



QUESTIONNAIRE ON ACADEMIC PROMOTION

1. Please list academic and/or scientific titles awarded/promoted by your Institution:

1. Lecturer
2. Docent
3. Associate Professor
4. Professor
5. Academic
6. Emeritus Professor
7. Doctor Honoris Causa

2. Academic promotion is based on:

_____ **Teaching**

(includes:

- activities related to teaching performance,
- leadership in learning and teaching,
- student-centred learning and teaching,
- research-enhanced learning and teaching,
- periods of teaching spent abroad or out of the home institution,
- student evaluation
- other (describe) : _____)

_____ **Research**

(Includes

- activities related to research performance,
- leadership in research,
- research mentoring and training (at master and/or PhD level),
- published scientific papers,
- research collaborations,
- membership of national/international research organization
- membership of editorial board of scientific journal

_____ **Community Engagement**

(includes



√ contributions to internal University, faculty and/or department communities (i.e. membership of committees, boards, bodies, leadership, proactive involvement to promote the sustainability and growth of the University),

√ contributions to external community and professional organisations, government agencies, non-government organisations, public intellectual discussion and the general community,

_____ other (describe) : _____)

3. Please give us detailed description of criteria for academic promotion related to Teaching (you may send us docemnts which regulate this part – university rules, related articles from legislation, etc.)

Academic titles (Associate Professor, Professor) are granted to academic staff who have at least five years of university teaching experience, have shown very good teaching qualities and have actively participated in the institutional and academic development of higher education.

They must have lectured an academic subject or module for more than two years and at the same time have prepared teaching materials such as lectures, exercises, programs of different subjects, which are taught in graduate and master level.

They must have taught or carried out research in an international academic institution for at least one year and be able to give lectures in one of the following languages: English, French, German, Italian, Spanish and Russian.

4. Please give us detailed description of criteria for academic promotion related to Research (you may send us docemnts which regulate this part – university rules, related articles from legislation, etc.)

Academic candidates applying for the academic titles should fullfil some criteria related to research.

The candidates applying for the title Associate Professor must have participated and presented papers at 8 conferences and scientific meetings, 5 of which presented in international scientific activities. All these presentations need to be published in Proceedings.

They have to have also published, after having been awarded the PhD degree, at least 5 scientific original articles. The researcher has to be the first author in at least two of them in an internationally recognized scientific journal. One of the articles has to be published in an impact factor journal. The candidate can also publish a scientific monograph in a foreign language which counts for 6 scientific articles. A scientific monograph published in Albanian counts for 4 scientific articles published in Albania.

While the candidates applying for the academic title Professor, after having been granted the title Associate Professor, should prepare and present 15 papers in conferences, 8 of which in internationally scientific activities and published in the proceedings. They must have 9 original articles or reviews published, 4 of which accepted by international scientific journals and two articles published in an impact factor journal. The candidate can also publish a scientific monograph in a foreign language which counts for 6 scientific articles. A scientific monograph published in Albanian counts for 4 scientific articles published in Albania.



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5. Please give us detailed description of criteria for academic promotion related to Community Engagement (you may send us documents which regulate this part – university rules, related articles from legislation, etc.)

Community engagement for candidates applying for Professor or Associate Professor is seen related to their engagement in the development of the faculty, namely in their work for the enhancement of the young teachers by guiding and supporting them with their research.

The titles Academic, Emeritus Professor and Doctor Honoris Causa are titles promoted based on the Community Engagement.

The title Academic can be granted to any professor, member of the Academy of Science of the Republic of Albania. In case the candidate holds the title “Professor” at any institution of higher education, he/she gains the right to be awarded the title “Academic”.

The title Emeritus professor is awarded to a retired Professor in accordance with the criteria constituted by the Ministry of Science and Education. The professors awarded the title “Emeritus Professor” can be invited to deliver lectures or appointed in Committees. The title is granted in recognition of past accomplishment and a continuing relationship with the University. These individuals may continue to advise graduate students.

The title Doctor Honoris Causa is awarded to a reputable personality of the scientific / scholarly or public life, whose merits of progress in science, education, culture, and arts have significantly contributed to the development of the country.

(Based on the article article 47, Law no, 9741, date 21.07.2007)

Prepared by

PhD Etleva Kondi

The Person Responsible for Package 2