

Charles University
 Faculty of Science
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Dean's Measure No. 32/2021
On Carrying out the Attestation (Assessment of Achievements) of Academics and Researchers

Criteria for the Assessment of Academics and Researchers

Article 1

Subject matter of the Measure

1. The Measure is published under Art. 22, Par. 5 of the Constitution of the Faculty of Science of Charles University (*'the Faculty'*) and follows up on Dean's Measure No. 31/2021, which sets out the rules of attestation of academics and researchers.
2. This Measure defines the minimum levels of criteria that are imposed on the academic (including lecturers) and research staff of the Faculty (*'the Employee'*) during their periodical assessment (*'the Attestation'*). The criteria express the requirements of the employer for the proper performance of work assignments and duties, and the requirements for the selected work results of the Staff. The criteria are set as minimum, and the failure to fulfil them may be considered by the Faculty as unsatisfactory work results of the Employee, failure to meet the requirements for the proper performance of work according to the employment contract, or possibly a violation of the Employee's obligations arising from their employment relationship with Charles University, the Faculty of Science.
3. Any pedagogical, scientific, research, developmental, and innovative activities of the academics and researchers who are in indefinite time employment are subject to the Attestation.
4. The attestation period means the period of five calendar years before the Attestation takes place, or before the year of holding an extraordinary attestation.¹
5. This Measure may be amended regularly or irregularly, depending on how the conditions for the pedagogical and scientific work of the academics and researchers change over time.

Article 2

Background Materials for the Attestation

1. The background materials for the assessment of pedagogical activity include:
 - a. The average number of hours of direct instruction per week during the attestation period – the PV indicator. The direct instruction means lectures, exercises, field courses, and lifelong learning courses. The instruction in exercises where there is a reason for more teachers to work simultaneously will be counted undivided for all employees who participated in the instruction.
 - b. The total number of defended bachelor's theses of students trained by the attested employee during the attestation period.
 - c. The total number of defended diploma theses of students trained by the attested employee during the attestation period.
 - d. The total number of defended dissertations of students trained by the attested employee during the attestation period.
 - e. The resulting point value for the assessment of pedagogical activity – the PED indicator.
2. The background material used to assess the scientific, research, developmental, and innovative activity is the numeric expression of the amount and quality of these activities by the VED parameter, which uses data from the OBD database of DERS, and from the database of the Journal Citation Report of Thomson Reuters, where the following applies:

¹ Five consecutive calendar years immediately preceding the calendar year in which the Attestation takes place, i.e., the Attestation takes place in the sixth calendar year from the start of the attestation period. E.g., for the Attestations held in 2020, the data collected is for the calendar year 2019.

- a. VED = the sum of the B point values for all articles in journals with the impact factor in the attestation period.
- b. The point value B for an article in an impact journal is set as follows:
 $B = 10 + 295 \times \text{the factor}$, where:
 The factor = $(1 - N) / (1 + (N / 0.057))$
 N is the standard order of the journal, $N = (P - 1) / (P_{\max} - 1)$
 P = the order of the journal in the given field according to the Journal Citation Report in a row arranged in descending order by the IF. The IF value and the order of the journal, valid in the year of publication, are used.
 P_{\max} = the total number of journals in the respective year according to the Journal Citation Report.

If a specific journal is included in several fields, the highest relative rank of the journal from all the fields in which the journal appears will be taken into account for the assessment.

The point value of each result of the attested employee is divided by the number of authors of the article.

Geography Unit employees are subject to the assessment with the use of other point criteria specified in Art. 9 of this Measure. These points are added to the points obtained for publications in journals with the IF.

3. Other activities of the Employee for the benefit of the Faculty are also taken into account. These may especially include popularisation activities, successful transfer of achieved scientific knowledge into practice, time-consuming work in important bodies of the Faculty or University, or the work of a guarantor of a programme of study.
4. The Commission will further take into account whether the attested employee was assigned to another academic or research position during the attestation period.

Article 3

Groups of Employees

1. The attestation criteria are determined for individual groups of attested employees and individual groups of the establishments.
2. The attestation criteria will be proportionately reduced in the years when the employees worked part-time in some of the years assessed.

Article 4

Attestation Criteria - Biology Unit

PV = the average number of hours of direct instruction per week during the attestation period

BS = the total number of defended bachelor's theses $\times 0.5$

MS = the total number of defended diploma theses $\times 2$

DS = the total number of defended dissertations $\times 4$

$PED = PV + BS + MS + DS$

Departments of Anthropology and Human Genetics, Cell Biology, Physiology, Genetics, and Microbiology:

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 45

Researcher, participating in instruction	YES*)	VED = 45
Assistant, assistant professor, associate professor, full professor	PED = 5	VED = 30

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 45
Researcher, participating in instruction	YES*)	VED = 45
Assistant, assistant professor, associate professor, full professor	PED = 5	VED = 30

*) *The activity is assessed, but not quantified.*

Botany, Ecology, Experimental Plant Biology, Philosophy and History of Science, Parasitology, and Zoology Departments;

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 90
Researcher, participating in instruction	YES*)	VED = 90
Assistant, assistant professor, associate professor, full professor	PED = 5	VED = 60

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 90
Researcher, participating in instruction	YES*)	VED = 90
Assistant, assistant professor, associate professor, full professor	PED = 5	VED = 60

*) *The activity is assessed, but not quantified.*

Article 5
Attestation Criteria - Chemistry Unit

PV = the average number of hours of direct instruction per week during the attestation period

BS = the total number of defended bachelor's theses

MS = the total number of defended diploma theses $\times 2$,

DS = the total number of defended dissertations $\times 4$

PED = PV + BS + MS + DS

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 60
Researcher, participating in instruction	YES*)	VED = 60
Assistant, assistant professor	PED = 6	VED = 30
Associate professor, full professor	PED = 4	VED = 50

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 60
Researcher, participating in instruction	YES*)	VED = 60
Assistant, assistant professor	PED = 6	VED = 30
Associate professor, full professor	PED = 4	VED = 50

*) *The activity is assessed, but not quantified.*

Article 6
Attestation Criteria - Geography Unit

PV = the average number of hours of direct instruction per week during the attestation period

BS = the total number of defended bachelor's theses

MS = the total number of defended diploma theses $\times 2$

DS = the total number of defended dissertations $\times 4$

PED = PV + BS + MS + DS

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)

Researcher	-----	VED = 60
Researcher, participating in instruction	YES*)	VED = 60
Assistant, assistant professor	PED = 6	VED = 30
Associate professor, full professor	PED = 4	VED = 50

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 60
Researcher, participating in instruction	PED = 4	VED = 50
Assistant, assistant professor	PED = 6	VED = 30
Associate professor, full professor	PED = 4	VED = 50

*) *The activity is assessed, but not quantified.*

Assessment of the applied results of research and book publications:

TYPE OF RESULT	Foreign language points	Czech/Slovak language points
Chapter in a book (reviewed in a prestigious publishing house)	20	10
Book (reviewed in a prestigious publishing house)	200	100
Certified methodology	15	15
Software	15	15
Specialised map with expert content (certified)	5	5

Article 7

Attestation Criteria - Geology Unit and the Institute for Environmental Studies

PV = the average number of hours of direct instruction per week during the attestation period

BS = the total number of defended bachelor's theses

MS = the total number of defended diploma theses × 2

DS = the total number of defended dissertations × 4

PED = PV + BS + MS + DS

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
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Lecturer	PED = 10	YES*)
Researcher	-----	VED = 60
Researcher, participating in instruction	YES*)	VED = 60
Assistant, assistant professor	PED = 6	VED = 30
Associate professor, full professor	PED = 4	VED = 50

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Researcher	-----	VED = 60
Researcher, participating in instruction	YES*)	VED = 60
Assistant, assistant professor	PED = 4	VED = 40
Associate professor, full professor	PED = 3	VED = 60

*) *The activity is assessed, but not quantified.*

Article 8

Attestation Criteria - Department of Physical Education

PV = the average number of hours of direct instruction per week during the attestation period

PED = PV

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 20	YES*)
Assistant, assistant professor	PED = 10	Results of creative activities will be assessed by the Attestation Commission
Associate professor, full professor	PED = 5	Results of creative activities will be assessed by the Attestation Commission

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 20	YES*)

Assistant, assistant professor	PED = 10	Results of creative activities will be assessed by the Attestation Commission
Associate professor, full professor	PED = 5	Results of creative activities will be assessed by the Attestation Commission

*) *The activity is assessed, but not quantified.*

Article 9

Attestation Criteria - Department of Biology Education

PV = the average number of hours of direct instruction per week during the attestation period

BS = the number of defended bachelor's or final theses of additional studies

MS = the number of defended diploma theses $\times 2$

DS = the total number of defended dissertations $\times 4$

PED = PV + BS + MS + DS

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 12	YES*)
Assistant, assistant professor	PED = 10	VED = 8
Associate professor, full professor	PED = 8	VED = 10

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 12	YES*)
Assistant, assistant professor	PED = 10	VED = 8
Associate professor, full professor	PED = 8	VED = 10

*) *The activity is assessed, but not quantified.*

Article 10

Attestation Criteria - Institute of Applied Mathematics and Information Technologies

PV = the average number of hours of direct teaching per week during the attestation period

BS = the total number of defended bachelor's theses

MS = the total number of defended diploma theses $\times 2$

DS = the total number of defended dissertations $\times 4$

PED = PV + BS + MS + DS

The criteria valid for the attested employees whose attestation period started or will start on or before 31 December 2021:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
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Lecturer	PED = 10	YES*)
Assistant, assistant professor	PED = 8	VED = 15
Associate professor, full professor	PED = 6	VED = 25

*) *The activity is assessed, but not quantified.*

The criteria valid for the attested employees whose attestation period will start after 1 January 2022:

Job title of the attested employee	Pedagogical activity	Scientific, research, developmental, and innovative activity
Lecturer	PED = 10	YES*)
Assistant, assistant professor	PED = 8	VED = 15
Associate professor, full professor	PED = 6	VED = 25

*) *The activity is assessed, but not quantified.*

Article 11 Final Provisions

1. Regular as well as extraordinary Attestations will be carried out under the rules stipulated in the Dean's Measure on how to carry out attestation of academics and researchers, valid on the date of the attestation.
2. The Academic Senate of the Faculty of Science debated this Measure in compliance with Art. 22, Par. 5 on its meeting held on 18 November 2021.
3. This Measure comes into force and takes effect on the date of its publication.

In Prague, on 23 November 2021

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Dean of the Faculty of Science
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