

Warning: Unofficial consolidated text of the regulation is merely informative working tool, regardless of which authority is not liable for damages or otherwise.

Unofficial consolidated text of minimum standards for awarding titles to teaching and research faculty and faculty assistants at higher education institutions comprise:

- Minimum standards for awarding titles to teaching and research faculty and faculty assistants at higher education institutions (Official Gazette of RS, no. 95/10 dated 29. 11. 2010),
- Act amending the minimum standards for awarding titles to teaching and research faculty and faculty assistants at higher education institutions (Official Gazette of RS, no. 17/11 of 11. 3. 2011).

**MINIMUM STANDARDS**  
**for the appointment of the titles of higher education teachers, research associates and**  
**higher education associates at higher education institutions (Unofficial consolidated**  
**version no. 1)**

**I. CONTENTS AND PURPOSE**

**Article 1**  
**(Purpose)**

This act of the Council of the National Agency of the Republic of Slovenia for Quality Assurance in Higher Education (hereinafter: Agency Council) sets minimum standards and conditions for election into titles of university teachers, researchers and academic staff at higher education institutions.

**Article 2**  
**(Design criteria of higher education institutions)**

Minimum standards for awarding titles to teaching and research faculty and faculty assistants (hereinafter: the minimum standards) have procedures for awarding titles to be respected by all higher education institutions in the Republic of Slovenia.

Higher education institutions on the basis of minimum standards and in accordance with the Higher Education Act (hereinafter the Act) develop their own criteria for awarding titles to teaching and research faculty and faculty assistants, but the conditions for election into the title the same or more demanding than the minimum standards .

**II. TITLES**

**Article 3**  
**(Titles)**

Educational, scientific-research, artistic and professional work in higher education institutions engaged in teaching and research faculty and faculty assistants.

TITLES OF TEACHERS ARE:

- Professor,
- Associate Professor,
- Assistant Professor,
- proofreader (to implement language teaching);

implementing higher education programs, including:

- Senior Lecturer,
- lecturer.

TITLES OF SCIENTIFIC WORKERS ARE:

- Research Advisor,
- Senior Research Fellow,
- research associate.

TITLES IN HIGHER EDUCATION ARE:

- Assistant
- a librarian,
- professional counselor,
- senior professional associate,
- Assistant
- teacher of skills.

a. Duration of title

#### **Article 4 (Duration of the title)**

University teachers and scientific and artistic workers, with the exception of full professors and scientific councilors are elected for a period of five years ( 'the electoral period).

They may be re-elected in the same grade in the same electoral period on the conditions for re-election.

Assistants are elected for a period of three years.

Full professors and scientific councilors are elected to the permanent title.

b. The relationship between teaching and research titles

#### **Article 5 (The relationship between teaching and research titles)**

Scientific worker may be elected a university teacher, if it meets the requirement of pedagogical qualifications for election to the appropriate title.

Scientific Councilor can be provided in the first paragraph elected full professor, senior research associate in the title of associate professor, research associate in the title of assistant professor. In such a case, pedagogical title until the scientific title, on the basis of which gave rise to his appointment as a university teacher.

#### **Article 6**

### **(Scope for awarding titles)**

Candidates may be elected to the areas identified by the higher education institution.

The candidate may be elected for one or more areas.

### **III. MINIMUM STANDARDS FOR THE ELECTION IN NAME**

#### **A. The basic minimum standards for election into the title**

#### **Article 7 (Cumulatively meet the minimum standards)**

A candidate for election into the title must cumulatively fulfill the basic, general and specific minimum standards for election into the title.

#### **Article 8 (Basic minimum standards)**

The basic minimum standards for election into the title of the conditions to be fulfilled by every candidate for election into the title.

#### **Article 9 (Basic minimum standards for election into the title)**

The basic minimum standards for awarding titles are:

- proper education or appropriate scientific or professional title,
- skills for professional or artistic work,
- pedagogical skills,
- positive assessment of most of the rapporteurs on the qualifications of the candidate,
- active knowledge of at least one of the extended foreign language.

Pedagogical skills are not required to demonstrate the candidates for election to the scientific titles worker, professional counselor, senior professional associate, professional associate, and assistant librarian at the first election.

#### **Article 10 (Demonstrating competence)**

The candidate demonstrates competence of professional work documented scientific publications and technical works, documented research and professional achievements, documented participation in scientific or technical projects awarded patents and other documented achievements in the field of individual disciplines are considered as proof of originality and quality.

Qualifying for the work of art is demonstrated by documented public or publicly accessible versions of copyright works, public or publicly accessible presentations or publications of works of art and other documented achievements on the individual artistic field are considered as proof of originality and quality.

**Article 11**  
**(Dissemination of pedagogical competence)**

Educational qualifications are the first election to the title of university teacher shows the test lecture.

At each election of a university teacher and university associate in a higher grade or re-election, the candidate must submit an opinion of the student council, based on the results of student surveys or other instruments verification teaching.

**Article 12**  
**(Disclosure proficiency expanded foreign language)**

Active knowledge of expanded foreign language, attested by evidence of the institution responsible for issuing such certificates, or with internationally recognized proof of knowledge of a specific language.

Candidates for election to the title, which he graduated from a Masters or PhD at a foreign university under the program, which was held in one of the widely used languages, and is also a diploma or master's thesis or doctoral dissertation written in this language is not required to submit evidence of active Extended knowledge of a foreign language.

Knowledge of the extended foreign language is recorded only in the first election in the title.

B. A common minimum standards for election into the title

**Article 13**  
**(General minimum standards for election into the title)**

A common minimum standards are formal conditions which must be in addition to the basic minimum standards meet the candidate for the election of each title.

The title:

- 1 full professor, associate professor, assistant professor, senior researcher, senior scientist and a scientist can be awarded to anyone who has a doctorate;
2. full professor, associate professor and assistant professor in the arts can be awarded to anyone who has a recognized artistic works and training of at least second degree;
3. senior lecturer may be appointed a person with a degree of at least second degree;
4. lecturer foreign language in non-linguistic orientations can be awarded to anyone who has 5 years of relevant practice and training of at least second degree;
5. lecturer for courses where the focus is on skills, may be elected, who has 5 years of successful professional work in practice and training of at least second degree;
6. lector may be appointed, who has a degree second degree and 3 years of teaching practice;
7. assistant may be appointed a person with a degree of at least second degree and is studying scored an average grade of at least very good (8);
8. professional consultant may be appointed a person with a degree of at least second degree and 15 years of relevant professional practice in the field related to the field, which is elected by the title;
- 9 senior professional employee can be awarded to anyone who has an education degree and at least another 10 years relevant practice field related to areas which are elected in the title;

10. professional employee may be appointed a person with a degree of at least second degree and 2 years relevant practice field related to areas which are elected in the title;
11. The teacher skills can be awarded to anyone who has an education degree and at least another 5 years relevant practice field related to areas which are elected in the title;
12. The librarian may be appointed a person with a degree of at least second degree, 3 years relevant practice and demonstrated ability for independent professional work.

a. Elements of competence in the field of election into the title

#### **Article 14 (Content elements)**

The substantive elements of the assessment of competence in the field of election into the title are:

- success in resolving scientific, research and development or technical problems;
- active participation in the international arena;
- experience of working in a professional environment, etc ..

#### **Article 15 (Qualifications for election)**

Competence in the field of election into the title is shown with:

- appropriate bibliography in the field for which the candidate wishes to be elected,
- evidence of successful cooperation in the international arena,
- verifiable citations in the scientific literature and
- positive marks reporters.

#### **Article 16 (Release portion)**

The candidate's work must be published or presented in a manner recognized by the profession for the implementation of the national and international scientific community in the field for which he wishes to be a candidate elected.

Candidates can work with international relevance replaced with parts that are important for national or state identity and culture in the fields of election, which occurs in the international arena is not possible or not appropriate as a quality measure. These areas adopted by the Senate higher education institution.

#### **Article 17 (International recognition)**

The candidate demonstrates international recognition of their work through the following indicators of international impact:

- verifiable citations in the scientific literature,
- invited lectures at international scientific meetings,
- member of the editorial boards of international journals,
- membership in foreign academies,
- nosilstvom object in international undergraduate and graduate programs, and
- educational sponsoring undergraduate or postgraduate study programs at foreign universities.

List of international impact indicators and their quantitative values for individual areas adopted by the Senate higher education institution.

**Article 18**  
**(The international visibility of the work of art)**

The candidate demonstrates international recognition of his work with the following indicators of international impact:

- the presentation of his works at festivals or other equivalent events abroad
- member of the international jury.

Detailed criteria adopted by the Senate of international impact higher education institution.

**Article 19**  
**(A type of publication)**

For publication with an international audience is considered the text published in one of the widely used foreign language in one of the journals indexed in SSCI or SCI with IF> 0 and AHCI, or in the magazines, which in the opinion of the profession in terms of quality and international visibility comparable to those magazines. List of magazines adopted by the Senate higher education institution.

**Article 20**  
**(Attribution)**

The first or leading authorship is apparent from the order of the authors; if there is no apparent need to co-write a statement about who is the lead author.

In areas where the first and leading authorship does not exist (eg. Where the authors are listed in alphabetical order), the first and leading authorship ignored.

b. Elements of artistic competence

**Article 21**  
**(Assessment of artistic skills)**

Elements for assessing artistic competence in the field of election are:

- public performance of copyright works,
- public presentation of a work of art,
- prizes and awards for artistic work and
- active participation in the international arena.

**Article 22**  
**(Demonstrating artistic skills)**

Artistic competence in the field of election shall be demonstrated by:

- criticism of the artistic work,
- prizes for artistic activity,
- membership in international ensembles and jury

- participation in the renowned domestic and foreign festivals, competitions and events,
- invitations to roaming,
- cooperation with renowned domestic and foreign art institutions and
- positive marks reporters.

c. Elements of pedagogical skills

**Article 23  
(Assessment of pedagogical competence)**

Elements for assessing pedagogical skills a candidate for election to a title are:

- comprehensibility and systematic lectures, tutorials, seminars, consultations and examinations;
- Successful mentoring degrees, specializations, master, doctorate and lifelong and other postgraduate education, mentoring students in the student exchange and research work;
- attitude towards students;
- the promotion of scientific, artistic, pedagogical and professional work;
- preparation, professional, educational and methodical and didactic value of teaching aids, teaching materials and textbooks;
- development laboratories or other specialized units that support the educational process;
- the evidence certified teacher training for general professional training programs or individual programs a higher education institution.

C. Specific minimum standards for election into the title

**Article 24  
(Specific minimum standards for election into the title)**

Specific minimum standards for qualitative and quantitative terms, which in addition to the fundamental and universal minimum standards met by a candidate for election into the title.

Professor and Senior Research Advisor

**Article 25  
(Professor and senior research scientist)**

The title of full professor and senior researcher may be elected as a candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

High-quality conditions:

- is capable of independent scientific, artistic and research and development work in the field, she wants to be elected, and to contribute new knowledge or creations and demonstrate international recognition of their work;
- after completing his PhD at least 3 months of continuous research or teaching work at quality foreign university or research institution;
- the recognition of the important works of art for at least 3 months of continuous artistic or pedagogic work at a foreign university or important artistic institution. Same as the operation at a foreign university or art institution is valued participation in the jury at major

- international art competitions or competitions or international events, according to the space and venue of the utmost importance;
- deepens and complements the scientific and artistic achievements, and provide for their use and enrichment of Slovenian and international knowledge and culture;
  - he was a mentor at least one completed doctoral thesis or co-supervisor of two or mentor at least one special artistic achievement, where tutoring is also considered in the case of justified rejected doctoral dissertation;
  - published scientific or artistic works (monographs, books, textbooks), which are important for the development of the profession in the international and national context;
  - led research projects;
  - the consensus committee for election into the title.

Quantitative conditions:

- published at least 14 articles (of which at least 7 of the last election in lower title), which is the first or the leading author (ie. Showing that his contribution to the article equivalent to the contribution of the first or the leading author); of which must be at least 6 articles published in journals indexed in the SSCI, SCI with IF > 0, or AHCI. If the area of election characterized by journals indexed in the SSCI, SCI with IF > 0, or AHCI, not only reliable criterion for checking visibility, to take account of the magazine, which in terms of quality and international visibility comparable to these magazines. List of magazines preparation of the higher education institution and approved by the Senate higher education institution.

Candidates can be up to 8 articles from the first indent of the preceding paragraph, but do not replace the mandatory papers published in journals indexed in the SSCI and SCI with IF > 0, or AHCI, replaced by scientific monograph, part of the scientific monographs, textbooks or professional achievements. The authorship of the scientific monographs replaces 2 of the article. Copyrighted works scientific monograph could replace one article. Two of the articles, which replaces the candidate with scientific monograph or a part of the scientific monographs, may be replaced by peer-reviewed university textbook. Authored peer-reviewed university textbook is regarded as one article. One of the articles, which replaces the candidate with scientific monograph or a part of the scientific monographs, may be replaced with a world-class research, expertise (technology transfer, patents of the test and the like).

### **Article 26 (Professor in the artistic field)**

The title of full professor in the arts can be elected a candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

- showing at least 14 internationally acclaimed works and 14 top artistic achievements with a public presentation (of which at least 7 of the last election in lower title);
- with its art work is well established in the international arena.

Exceptional work of art with a strong international audience at the discretion of the rapporteurs of artistic qualification replaced four works from the first indent of the preceding paragraph.

### **Article 27 (Public lecture)**

Candidates for election to the title of full professor must be done before the election public lecture.

Candidates for election to the title of professor of artistic fields instead of public lectures to present their artwork on the concrete artistic field the usual way.

Associate Professor and Senior Research Fellow

### **Article 28 (Associate Professor and Senior Research Fellow)**

The title of associate professor and senior scientist may be elected as a candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

High-quality conditions:

- it is capable of independent scientific, literary, artistic or research and development work in the field, which is elected, and to contribute with new knowledge or creations. This ability is demonstrated by appropriate bibliography in the field of election into the title;
- successfully operate in a professional environment;
- demonstrates international recognition of their work;
- after the completion of his PhD research or teaching work at a foreign university or research institution continuously for at least 3 months or for the recognition of important works of art for at least 3 months of continuous artistic or pedagogic work at a foreign university or important artistic institution. Same as the operation at a foreign university or art institution is valued participation in the jury at major international art competitions or competitions, mentoring students who achieved international awards in international competitions or international events, according to the space and venue of the utmost importance;
- was co-mentor at least one completed doctoral thesis, which co-mentoring is also considered in the case of justified rejected doctoral dissertation; or is otherwise adequately contribute to the education of experts in their field. Such contribution shall be considered:
  - successfully completed at least one tutoring student work, winning the University prize or national or international professional award;
  - tutoring for students in special artistic achievements in competitions and in the context of professional artistic ensembles or groups;
  - main mentoring two complete masters works; Mentoring is also considered in the event of denied justified master's thesis;
  - conduct a research project;
- the consensus committee for election into the title.

Quantitative conditions:

- posted at least 7 articles (of which at least 4 of the last election in lower title), which must be the first or the leading author (ie. Showing that his contribution to the article equivalent to the contribution of the first or the leading author) of which must be at least 3 articles published in journals indexed in the SSCI, SCI with IF > 0, or AHCI. If the election area characterized by journal indexed in the SSCI, SCI with IF > 0, or AHCI, not only reliable criterion for checking visibility, to take account of the magazine, which in terms of quality and international visibility comparable to these magazines. List of magazines preparation of the higher education institution and approved by the Chamber Institute.

Candidates can be up to 4 articles of the first indent of the previous paragraph (but do not replace the mandatory papers published in journals indexed in the SSCI and SCI with IF > 0 and AHCI) is replaced by the scientific monograph, part of the scientific monographs, textbooks, research or professional achievements ( transmission technologies, granted patents, etc.). In doing so, authorship of scientific monographs replacing article 2, authorship

of the work of scientific monographs and 1 article. One of the articles, which replaces the candidate with the monograph or a part of the monograph can be replaced by peer-reviewed university textbook. One of the articles, which replaces the candidate with scientific monograph or a part of the scientific monographs, may be replaced by high-level research, professional or sporting achievements.

**Article 29**  
**(Associate professor of art area)**

The title of associate professor in the arts can be elected a candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

- at least 7 international resonance components or seven outstanding artistic achievement with a public presentation (of which at least 4 of the last election in lower title);
- with its art work is well established in the international arena.

Exceptional work of art with a strong international audience at the discretion of the rapporteurs on the artistic skills of the replaced three of the first indent of the preceding paragraph.

Assistant Professor and Research Associate

**Article 30**  
**(Lecturer and researcher)**

In the title of assistant professor and a scientist he may be elected as a candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

High-quality conditions:

- success in resolving scientific, research and development, artistic or professional problems;
- is active in the international arena;
- the consensus committee for election into the title.

Quantitative conditions:

- published at least three articles in which the first or the leading author of which must be at least 1 article published in journals indexed in the SSCI, SCI with IF > 0, or AHCI. If the area of election characterized in that the journal indexed in the SSCI, SCI with IF > 0, or AHCI, not only reliable criterion for checking visibility, to take account of the magazine, which in terms of quality and international visibility comparable to these magazines. List of magazines preparation of the higher education institution and approved by the Chamber Institute.

Candidates can be up to 2 paper under the first indent of the preceding paragraph (which does not replace the mandatory article published in a journal indexed in SCI and SSCI with IF > 0 and AHCI) is replaced by the scientific monograph or a part of a scientific monograph. In doing so, authorship of scientific monographs replacing article 2, the authorship of the work of the scientific monograph replacing the 1 paper.

**Article 31**  
**(Assistant Professor of art area)**

Assistant Professor of Art area, the elected candidate, in addition to the fundamental and universal minimum standards shall also meet the following specific minimum standards:

- showing at least three internationally acclaimed works or three outstanding artistic achievement;
- with its art work is well established in the international arena.

Exceptional work of art with a strong international audience at the discretion of the rapporteurs on the artistic skills of the replaced part two of the first indent of the preceding paragraph.

senior lecturer

### **Article 32 (Higher lecturer)**

The title of senior lecturer may be awarded to a candidate who has:

- demonstrated professional work and publications demonstrating his professional reputation of the area in which they want to be elected;
- demonstrated teaching ability.

lecturer

### **Article 33 (Lecturer)**

In the name of the lecturer may be appointed a candidate who has established expertise in the field, she wants to be elected, and a positive assessment of the majority of respondents.

lector

### **Article 34 (Reader)**

In the name of proofreader he may be elected a candidate who:

- 3 years relevant teaching practices and, in the case of living languages, at least 3 months of continuous professional and pedagogical activity in the appropriate language environment;
- an appropriate bibliography comprising works and creations, recognized by the profession as an appropriate way of presenting the areas in which it wishes to be appointed;
- demonstrated competence for professional and pedagogical work;
- demonstrate teaching ability.

assistant

### **Article 35 (Assistant)**

- In the title of assistant he may be appointed a candidate who:
- completed last studies with an average grade of at least very good (8), so as to take into account in calculating the average ratings of all the exams, exercises and other study estimated liabilities;
  - for his final work, if this is a precondition for the conclusion of a study achieved a minimum grade of very good (8);
  - showing competence for professional, scientific, research and development or artistic work.

#### IV. MINIMUM STANDARDS FOR RE-ELECTION

- a. Re-election to the title of university teacher and scientific worker

**Article 36**  
**(Re-election to the title of university teacher and scientific worker)**

In his re-election in the title of a university teacher and scientific worker in the same area election, the candidate from the last election in the name of the fill at least half of the conditions required by the institution in the first election in the title.

**Article 37**  
**(Election to the lower title)**

If the candidate does not fulfill the conditions for re-election, may apply for appointment to the lower grade if he was previously elected to the title. This must satisfy the conditions necessary for re-election in the lower title.

- b. Re-election to the title of assistant

**Article 38**  
**(Re-election to the title of assistant)**

If the assistant proved successful in educational and scientific-research and artistic work, and the proof of pedagogical competence can be in the same grade-elected three times. For further appointments required a doctorate.

Assistant in artistic disciplines elected in the same grade, fourth, where creative and has recognized important works of art.

#### V. EARLY ELECTION IN NAME AND ELECTION MIMO order

**Article 39**  
**(Early election)**

Candidates may exceptionally be elected by the title before the end of the current title or the title, which does not follow the order of the titles.

For early election in the name of the candidate must have outstanding achievements.

**Article 40**  
**(Election past order)**

The extraordinary achievement of the candidate that warrants an early appointment in grade or appointment to the title passing the order, shall be considered as receipt of significant, widely known international awards, is extremely important to work with a proven great resound here and abroad and decisive contribution to the development of important new research or artistic activities.

**Article 41**  
**(Determination of equivalence of foreign titles)**

For university teachers who have acquired foreign election into the title, on the basis of minimum standards of conduct process qualification degree, which he acquired a candidate in another institution of higher education abroad. Senate of the higher education institution, which carries out the procedure of recognition of the appropriateness of the title, awarded the title and scope of the habilitation. Recognition equivalent qualification applies for the same period as the election would be subject to appropriate teaching degree.

---

**Consolidated transitional and final provisions**

"VI. TRANSITIONAL AND FINAL PROVISIONS

**Article 42**  
(Completion of ongoing processes)

Procedures for election into the title started before the application of these minimum standards shall be terminated under the conditions and criteria of the institution at which they were initiated.

**Article 43**  
(Re-election of the same or a higher rank according to the previous criteria)

A candidate who was elected under the previous criteria for awarding titles to teaching and research faculty and faculty assistants may, when it expires this title again apply for election to the same or higher rank, according to the criteria in force at the last election in the current title.

**Article 44**  
(Deadline for drawing up the criteria)

The criteria for awarding titles to teaching and research faculty and faculty assistants in accordance with the minimum standards set by the Senate higher education institution within 6 months from the entry into force of the minimum standards.

**Article 45**

(Validity of minimum standards)

Minimum standards enter into force on the third day following its publication in the Official Gazette of the Republic of Slovenia.