to them under the procedure of competition; they work under the fixed term or indefinite term employment contract;

13.2. At least one third of the members of AKK have to be the persons invited by the Rector; they are not the University's employees, but work in a leading position in the Lithuanian and/or international companies or institutions or hold a doctoral degree;

13.3. At least one member of AKK has to be a student representative delegated by the Student Union.

14. Representatives of the Work Council, representatives of the Trade Union of the employees, employees of the Human Resources Management Office and the University's lawyers can attend ALL meetings as observers.

15. The information required for the work of UADAKK and PADAKK of the science institutes is prepared, organisational work is performed and meetings are organised by the non-academic divisions subordinate to the Vice-Rectors. The information required for the work of PADAKK is prepared, organisational work is performed and meetings are organised by the administrations of the faculties.

16. When the commission examines a performance evaluation or conducts a competition for a position with regards to the member of AKK, the member can only answer the questions and has no right to vote; he/she has to leave the premises of the meeting while the commission examines and makes decision. If the commission examines a performance evaluation or an issue of the competition for a position of the close relatives of the member of AKK as defined in the Law on the Adjustment of Public and Private Interests in the Public Service, the member has to leave the premises during the examination and decision making and has no right to vote. AKK decisions regarding the performance evaluation are made in an open voting; decisions regarding the competition for a position are made by secret ballot. In case of a tied vote, the chairman of AKK or the person chairing the meeting of AKK has a casting vote. AKK meeting is legitimate if more than half of its members are present, including the members who expressed their will to participate in the commission's meeting virtually in writing or by electronic means of communication and those who voted in writing in advance. Advance secret ballot voting in writing at AKK meeting is conducted by sending a filled in ballot by registered letter to the chairman of AKK or by submitting a ballot to the chairman of AKK in a sealed envelope with a voter's signature at the back flap. Ballots of the members of AKK who vote in advance are sent by registered letters or submitted to the chairman of AKK; they have to be received until the beginning of AKK meeting. Not more than quarter of AKK members can participate in the meeting virtually. The decision is considered made if more than half of the present AKK members vote for it. AKK meetings are documented in protocols.

17. Secret ballots are used for voting.

### **III. PRINCIPLES OF WORK ETHICS OF THE COMMISSIONS FOR PERFORMANCE EVALUATION AND COMPETITIONS**

18. All members of the commissions for performance evaluation and competitions, as well as the persons participating in the meeting as observers (hereinafter – experts) fill in and sign the Declaration of the Expert Interests and the pledge not to disclose information.

19. The experts have to follow the following principles of ethics: objectivity, impartiality, respect for the participants of performance evaluation and competitions, confidentiality and cooperation.

20. The principle of objectivity means that an expert pursues the evaluation goals honestly and conducts the assessment of the persons evaluated and participating in the competition objectively; an expert expresses his/her opinion while formulating conclusions and making decisions based on facts, accurate information, as well as personal competence.

21. The principle of impartiality means that while assessing an expert acts independently, does not represent any institution or division, does not express any interests and trusts his/her competence.

22. The principle of respect for the participants of performance evaluation and competitions means that while assessing an expert behaves in a professional, polite manner, does not abuse the position of the expert, does not cause any financial, psychological or other kind of pressure.

23. The principles of confidentiality means that all the information related to performance evaluation and competitions (the issues examined at the meetings, the opinions expressed by other

participants of performance evaluation and competitions, the documents submitted for performance evaluation and competitions) is used only for the purpose of assessment and cannot be disclosed for other purposes and to unauthorised persons who are not AKK members.

24. The principle of cooperation means that while working at the commission for performance evaluation and competitions an expert pursues common goals with other members of the commission, promotes the University's culture of quality, performed the assigned tasks on time.

#### **IV. DESCRIPTION OF THE COMPETITION PROCEDURE**

25. At least 3 months (July and August are not included in this period) before the end of the lecturer's and researcher's term of office the competition for this position is announced by the Rector's order or the employee occupying this position is notified by his/her direct manager in writing against acknowledgement of receipt about the removal of the employee's position in the terms set out by the legislation.

26. The announcement of competition is published on the websites of the University and Lithuanian Research Council, at least in one channel of local media and at least in one channel of international media.

27. If a lecturer or researcher working in the position that competition should be announced for is on a long-term vacation (pregnancy, birth, child care, etc.) or on a long-term traineeship (for a period of at least 4 months), or is ill for more than 90 days consequently or 180 days intermittently, the competition announcement is postponed until the end of the above-mentioned circumstances. If a lecturer or researcher needs time to meet the competition requirements due to the circumstances mentioned in this paragraph, based on the employee's written request, the competition announcement is postponed for the period of time that the lecturer or researcher was on a long-term traineeship or ill. This postponement cannot exceed 5 years for those who are on a long-term vacation (pregnancy, birth, child care, etc.). This postponement is not applied to the persons who are on an unpaid leave;

28. At the end of the term of office, the University provides the Rector, Vice-Rectors, Deans and other heads of the first level academic divisions with the position they occupied before or during their term of office for a 5-year term of office without a competition. At the end of the term of office other heads and deputy heads of academic divisions have a right to return to the previous position of a lecturer or researcher for the unfinished term of office; if the period is shorter than one year – for a one-year period.

29. The candidates to positions submit the following documents to the Human Resources Administration Office within the deadline specified in the competition announcement:

29.1. An application to the Rector asking the permission to participate in the competition;

29.2. A description of academic activities;

29.3. A list of published scientific works prepared by the University's library and signed by the candidate, or prepared by the candidate if he/she does not work at the University. A form of the list is approved by the Rector's order. Candidates who are not employees of the University submit a list of published scientific works in free format; in this case authenticity of the information is verified by the non-academic division subordinate to the Vice-Rector for Research and Innovations;

29.4. Copies of higher education diploma, diplomas of scientific degrees, certificates of pedagogic titles (if human resources accounting system does not contain this data);

29.5. Curriculum vitae;

29.6. Additional documents and material proving the candidate's scientific and pedagogical activities or qualification (at the candidate's discretion).

30. After the deadline for submission of the documents has expired, Human Resources Administration Office verifies if all the documents specified in paragraph 29 are submitted. The

documents of the candidates (only in case all the documents specified in paragraph 29 are submitted) are transferred to the respective AKK.

31. The candidates have to organise a joint discussion in the public meeting of the second level academic division. The head of the second level academic division leads the discussion. AKK chairman or his authorised member of AKK can participate in the meeting. All candidates participate in the joint discussion by presenting their research results, courses of the lectures they are providing or plan to provide, published teaching and methodological tools and other academic activities to the participants of the meeting. It includes discussion of the candidates' compliance with the fields of science and academic activities of the second level academic division, and specific requirements set in the provisions of the competition for positions. Discussion is documented in protocol. Protocol of the meeting is provided to the chairman of AKK.

32. The candidate participating in the competition for a position is invited to participate in the meeting of AKK. If a candidate cannot participate in the meeting due to objective reasons, he/she provides ALL with a written request to consider his/her candidacy in his/her absence. AKK has a right to make decision in the candidate's absence.

33. At the proposal of the head of the first level academic division the Rector can set additional requirements for specific positions (for example, research experience in certain science field or topic; experience of leading the work team of certain science field, preparation of the doctoral students of that science field, professional experience, teaching language, etc.). These requirements are included in the competition provisions and considered during the recruitment.

34. AKK organises a competition within two months after the deadline for submission of the documents. AKK notifies the candidates, Human Resources Administration Office, Work Council, and Trade Union of the employees on the time and location of the meeting.

35. Secret ballot is conducted at AKK under the following procedure:

35.1. Competition position with equal qualification requirements is entered in the secret ballot listing all the candidates to this position;

35.2. The ballot is considered valid if it includes more than one positively marked candidate;

35.3. The candidate is considered a winner of the competition if he/she gets more than half of the votes in the valid ballots;

35.4. If a winning candidate refuses to make an employment contract and there are other unsuccessful candidates, a second round of voting is organised within 10 calendar days. Vacant job positions and unsuccessful candidates are included in a new ballot;

35.5. If there are vacant competition positions after the repeated voting, the competition is considered failed and a new competition is announced for the vacant positions;

35.6. If candidates receive equal amount of the votes of AKK members, the chairman of the commission has a casting vote;

35.7. All the documents of the participating candidates are transferred to the Human Resources Administration Office within five working days after the end of the meeting. The following documents are stored in the personal files of the employees: description of academic activities, lists of publications for the competition, certificates issued by the University, decisions regarding the compliance with the job position and competition results. These documents are stored in the personal file until the end of the term of office. Other additionally submitted documents are returned to the candidate within 30 calendar days. If an employee does not collect these documents within the specified period, they are destroyed.

36. The head of the division submits a proposal regarding the employment relationship (T2) to the Human Resource Administration Office at least 2 working days after the end of the deadline for submission of the appeal. Human Resources Administration Office prepares and finalises the employment contract of the successful candidate or amendment thereof in the terms set out by the legislation of the Republic of Lithuania.

37. If a candidate to the job position (except for the position of professor or chief researcher) disagrees with the competition results, he/she has a right to submit an appeal to the Rector within 5

working days after the announcement of the results; the latter submits the appeal for the consideration of UADAKK. Appeal regarding the competition results regarding the position of professor or chief researcher or UADAKK decision regarding the examined appeal can only be submitted to court. Technical errors and obvious mistakes in writing are corrected while writing a request to UADAKK; it specifies the technical errors or mistakes in writing that should be corrected. If UADAKK decides that requested corrections are not technical errors or mistakes in writing, appeal regarding UADAKK decision can only be submitted to court.

## **V. PERFORMANCE EVALUATION OF LECTURERS OR RESEARCHERS**

38. Performance evaluation is mandatory for a 5-year term of office to the persons working under the fixed term employment contract and for a 5-year evaluation period to the persons working under the indefinite term employment contract. Performance evaluation includes an assessment whether the performance results achieved by the lecturer or researcher while working at the job position that is being assessed comply with the performance evaluation requirements set for this job position within that period. The requirements are applied in proportion to the share of FTE taken within the period, applying the principles of arithmetic rounding (the indicators calculated in units are rounded: down to the nearest whole number, when the indicator is up to 0.5, and up to the nearest whole number, when the indicator is equal to 0.5 or more).

39. The list of the scientific works to be submitted for the performance evaluation is provided by the University's Library.

40. Scheduled performance evaluation of lecturers and researchers is announced by Rector at least 3 months before the end of term of office or the evaluation period.

41. In case of doubts regarding the employee's compliance with the present job position, the extraordinary performance evaluation of the lecturer or researcher is announced by the Rector under the reasoned proposal of the Dean of the faculty (head of the institute).

42. The extraordinary performance evaluation can be announced by the Rector under the proposal of the Dean of the faculty (head of the institute) at least one year after the beginning of the employee's work in that position, no more than once per year and no more than twice per term of office.

43. During the extraordinary performance evaluation, the general performance evaluation requirements are reduced in proportion to the period from the last regular performance evaluation (beginning of the term of office) to the date of the extraordinary performance evaluation and in proportion to the share of FTE of the position within the period from the last regular performance evaluation (beginning of the term of office).

44. Lecturer or researcher is notified regarding the announced extraordinary performance evaluation against acknowledgement of receipt at least one month in advance. This process is organised by the Human Resources Administration Office.

45. The evaluated person can participate in the meeting of AKK, but he/she is required to participate in the meeting, if such a person is invited. AKK has a right to make decision in the absence of the person who is being evaluated.

46. The aggregated data of the results of the period submitted for performance evaluation are recorded in the decision of AKK regarding the performance evaluation of the period; it includes a conclusion "employee is evaluated" or "employee is not evaluated". This decision as well as description of academic activities, list of publications for performance evaluation, and certificates issued by the University are stored in the employee's personal file until the end of the next performance evaluation; in case the person is not evaluated – for a period of 5 years. Other additionally submitted documents are returned to the evaluated person within 30 calendar days. If an employee does not collect these documents within the specified period, they are destroyed.

47. The results of performance evaluation are introduced to the evaluated person against acknowledgement of receipt. If the evaluated person refuses to sign, the performance evaluation decision includes an entry "The evaluated person refused to sign the decision"; such an entry is confirmed by the signatures of at least 3 persons who provide the performance evaluation results to the evaluated person. Human Resources Administration Office emails the copy of the decision to the evaluated person.

48. After a scheduled performance evaluation (once per 5 years) the employment of the person who is not evaluated is terminated; the employment of the persons who work under the fixed term employment contract is terminated at the end of their fixed term contract; the employment of the persons who work under the indefinite term employment contract is terminated under the procedure stipulated by the legislation of the Republic of Lithuania. After the extraordinary performance evaluation the employment of the person is terminated under the procedure stipulated by the legislation of the Republic of Lithuania.

49. When a lecturer or researcher working in the position that competition should be announced for is on a long-term vacation (pregnancy, birth, child care, etc.) or on a long-term traineeship (for a period of at least 4 months), or is ill for more than 90 days consequently or 180 days intermittently, such periods are not included in the 5-year (five-year) term of office. If a lecturer or researcher needs time to meet the performance evaluation requirements due to the circumstances mentioned in this paragraph, based on the employee's written request, the deadline of the performance evaluation is postponed for the period of time that the lecturer or researcher was on a long-term traineeship or ill. This postponement cannot exceed 5 years for those who are on a long-term vacation (pregnancy, birth, child care, etc.). This postponement is not applied to the persons who are on an unpaid leave.

50. Under the decision of UADAKK, the performance evaluation deadline can be postponed for the lecturers or researchers who work at the University in the position of the Rector, Vice-Rector or full-time position of the Dean or director of the institute until the end of the term of office of this administrative job position, but no longer than 5 years after the end of the term of office of the lecturer's or researcher's job position.

51. If a lecturer or researchers (except for the ones working in the position of professor or chief researcher) disagrees with the decision of PADAKK, he/she has a right to submit an appeal to UADAKK within 5 working days from the date when such decision of PADAKK was introduced to him/her against acknowledgement of receipt. The appeal regarding the professor's or researcher's performance evaluation results or UADAKK decision regarding the examined appeal can only be submitted to court. Technical errors and obvious mistakes in writing are corrected while writing a request to UADAKK; it specifies the technical errors or mistakes in writing that should be corrected. If UADAKK decides that requested corrections are not technical errors or mistakes in writing, appeal regarding UADAKK decision can only be submitted to court.

## **VI. QUALIFICATION REQUIREMENTS FOR THE JOB POSITIONS OF LECTURERS AND RESEARCHERS**

52. The requirements of one of the three groups of science fields that candidates apply for are applied to the candidates participating in the competition: group of natural sciences, technologies, and medicine and health sciences, group of the social sciences and humanities, or group of arts. Compliance with the qualification requirements does not guarantee that a candidate will win the competition for a position; however, it is a precondition for participation in the competition.

53. If a minimum amount of scientific papers required in the performance evaluation is exceeded, additional scientific results can be equated to other research and academic results, and vice versa:

53.1. In the fields of natural sciences, technologies, and medicine and health sciences, 4 quires of scientific monographs or parts thereof published by the internationally recognised scientific publishers are equal to 1 scientific paper published in the international scientific journals with higher impact factor published abroad;

53.2. In the fields of humanities and social sciences, 4 quires of scientific monographs, scientific studies or parts thereof published by the internationally recognised scientific publishers are equal to 1 scientific paper published in the international scientific journals with higher impact factor published abroad; 4 quires of scientific monographs, scientific studies or parts thereof published by other international or national publishers are equal to 1 scientific paper published in the international scientific publications;

53.3. Created object of industrial property (patent registered at the European Patent Office (EPO), United States Patent and Trademark Office (USPTO), or Japanese Patent Office (JPO)), or kinds of plants and animals, cell lines or strains of microorganisms that are registered at the international catalogues and have documents certifying their authorship under the decision of AKK are equal to 2-3 scientific papers published in the international scientific journals with higher impact factor published abroad;

53.4. In the fields of natural sciences, technologies, and medicine and health sciences, the value of the supervised or implemented external research or experimental development works (including competition projects) or study projects financed from external sources worth 35 thousands EUR is equal to 1 scientific paper published in the international scientific journals with higher impact factor published abroad;

53.5. In the areas of humanities and social sciences the value of the supervised or implemented external research or experimental (socio-cultural) development works (including competition projects) or study projects financed from external sources worth 12 thousands EUR is equal to 1 scientific paper published in the international scientific journals with impact factor;

53.6. The minimum value of the supervision of research and experimental development works can be reduced with regards to the income received based on the patents or licenced technologies (licences are equated with a coefficient 1.5);

53.7. Under the decision of AKK, scientific monographs, science studies or parts thereof, or three scientific papers published in the international scientific journals with impact factor can be acknowledged as publications for studies.

54. Decision regarding the equation indicated in paragraph 53 is made during the expert evaluation of AKK.

### **Field of natural sciences, technologies, and medicine and health sciences**

55. The scientists meeting the following requirements can participate in the competition for a position of **professor**:

55.1. Published at least 10 scientific papers in the international scientific journals with higher impact factor published abroad within the last 10 years; this minimum amount of scientific papers can be reduced by 2 scientific articles at most, following the provisions of subparagraph 53.1 and equating them to the scientific monographs or parts thereof published by the internationally recognised scientific publishers;

55.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the international scientific journals with higher impact factor published abroad;;

55.3. Announced the research results in the presentations at the international scientific conferences;

55.4. Supervised external research or experimental development works (including competition projects);



55.5. Has at least 5 years of experience in giving lectures to students of all study cycles;

55.6. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

55.7. Has experience in expertise of research or studies, peer-review, activities of promotion of research or studies, participation in the work of committees or commissions, or otherwise participated in the activities of the international academic community.

56. Scientists working in the position of **professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

56.1. Published at least 4 scientific papers in the international scientific journals with higher impact factor published abroad; this minimum amount of scientific papers can be reduced by 1 scientific article at most, following the provisions of subparagraph 53 and equating it to the additional scientific results;

56.2. Supervised or implemented external research or experimental development works (including competition projects) or study projects financed from external sources worth 20 thousands EUR;

56.3. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the international scientific journals with higher impact factor published abroad;;

56.4. Announced the research results in the presentations at the international scientific conferences;

56.5. Gave lectures for at least 30 hours per year;

56.6. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

56.7. Performed expertise of research or studies, peer-review of scientific or study works, promoted research or studies, was a member of national or international institutions, participated in the activities of their committees or commissions, or otherwise actively participated in the activities of the international academic community;

56.8. Improved qualification in conferences, internships, courses, exchange programmes, etc.

57. The scientists meeting the following requirements can participate in the competition for a position of **chief researcher**:

57.1. Published at least 15 scientific papers in the international scientific journals with higher impact factor published abroad within the last 10 years;

57.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the international scientific journals with higher impact factor published abroad;;

57.3. Announced the research results in the presentations at the international scientific conferences;

57.4. Supervised external research or experimental development works (including competition projects);

57.5. Has experience in research expertise peer-review, activities of research promotion, participation in the work of committees or commissions, or otherwise participated in the activities of the international academic community.

58. Scientists working in the position of **chief researcher** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

58.1. Published at least 7 scientific papers in the international scientific journals with higher impact factor published abroad; this minimum amount of scientific papers can be reduced by 4 scientific articles at most, following the provisions of subparagraph 53 and equating it to the additional scientific results;

58.2. Supervised or implemented external research or experimental development works (including competition projects) or study projects financed from external sources worth 20 thousands EUR;

58.3. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the international scientific journals with higher impact factor published abroad;;

58.4. Announced the research results in the presentations at the international scientific conferences;

58.5. Performed expertise of research or studies, peer-review of scientific or study works, promoted research, was a member of national or international institutions, participated in the activities of their committees or commissions, or otherwise actively participated in the activities of the international academic community;

58.6. Improved qualification in conferences, internships, courses, exchange programmes, etc.

59. The scientists meeting the following requirements can participate in the competition for a position of **associate professor**:

59.1. Published at least 4 scientific papers in the international scientific journals with higher impact factor published abroad; this minimum amount of scientific papers can be reduced by 1 scientific article at most, following the provisions of subparagraph 53.1 and equating them to the scientific monographs or parts thereof published by the internationally recognised scientific publishers;

59.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed scientific publications;

59.3. Announced the research results in the presentations at the international scientific conferences;

59.4. Has at least 3 years of experience in giving lectures or supervising the scheduled seminars of study programmes of all study cycles (practice, lab work, etc.);

59.5. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

59.6. Has experience in organisation of scientific or academic events, expertise of research or studies, peer-review, activities of promotion of research or studies, or otherwise actively participated in the activities of international academic community;

60. Scientists working in the position of **associate professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

60.1. Published at least 2 scientific papers in the international scientific journals with higher impact factor published abroad; this minimum amount of scientific papers can be reduced by 1 scientific article at most, following the provisions of subparagraph 53 and equating it to the additional scientific results;

60.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed periodical scientific publications;

60.3. Announced the research results in the presentations at the international scientific conferences;

60.4. Gave lectures for at least 30 hours per year;

60.5. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

60.6. Organised scientific or academic events, participated in activities of expertise of research or studies, peer-review, promotion of research or studies, or otherwise actively participated in the activities of international academic community;

60.7. Improved qualification in conferences, internships, courses, exchange programmes, etc.

61. The scientists meeting the following requirements can participate in the competition for a position of **senior researcher**:

61.1. Published at least 7 scientific papers in the international scientific journals with higher impact factor published abroad;

61.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed scientific publications;

61.3. Announced the research results in the presentations at the international scientific conferences;

61.4. Have experience of organization of science events, research expertise, peer-review, activities of research promotion, or otherwise actively participated in the activities of international academic community.

62. Scientists working in the position of **senior researcher** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

62.1. Published at least 5 scientific papers in the international scientific journals with higher impact factor published abroad; this minimum amount of scientific papers can be reduced by 2 scientific articles at most, following the provisions of subparagraph 53 and equating it to the additional scientific results;

62.2. Implemented external research or experimental development works (including competition projects) or study projects financed from external sources worth 20 thousands EUR;

62.3. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed scientific publications;

62.4. Announced the research results in the presentations at the international scientific conferences;

62.5. Organised scientific events, participated in activities of expertise of research, peer-review, promotion of research, or otherwise actively participated in the activities of international academic community;

62.6. Improved qualification in conferences, internships, courses, exchange programmes, etc.

63. The scientists and persons holding the Master's qualification degree or equivalent higher education, at least 1 scientific paper in the peer-reviewed periodical scientific publication refereed in the international databases and at least 2 years of pedagogical work experience (the latter provision is not applied to the professionals who have at least 5 years of experience) can participate in the competition for a position of **lecturer**.

64. The person working in the position of **lecturer** has to give lectures to students and perform methodological and scientific work, publish at least 1 scientific paper in the international scientific journal with higher impact factor, and improve his/her qualification within a 5-year term of office / evaluation period.

65. The persons who have at least a Master's qualification degree or equivalent higher education can participate in the competition for a position of **assistant**.

66. The person working in the position of **assistant** has to assist in performance of scientific, methodological and pedagogical work, and publish at least 1 scientific paper in the peer-reviewed

periodical scientific publication refereed in the international databases, and improve his/her qualification within a 5-year term of office / evaluation period.

67. The scientists who published at least 3 scientific papers in the international scientific journals with higher impact factor published abroad can participate in the competition for a position of **researcher**.

68. Scientists working in the position of **researcher** can be certified if they published at least 3 scientific papers in the international scientific journals with higher impact factor published abroad; implemented external research or experimental development works or study projects financed from external sources with value of at least 10 thousand EUR and improved their qualification within a 5-year term of office / evaluation period.

69. The scientists and persons holding the Master's qualification degree or equivalent higher education, and published at least 1 scientific paper in the peer-reviewed periodical scientific publication refereed in the international databases can participate in the competition for a position of **junior researcher**.

70. Scientists working in the position of **junior researcher** can be certified if they published at least 1 scientific papers in the international scientific journals with higher impact factor published abroad, and implemented external research or experimental development works or study projects financed from external sources with value of at least 5 thousand EUR and improved their qualification within a 5-year term of office / evaluation period.

### **Fields of humanities and social sciences**

71. The scientists meeting the following requirements can participate in the competition for a position of **professor**:

71.1. Published at least 10 scientific papers in the international scientific journals, at least 5 of them published in the international scientific journals with impact factor within the last 10 years; this minimum amount of scientific papers can be reduced by 2 scientific articles at most, following the provisions of subparagraph and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation; 53.2

71.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 3 scientific paper published in the peer-reviewed (periodical, serial or occasional) scientific publications;

71.3. Has at least 5 years of experience in giving lectures to students of all study cycles;

71.4. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

71.5. within the last 5 years announced the results of research activities at least in 3 different methods, including:

71.5.1. Scientific monographs and/or science studies;

71.5.2. Scientific papers in the peer-reviewed (periodical, serial or occasional) scientific publications;

71.5.3. Scientific papers in the cultural or professional (periodical, serial or occasional) publications;

71.5.4. Papers prepared on the basis of the presentations of scientific conferences and/or analytical reviews of scientific papers in the peer-reviewed scientific, cultural or professional periodical, serial or occasional) publications;

71.5.5. Presentations and/or plenary lectures in the international and/or national scientific conferences;

71.6. Within the last 5 years performed at least 2 works from the different groups of works in the areas of research activities and science dissemination:

71.6.1. Prepared publications of research sources, translations of scientific text, prepared (and/or made) periodical or occasional scientific publications;

71.6.2. Prepared publications of scientific resources (scientific facsimiles, typological and/or thematic maps, lexicographical sources, catalogues of systematic research sources, practical works of terminology and/or language usage), publications of scientific bibliography, fundamental draft legislations (of the President of the republic of Lithuania, Seimas, Government), conclusions and/or reviews of the draft legislations, etc.;

71.6.3. Implemented experimental (socio-cultural) development works, participated in the activities of the expert scientific organisations (was a member thereof), performed expert and/or other applied research activities (was a head of the organising committee or science programme committee of the international or national scientific event, or was a member thereof; was a head of the editorial board of the international or cross-national periodical or serial scientific publication, chief editor of such publication, or a member of its editorial board);

71.6.4. Participated in the international and national projects of science programmes (was project's chief coordinator, partner coordinator or promoter);

71.6.5. Participated in scientific internships, research and/or pedagogical exchange programmes;

71.6.6. Prepared reviews of scientific works and publications of science dissemination, among them scientific works and reviews of art works for professional audience and/or general public published in the cultural or professional publications;

71.6.7. Gave cycles of public lectures;

71.6.8. Created online research sources and supervised them, conducted regular dissemination of scientific knowledge via media, etc.

72. Scientists working in the position of **professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

72.1. Published at least 4 scientific papers in the international scientific journals, at least 3 of them published in the international scientific journals with impact factor; this minimum amount of scientific papers can be reduced by 1 scientific articles at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

72.2. Supervised or implemented external research or experimental (socio-cultural) development works (including competition projects) or study projects financed from external sources worth 7 thousand EUR;

72.3. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponents) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 3 scientific paper published in the peer-reviewed (periodical, serial or occasional) scientific publications;

72.4. Gave lectures for at least 30 hours per year;

72.5. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

72.6. Announced the results of research activities at least in 3 different methods listed in subparagraph 71.5;

72.7. Performed at least 2 works from the different groups of works listed in subparagraph 71.6 in the areas of research activities and science dissemination;

72.8. Improved qualification in conferences, internships, courses, exchange programmes, etc.

73. The scientists meeting the following requirements can participate in the competition for a position of **chief researcher**:

73.1. Published at least 15 scientific papers in the international scientific journals, at least 7 of them published in the international scientific journals with impact factor within the last 10 years; this minimum amount of scientific papers can be reduced by 5 scientific articles at most, following

the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

73.2. within the last 5 years announced the results of research activities at least in 4 different methods, including:

73.2.1. Scientific monographs and/or science studies;

73.2.2. Scientific papers in the peer-reviewed (periodical, serial or occasional) scientific publications;

73.2.3. Scientific papers in the cultural or professional (periodical, serial or occasional) publications;

73.2.4. Papers prepared on the basis of the presentations of scientific conferences and/or analytical reviews of scientific papers in the peer-reviewed scientific, cultural or professional periodical, serial or occasional) publications;

73.2.5. Presentations and/or plenary lectures in the international and/or national scientific conferences;

73.3. Within the last 5 years performed at least 5 works from the different groups of works in the areas of research activities and science dissemination:

73.3.1. Prepared publications of research sources, translations of scientific text, prepared (and/or made) periodical or occasional scientific publications;

73.3.2. Prepared publications of scientific resources (scientific facsimiles, typological and/or thematic maps, lexicographical sources, catalogues of systematic research sources, practical works of terminology and/or language usage), publications of scientific bibliography, fundamental draft legislations (of the President of the republic of Lithuania, Seimas, Government), conclusions and/or reviews of the draft legislations, etc.;

73.3.3. Implemented experimental (socio-cultural) development works, participated in the activities of the expert scientific organisations (was a member thereof), performed expert and/or other applied research activities (was a head of the organising committee or science programme committee of the international or national scientific event, or was a member thereof; was a head of the editorial board of the international or cross-national periodical or serial scientific publication, chief editor of such publication, or a member of its editorial board; as a head of the doctoral committee, defence council, or was a member of such committee or council);

73.3.4. Participated in the international and national projects of science programmes (was project's chief coordinator, partner coordinator or promoter);

73.3.5. Participated in scientific internships, and/or research exchange programmes;

73.3.6. Prepared textbooks for studies for schools of higher education, schoolbooks and/or methodological tools;

73.3.7. Supervised doctoral students, prepared and/or taught subject of doctoral studies, supervised postdoctoral internships;

73.3.8. Prepared reviews of scientific works and publications of science dissemination, among them scientific works and reviews of art works for professional audience and/or general public published in the cultural or professional publications;

73.3.9. Gave cycles of public lectures;

73.3.10. Created online research sources and supervised them, conducted regular dissemination of scientific knowledge via media, etc.

74. Scientists working in the position of **chief researcher** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

74.1. Published at least 7 scientific papers in the international scientific journals, at least 4 of them published in the international scientific journals with impact factor; this minimum amount of scientific papers can be reduced by 4 scientific articles at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

74.2. Supervised or implemented external research or experimental (socio-cultural) development works (including competition projects) or study projects financed from external sources worth 17 thousands EUR;

74.3. Announced the results of research activities at least in 4 different methods listed in subparagraph 73.2;

74.4. Performed at least 5 works from the different groups of works listed in subparagraph 73.3 in the areas of applied research activities and science dissemination;

74.5. Improved qualification in conferences, internships, courses, exchange programmes, etc.

75. The scientists meeting the following requirements can participate in the competition for a position of **associate professor**:

75.1. Published at least 4 scientific papers in the international scientific journals, at least 2 of them published in the international scientific journals with impact factor; this minimum amount of scientific papers can be reduced by 2 scientific articles at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

75.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponent) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed (periodical, serial or occasional) scientific publications;

75.3. Has at least 3 years of experience in giving lectures or supervising the scheduled seminars of study programmes of all study cycles (practice, lab work, etc.);

75.4. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

75.5. Announced the results of research activities at least in 2 different methods listed in subparagraph 71.5;

75.6. Performed at least 1 works from the different groups of works listed in subparagraph 71.6 in the areas of expert, applied research activities and science dissemination.

76. Scientists working in the position of **associate professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

76.1. Published at least 2 scientific papers in the international scientific journals, at least 1 of them published in the international scientific journals with impact factor; this minimum amount of scientific papers can be reduced by 1 scientific article at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

76.2. Participated in the provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer, dissertation opponent) or supervised post-doctoral internships, or supervised scientific works of the first and/or second cycle students that have been the basis for at least 1 scientific paper published in the peer-reviewed (periodical, serial or occasional) scientific publications;

76.3. Gave lectures for at least 30 hours per year;

76.4. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

76.5. Announced the results of research activities at least in 2 different methods listed in subparagraph 71.5;

76.6. Performed at least 1 works from the different groups of works listed in subparagraph 71.6 in the areas of applied research activities and science dissemination;

76.7. Improved qualification in conferences, internships, courses, exchange programmes, etc.

77. The scientists meeting the following requirements can participate in the competition for a position of **senior researcher**:

77.1. Published at least 10 scientific papers in the international scientific journals, at least 5 of them published in the international scientific journals with impact factor; this minimum amount of

scientific papers can be reduced by 5 scientific articles at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

77.2. Within the last 5 years announced the results of research activities at least in 3 different methods specified in subparagraph 73.2;

77.3. Within the last 5 years performed at least 4 works from the different groups of works listed in subparagraph 73.3 in the areas of research activities and science dissemination.

78. Scientists working in the position of **senior researcher** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

78.1. Published at least 5 scientific papers in the international scientific journals, at least 3 of them published in the international scientific journals with impact factor; this minimum amount of scientific papers can be reduced by 2 scientific articles at most, following the provisions of subparagraph 53.2 and equating them to the scientific monographs, science studies or parts thereof not based on the dissertation;

78.2. Supervised or implemented external research or experimental (socio-cultural) development works (including competition projects) or study projects financed from external sources worth 7 thousand EUR;

78.3. Announced the results of research activities at least in 3 different methods listed in subparagraph 73.2;

78.4. Performed at least 4 works from the different groups of works listed in subparagraph 73.3 in the areas of applied research activities and science dissemination;

78.5. Improved qualification in conferences, internships, courses, exchange programmes, etc.

79. The scientists and persons holding the Master's qualification degree or equivalent higher education, at least 1 scientific paper in the peer-reviewed (periodical, serial or occasional) scientific publication and at least 2 years of pedagogical work experience (the latter provision is not applied to the professionals who have at least 5 years of experience) can participate in the competition for a position of **lecturer**.

80. The person working in the position of **lecturer** has to give lectures to students and perform methodological and scientific work, publish at least 1 scientific paper in the international scientific journal, and improve his/her qualification within a 5-year term of office / evaluation period.

81. The persons who have at least a Master's qualification degree or equivalent higher education can participate in the competition for a position of **assistant**.

82. The person working in the position of **assistant** has to assist in performance of scientific, methodological and pedagogical work, and publish at least 1 scientific paper in the peer-reviewed (periodical, serial or occasional) scientific publication, and improve his/her qualification within a 5-year term of office / evaluation period.

83. Scientists who published at least 2 scientific papers in the international scientific journals, at least 1 of them published in the international scientific journal with impact factor, can participate in the competition for a position of **researcher**.

84. Scientists working in the position of **researcher** can be certified if they published at least 2 scientific papers in the international scientific journals, at least 1 of them published in the international scientific journal with higher impact factor; implemented external research or experimental (socio-cultural) development works or study projects financed from external sources with value of at least 4 thousand EUR; announced the results of scientific research in the presentations of the international and/or national conferences; performed at least 2 works from the different groups of works listed in subparagraph 73.3 in the areas of applied research activities and science dissemination; improved his/her qualification.

85. The scientists and persons holding the Master's qualification degree or equivalent higher education, and published at least 1 scientific paper in the peer-reviewed (periodical, serial or



occasional) scientific publication can participate in the competition for a position of **junior researcher**.

86. Scientists working in the position of **junior researcher** can be certified if they published at least 1 scientific papers in the international scientific journal, and implemented external research or experimental (socio-cultural) development works or study projects financed from external sources with value of at least 2 thousand EUR; performed at least 1 work from the different groups of works listed in subparagraph 73.3 in the areas of applied research activities and science dissemination within a 5-year term of office / evaluation period.

### Fields of art

87. An art creator recommended by three professional art experts or a person holding a higher education qualification degree can participate in the competition for a position of **professor**, if, within the last 10 years, that person:

87.1. Met at least 1 of the following requirements:

87.1.1. Published or performed the works of art according to the nature of artistic expression:

87.1.1.1. Creation of music:

87.1.1.1.1. At least 5 widely or prestigiously internationally recognised pieces of music, cinema or audio-visual art and/or interpretations or editions thereof; at least 1 of them within the last 5 years;

87.1.1.1.2. Artistic activities are rewarded at least by 2 national or international awards, prizes of the international competitions; at least 1 of them received within the last 5 years;

87.1.1.2. Activities of architecture:

87.1.1.2.1. At least 3 large projects of urban complex, territorial planning, architectural complex or public building abroad or in Lithuania or abroad; at least 1 of them within the last 5 years;

87.1.1.2.2. Participated and received at least 3 awards in national or international art events or competitions, at least 1 of them received within the last 5 years;

87.1.1.3. Activities of design:

87.1.1.3.1. Organised a personal exhibition abroad and participated in international exhibitions abroad or international design competitions, and received at least 1 award of the competition; at least 1 of them within the last 5 years;

87.1.1.3.2. Presented complex visual style or complex design of things for a foreign customer;

87.1.1.3.3. Foreign museum or prestigious art gallery obtained the author's works;

87.2. Has at least 5 years of experience in giving lectures to students of all study cycles;

87.3. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

87.4. Supervised works of art of the students of any cycle; their results were presented at the exhibitions or published in art publications;

87.5. Met at least 3 of the following requirements in the fields of activities and dissemination of applied arts:

87.5.1. Conducted art research and published at least 3 publications or works of art, prepared (and made) periodical or occasional publications of art;

87.5.2. Performed works of cultural development, was a member of expert art organisations (their representative);

87.5.3. Performed expert, art organisation activities, or other applied artistic activities (was a head of the organising committee of international or national art event, or member thereof; was a head of the editorial board of national or international periodical or serial publication of art, was chief editor of such publication, or a member of its editorial board);

87.5.4. Participated in international or national projects of art or its promotion (was project's chief coordinator, partner coordinator or promoter);

87.5.5. Participated in art internships or exchange programmes;

87.5.6. Prepared reviews of works of art or publications of art dissemination, among them works or art or reviews of works for professional audience or general public, published in cultural or professional publications, created online research sources and supervised them, or regularly spread scientific knowledge via media, etc.;

87.5.7. Gave public lectures and otherwise actively participated in the activities of art community.

88. Artists working in the position of **professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

88.1. Met at least 1 of the following requirements according to the nature of artistic expression:

88.1.1. Creation of music:

88.1.1.1. Published or performed at least 3 widely or prestigiously internationally recognised pieces of music, cinema or audio-visual art and/or interpretations or editions thereof;

88.1.1.2. Participated at least in 3 national or international art events or competitions, received at least 1 award in them, curated such events or received awards;

88.1.2. Activities of architecture:

88.1.2.1. Implemented at least 2 large projects of urban complex, territorial planning, architectural complex or public building in Lithuania or abroad;

88.1.2.2. Participated at least in 3 national or international art events or competitions, received at least 1 award in them, curated such events or received awards;

88.1.3. Activities of design:

88.1.3.1. Organised a personal exhibition abroad and participated in international exhibitions abroad or international design competitions, and received at least 1 award of the competition;

88.1.3.2. Participated at least in 3 widely or prestigiously internationally recognised art events or competitions, received at least 1 award in them, curated such events or received awards;

88.1.3.3. Foreign museum or prestigious art gallery obtained the author's works;

88.1.3.4. The author's album or illustrated book was published by the recognised foreign publishers;

88.2. Conducted art research and published at least 3 publications;

88.3. Gave lectures to the students or any cycle for at least 30 hours per year;

88.4. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

88.5. Participated in the preparation of artists and provision of doctoral studies (as supervisor of a doctoral student, consultant, member of the doctoral committee or council, lecturer) or supervised at works of the students of any cycle;

88.6. Met at least 2 of the requirements listed in subparagraph 87.5 in the fields of activities and dissemination of applied arts:

88.7. Improved qualification in internships, courses or exchange programmes.

89. An art creator or a person holding a higher education qualification degree can participate in the competition for a position of **associate professor**, if, within the last 5 years, that person:

89.1. Met at least 1 of the following requirements:

89.1.1. Published or performed the works of art according to the nature of artistic expression;

89.1.1.1. Creation of music:

89.1.1.1.1. At least 2 at least nationally recognised pieces of music, cinema or audio-visual art and/or interpretations or editions thereof;

89.1.1.1.2. Artistic activities are rewarded at least by 1 national or international award, prizes of the international competitions;

89.1.1.2. Activities of architecture:

89.1.1.2.1. Implemented a large project of urban complex, territorial planning, architectural complex or public building in Lithuania or abroad;

89.1.1.2.2. Implemented at least 3 small projects of urban complex, territorial planning, architectural complex, public building or interior in Lithuania or abroad;

89.1.1.3. Activities of design:

89.1.1.3.1. Organised a personal exhibition and participated in exhibitions in Lithuania or abroad, participated in design competitions, and received at least 1 award of the competition;

89.1.1.3.2. Presented complex visual style or complex design of things for a foreign or Lithuanian customer;

89.1.1.3.3. Lithuanian or foreign museum or prestigious art gallery obtained the author's works;

89.2. Has at least 3 years of experience in giving lectures to students of all study cycles;

89.3. Prepared a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

89.4. Supervised at works of the students of any cycle;

89.5. Met at least 1 of the requirements listed in subparagraph 87.5 in the fields of activities and dissemination of applied arts.

90. Artists working in the position of **associate professor** can be certified if they meet the following requirements within a 5-year term of office / evaluation period:

90.1. Met at least 1 of the following requirements according to the nature of artistic expression:

90.1.1. Creation of music:

90.1.1.1.1. Published or performed at least 2 at least nationally recognised pieces of music, cinema or audio-visual art and/or interpretations or editions thereof;

90.1.1.1.2. Participated at least in 2 national or international art events or competitions, curated such events or received awards;

90.1.2. Activities of architecture:

90.1.2.1.1. Implemented a large project of urban complex, territorial planning, architectural complex or public building in Lithuania or abroad;

90.1.2.1.2. Implemented at least 2 small projects of urban complex, territorial planning, architectural complex, public building or interior in Lithuania or abroad;

90.1.2.1.3. Participated in architecture competition in Lithuania or abroad and received an award;

90.1.3. Activities of design:

90.1.3.1.1. Organised a personal exhibition and participated in exhibitions in Lithuania or abroad, or participated in design competitions, and received at least 1 award of the competition;

90.1.3.1.2. Participated at least in 2 nationally recognised art events or competitions, curated such events or received awards;

90.2. Conducted art research and published publications of art;

90.3. Gave lectures to the students or any cycle for at least 30 hours per year;

90.4. Prepared or updated a publication for studies (textbook, schoolbook, methodological tool or a part thereof), or e-teaching/learning course;

90.5. Supervised at works of the students of any cycle;

90.6. Met at least 1 of the requirements listed in subparagraph 87.5 in the fields of activities and dissemination of applied arts:

90.7. Improved qualification in internships, courses or exchange programmes.

91. The persons who graduated from the studies in the field of arts (holding at least the Master's qualification degree or equivalent qualification of higher education), who published at least 1 work of art and has at least 2 years of pedagogical work experience (the latter provision is not applied to the professionals who have at least 5 years of experience) can participate in the competition for a position of lecturer.

92. Persons working in the position of **lecturer** can be certified if, within the 5-year term of office / evaluation period, they:

92.1. Participated at least in 1 nationally recognised art event or competition and received an award;

92.2. Conducted art research and published at least 1 publication or work of art;

92.3. Gave lectures to the students or any cycle;

92.4. Prepared and published literature for studies or other methodological tool, or prepared an e-teaching/learning course;

92.5. Promoted art or studies, or other actively participated in the activities of the art community;

92.6. Improved qualification in internships, courses and exchange programmes.

93. The persons who graduated from the studies in the field of arts (holding at least the Master's qualification degree or equivalent qualification of higher education) can participate in the competition for a position of **assistant**.

94. Persons working in the position of **assistant** can be certified if, within the 5-year term of office / evaluation period, they:

94.1. Participated at least in 1 nationally recognised art event or competition or received an award; or conducted art research and published at least 1 publications;

94.2. Performed pedagogical activities;

94.3. Prepared and published literature for studies or other methodological tool, or prepared an e-teaching/learning course;

94.4. Improved qualification in internships, courses or exchange programmes.

## VII. FINAL PROVISIONS

95. These Guidelines for Organisation of Performance Evaluation and Competitions for the Positions of Lecturers and Researchers come into force on the date indicated in the decree of the Senate.

96. Performance evaluation requirements specified in these Guidelines are applied to the persons who occupy their position according to the competition requirements of these Guidelines or work under the indefinite term contracts, if a new period of their activities after a performance evaluation begins after the date when Part VI of the Guidelines comes into force. Other persons working under the fixed-term and indefinite term contracts are evaluated according to the requirements that were valid at the beginning of the 5-year period they are being evaluated for.

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## KEY DEFINITIONS AND ABBREVIATIONS

### Concepts

**Academic employee** – lecturer or researcher.

**Quire** (1 quire) – 40 000 characters (with spaces) of text or 3 000 cm<sup>2</sup> of the illustrations of the printed area; if it is not possible to determine the volume in characters, the equivalent of a quire is 14 pages.

**Assessment of compliance with the competition requirements** – assessment of compliance of the candidate's performance indicators with the qualification requirements of the job position the person applies for during the competition. The assessment includes all the candidate's performed and published works, regardless of the institution the candidate performed them at or the institution in the name of which they were published.

**Performance evaluation within a term of office / evaluation period** – evaluation whether the performance results achieved by the lecturer or researcher while working at the job position that is being evaluated comply with the performance evaluation requirements set for this job position. The evaluation includes only the work performed at the University, scientific or methodological works published in the University's name (with the University's allocation) (including the ones accepted for publishing by the international publications) or the works of art included in or submitted for the publishing in the University's annual report, or performed.

**Employment contract** – Document made with a successful competitor or the person who work at the position for indefinite term; it includes agreements regarding additional work.

**Lecturer** – person who educates and teaches students and external students at the school of higher education.

**Experimental (socio-cultural) development work** – result of the systemic activities based on research and the knowledge collected via practical experience: newly created materials, products and equipment, newly installed processed, systems and services or essentially improved already created or installed ones; as well as created, installed or essentially improved solutions of human, cultural and societal problems..

**Expert work** – expertise, reviews, recommendations, consultations, guidelines, strategies, feasibility studies, assessment and other works provided to institutions and organisations, as well as works of science theory and/or science policy.

**Expert evaluation** – qualitative evaluation performed by the members of the performance evaluation and competition commissions, including the situations not regulated by these Guidelines.

**E-teaching/learning course** – "Moodle" course assessed and evaluated under the set procedure, used in the process of teaching and learning.

**Competition** – selection of the candidates to competition positions, performed according to their achieved results and the University's objectives.

**Cultural and professional publications** – publications intended for the professional audience of humanities, social sciences, and arts.

**Artistic research** – research based on scientific research and art practice which aims to acquire new knowledge about the essence of cultural and artistic phenomena, promote critical

reflection on artistic processes, initiate development of innovations in arts and science. Artistic research includes creative part and research text including the definitions of research object, goal, tasks and methodologies.

**Work of art** – publicly presented work of fine art, design, architecture, media art, theatre, cinema, dance, music or interdisciplinary art or the act of its performance corresponding to the recognised artistic criteria of the specific field of art.

**Publishing (performance) of the work of art** – (personal) presentation of the work (-s), their realisation (including restoration) or performance in the artistic (exhibition hall, museum, gallery, concert hall, theatre, dance theatre, cinema, art festival, competition, etc.) or public environment (including cinema, television or radio studios), or publishing at the publishing house or recording studio (in the form of books, music records or computer media), or demonstration at the festival, via television or radio channel or internet portal; these art environments, institutions and other contexts are categorised as prestigious international, widely recognised, nationally recognised and locally recognised.

**Context of the publishing (performance) of the work of art:**

- **Prestigious international context** – foremost internationally operating environment for exhibition of the works of art or demonstration of the performance of the acts of art curated by the internationally recognised experts;

- **Widely recognised context** – particularly significant national environment for exhibition of the internationally recognised works of art or demonstration of the performance of the acts of art curated by the internationally recognised experts;

- **Nationally recognised context** – regionally recognised environment for exhibition of the works of art or demonstration of the performance of the acts of art curated by the internationally and nationally recognised experts;

- **Locally recognised context** – locally recognised environment for exhibition of the works of art or demonstration of the performance of the acts of art curated by the nationally recognised experts.

**Methodological tool** – teaching instrument legalised and published under the set procedure, other than books classified as textbook or educational book (methodological guidelines for laboratory works and practical works). Dictionaries, original directories, encyclopaedias, books of problems are classified as methodological tools.

**Educational book** – educational book peer-reviewed, assessed and published under the set procedure that provides theoretical, practical, manual or technological (computational) material for acquisition of the knowledge of one or several taught subjects.

**Educational literature** – textbooks, educational books, methodological tools.

**Research and experimental development activities** – systemic creative cognitive activities related to nature, human, culture and society, and the use of their results.

**Scientist** – researcher holding a Doctor of Science degree.

**Scientist trainee** – scientist who acquired a Doctor of Science degree (or equivalent qualification of higher education) at least 5 years before the assignment to this position. Period of the person's vacation provided for pregnancy and child birth, paternity or child care leave is not included in this 5-year period.

**Scientific publication of the source** – peer-reviewed publication providing archival documents, monuments of language and written language, works of art and other textual and audio-visual sources; it is characterised by scientific selection of material and its provision reflecting the principles of scientific selection, and provision of appropriate apparatus (comments, indexes, etc.). Published objects in the scientific publications of the sources can be provided in facsimiles, transcriptions, translations, critical reconstructions, digital archives, digital databases and other

manners set by the methodologies of source research and textual criticism. Minimum volume of the scientific publication of the source – 2 quires.

**Scientific publication of the translation** – peer-reviewed publications providing a translation of the relevant or historically significant work from the Lithuanian language or to the Lithuanian language with an appropriate apparatus (supporting research, comments, etc.); it is characterised by a systemic development of intellectual language. Minimum volume of the scientific publication of the translation – 2 quires.

**Scientific manual, encyclopaedia, (bio)bibliography** – scientific work of specific area or field intended for the purposes of research and studies and complying with the scientific and systemic requirements of that area or field, except for the information publications intended for education of the public, science promotion and performance of the administrative functions.

**Scientific dictionary** – scientific work of linguistics containing the system of lexicographical sources that are newly collected and/or selected using new scientific methodology, classified and provided; it is intended for the purposes of research and studies, published as a book (with ISBN number) and/or electronically; minimum acceptable volume – 8 quires.

**Scientifically structured data set** – registered digital archive with digital object identifier DOI, digital database or digital publishing of textual, audio and/or visual works, created by digitising the present archives, files or publications of traditional form and creating new electronic data sets, introducing criteria for material selection, classification methods and metadata surpassing the usual software tools.

**Scientific work review** – analytical presentation and evaluation of the published scientific work; it consists of its presentation, comprehensive and reasoned evaluation and criticism that discusses the concept of this work or, based on the discussion, raises and presents a reasoned analysis of theoretical, methodological or interpretation problem, as well as makes conclusions and specifies the used literature; minimum volume – 0.25 quire.

**Researcher** – researcher who works as chief researcher, senior researcher, researcher, junior researcher or scientist trainee.

**Science monograph** – peer-reviewed scientific work published as an individual publication or electronically; it provides a systematic and in-depth analysis of one topic (subject); it is characterised by clear and noticeable scientific elements of novelty characteristic to each science field or area (unpublished and qualitatively new material makes at least 20% of the publication's volume); publication can be prepared by one or several authors; minimum volume of the science monograph – 8 quires, minimum share of the author of the science monograph in the areas of humanities or social sciences – 4 quires. If monograph is published in Lithuanian or other language, it has to contain a summary in another language significant to the science field. In the areas of GTM, only the science monographs published by the internationally recognised science publishers are evaluated.

**Science event** – conference, seminar, symposium or other event of the defined topic in which scientists present their ideas and latest research results.

**Scientific paper** – scientific paper published in peer-reviewed scientific publication with a scientific apparatus usual for a specific science field (introduction, methodology description, results, their discussion and conclusions, list of key words, footnotes, bibliography, etc.) and complying with the scientific criteria of that science field; minimum acceptable volume in the areas of humanities and social sciences – 0.25 quire.

**Scientific paper in the international scientific journal with higher impact factor** – in the areas of natural sciences, technologies, and medicine and health sciences – scientific paper in the journal with impact factor refereed in the "Clarivate Analytics Web of Science" database (until 2022, also applied to the journals published in Lithuania, if, within the last 3 years, they have published the papers with the weight of the allocations of foreign authors making more than one quarter of the allocations of all authors); the journal's IF/AIF exceeds 0.25.

**Scientific paper in the international scientific journal with impact factor** – in the areas of natural sciences, technologies, and medicine and health sciences – scientific paper in the journal with impact factor refereed in the "Clarivate Analytics Web of Science" database; – in the areas of social sciences and humanities – scientific paper in the journal with impact factor (respectively, IF or SNIP) refereed in the "Clarivate Analytics Web of Science" and/or "Scopus" database. Impact factor is not applied in case of humanities.

**Scientific paper in the international scientific publication** – in the areas of social sciences and humanities – scientific paper in the publication refereed in the "Clarivate Analytics Web of Science" and/or "Scopus" database.

**Scientific study** – peer-reviewed scientific work in the areas of humanities or social sciences published as an individual publication or electronically; it complies with the requirements of science monograph (except for the volume). Minimum volume of the scientific study – 2 quires. Minimum share of the author of the science monograph prepared by several authors – 2 quires.

**Scientific journal published abroad** – scientific journal which editorial board operates in the institution registered abroad.

**Science monograph not based on the dissertation** – science monograph consisting at least of 50% of qualitatively new material in comparison to the dissertation.

**Patent** – patent registered at the European Patent Office (EPO), United States Patent and Trademark Office (USPTO), or Japanese Patent Office (JPO), Lithuanian or foreign patent offices.

**Patent or technology license** – right to use the invention's exclusive and non-exclusive license provided to the other person by the patent's applicant, patent's or technology's owner.

**Allocation** – allocation/attribution of the author (performer) indicated in the scientific work, presentation of the work of art or its performance, or declaration of the scientific work / work of art.

**Peer-reviewed scientific publication** – periodical, serial or occasional publication with ISSN or ISBN number; it publishes scientific works based on the conclusions of the scientific peer-reviews whose provision can be proven.

**Peer-reviewed periodical scientific publication** – periodical publication with ISSN or ISBN number; it publishes scientific works based on the conclusions of the scientific peer-reviews whose provision can be proven.

**Traineeship** – lecturer's, researcher's absence from his/her permanent workplace leaving to perform the work related to his/her studies and/or research activities (at the Lithuanian or foreign scientific or educational institution, research centre, laboratory, company, institution, library, archive, expedition, etc.).

**Composed scientific work** – set of original scientific works or collective scientific work; it is allocated to its composer/editor indicated on the title page of the publication and/or in its metrics, except for the work of the permanently working editor of the periodical or serial scientific publication.

**Educational projects** – prepared and hosted copyrighted TV, radio shows, publications in printed or electronic media, public lectures with discussion, scenarios of documentaries, etc. of high cultural and/or public value, based on science but not intended for the professional audience.

**Internationally recognised scientific publisher** – publisher that is constantly publishing scientific works of the scientists from various countries, internationally recognised periodical and serial scientific publications and disseminating them at the international level, providing information on the nature of the publisher and its international recognition online. The list of such publishers is made and published by the Lithuanian Research Council.

**Scientific publication refereed in the international databases** – peer-reviewed scientific publication refereed in the international databases.



**Researcher** – person who has higher education and develops knowledge, conceptualises or creates new products, processes, methods and systems, manages or implements research and experimental development projects.

**Textbook** – published original (copyrighted) work with the textbook label, peer-reviewed under the set procedure and specifically intended for the purposes of studies, and characterised by individual methodological approach.

### **Abbreviations**

**GTM** – natural sciences, technologies, and medicine and health sciences.

**HS** – humanities and social sciences.

**ISBN** – International Standard Book Number.

**ISSN** – International Standard Serial Number.

**CA** – "Clarivate Analytics Web of Science" database.

**CA JCR** – Clarivate Analytics Journal Citation Reports.

**IF** – Impact Factor in CA JCR.

**AIF** – Agregate Impact Factor.

**SNIP** – Source-Normalized Impact per Paper in "Scopus" database.

**DOI** – Digital Object Identifier.

**EPO** – European Patent Office.

**USPTO** – United States Patent and Trademark Office.

**JPO** – Japan Patent Office.

**R&D** – research and experimental development.