

The quality assurance of the University's activities is detailed in the LSU Quality Management System manual – more - [https://www.lsu.lt/wp-content/uploads/2021/11/Quality-management-system-manual\\_LSU\\_2021m..pdf](https://www.lsu.lt/wp-content/uploads/2021/11/Quality-management-system-manual_LSU_2021m..pdf)

**15 April 2021** At the meeting of the Senate, Protocol No 8 revised the "PROCEDURE FOR THE PLANNING AND ACCOUNTING THE WORKLOAD OF THE TEACHER OF THE LITHUANIAN SPORTS UNIVERSITY". The Regulations regulate the principles of workload accounting for lecturers, workload norms, and accounting procedures at the University. The workload of a teacher (working one full-time job, 1440 hours per school year) consists of 1. Teaching workload - not less than 30 % of the total workload of a lecturer; 2. Scientific work - not more than 60 % but not less than 100 hours; 3. Other activities and the realization of the University's third mission - up to 10 %.

**The Senate meeting of 7 February 2019 by Protocol No.7 approved the "PROCEDURE FOR PLANNING AND ACCOUNTING THE WORKLOAD OF THE RESEARCHER OF THE LITHUANIAN SPORTS UNIVERSITY".** The Regulations regulate the principles of workload planning and accounting, workload norms, and accounting procedures for researchers at the University. The workload of a researcher (working one full-time job with a workload of 1600 hours per school year) consists of the following activities: 1. scientific activities (depending on the position, 1250 - 1150 hours); 2. organization of experimental and project activities (depending on the position, 100-250 hours); 3. educational work (150 hours); 3. other activities (100 hours).

Research activities for which hours are given:

## 2. SCIENTIFIC WORK

No.	Type of work	Hours	Note
		<b>Scientific work</b>	
23.	For the University's Head of Strategic Science	50	
24.	For the head of a university research group	50	
25.	Preparation of Lithuanian study, research, and experimental development projects	50	In the case of multiple authors, if there is no agreement between the authors, 1/3 of the hours are allocated to the supervisor and the remaining hours are divided equally between the authors
26.	Preparation of international study, research, and experimental development projects	75	In the case of multiple authors, if there is no agreement between the authors, 1/3 of the hours are assigned to the supervisor and the remaining hours are divided equally between the authors
27.	International scientific papers (prepare and present in a foreign language in a plenary session)	30	International scientific presentation in Lithuania - hours divided by 2 respectively
28.	Research paper <sup>1</sup> :		1. The amount of the research workload (RWL) is based on the teaching position held and the ratio of the
	– Assistant	150 - 200	

---

– Lecturer	250 - 300	average annual research productivity of the last 3 years to the average salary factor requirements (score) for the year, depending on the size of the teaching post. For a lecturer working in parallel as a researcher, the average productivity of the lecturer for the last 3 years is calculated according to the formula:
–		
– Lektorius, mokslų dr.	350 - 450	
– Associate professor	450 - 750	
– Professor	650 - 850	

$$B - (M \times E),$$

*B - average annual total (researcher and lecturer) research productivity in the last 3 years in terms of score;*

*M - the average score requirements for the researcher's salary coefficient for one year;*

*E - the size of the researcher's post.*

2. If the average annual research productivity over the last three years is below the requirements of the salary coefficient depending on the size of the lecturer's post, the research report will be evaluated negatively and the RWL will be reduced proportionally for the following academic year (except for assistant professors and lecturers without a doctoral degree). The number of hours to be reduced is calculated according to the following formula:

$$(T - R) \times (V/R),$$

*T - average annual research productivity of a lecturer in the last 3 years in terms of score;*

*R - the average score requirements for a given year for the teacher's salary coefficient.*

*V - hours allocated according to the salary coefficient*

3. If the scientific activity report does not meet the minimum coefficient requirements for the post on two consecutive occasions, an extraordinary attestation of the staff member is announced.

4. If the average annual scientific productivity of a lecturer over the last three years exceeds the requirements of the position coefficient, the RWL in the following academic year will be increased proportionally for Associate Professor, Professor, Lecturer with a doctoral degree - 100 hours for each exceeded productivity point; for Lecturer, Assistant Professor without a doctoral degree, if he/she exceeds the maximum requirements of a Lecturer

---

with a doctoral degree - 100 hours for each exceeded productivity point.

<b>Organization of research work</b>			
<b>29.</b>	To the member of the editorial board of a scientific publication	15	
<b>30.</b>	To the chairman of the Doctoral Committee	50	
<b>31.</b>	To the member of the Doctoral Committee	10	
<b>32.</b>	To a member of the dissertation defense council	10	
<b>33.</b>	To the Head of SMD	50	
<b>34.</b>	To the doctoral supervisor for one year	90	50% of the hours are allocated to the organization of scientific work 50 % of the hours shall be allocated to pedagogical work If a supervised doctoral student has a supervisor, the supervisor's hours will be deducted from the supervision hours and allocated on the same basis as the supervisor
<b>35.</b>	To a person's consultant for a year who is defending a dissertation externally	15	
<b>36.</b>	To a doctoral research adviser for one year	30	Hours spent on consulting are deducted from hours spent on management
<b>37.</b>	Doctoral dissertation review, opposition	10	

**18 April 2019 Order of the Rector of LSU No. 93/B approves the "PROCEDURE OF THE LITHUANIAN SPORTS UNIVERSITY PAYMENT FOR THE DEVELOPMENT AND PUBLICATION OF CLARIVATE ANALYTICS WEB OF SCIENCE OR SCOPUS PUBLICATIONS"**. The procedure regulates payment for the preparation and publication of Clarivate Analytics Web of Science or Scopus publications at the University.

**15 April 2021 The meeting of the LSU Senate by Protocol No. 8 approved the "PROCEDURE OF THE LITHUANIAN SPORTS UNIVERSITY RECOGNITION FOR HIGHER LEVEL EDUCATION PERFORMANCE"**. The Regulations regulate the promotion of academic staff for scientific publications. The best performing 9 researchers receive prizes. In 2021, the size of the incentive fund was 8,000 €, from 2022 onwards, 20,000 € will be allocated each year.

**On 28 January 2021, the LSU Senate approved by Protocol No 5 the "PROCEDURE FOR THE FUNDING OF DOCTORAL RESEARCH ON DISSERTATION TOPICS AND MOBILITY OF DOCTORAL RESEARCHES"**. The rules regulate the funds available for doctoral students to carry out their dissertation and to ensure their mobility.