Appendix 3 to the
Requirements and Assessment of
the Compliance of Lecturers and
Researchers with the Job Grades

Pedagogical activities

Activities	Job positions and requirements for the grades							
	Assistant / j. r.	**Lecturer / r.**		**Associate professor / s. r.**		**Professor / c. r.**		
	D2	**C2**	**C3**	**B2**	**B3**	**A2**	**A3**	**A4**
Minimum number of performed activities	1 study leadership activity	Internationalisation of studies and 2 study leadership activities	Internationalisation of studies and 3 study leadership activities	Internationalisation of studies 4 study leadership activities	Internationalisation of studies 5 study leadership activities	Internationalisation of studies 6 study leadership activities	Internationalisation of studies 7 study leadership activities	Internationalisation of studies 8 study leadership activities
Mandatory activities								
1. Internationalisation of studies (mandatory)		Teaching visit at a foreign university	Teaching visit at a foreign university	Teaching visit at a foreign university	At least 2 teaching visits at different foreign universities	At least 2 teaching visits at different foreign universities	At least 2 teaching visits at different foreign universities	At least 2 teaching visits at different foreign universities
Alternative activities								
2. Study leadership (excellence)								
2.1. Student evaluation	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35	Evaluation of at least 1.35
2.2. Product development and implementation				Was a leader of the working group for the development of the successfully	Was a leader of the working group for the development of the successfully	Was a leader of the working group for the development of the successfully	Was a leader of the working group for the development of the successfully	Was a leader of the working group for the development of the successfully

				launched new study programme	launched new study programme	launched new study programme	launched new study programme	launched new study programme
	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme	Was a participant in the working group for the development of the successfully launched new study programme
	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils	Gave lessons to pupils
				Was the leader of the working group for the development of self-assessment for national/international accreditation	Was the leader of the working group for the development of self-assessment for national/international accreditation	Was the leader of the working group for the development of self-assessment for national/international accreditation	Was the leader of the working group for the development of self-assessment for national/international accreditation	Was the leader of the working group for the development of self-assessment for national/international accreditation
		Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation	Was the participant in the working group for the development of self-assessment for national/international accreditation
				Coordinates the study module including at least 6 lecturers	Coordinates the study module including at least 6 lecturers	Coordinates the study module including at least 6 lecturers	Coordinates the study module including at least 6 lecturers	Coordinates the study module including at least 6 lecturers

			Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties	Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties	Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties	Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties	Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties	
	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	Developed and taught a micro-credit module that was well-assessed by students / MAIK	
2.3. Methodological activities	Prepared a textbook	Prepared a textbook	Prepared a textbook	Prepared a textbook	Prepared a textbook	Prepared a textbook	Prepared a textbook	Prepared a textbook
	Prepared an educational book	Prepared an educational book	Prepared an educational book	Prepared an educational book	Prepared an educational book	Prepared an educational book	Prepared an educational book	Prepared an educational book
	Prepared a methodological tool/stand (including a description)	Prepared a methodological tool/stand (including a description)	Prepared a methodological tool/stand (including a description)	Prepared a methodological tool/stand (including a description)	Prepared a methodological tool/stand (including a description)			
				A case (based on original research) and its description are integrated into the study process	A case (based on original research) and its description are integrated into the study process	A case (based on original research) and its description are integrated into the study process	A case (based on original research) and its description are integrated into the study process	A case (based on original research) and its description are integrated into the study process

4

		Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students	Developed and taught a Moodle-certified course that was well-assessed by students
	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database	An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database
2.4. Research activities	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules	An article on the innovations applied/introduced in taught modules
	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference	A presentation on the innovations applied/introduced in taught modules at the international conference
			An article prepared in cooperation with a student in the journals that are in the first, second or	An article prepared in cooperation with a student in the journals that are in the first, second or	An article prepared in cooperation with a student in the journals that are in the first, second or	An article prepared in cooperation with a student in the journals that are in the first, second or	An article prepared in cooperation with a student in the journals that are in the first, second or	An article prepared in cooperation with a student in the journals that are in the first, second or

			third quartile of the relevant journal group of the WoS or Scopus database	third quartile of the relevant journal group of the WoS or Scopus database	third quartile of the relevant journal group of the WoS or Scopus database	third quartile of the relevant journal group of the WoS or Scopus database	third quartile of the relevant journal group of the WoS or Scopus database	third quartile of the relevant journal group of the WoS or Scopus database
2.5. Educational competence development/sharing activities			Conducted experience-sharing workshops/peer-to-peer mentorship	Conducted experience-sharing workshops/peer-to-peer mentorship	Conducted experience-sharing workshops/peer-to-peer mentorship	Conducted experience-sharing workshops/peer-to-peer mentorship	Conducted experience-sharing workshops/peer-to-peer mentorship	Conducted experience-sharing workshops/peer-to-peer mentorship

Explanation of the indicators of activities:

1. "Teaching visit at a foreign university" is credited when a certificate issued by the foreign university for at least 8 hours of lecturing, or a certificate for teaching in the BIP programmes of the Erasmus+ project for international student groups is submitted.

2. Student evaluation "of at least 1.35" is credited when students' opinion about the lecturer's performance during the evaluation period is at least 1.35 points. The student evaluation in the module for two years is multiplied by a coefficient of 1.2 when the module has a newly introduced student-centred active learning method: challenge-based learning, problem-based learning, design-based learning. The multiplication by the coefficient is valid if the lecturer has completed training on the study method and the introduction of the method in the module is approved by the EDU_Lab. For the approval of the introduction of the method, a description of the didactic strategy applied in the study module(s) must be submitted to the EDU_Lab (specifying the method(s) applied; providing the main methodological principles used; giving examples of assignments and the criteria of the evaluation system; describing the monitoring of students' progress and identifying which didactic solutions in the study module have been successful and improved the students' learning process and outcomes).

3. "Was a leader of the working group for the development of the successfully launched new study programme" is credited when a new study programme is evaluated by experts with a score of at least 70% of the maximum expected score, the study programme is registered in the Register of Studies, Study Programmes and Qualifications, and an efficient group of students is admitted to the programme in the academic year following the registration of the new study programme.

4. "Was a participant in the working group for the development of the successfully launched new study programme" is credited when a new study programme is evaluated by experts with a score of at least 70% of the maximum expected score, the study programme is registered in the Register of Studies, Study Programmes and Qualifications, and an efficient group of students is admitted to the programme in the academic year following the registration of the new study programme.

5. "Gave lessons to pupils" is credited when at least 5 lessons were given to pupils. A Study Information Group is approved.

6. "Was the leader of the working group for the development of self-assessment for national/international accreditation" is credited when the study field/programme is evaluated by experts with a score of at least 70% of the maximum expected score or accreditation by an international agency is granted.

7. "Was the participant in the working group for the development of self-assessment for national/international accreditation" is credited when the study field/programme is evaluated by experts with a score of at least 70% of the maximum expected score or accreditation by an international agency is granted.

8. "Coordinates the study module including at least 6 lecturers" is credited when he/she coordinated a study module including at least 6 lecturers at least 3 times (semesters) during the evaluation period.

9. "Was the leader of the working group that developed an interdisciplinary, Moodle-certified module with the participation of lecturers from different faculties" is credited when the working group was formalised by a decree of the dean or the vice-rector of studies. The compliance of the study module with the methodological requirements of the e-learning tool has been assessed according to the criteria set out in the Regulations for the Certification of e-Learning Study Modules, the module has been taught to students for at least one semester, and the module is taught by lecturers from at least two faculties.

10. "Developed and taught a micro-credit module that was well-assessed by students / MAIK" is credited when a micro-credit module/MAIK has the University affiliation and the student assessment of the micro-credit module/MAIK is at least 1.35 points during the assessment period.

11. "Prepared a textbook" is credited when the textbook is peer-reviewed under the set procedure, has a textbook label, is intended for study purposes and is published.

12. "Prepared an educational book" is credited when the educational book is peer-reviewed under the set procedure, has an educational book label, is intended for study purposes and is published.

13. "Prepared a methodological tool/stand (including a description)" is credited when the methodological tool is peer-reviewed under the set procedure and is published/the stand is constructed, has a description and is used in the study process.

14. "A case (based on original research) and its description are integrated into the study process" is credited when the prepared case and its description have been evaluated, have a case label, are published and used in a specific module.

15. "Developed and taught a Moodle-certified course that was well-assessed by students" is credited when the compliance of the study module with the methodological requirements of the e-learning tool has been assessed according to the criteria set out in the Regulations for the Certification of e-Learning Study Modules, the student assessment of the study module is at least 1.35 points during the assessment period, and the module has been taught for at least one semester.

16. "An article on the innovations applied/introduced in taught modules in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database" is credited when the article analyses the issues related to the didactics of the taught study module(s) and the article is published.

17. "An article on the innovations applied/introduced in taught modules" is credited when the article analyses the issues related to the didactics of the taught study module(s) and the article is published.

18. "A presentation on the innovations applied/introduced in taught modules at the international conference" is credited when the topic of the presentation is related to the didactical issues of the taught study module(s) and is presented at the international conference.

19. "An article prepared in cooperation with a student in the journals that are in the first, second or third quartile of the relevant journal group of the WoS or Scopus database" is credited when the article is prepared in cooperation with the student/graduate of the first or second cycle, integrated or professional studies and is published.

20. "Conducted experience-sharing workshops/peer-to-peer mentorship" is credited when at least 16 academic hours of pedagogical experience sharing seminars, training, workshops were given, or at least one year as a peer-to-peer mentor, i.e. sharing unique teaching skills with colleagues, especially beginner lecturers. Only training courses, workshops or seminars registered and certified in the University's register of non-formal education programmes, or training courses, workshops or seminars conducted at the invitation of foreign organisations, are credited, provided that a certificate of proof is available. Peer-to-peer mentoring is approved by the EDU_Lab.