



M O N I T O R

OF THE JOHN PAUL II CATHOLIC UNIVERSITY OF LUBLIN

Item 619/2020

**RESOLUTION NO. 837/I/3
OF THE SENATE
OF THE JOHN PAUL II CATHOLIC UNIVERSITY OF LUBLIN**

of 17 December 2020

**on determining the principles and detailed qualification requirements for candidates for promotions
in the group of university teachers
for research and teaching, research, and teaching positions¹**

The Senate of the John Paul II Catholic University of Lublin, pursuant to Art. 53 sec. 3 and Art. 54 sec. 4 of the Statute of the John Paul II Catholic University of Lublin, at the request of the Rector, decides as follows:

Article 1

1. The procedure for the promotion of university teachers is initiated at the application of the candidate, upon fulfilment of the requirements set out in the appendix to the resolution.
2. The application for promotion contains:
 - 1) information on the date of obtaining a degree or academic title with a copy of the diploma;
 - 2) information on compliance with the requirements set forth in the appendix to the resolution;
 - 3) information on scientific, teaching and organisational achievements relating to the promotion requirements selected by the candidate, in particular:
 - a) list of scientific publications;
 - b) list of grants obtained and projects implemented through the University;
 - c) list of theses prepared under the supervision or reviewed by the applicant;
 - d) list of reviews and opinions in proceedings for awarding degrees and academic titles;
 - 4) the result of the last periodic evaluation carried out by the University Evaluation Committee.
3. When evaluating the fulfilment of promotion requirements, the candidate's achievements related to work at the John Paul II Catholic University of Lublin, obtained from the last promotion or employment in the occupied position, but from a period no longer than 8 years preceding the submission of the application, are taken into account, unless the description of promotion conditions provides otherwise. A given achievement of a candidate can be a premise for promotion only once.

¹ Consolidated text taking into account the changes introduced by the resolutions of the Senate of the John Paul II Catholic University of Lublin: 1. of 25 February 2021 (Monitor of the John Paul II Catholic University of Lublin, item 123/2021); 2. of 23 June 2022 (Monitor of the John Paul II Catholic University of Lublin, item 341/2022).

Article 2

1. A candidate for promotion submits the application referred to in Art. 1 to his/her immediate superior, who gives an opinion on it, referring to the employee's achievements in the field of research, teaching and organisational activities.
2. The immediate superior submits the application to the institute council competent for the place of employment. In the case of candidates for promotion to research or research and teaching positions, the application is also reviewed by the director of the institute to which the leading scientific discipline represented by the candidate is assigned. In the case of candidates for promotion to teaching positions, the application is reviewed by fields of study coordinators, who should take into account in particular the results of course evaluation and the results of class observations.
3. The chairman of the institute council submits the application to the dean, who, after obtaining an opinion, submits it to the Rector through the University Committee for Science. Applications should be submitted by December 23 in the winter semester or by April 30 in the summer semester to the Human Resources Department.
4. The Human Resources Department verifies the submitted applications in formal terms. The University Committee for Science may seek the opinion of other organisational units of the University, in particular:
 - a) Scientific Activity Evaluation Department concerning scientific activities;
 - b) Department of Education/Centre for Academic Didactics concerning teaching activities.
5. The University Committee for Science reviews the application and submits it to the Rector for decision.
6. The Rector makes the decision on promotion, taking into account in particular the fulfilment of the promotion requirements set out in the appendix to this Resolution.
7. The provisions of sec. 1-4 apply accordingly to institutes established for disciplines not subject to evaluation of the quality of scientific activity and other units employing university teachers.

Article 3

1. The University Committee for Science reviews applications for promotions twice a year: once in the winter semester and once in the summer semester.
2. Promotion takes place on 1 October of the academic year following the year in which the application was submitted, or on another date specified in the Rector's decision.

Article 4

The resolution of the Senate of the John Paul II Catholic University of Lublin of 31 January 2013 on determining the rules for promotion to the positions of assistant professor, associate professor and full professor (724/II/17) is repealed.

Article 4a

In the case of promotion to the position of associate professor under the provisions of the resolution of the Senate of the John Paul II Catholic University of Lublin of 31 January 2013 on determining the rules for promotion to the positions of assistant professor, associate professor and full professor (724/II/17), it is required, after the end of the time of employment in the aforementioned position, to initiate the procedure for promotion to the position of professor of the university under the terms of this Resolution.

Article 5

The resolution enters into force on 1 January 2021.

Rector of the John Paul II Catholic University
of Lublin:

ks. prof. dr hab. Mirosław Kalinowski