



**UNIVERSITY OF ECONOMICS
IN BRATISLAVA**

INTERNAL DIRECTIVE
OF THE UNIVERSITY OF ECONOMICS IN BRATISLAVA

No. 6/2022

**Detailed Specification of Professional Duties Concerning
Publication and Research Activities of EUBA Employees in Full
Professor's, Associate Professor's and Assistant Professor's
Positions**

2022

The Rector of the University of Economics in Bratislava (hereinafter also referred to as "EUBA" or the "University") is issuing this internal directive entitled Detailed Specification of Professional Duties Concerning Publication and Research Activities of EUBA Employees in Full Professor's, Associate Professor's and Assistant Professor's Positions (hereinafter also referred to as the "Directive") in conjunction with Sections 75(2), (3) and (6) of Act No. 131/2002 on Higher Education Institutions and on amendments and supplements of certain laws, as amended.

Article 1

Introductory Provisions

1. This internal directive governs publication and research duties of EUBA employees holding the positions of full professor, associate professor and assistant professor, who are employed at EUBA for full-time or part-time weekly hours.
2. The part-time EUBA employee must comply with the terms and conditions provided herein to the extent commensurate with their working hours at EUBA. The employee's obligation to comply with the conditions commensurate with the employee's working hours shall be determined by the dean of the relevant faculty.

Article 2

Publication Activities

1. The EUBA employee in a full professor's position must acquire at least 600 A-C category points for his/her publication activities over the period of 5 calendar years.
2. The EUBA employee in an associate professor's position must acquire at least 500 A-C category points for his/her publication activities over the period of 5 calendar years.
3. The EUBA employee in an assistant professor's position must acquire at least 375 A-C category points for his/her publication activities over the period of 5 calendar years.
4. The description of individual categories is based on the Decree of the Ministry of Education, Science, Research and Sports of the Slovak Republic No. 397/2020 on central publications registry and central artistic activities registry (hereinafter also referred to as the "Decree").
5. The EUBA employee in a full professor's, associate professor's or assistant professor's position must score at least 75% of the publications threshold value stated in points (1) through (3) above aggregately in categories A and B, depending on the academic position held (full professor's, associate professor's or assistant professor's post).
6. In relation to the periodic evaluation of research, development, artistic and any other innovative activities, the full-time EUBA employee must register at least 5 unique publications in his/her publication activities over the period of 5 calendar years.

7. In the C category, the total score is divided between the co-authors based on their individual authorship shares as determined for the purpose of registering the publication in the Slovak Economic Library.
8. The A publications category includes the following publication types:

Category	Monographs, monograph-like publications, and any other books registered in Web of Science or Scopus databases	Score	Note
A	Scientific monographs - national and international	250	
	Studies and chapters in scientific monographs - national and international	100	
	University textbooks - national and international	100	
	Chapters in university textbooks - national and international	50	
	Specialist books - national and international	50	
	Chapters in specialist books - national and international	25	

A publication in which the authorship share of an author amounts to at least 3 author's sheets shall be considered a scientific monograph/university textbook.

9. The B publications category includes the following publication types:

Category	Publications in indexed journals (Current Contents Connect), journals registered in Web of Science or Scopus databases; patent applications	Score	Note
B	Q1 scientific and specialist papers	500	if the quartile for the year of publication is unknown, the last known quartile as defined by JCR IF or SJR IF is to be taken
	Q2 scientific and specialist papers	350	
	Q3 scientific and specialist papers	200	
	Q4 scientific and specialist papers	100	
	Scientific and specialist papers with unspecified quartile	50	

10. The C publications category includes the following publication types:

Category	Monographs, monograph-like publications, and any other books not registered in Web of Science or Scopus databases	Score	Note
C	Scientific monographs - national and international	50	
	Studies and chapters in scientific monographs - national and international	25	
	University textbooks - national and international	50	
	Chapters in university textbooks - national and international	25	
	Specialist books - national and international	25	
	Chapters in specialist books - national and international	25	
	Course books, teaching texts and review publications	25	
	Scientific papers in other journals, peer-reviewed proceedings, peer-reviewed scientific monographs		
	Scientific papers in other journals - international	24	
	Scientific papers in peer-reviewed proceedings, monographs - international	24	
	Scientific papers in other journals - national	14	+ 15 points per author, if the paper has been published in Ekonomické rozhľady together with a foreign co-author
	Scientific papers in peer-reviewed proceedings, monographs - national	14	
	Other publications		
	Published invited peer-reviewed conference papers - international	24	+ 10 points per author, if the proceedings has been accepted for WoS or Scopus
	Published conference papers - international	24	
Published invited peer-reviewed conference papers - national	14		
Published conference papers - national	14		

Article 3

Research Activities

1. The EUBA employee in a full professor's or an associate professor's position must acquire at least 20 points for his/her research activities over the period of 5 calendar years.
2. The EUBA employee in an assistant professor's position must acquire at least 15 points for his/her research activities over the period of 5 calendar years.
3. If a research project is prepared and submitted by several EUBA employees, the respective research score shall be divided based on the share of individual EUBA employees in preparing and submitting the project.
4. Only projects implemented under a grant contract (or a funding contract) concluded by the grant provider (or international consortium coordinator) and EUBA shall be considered to be research projects for the purposes hereof.
5. The following activities are included in research activities:

Research activity	Score
Participation in a research project - international / year	4
Participation in a research project - national / year	2
Participation in an applied research project or a project funded from structural funds / year	3
Management of an approved research project - national / year	5
Management of a work package as part of an approved research project - international / year	8
Management, or coordination of an approved research project - international / year	10
Management of an approved applied-research project or a project funded from structural funds / year	8
Preparation and submission of a research project - international / project	10
Preparation and submission of a research project - national / project	3
Preparation and submission of an applied research project or a project funded from structural funds / project	8

Article 4

Individual Development Plan for a Teaching Staff Member

1. EUBA teaching staff members shall submit an individual development plan prepared for the period of the next 5 years:
 - a) upon commencement of their job at EUBA, or
 - b) upon obtaining their first professional assessment (i.e. attestation), whichever comes first.

2. The individual development plan is submitted by the teaching staff member to the competent senior staff member for approval.
3. Fulfilment of the individual development plan is monitored invariably at the next professional assessment.
4. The evaluation of how the teaching staff member's individual development plan has been fulfilled forms part of the attestation evaluation of the respective employee.
5. The individual development plan of a teaching staff member contains particularly the following items:
 - a) planned involvement in research and project activities,
 - b) planned outputs in A and B publication categories,
 - c) qualification growth plan,
 - d) planned research stays abroad,
 - e) planned release from the performance of teaching duties under a EUBA internal regulation,
 - f) planned training courses, workshops, lifelong learning courses aimed at professional, language, teaching, digital and transferable skills,
 - g) planned innovative development of courses taught in one's own research area.

Article 5

Transitional and Final Provisions

1. Professional assessments (attestations) of teaching staff planned to be carried out in 2023 shall be subject to the internal directive No. 1/2016 of 15 March 2016.
2. This internal directive shall apply to professional assessments of teaching staff members planned to be carried out in 2026 for the 2021 - 2025 period, and to any further attestations for the period of the last five years.
3. This internal directive shall become valid and effective on 1 January 2023.
4. Internal directive No. 1/2016 shall expire and cease to have an effect upon completion of attestations planned to be carried out in 2023, but in any case, it shall expire and cease to have an effect no later than 30 November 2023.

Bratislava, on this 14th day of December 2022

prof. Ing. Ferdinand Daňo, PhD.

Rector