



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**



Decision

No.08 date 21.01.2019

“On the complementing of the duties and responsibilities of the Vice Dean for the Scientific Research”

In compliance with point 3, paragraph 93 of the Law no. 80/2015 "On Higher Education and Research in Higher Education Institutions in the Republic of Albania", in reference to the general principles of the European Charter of Researchers, a document endorsed by UT through the Official Support Letter no. 773/1 Prot, dated 03.04.2018 (see summary: [https // euraxess.ec.europa.eu/jobs/charter/declaration-endorsement#show_Albania](https://euraxess.ec.europa.eu/jobs/charter/declaration-endorsement#show_Albania)), as well as in order to complement the job description of the Vice Dean for Scientific Research in the framework of piloting the mentoring system for scientific researchers, the Dean

Decided:

1. Complementing the job description of the Vice-Dean for Scientific Research in the context of advising and mentoring of the academic staff with regard to Academic Career issues.
2. The Vice Dean for Scientific Research as part of the mentoring of new applicants at the Faculty of Foreign Languages, elects members of the academic staff of "Professor" ranking, who will serve as an External Mentor.
3. The External Mentor has the duty to advise and mentor the young researchers at Faculty of Foreign Languages periodically on the following:
 - a) Individual Academic Qualification and Promotion.
 - b) Publication of scientific papers in national and international magazines and newsletters with high impact factor.
 - c) Organization and participation in conferences, seminars, workshops and meetings of academic and university nature, in national and, in particular, international activities.
 - d) Pedagogical and teaching aspects with students.
 - e) Terms of work and theoretical and applied scientific research.
 - f) Physical infrastructure at and outside the institution.
 - g) Involvement in national and international projects.
 - h) Consultancy and assistance of administrative nature.
 - i) Any other aspect of pedagogical, legal, administrative and scientific significance that contributes to the improvement of qualification and publication objectives.



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4. The Dean and Vice-Dean for Scientific Research are responsible for the implementation of this decision
 5. The pilot period extends from February 2019 to February 2020
 6. This decision enters into force immediately

Dean
Prof.Dr. Artur Sula
(signed and stamped)