

**Masaryk University Faculty of Medicine Measure No. 2/2021****On the requirements of the written proposal for the commencement of the habilitation procedure and the procedure for appointment as a professor at the Faculty of Medicine of Masaryk University**

*Pursuant to Section 28(1) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Additions to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Higher Education Act"), I issue the following measure:*

## Article 1

**Basic provisions**

- (1) This measure sets out the requirements for a written proposal for the commencement of the habilitation procedure at the Faculty of Arts MU and a written proposal for the commencement of the procedure for the appointment of a professor at the Faculty of Arts MU in accordance with Masaryk University Directive No. 7/2017, Habilitation and Appointment Procedure (hereinafter referred to as the "Directive").

## Article 2

**Essentials of a proposal to initiate the habilitation procedure**

- (1) The requirements for a proposal to initiate the habilitation procedure are laid down in Article 4 of the Directive.
- (2) The applicant is obliged to submit a completed form of the Questionnaire for Habilitation Proceedings at the Faculty of Medicine of Masaryk University, which is attached as Annex 1 to this measure, together with the requirements specified in the preceding paragraph.

## Article 3

**Requirements for the initiation of the procedure for the appointment of a professor**

- (1) Article 11 of the Directive lays down the requirements for a proposal to initiate the procedure for the appointment of a professor.
- (2) Together with the requirements specified in the preceding paragraph, the applicant is obliged to submit a completed form of the Questionnaire for the Procedure for Appointment as a Professor at the Faculty of Medicine of Masaryk University, which forms Annex 2 to this measure.

## Article 4

**Final provisions**

- (1) I delegate the interpretation of the individual provisions of this measure to the Vice-Dean for Qualification Development and Academic Affairs of the MU Faculty of Arts.
- (2) Compliance with this measure is monitored by the Vice-Dean for Qualification Development and Academic Affairs of LF MU.
- (3) With the effect of this measure, the previous measure on this matter, Masaryk University Faculty of Medicine Measure No. 5/2020, is repealed.
- (4) This measure shall enter into force and take effect on 1 March 2021.

In Brno, 1 March 2021

*prof. MUDr. Martin Repko, Ph.D.*  
*Dean of MU Faculty of Medicine*

**Name, surname, title:** \_\_\_\_\_

### Questionnaire for habilitation proceedings - LF MU

Questionnaire based on [MU Directive No. 7/2017](#) - Habilitation Proceedings and Proceedings for Appointment as Professor

at Masaryk University. The completed and signed questionnaire is an essential part of the official documents provided by the candidate to start the habilitation procedure.

### RECOMMENDED MINIMUM REQUIREMENTS

Summary table - the candidate fills in the columns "Number/value achieved" and "% of recommended value of LF MU".

POSITION	Achieved number/value	% recommended values LF MU	LF MU: recommended
Regular teaching at the Faculty of Medicine, or for applicants other than holders of the M.D. and M.D.D. degrees at the university in the field in which the applicant is applying for habilitation proceedings <sup>1</sup>			3
Peer-reviewed textbooks/chapters/textbooks, teaching aids <sup>2</sup>			2
Research and development projects of which the applicant was or is a principal investigator, co-investigator or member of the research team declared in the grant application. <sup>3</sup>			1
Peer-reviewed publications <sup>4**</sup>			20**
Peer-reviewed publications - first or correspondence by <sup>4**</sup>			10**
Authorship/co-authorship of scientific publications in journals with IF <sup>4</sup>			5
Peer-reviewed publications in journals with IF: first or corresponding author <sup>4</sup>			3
Peer-reviewed first-authored publications in journals above the median IF of the category according to WOS <sup>4</sup>			1
Total number of citations by WOS <sup>5</sup> (without autocitations)			35/25/10 by field <sup>6</sup>
Total number of citations (excluding self-citations)		X	
H-index (Hirsch index) according to WOS			
<b>Fitness to practise the health profession independently</b>			
For selected fields <sup>7</sup> it is necessary to prove the applicant's eligibility to practice the medical profession independently (e.g. certification)	Y/N	X	

### Legend to the table

<sup>1</sup> Candidates shall provide a confirmation from their employer on the length and course of their teaching experience at the Faculty of Arts, or for candidates other than holders of M.D. and M.D.D. degrees at the university in the field in which the candidate is applying for the habilitation procedure, or an equivalent document certifying possible teaching experience at a foreign university.

<sup>2</sup> Required number (2 total) of peer-reviewed textbooks/chapters/teaching texts/teaching aids. The nature of the work must correspond to a teaching aid or instructional text (in print or electronic form), the submitted works must be published (e.g. book publication, public learning portal) or accessible to a defined range of students (e.g. internal student learning platform) and peer-reviewed. The applicant shall demonstrate the link of the teaching text or tool to a specific subject taught in accredited undergraduate or postgraduate programmes, or, if there is no clear link, identify the range of students using the text or tool.

<sup>3</sup> Only research and development projects of grant agencies at the national level (i.e. IGA, AZV, GAČR, TAČR, Research Plans of the Ministry of Education and Science, etc.) or international research grants (i.e. H2020, ERC, etc.), i.e. not projects of support and innovation of teaching and projects of internal grant agencies of universities, hospitals, enterprises.

<sup>4</sup> Only works where the applicant is listed directly in the collective of authors of the work [item i) Annex No.5]. Works where the candidate's name is mentioned in the acknowledgements or only among collaborators, centres (especially in multicentre clinical trials, e.g. as a person involved in patient recruitment, protocol examination, etc.) are not counted. Work already reported for teaching activities (Annex No 4) cannot be reported in the list.

According to the Methodology for the Evaluation of Research Organizations and Programmes of Special Purpose Support for Research, Development and Innovation approved [by Government Resolution No. 107 of 8 February 2017](#), peer-reviewed articles in professional periodicals (journals) are divided into:

- **Jimp** - an original/review article in a peer-reviewed journal that is included in the Web of Science (hereafter "WoS") database with the "Article", "Review", or "Letter" flag;
- **JSC** - an original/review article in a peer-reviewed journal that is included in the SCOPUS database with the flag "Article", "Review", or "Letter";
- **Jost** - original / review article in a peer-reviewed journal that does not fall into any of the above groups. The list of peer-reviewed non-impacted journals is not applicable. The decisive factor is whether the peer-reviewed article meets the general requirements for this type of result and has gone through the proper peer-review process.

\*\*If the applicant provides an original first-authored paper with an impact factor in the first quartile (Q1) of the field in the year of publication, then the total number of required papers changes as follows: a total of 10 papers of which 5 are first-authored. Other criteria: unchanged.

<sup>5</sup> Number of citations of articles according to WOS (Core Collection). Only in extenso publications included in the WOS Core Collection and their citations are counted.

<sup>6</sup> **Specification of habilitation procedures** (Number of citations of papers according to WOS total by field: Theoretical = 35, Clinical - non-surgical = 25, Clinical - surgical and dental = 10):

<b>THEORETICAL (35)</b>	<b>CLINICAL - NON-SURGICAL (25)</b>	<b>CLINICAL - SURGICAL AND DENTAL (10)</b>
Anatomy, histology and embryology	Dermatovenerology	Anaesthesiology, Intensive Care Medicine and Algesiology
Medical Biology	Neurology	Gynaecology and obstetrics
Medical Pharmacology*	Oncology	Surgery
Medical physiology	Pathology	Ophthalmology
Medicinal Chemistry and Biochemistry	Pediatrics	Otorhinolaryngology
Medical immunology*	Psychiatry	Dentistry
Medical Microbiology*	Radiology	
Pathological physiology	Internal Medicine	
<b>*only in cases worthy of consideration in the context of the applicant's specialisation can it be assessed as a clinical non-surgical specialty</b>		

<sup>7</sup> Unless otherwise specified, the attainment of competence to practice the health profession independently (usually attestation) in a given field is required. Exceptions to this rule are possible in the following cases:

- In the fields of Anatomy, Histology and Embryology, Pathological Physiology, Medical Biology, Medical Chemistry and Biochemistry, Medical Pharmacology, Medical Physiology, the attainment of competence for the independent practice of the medical profession is not required.
- In the fields of Medical Microbiology, Medical Immunology, Oncology, Radiology, Psychiatry, candidates with a natural science or non-medical medical education do not have to prove their attainment of competence for the independent practice of the medical profession if it is not objectively possible for them to attain competence for the independent practice of the medical profession in the given field.
- In the case of a clinical applicant without a medical degree, a dean's exception to this requirement is possible. In the case of application of any of the exceptions under b) to c), the candidate's habilitation must be supported by evidence of recognition by the scientific community of the field in the Czech Republic and abroad.

The applicant is fully responsible for the correctness of his/her publications and citation data according to the criteria of this Questionnaire, which can be documented in the specified databases.

Date:

Signature:

Name, surname, title: \_\_\_\_\_

### Questionnaire for the Procedure for Appointment as Professor - LF MU

Questionnaire based on [MU Directive No. 7/2017](#) - Habilitation Proceedings and Proceedings for Appointment as Professor at Masaryk University. The completed and signed questionnaire is an essential part of the official documents provided by the candidate to start the appointment procedure.

#### RECOMMENDED MINIMUM REQUIREMENTS

Summary table - the candidate fills in the columns "Number/value achieved" and "% of recommended value of LF MU".

POSITION	Number or value achieved	% recommended values LF MU	LF MU: recommended
Regular teaching at the Faculty of Medicine, or for candidates other than holders of M.D. and M.D.D. degrees at the university (min. 6 years), of which at least 3 years after habilitation in the field in which the candidate is applying for the appointment procedure <sup>1</sup>			3+3
Ph.D. thesis (supervised/completed) only as supervisor or interdisciplinary consultant			3/2
Peer-reviewed textbooks/chapters/textbooks, teaching aids <sup>2</sup>			3
Research and development projects of which the applicant was or is a principal investigator or co-investigator as declared in the grant application <sup>3</sup>			2
Total peer-reviewed publications <sup>4</sup> **			30**
Peer-reviewed publications: first or corresponding author <sup>4</sup> **			15**
Authorship/co-authorship of scientific publications in journals with IF <sup>4</sup> **			12**
Peer-reviewed publications in journals with IF: first or corresponding author <sup>4</sup> **			6**
Peer-reviewed publications in journals above the median IF of the category according to WOS: first or corresponding author <sup>4</sup>			3
Total number of citations by WOS <sup>5</sup> (without autocitations)			100/70/30 by field <sup>6</sup>
Number of citations according to WOS: first or corresponding author <sup>5</sup> (without self-citations)			15
Total number of citations (excluding self-citations)			
H-index (Hirsch index) according to WOS			
<b>Fitness to practise the health profession independently</b>			
For selected fields <sup>7</sup> it is necessary to prove the applicant's eligibility to practice the medical profession independently (e.g. certification)	Y/N		

#### Legend to the table

<sup>1</sup> Candidates must provide confirmation from their employer of the length and course of teaching experience at the Faculty of Arts, or for candidates other than holders of the degrees of M.D. and M.D.D. at universities, including at least 3 years after habilitation in the field in which the candidate is applying for the appointment procedure or an equivalent document certifying possible teaching experience at a foreign university.

<sup>2</sup> Required number (3 total) of peer-reviewed textbooks/chapters/teaching texts/assistants. The nature of the work must correspond to a teaching aid or tutorial text (in print or electronic form), the submitted works must be publicly accessible to the student body (e.g. internal student learning platform, public learning portal) and peer-reviewed. The applicant shall provide evidence of the link of the teaching text or tool to the specific subject taught in accredited undergraduate or postgraduate programmes; if there is no clear link, the range of students using the text or teaching tool shall be specified.

<sup>3</sup> Only research and development projects of grant agencies at the national level (i.e. IGA, AZV, GAČR, TAČR, Research Plans of the Ministry of Education and Science, etc.) or international research grants (i.e. H2020, ERC, etc.), i.e. not projects of support and innovation of teaching and projects of internal grant agencies of universities, hospitals, enterprises.

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<sup>4</sup> Only publications where the applicant is listed directly in the collective of authors [item i) Annex No. 5]. Publications where the applicant's name is mentioned in the acknowledgements or only among collaborators, centres (especially in multicentre clinical trials, e.g. as a person involved in patient recruitment, etc.) are not counted. Work already reported for teaching activities cannot be listed (Annex No 4)-

According to the Methodology for the Evaluation of Research Organizations and Programmes of Special Purpose Support for Research, Development and Innovation approved [by Government Resolution No. 107 of 8 February 2017](#), peer-reviewed articles in professional periodicals (journals) are divided into:

- **Jimp** - an original/review article in a peer-reviewed journal that is included in the Web of Science (hereafter "WoS") database with the "Article", "Review", or "Letter" flag;
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\*\*If the applicant provides an original first-authored paper with an impact factor in the first quartile (Q1) of the field in the year of publication, then the total number of required publications changes as follows: a total of 20 publications of which 10 are first or corresponding author and the numbers in the criteria:

"Authorship/co-authorship of publications in IF journals" is changed to 10, "Publications in IF journals: first or corresponding author" is changed to 5.

<sup>5</sup> Number of citations of articles according to WOS (Core Collection). Only articles included in the WOS Core Collection and their citations are counted.

<sup>6</sup> **Specification of fields in the procedure for appointment as professor** (Number of citations according to WOS total by field: theoretical = 100, clinical - non-surgical = 70, clinical - surgical and dental = 30):

THEORETICAL (100)	CLINICAL - NON-SURGICAL (70)	CLINICAL - SURGICAL AND DENTAL (30)
Anatomy, histology and embryology	Dermatovenerology	Anaesthesiology, Intensive Care Medicine and Algesiology
Medical Biology	Neurology	Gynaecology and obstetrics
Medical Pharmacology*	Oncology	Surgery
Medical physiology	Pathology	Ophthalmology
Medicinal Chemistry and Biochemistry	Pediatrics	Otorhinolaryngology
Medical immunology*	Psychiatry	Dentistry
Medical Microbiology*	Radiology	
Pathological physiology	Internal Medicine	
<b>*only in cases worthy of consideration in the context of the applicant's specialisation can it be assessed as a clinical non-surgical specialty</b>		

<sup>7</sup> Unless otherwise specified, the attainment of competence to practice the health profession independently (usually attestation) in a given field is required. Exceptions to this rule are possible in the following cases:

- In the fields of Anatomy, Histology and Embryology, Pathological Physiology, Medical Biology, Medical Chemistry and Biochemistry, Medical Pharmacology, Medical Physiology, the attainment of competence for the independent practice of the medical profession is not required.
- In the fields of Medical Microbiology, Medical Immunology, Oncology, Radiology, Psychiatry, candidates with a natural science or non-medical medical education do not have to prove their attainment of competence for the independent practice of the medical profession if it is not objectively possible for them to attain competence for the independent practice of the medical profession in the given field.
- In the case of a clinical applicant without a medical degree, a dean's exception to this requirement is possible. In the case of application of any of the exceptions under b) to c), the candidate's habilitation must be supported by evidence of recognition by the scientific community of the field in the Czech Republic and abroad.

The applicant is fully responsible for the correctness of his/her publications and citation data according to the criteria of this Questionnaire, which can be documented in the specified databases.

Date:

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