



Measure of the Dean No. 11/2019

Qualification requirements for leading and opposing the final theses of students in study programs of the FFPW USB and the limits of the number of final theses

In accordance with the paragraph 10 of the article 27 of the Study and Examination Regulations of the USB (hereinafter referred to as the Study Regulations) and the Quality Assurance System at the USB, I stipulate by this Measure the qualification requirements for students' final theses in the FFPW USB study programs and the maximum number of theses that can be led by one person at a given time. At the same time, I set qualification requirements for external opponents of final theses.

- 1) Bachelor's theses may be led by academic or scientific staff of the FFPW USB or students of doctoral study program at the FFPW USB, who have achieved at least a complete university education and are engaged in creative activities related to the topic of the bachelor's thesis. Opponents of bachelor's theses can only be experts in the field close to the bachelor's thesis who are not employed by the USB and who have achieved at least a complete university education.
- 2) Diploma theses can be led by academic or scientific staff of the FFPW USB, who have achieved at least the academic title CSc., Ph.D. or their equivalent and perform creative activity related to the topic of the student's diploma thesis. At the same time, they must be authors / co-authors of at least two publications in IF journals kept in WoS and / or SCOPUS databases, which are related to the topic of the student's diploma thesis. Opponents of diploma theses can only be experts in the field close to the topic of the diploma thesis who have achieved at least the academic title CSc., Ph.D. or its equivalent and have no employment at the USB.
- 3) If the relevant Dean's Measure permits listing of students' final theses in bachelor's and master's study programs, also people from other parts of the USB or other institutions may lead the qualification theses provided that: i) the supervisor will have at least an academic degree Ph.D., CSc. or other equivalent with adequate creative activity related to the topic of student's thesis ii) the student's request for a relevant topic under the guidance of an external supervisor will be approved by the Vice-Dean for study affairs.



- 4) Dissertations may be led by scientific or academic staff as supervisors who have been at least an Associate Professor or workers with Ph.D., CSc. or equivalent after the approval by the Scientific Board of the FFPW USB. As a rule, the Dean will not include the discussion of the approval of a supervisor (who is not Assoc. Prof.) of students of doctoral study programs (DSP) on a program of the Scientific Board of the FFPW USB unless he / she reaches by his / her pedagogical and / or creative activities to the recommended criteria in the table No. 1. Opponents of dissertations can be only scientific or academic staff from the CR with at least academic title of Associate Professor or foreign scientific or academic staff with at least a Ph.D. title or other equivalent. In both cases, they must be people with an active creative activity who have at least 7 publishing outputs (not counting abstracts from conferences, etc.) in peer-reviewed impact journals maintained in the WoS and / or SCOPUS databases and who do not have an employment at the USB or at an institution involved in the implementation of the DSP with the FFPW USB.
- 5) DSP students can lead a maximum of two final theses at one time, scientific and academic staff can lead a maximum of eight. Workers who do not have a title of Assoc. Prof. mustn't lead more than two dissertations at one time, Associate Professors and Professors not more than five dissertations. Restrictions on the number of newly supervised theses in the relevant academic year may be further regulated in the relevant Measures of the Dean (e.g. MD on listing of bachelor's and master's theses).

The Dean can decide about exceptions.

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Dean of the FFPW USB

Attachment: Table No. 1



Table No. 1: Recommended criteria for creative and pedagogical activities of workers without Assoc. Prof. title for supervising DSP students

Criterion of creative activity	Value	Possibility of substitution when the criterion is not met
Publications in journals with IF, books and chapters (out of which <u>first-author</u>), the value of outputs in Q1 according to IF is double, Q4 are not eligible	10 (5)	Substitution is not possible
Results of applied output - certified methodology, proven technology and patent with licence	2	Any missing output + 1 publication
Citation responses according to SCI except for self-citations	100	Not reaching the limit + 1 publication
Teaching (number of actually taught courses at least 2 hours / week for the whole semester or equivalent range of other tuition)	5	Every whole missing semester +1 publication
Leading of defended final qualification theses	5	Every missing thesis +1 publication
Oral presentation of scientific work at international conferences	4	Every missing presentation +1 publication
Foreign internship (months), internships longer than one month are applicable	6	Every missing whole month +1 publication
Principal investigator or co-investigator (person responsible for solving part of the project within the institution) of projects (GA JU projects are excluded)	2	Every missing project +1 output