

INFORMATION FOR FOREIGN REVIEWERS OF PROMOTION (HABILITATION) REQUESTS

A) STATUTORY REGULATIONS

Article 197

The academic ranks of faculty members (university teachers) are, in descending order:
full professor (*ordinarius*)
associate professor (*extraordinarius*)
assistant professor (*docent*)
language teacher (*lector*)

Article 200

Full professors are elected by the university senate for an indefinite period (full tenure). Associate professors, assistant professors and lectors are elected by the senates of the schools for 5 years.

Article 202

The promotion procedure starts with the candidate's application for an academic rank within an academic discipline. The application is to be submitted to the dean of the school in charge of the academic discipline. The application includes the candidate's biography and bibliography.

Article 203

The senate of the school to which the application is submitted elects 3 or more reviewers. A reviewer can be a university teacher with a rank higher or equal to the rank of the candidate in the application.

The reviewers should submit their reports within three months. The reports are confidential.

B) REGULATION OF PROMOTION

Article 4

To be elected to an academic rank, the candidate should demonstrate creativity and practical experience in their academic discipline, teaching ability and an active knowledge of a world language.

For candidates in sciences and the humanities (except for the rank of lector) a doctoral degree is a prerequisite. Candidates in the arts must demonstrate major artistic achievements.

Article 12

Criteria refer to the research achievements, teaching ability and expert performance of the candidate. Some criteria are quantitative, formulated as a number of points awarded for elements of the candidate's opus according to the table at the end of the section.

6. For the rank of assistant professor, the qualitative criteria include:

- the ability to efficiently solve research and professional problems or the possession of achievements in the artistic discipline;
- a bibliography in the academic discipline;
- publishing or presenting their work in a form accessible to the professional community at home and abroad;
- a demonstration of teaching skills; and
- a positive evaluation by the reviewers.

Quantitative criteria require a minimum of 20 points in the bibliography; at least three contributions where the candidate is the first author, exceeding local or national importance.

7. For the rank of associate professor, the qualitative criteria include:

- the ability for independent (not guided) research or expert activity, creating new knowledge in the academic discipline; or possessing novel artistic achievements;
- a bibliography relevant to the academic discipline;
- publishing or presenting their achievements in a form accessible to the professional community at home and abroad;
- engagement in the education of future academic staff: documented supervision of a MA degree student or equivalent (co-supervision of a PhD student, supervision for the University of Ljubljana students' award (*Prešernova nagrada*), supervision of two graduate specialisation students, supervision of an art student with major achievements);
- proven success in the education or research guidance of students; and
- a positive evaluation by the reviewers and by the students' council of their school.

Quantitative criteria require a minimum total of 50 points (30 points in the period of the current rank), a minimum of 25 points in the bibliography (15 in the period of the current rank), and 12.5 points on educational activity (7.5 points in the current period); at least 6 publications (3 points in the period of the current rank) exceeding local or national importance with leading authorship in at least 3 of them.

8. For the rank of full professor, the qualitative criteria include:

- the creation of new knowledge at the frontline of the academic discipline, or topmost artistic achievements;
- publishing or presenting their opus which is of national importance and has international significance;
- contributions to the national culture and global knowledge in the academic discipline;
- proven global recognition;
- an ability for leading and directing research or expert activity in the academic discipline;

- proven care for the development and material basis of their academic discipline;
- a pertinent bibliography or presentations as a leading author in a form accessible to the professional community at home and abroad;
- proven care for the education of future academic staff: successful supervision of a PhD degree student or equivalent achievements (supervision of an art student with major achievements);
- proven achievements in the training or research guidance of students;
- the transfer of academic experiences from abroad: at least 3 months' activity at a foreign academic institution; and
- a positive evaluation by the reviewers and by the students' council of their school.

Quantitative criteria require a minimum total of 80 points (30 in the period of the current rank), a minimum of 40 points in the bibliography (15 points in the period of the current rank), and 15 points in teaching activity (7.5 points in the period of the current rank); at least 12 publications (6 points in the current period) exceeding local or national importance where they were the leading author in at least 6 of them.

Article 12

Table of point values:

Bibliography:

Monograph	max. 20 points
Part of a monograph	max. 8 points
Documented conference presentations:	
- national	max. 1 point
- international	max. 2 points
Invited lecture	
- national meetings	max. 2 points
- international meetings	max. 5 points
Refereed papers:	
- in international journals or equivalent	max. 8 points
Published book reviews	max. 2 points
Citation index above 20	15 points

Teaching activities:

University textbooks (refereed)	max. 10 points
Revised edition	max. 5 points
Textbooks	max. 5 points
Auxiliary material (handouts etc)	max. 1 point
Visiting professorship (min. 3 months)	8 points

Supervision:

Diploma	0.5 point
Student's research work	0.5 point
Student's awards (school level)	1 point

Student's award (university level)	2 points
MA student diploma	2 points
PhD student diploma	3 points

Expert activities:

A book for the general public	
- in the Slovenian language	max. 3 points
- in a foreign language	max. 6 points
Editorship:	
- in the Slovenian language	max. 3 points
- in a foreign language	max. 6 points
Professional paper	max. 1 point
Reports, expertise	max. 0.5 point
Other professional activities: (approved by reviewers)	max. 20 points

Co-supervision is evaluated at 50% of the respective points for supervision.

Publications (books, papers, lectures, textbooks etc) in collective authorship are evaluated proportionally (the number of points is divided by the number of authors). Non-proportional evaluations can be documented with the authors' agreement, and approved by the reviewers.

Article 14

Detailed evaluations of a bibliography (categories of journals, definition of items of international importance) for a particular academic discipline are defined by the respective schools (Interpretation of Criteria).

C) INTERPRETATION OF CRITERIA