

DESCRIPTION OF THE PROCEDURE FOR ORGANISING LECTURER AND RESEARCHER EVALUATION, ATTESTATION, AND OPEN COMPETITION AT LITHUANIAN SPORTS UNIVERSITY

Introduction

1. This Description is drafted following the Law on Higher Education and Research of the Republic of Lithuania, the European Commission Recommendation on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers, Order of the Minister of Education and Science of the Republic of Lithuania “On the Methodology for the Assessment of Papers (Art Work) of Higher Education and Research Institutions”, the Order of the Chairperson of the Research Council of Lithuania “On the Approval of the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions”, and the Statute and Strategy of the Lithuanian Sports University (hereinafter referred to as the University), and the “Principles for Employee Selection and Assessment” approved by the Council of the University.

I. General Provisions

2. The Description of the Procedure for Organising Lecturer and Researcher Evaluation, Attestation, and Open Competition at the University shall apply to the attestation of persons applying for the posts of lecturers and researchers at the University by open competition, to persons in those posts, as well as for irregular attestation, visiting lecturers and researchers.

3. Lecturers and researchers shall be appointed at a rate of at least 0.25 working time after having been successful in an open competition for the post, with the exception of visiting lecturers and researchers, partnership lecturers, trainee lecturers, junior assistants and junior researchers.

4. Lecturers and researchers who are subject to the open competition’s performance evaluation or attestation shall be evaluated against the qualification requirements of one of the scientific disciplines: humanities, social sciences, natural sciences, agriculture, medicine and health, and technology. Lecturers and researchers must have the competences applicable to the research career stage of the post held or sought (Annex 5), set out in the Description of Mandatory Competences for Career Stages of Researchers in Science and Higher Education Institutions, approved by the Order of the Chairperson of the Research Council of Lithuania No V-352 of 29 June 2023 “On the Approval of the Description of Mandatory Competences for the Career Stages of Researchers at Higher Education and Research Institutions”. Researchers’ careers consist of the stages of a first stage researcher, a recognised researcher, an established researcher, and a leading researcher.

5. The winning lecturer or researcher shall have a fixed-term contract of employment for a period of five (5) years and shall have his/her Plan of Action, drafted in line with the University’s strategic aims and priorities, approved for the same period (Annex 1).

6. If a lecturer or researcher with a permanent contract is the winner of the competition for another lecturer or researcher post at the University, his/her employment shall continue under a permanent contract when he/she takes up the new post. Once the need for a new academic post has been identified, the Head of the Academic Department, together with the Human Resources Management Department, shall draft the conditions of the competition. If only a single candidate fulfils the conditions of the competition and holds the post of associate professor, assistant professor, lecturer, senior researcher, or researcher at the University under a permanent contract of employment, he/she may be promoted to a higher post at the University (of professor, associate professor, senior

- lecturer, chief researcher, or senior researcher, respectively), without a competition, in accordance with the provisions of Section IV of this Description.
7. During the permanent contract, a lecturer's or researcher's post may be changed to an equivalent post at the same research career stage (except for the post of a scientist trainee) by the decision of the Rector of the University (hereinafter referred to as the Rector) on a proposal of the Head of the Academic Department and at the request or consent of the lecturer or researcher, a researcher's post may be changed to an equivalent lecturer post at the same research career stage, provided that the lecturer or researcher meets the qualification requirements for that post (hereinafter referred to as qualification requirements).
8. The Rector may invite lecturers and researchers to work under fixed-term contracts for no longer than two (2) years. Invited lecturers and researchers are not subject to the open competition procedure described herein.
9. By decision of the Rector, on the recommendation of the Head of the Academic Department, partnership lecturers or trainee lecturers may be recruited to work at the University in accordance with the procedure established by the Rector.
10. Persons other than visiting lecturers and researchers, partnership lecturers, trainee lecturers, lecturers and researchers who have reached retirement age, and lecturers and researchers elected or appointed to a leading post at the University, who meet the qualification requirements for the post, may, by the decision of the Rector, on the recommendation of the Head of the Academic Department, be recruited to the post of lecturer and/or researcher, without a competition, on a fixed-term contract of employment of up to a maximum period of one (1) year. This contract may be renewed for a further period of up to one (1) year. Such persons may be re-appointed without competition to the posts of lecturers and researchers at the University not earlier than two (2) years after the end of their fixed-term contract. The limitations on the duration and re-appointment provided for in this clause shall not apply to lecturers and researchers working under project work contracts and agreements for additional project work functions. Persons whose performance at the University has been adversely evaluated during the attestation process and who have not been attested may only be recruited without competition to a lower post for which they have the qualifications required (see Section IV).
11. A person who, prior to his/her election or appointment to a leading post in the University, was a lecturer or researcher at the University shall, at his/her own request, have the right to return to his/her former post as a lecturer or researcher, with a deferral of his/her performance evaluation or attestation of not more than five (5) years (or until retirement age).
12. The conditions and procedure for fixed-term contracts of employment for retired lecturers and researchers shall be determined by the Senate.
13. Recruitment to the posts of junior assistant and junior researcher shall be made on the recommendation of the Head of the Academic Department and by the decision of the Rector, in accordance with the provisions of Section IV of the Description. The candidates for the aforementioned posts must meet at least the qualifications required for the posts. Recruitment to the posts of junior assistant and junior researcher shall be subject to fixed-term contracts, lasting no longer than until the end of their doctoral studies. These contracts may be renewed for a maximum period of one (1) year, after the completion of the doctoral studies. The requirement to study for a doctoral degree shall not apply to staff members working on projects or on contract work. The person wishing to extend a fixed-term contract for a period of up to one (1) year (after the end of their doctoral studies) must submit an application in the University's Information System (is.lsu.lt) at least 30 calendar days before the end of doctoral studies.
14. Lecturers and researchers, who were employed not through an open competition, had held the post under a shorter than five (5) year fixed-term contract, and who participate in the competition for the first time, shall reach the qualification requirements set forth during the term of office. Their periods of work are calculated by summing up the academic years they had worked.
15. Every five (5) years of the term of office or during the period of five (5) years a lecturer may have a sabbatical (educational) leave up to one (1) year to conduct research and/or to develop their

scientific and/or pedagogical qualifications. The lecturer shall be paid their average salary during this non-teaching period.

16. At the request of the staff member undergoing attestation or performance evaluation, the Commission shall make available to him or her his or her attestation card. In this case, the staff member must submit a written request to the Secretary of the Commission.

II. Procedure of Forming the Lecturer and Researcher Admission Commission and the Rules of Procedure of the Commission

17. The Admission Commission (hereinafter referred to as the Commission), consisting of at least 11 members (lecturers and researchers), shall determine the qualification requirements for the lecturers and researchers, attest them, and execute competitions to fill the posts.

18. The Commission composition shall be approved by the University Senate. The Commission members shall elect the Chairperson.

19. The Commission shall be formed according to the following requirements:

19.1. at least two-thirds (2/3) of the Commission members must be researchers of the international rank and hold a professor or associate professor post;

19.2. at least one-third (1/3) of the Commission members shall be external researchers of the international level invited by the Rector;

19.3. at least one (1) Commission member must be a foreign expert of the international level;

19.4. at least one (1) Commission member must be a student representative delegated by the Student Union.

20. Members of the Commission shall sign a Declaration of Confidentiality (Annex 3) and a Declaration of Impartiality (Annex 4) prior to the commencement of their work in the meetings of the Commission. The Chairperson of the Commission shall ensure that these documents are signed and safekept.

21. Commission meetings shall be led by the Chairperson, or by a person elected by mutual agreement of Commission members or appointed by the Chairperson, if the Chairperson is absent.

22. The Chairperson of the Commission shall plan the agendas of Commission meetings, ensure that the meeting procedure is complied with, and shall ensure that Commission decisions and other documents, if required, are publicly announced.

23. The main goal of the Commission is to evaluate if the lecturer or researcher meets the qualification requirements set forth by the University Senate.

24. The main objectives of the Commission are as follows:

24.1. to assess if the person holding the lecturer, researcher, or partnership lecturer post or the person applying for this post meets the qualification requirements set forth by the University Senate;

24.2. to make proposals to the Rector on applying remuneration coefficients for lecturers, researchers, or partnership lecturers;

24.3. to recommend the University Senate to award the rank of Professor or Associate Professor.

25. The Chairperson of the Commission (or the Secretary of the Commission, under the Chairperson's instruction) shall notify all Commission members by e-mail about the meeting date, time, place, and agenda at least four (4) days prior to the meeting.

26. A person who is not a member of the Commission shall be appointed to be the Secretary of the Commission.

27. The main objectives of the Secretary of the Commission are as follows:

27.1. to accept applications from lecturers, researchers, and partnership lecturers;

27.2. to prepare the documents for Commission meetings;

27.3. to take minutes of Commission meetings.

28. The Secretary of the Commission must formalise the minutes of the meeting within five (5) working days following the meeting or, where necessary, on the next day after the Commission meeting.

29. The decisions of the Commission shall be documented in the minutes signed by the Chairperson of the Commission and the Secretary of the Commission.
30. The decisions of the Commission on the fulfilment of the minimum requirements for the post shall be made by open voting and the decisions on the selection of persons to take posts through an open competition shall be made by secret voting in the absence of the applicant.
31. A meeting of the Commission shall be valid if at least two-thirds (2/3) of its members are present. Members of the Commission may also attend the meeting remotely, using video conferencing, or express their opinion in writing, including via e-mail. The members of the Commission who are unable to be physically present at the meeting shall have the right to express their opinion in writing before the meeting, including via e-mail. The decisions of the Commission shall come into effect if voted for by no less than a half of the total amount of the members. For the purposes of determining the quorum, the votes of the members of the Commission present at the Commission meeting (including those who have voted via video conferencing) and those who have given their opinions in writing (including via e-mail) shall be counted. The member of the Commission shall be obliged to withdraw from the evaluation of an applicant, shall not be entitled to vote and shall not be counted in the quorum if he/she is participating in the evaluated competition, or if he/she is a person who is related to the applicant by direct/collateral consanguinity, affinity, or partnership, or if there are any other circumstances which call into question the impartiality of the member. In the event of an equal division of votes among the members of the Commission, the Chairperson of the Commission shall have the casting vote.
32. The Chairperson of the University Works Council or his/her delegate shall attend the Commission meetings as an observer.
33. The Chairperson of the Commission may invite other persons to attend the Commission meetings. The Head of the University Department offering a post to a lecturer or a researcher through an open competition shall be invited to the Commission meetings by the Chairperson of the Commission. Invited persons do not have voting rights and their absence from the meeting does not constitute a procedural irregularity. The persons referred to in this clause shall be required to sign a Declaration of Confidentiality when attending a meeting of the Commission (Annex 2). The Secretary of the Commission shall ensure that this document is signed and safekept.

III. Description of the Procedure for the Competition for Lecturers, Researchers, and Scientist Trainees

34. Open competitions for the posts of lecturers, researchers, and scientist trainees shall be announced by the Rector on the basis of proposals from the Heads of the Academic Departments. The competition shall be announced at least six (6) months before the date on which work is due to start. The Rector sets the deadlines for the current year's competition. The competition process shall be coordinated by the structural department of University's administration responsible for the management of the University's human resources (hereinafter referred to as Human Resources Management Department). Meetings for the competition are held to consider applications for competitive lecturer or researcher posts. These meetings take place during the spring semester.
35. The promotion of the competition announced by the Rector in the University, the Research Council of Lithuania and other national media, as appropriate, shall be carried out by the Human Resources Management Department. The competition notice must include the title of the post, the topic (specialisation), a description of the duties and responsibilities, the qualification requirements for the post (including the educational requirements for lecturers and research staff as laid down in the Law on Science and Studies of the Republic of Lithuania), information on the salary offered, the competences required, the documents to be submitted and other information necessary for proper notification. The start of the competition shall be considered as the date of the publication of the competition in the information media of the University and the Research Council of Lithuania. The notices of competitions are published for 30 calendar days. The information given in the notices must be identical in all information media.

36. A competition announced may be cancelled for objective, unforeseeable reasons, on the motivated proposal of the Head of the Academic Department and by the decision of the Rector at the stage of publicising the competition, but not later than the deadline of the notice. If there were persons who had submitted documents prior to the cancellation of the competition, the representative of the Academic Department shall inform in writing the Human Resources Management Department, which shall inform those persons about the cancellation of the competition no later than five (5) working days after the date of the decision of the Rector.
37. Those wishing to participate in the competition shall submit the following documents to the University Information System (is.lsu.lt):
- 37.1. an application;
 - 37.2. a CV;
 - 37.3. a list of scientific publications;
 - 37.4. a five-year Plan of Action filled out according to the form provided by the University (not applicable to scientist trainee post) (Annex 1);
 - 37.5. copies of higher education diploma, diplomas of scientific degrees, and certificates of academic titles (for first-time entrants);
 - 37.6. names, surnames, telephone numbers and e-mail addresses of two (2) researchers who agree to submit recommendations (applicants for a post of professor or associate professor must provide the contact details of two (2) researchers who are not employed by the University);
 - 37.7. supplementary information about the research and pedagogical performance and qualifications.
38. The research and pedagogical qualifications indicated by the applicant must actually exist at the time of filling in the application form in the University's Information System (is.lsu.lt) and must not have been acquired after the application form has been submitted to the system. Applicants for the post of chief researcher or professor must complete the application form and submit their CV and Plan of Action (including information on research and pedagogical activities and their integration, promotion of academic and scientific activities, development of competences and organisational activities) in English. Applicants for other posts must submit their application and any accompanying documents in Lithuanian or English.
39. The Secretary of the Commission shall arrange for the completion of an attestation card in the set form no later than on the next working day following the document submission deadline in the University's Information System (is.lsu.lt) and forward the Plan of Action to the Head of the respective Academic Department.
40. No later than ten (10) working days after the deadline for submitting the documents, the Heads of the Departments responsible shall fill in the attestation cards of the candidates taking part in the competition.
41. The Secretary of the Commission shall organise a meeting of the Commission for reviewing and evaluating the documents of the applicants participating in the competition no later than within five (5) working days after the completion of the attestation cards. If, during the assessment and evaluation meeting, it is established that the applicant's scientific and pedagogical activities do not meet the qualification requirements for the competition, the Commission shall make a decision that the applicant shall not take part in the further procedures of the competition, which shall be recorded in the Commission's minutes, and the conclusion shall be entered in the set form of the attestation card.
42. The Chairperson of the Commission shall convene the next meeting after the assessment and evaluation of the applicants' documents, at which the applicant shall be invited to attend. The date and place of the Commission meeting shall be made public at least 15 calendar days in advance. At the meeting, the applicants shall present their Plan of Action submitted for the competition. The decision of the Commission shall be made in the absence of the applicant.
43. The Commission shall base their decision regarding the open competition results on the strategic goals of the University and the "Principles for Employee Recruitment" approved by the Council.

44. The applicant who collects more than half votes in favour during secret voting shall be announced the winner of the open competition. If two (2) applicants receive an equal number of votes, the final decision is made by the Chairperson of the Commission.
45. The decision of the Commission shall be documented in the minutes of the meeting signed by the Chairperson of the Commission and the Secretary. The minutes shall explain the grounds of the decision.
46. The conclusions made by the Commission shall be entered into the applicant's attestation card of a set form. If the applicant argues the decision of the Commission, he/she may appeal the decision to the Senate within five (5) working days on receiving the Commission's conclusion at the e-mail address indicated in the application.
47. Human Resources Management Department shall, not earlier than two (2) working days since the appeal period end date, draft the Rector's Order regarding the appointment to the post, which shall be made available to review to the Heads of the Academic Departments. In the case of an appeal, the Rector's Order shall be drafted after the appeal is analysed.
48. Human Resources Management Department shall, for each winning lecturer, researcher, and scientist trainee, draft the employment contract to be signed by the Rector or the authorised person and the newly elected staff.

IV. Procedures for the Evaluation or Attestation of the Performance of Lecturers and Researchers

49. At least three (3) months before the end of the elected lecturer's or researcher's fixed-term contract, a five-year evaluation of the lecturer's or researcher's performance is conducted. If, three (3) months before the end of a fixed-term contract, a lecturer or researcher is on sick leave or on maternity, parental, or paternity leave, the evaluation shall be carried out after the end of the sick leave or after the return from the leave referred to in this clause. The period during which a lecturer or researcher has been granted maternity, paternity, or parental leave, or a period of sick leave of more than three (3) months, shall not be included in the five-year period at the request of the lecturer or researcher. For lecturers and researchers whose evaluation is postponed for the reasons set out in this clause, the evaluation shall be carried out at the time of the next performance evaluation and shall not be organised separately.
50. The performance evaluation of lecturers and researchers shall be announced annually by the Order of the Rector, informing the staff members to be evaluated by e-mail provided by the University of the forthcoming evaluation and the procedure for the evaluation at least one (1) month before the date of the evaluation.
51. The lecturer or researcher whose performance is to be evaluated shall submit the following documents to the Commission in the University's Information System (is.lsu.lt):
- 51.1. an application;
 - 51.2. a list of scientific publications;
 - 51.3. a five-year Plan of Action in the form set by the University.
52. The Secretary of the Commission shall, no later than the working day following the end of the period for submitting documents, arrange for the completion of an attestation card of the set form.
53. No later than ten (10) working days after the deadline for submission of documents, the Heads of the Departments responsible shall fill in the attestation cards for the evaluation of the staff members.
54. The Secretary of the Commission shall organise a meeting of the Commission to review and evaluate the documents at the latest within five (5) working days after the deadline for the completion of the attestation card.
55. The performance evaluation/attestation of lecturers and researchers is conducted to determine whether their qualifications are appropriate to their duties, whether they are continuously improving their qualifications and whether they are achieving the objectives set out in the five-year Plan of Action. The evaluation/attestation of lecturers and researchers includes information provided by the staff member on scientific and pedagogical activities and their integration, the promotion of

academic and scientific activities, the development of competences and organisational activities, which is provided annually in the University's Information System (is.lsu.lt).

56. The Commission's decision shall be formalised by minutes signed by the Chairperson and the Secretary. The minutes shall state the reasons for the decision.

57. The Commission's conclusions shall be recorded on the attestation card of a set form. If the staff member disagrees with the Commission's decision, he/she may appeal the decision to the Senate within five (5) working days on receiving the Commission's conclusion at the e-mail address indicated in the application.

58. The decisions of the Commission come into effect by the Order of the Rector, which shall be made known to the Head of the Academic Department. If the lecturer or researcher meets the qualification requirements and is given a positive performance evaluation, the employment relationship shall be continued by means of a permanent contract of employment for the same post. This contract shall expire on the last day of the academic year when the lecturer or researcher reaches retirement age. If a lecturer or researcher does not meet the qualification requirements, then the performance shall be evaluated negatively and, by the decision of the Rector or on the recommendation of the Head of the Academic Department, he/she may be transferred only to a lower post for which they have the qualifications required, with a fixed-term contract of employment for a period of up to one (1) year, or be dismissed with a notice of not less than ten (10) working days. The dismissed lecturer or researcher shall be paid one month's of his average salary.

59. Lecturers and researchers with permanent contracts are attested every five (5) years. The period during which a lecturer or researcher has been granted maternity, paternity, or parental leave, or a period of sick leave of more than three (3) months, shall not be included in the five-year period at the request of the lecturer or researcher.

60. Retired lecturers and researchers who have been granted a new fixed-term contract in accordance with the procedure set out by the Senate shall be attested in accordance with the procedure specified in this Section, with the period of attestation starting from the date of the last attestation.

61. At least three (3) months before the end of the five-year attestation period of a lecturer or researcher, by the Order of the Rector the date of submission of the documents for attestation shall be announced, informing the attested staff members by e-mail provided by the University of the forthcoming attestation and its procedure.

62. The attested lecturer or researcher shall submit the following documents to the Commission in the University's Information System (is.lsu.lt):

- 62.1. an application;
- 62.2. a list of scientific publications;
- 62.3. a five-year Plan of Action in the form set by the University.

63. The Secretary of the Commission shall, no later than the working day following the deadline for the submission of documents, arrange for the completion of the attestation card in the set form.

64. No later than ten (10) working days after the deadline for the submission of documents, the Heads of the Departments responsible shall fill in the attestation cards for the staff members participating in the attestation.

65. The Secretary of the Commission shall organise a meeting of the Commission to review and evaluate the documents at the latest within five (5) working days after the deadline for the completion of the attestation card.

66. The decision of the Commission shall be recorded in minutes signed by the Chairperson and the Secretary of the Commission. The minutes must state the grounds for the decision.

67. The conclusions made by the Commission shall be entered into the applicant's attestation card of a set form. If the applicant argues the decision of the Commission, he/she may appeal the decision to the Senate within five (5) working days on receiving the Commission's conclusion at the e-mail address indicated in the application.

68. The decisions of the Commission shall enter into force by the Order of the Rector, which shall be made known to the Head of the Academic Department. A person who has not been attested or

who has failed to submit documents for the attestation shall be dismissed from his/her post. The dismissed lecturer or researcher shall be entitled to the guarantees laid down in Article 57(7), (8), and (9) of the Labour Code of the Republic of Lithuania. Persons whose performance at the University has been adversely evaluated during the attestation process and who have not been attested may only be recruited without competition to a lower post for which they have the qualifications required. In the event of a change of post, their existing permanent contract shall be maintained.

69. If the dates of attestation of a staff member holding several posts do not coincide because of competitions won at different times, the staff member may, at his/her request, be attested at the same time for all his/her posts, subject to the agreement of the Heads of the two Departments. In this case, the attestation shall be carried out for each post on the basis of proportional time worked, with a further attestation period of five (5) years for all posts held scheduled.

70. The Rector may, on a motivated proposal from the Head of the Academic Department concerning the qualifications and suitability of a lecturer or researcher for his/her post, declare an irregular attestation of a lecturer or researcher. The irregular attestation may be announced no earlier than one (1) year after the date on which the staff member took up the post. The staff member must be informed of the irregular attestation at least two (2) months before the date of the attestation. The staff member may be attested no more than one (1) time a year. The irregular attestation follows the same procedure as other attestations.

71. Associate researcher or associate lecturer may be reinstated without competition, subject to the approval of the Senate of the University and to an irregular attestation following the request for reinstatement. If the performance of the associate researcher or the associate lecturer is evaluated positively following an irregular attestation, he/she shall be given a permanent contract of employment.

72. Upon the renewal of a fixed-term contract of employment, retired lecturers or researchers shall be attested in accordance with the procedure laid down in Section IV of this Description, with the period of attestation to be calculated from the date of the last attestation carried out during their employment at the University under a permanent contract.

V. Description of the Procedure for the Assessment (Attestation) of Visiting Lecturers and Researchers

73. In order to ensure the quality of its studies and research activities, the University may invite, for a period of up to two (2) years, lecturers and researchers from other research and study institutions who meet the requirements for the leading or established researcher. These staff members shall be granted the status of visiting lecturer or researcher of the University.

74. Visiting lecturers/researchers shall meet the minimum qualification requirements applicable to the lecturers or researchers at the University.

75. The compliance of a visiting lecturer or researcher with the post requirements shall be assessed by the Commission.

76. Visiting lecturers or research staff may be attested no later than the first month of each semester.

77. A visiting lecturer or researcher shall present the following documents to the Secretary of the Commission in the University Information System (is.lsu.lt):

77.1. an application;

77.2. a list of scientific publications.

78. The Rector of the University shall consider the Commission's recommendation and decide on the admission of the visiting lecturer or researcher, the form of remuneration (full-time or hourly), and the duration of the contract (up to 1 or 2 years).

VI. Remuneration Coefficient Change

79. A remuneration coefficient may be revised for lecturers or researchers accredited under the procedure set by the Senate (posts taken through open competition, after a positive performance

evaluation or attestation) once per the term of office, however not earlier than after 24 months the new term in office. A period of five (5) years shall be assessed.

80. Lecturers and researchers wishing to have their remuneration coefficient upgraded shall present the the following documents to the Secretary of the Commission in the University Information System (is.lsu.lt):

80.1. an application (in the set form);

80.2. a list of scientific publications;

81. The Secretary of the Commission shall arrange for the completion of an attestation card in the set form not later than the working day following the date of submission of the documents.

82. No later than seven (7) working days after the deadline for submission of documents, the Heads of the Departments responsible fill in the attestation cards of the candidates participating in the competition.

83. Applications of lecturers or researchers regarding the remuneration coefficient change in the University Information System (is.lsu.lt) are accepted in the autumn semester until 30 November. The Commission must consider the received applications within 14 business days. The Commission shall forward the adopted decision to the Rector for approval. The decision approved by the Rector's Order shall become effective starting from the new calendar year.

84. Decisions on lecturer or researchers' requests to revise the remuneration coefficient shall be made by open voting.

VII. Minimum Qualification Requirements for Lecturers

85. **The post of professor** is open to researchers who possess the competences of a leading researcher in the conduct, organisation, dissemination, and impact assessment of R&D activities, and expert evaluation of R&D, and who have defended their doctoral dissertation not earlier than ten (10) years ago, and have:

85.1. fulfilled at least one (1) of the following requirements (after the doctoral dissertation defence):

85.1.1. published at least 12 research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/or in Scopus databases), at least five (5) of them within the last five (5) years;

85.1.2. published at least ten (10) research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/or in Scopus databases), at least three (3) of them within the last five (5) years and have published a monograph or a part of it in an internationally renowned publishing house, when the input of the researcher equals five (5) author's sheets;

85.2. at least five (5) years of pedagogical experience in higher university education institution;

85.3. have been involved in the study process for the last two (2) years and have fulfilled at least two of the following requirements:

85.3.1. delivered lectures abroad (at least 8 hours) or taught in a joint/partner international study programme in Lithuania (at least 16 hours);

85.3.2. participated in the study quality management and administration process (being a study programme director or a committee member; or participating in a Senate-approved study programme development or ongoing study programme, or study programme self-evaluation study group; being a module coordinator; or participating in a tutor/mentoring programme);

85.3.3. prepared a study book or textbook or part of it assigned to the University;

85.3.4. carried out other research and study promotion activities significant to the University;

85.3.5. carried out other research and/or study projects;

85.4. in the last five (5) years have:

85.4.1. submitted at least one (1) research project to science foundations or carried out significant experimental development work with a total value of at least one (1) point;

85.4.2. participated in training of at least one (1) doctoral student (supervised or consulted);

85.4.3. supervised at least three (3) student papers (1st or 2nd cycle of studies), presented at international conferences or published articles as co-authors (at least 2);

- 85.4.4. presented research results in at least two (2) international scientific conferences and at least two (2) in seminars/conferences/public lectures to the general public;
- 85.4.5. presented their research results as an invited speaker at international scientific events and/or are members of the scientific committees of international scientific events held abroad;
- 85.4.6. participated in at least one (1) international study/research project and/or participated in the work of a public, government, or sport organisation as an expert;
- 85.4.7. have experience in research leadership (having led international or national R&D or R&D&I projects or institutional research programmes) and/or are/were leading strategic research thrust or team.
- 85.5. have fulfilled at least one (1) of the following requirements:
 - 85.5.1. are/were experts in national or international R&D projects and/or national or international programmes;
 - 85.5.2. provide(d) expert conclusions or recommendations to public and/or private sector entities;
 - 85.5.3. peer-review (have peer-reviewed) high-quality (Q1–Q3) scientific articles/monographs published by an internationally renowned publisher (at least 2);
 - 85.5.4. are/were an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal.
- 85.6. collected at least seven (7) points in accordance with the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Lecturers.
- 86. Associate professor posts** are open to researchers who have the competences of an established researcher in terms of the conduct, organisation, dissemination of results and expert evaluation of their impact on R&D activities, and who have defended their doctoral dissertation not earlier than five (5) years ago, and have:
 - 86.1. fulfilled at least one (1) of the following requirements (after the doctoral dissertation defence):
 - 86.1.1. published at least eight (8) research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases), at least three (3) of them within the last five (5) years;
 - 86.1.2. published at least five (5) research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases), at least three (3) of them within the last five (5) years and have published a monograph or a part of it in an internationally renowned publishing house, when the input of the researcher equals five (5) author's sheets;
 - 86.2. at least five (5) years of pedagogical experience in higher university education institution in at least 0.25 part-time post;
 - 86.3. within the last five (5) years have:
 - 86.3.1. presented research results in at least two (2) international scientific conferences and/or have been a member of organising (or scientific) committees for international scientific events and have participated in at least one (1) international study/research project and/or participated in the work of a public, government, or sport organisation as an expert.
 - 86.3.2 supervised works of at least three (3) students (1st or 2nd cycle of studies), presented at international conferences or published articles as co-authors (at least 2);
 - 86.4. have fulfilled at least two (2) of the following requirements:
 - 86.4.1. led or have experience in leading a strategic research thrust or team;
 - 86.4.2. supervised or consulted at least one (1) doctoral student;
 - 86.4.3. submitted at least one (1) research project to research foundations or carried out significant experimental development work with a total value of at least one (1) point;
 - 86.4.4. are/were experts in national or international R&D projects and/or national or international programmes;
 - 86.4.5. provide(d) expert conclusions or recommendations to public and/or private sector entities;
 - 86.4.6. peer-review (peer-reviewed) high-quality (Q1–Q4) scientific articles/monographs published by an internationally renowned publisher;
 - 86.4.7. are/were an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal.

86.5. have fulfilled at least three (3) of the following requirements:

86.5.1. delivered lectures abroad (not less than 8 hours) or taught to foreign students in Lithuania (not less than 16 hours);

86.5.2. participated in the study quality management and administration process (being a study programme director or a committee member; or participating in a Senate-approved study programme development or ongoing study programme, or study programme self-evaluation study group; being a module coordinator; or participating in a tutor/mentoring programme);

86.5.3. prepared a study book or textbook or part of it assigned to the University;

86.5.4. carried out other research and study promotion activities significant to the University;

86.5.5. carried out other research and/or study projects.

86.6. collected at least four (4) points according to the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Lecturers (from 1 January 2026 "received at least 7 points").

87. Assistant with a doctoral degree posts are open to researchers who possess the competences of a recognised researcher in the conduct, organisation, dissemination, and impact assessment of their impact on R&D activities, and have:

87.1. published at least two (2) scientific articles in publications referenced by the Clarivate Analytics Web of Science databases (for social sciences, humanities and/or Scopus databases);

87.2. presented research results in at least two (2) international scientific conferences;

87.3. developed and/or participated in national and/or international research, experimental development and/or innovation and dissemination of science projects with a total value of at least one (1) point, and/or participated in institutional programmes.

87.4. supervised at least two (2) student works (1st or 2nd cycle), presented at international conferences or published articles as co-authors (at least 1);

87.5. have fulfilled at least three (3) of the following requirements:

87.5.1. delivered lectures abroad (not less than 8 hours) or taught to foreign students in Lithuania (not less than 16 hours);

87.5.2. participated in the study quality management and administration process (being a study programme director or a committee member; or participating in a Senate-approved study programme development or ongoing study programme, or study programme self-evaluation study group; being a module coordinator; or participating in a tutor/mentoring programme);

87.5.3. prepared a study book or textbook or part of it assigned to the University;

87.5.4. carried out other activities of relevance to the University for the promotion of science and studies;

87.5.5. carried out other research and/or study projects.

87.6. have fulfilled at least one (1) of the following requirements:

87.6.1. are/were members of research thematic networks and/or scientific societies;

87.6.2. peer-review(ed) research articles;

87.6.3. participate(d) in expert groups.

87.7. In accordance with the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Lecturers, have collected at least four (4) points;

88. The junior assistant posts are open to persons who have acquired competences in the conduct, organisation, dissemination, and impact of R&D activities typical of the first stage researcher, and who are enrolled in doctoral studies, and who have fulfilled at least one (1) of the following requirements:

88.1. published at least two (2) scientific articles in peer-reviewed scientific journals;

88.2. Presented their research results at conferences, public lectures, seminars, etc.

89. The senior lecturer posts are open to persons who hold a doctoral degree and have fulfilled at least three (3) of the following requirements:

89.1. published at least two (2) research articles in peer-reviewed scientific journals;

89.2. presented their research results at conferences, public lectures, seminars, etc.;

89.3. supervised works of at least two (2) students (1st or 2nd cycle of studies), presented at international conferences or published articles as co-authors (at least 1);

- 89.4. delivered lectures abroad (not less than 8 hours) or taught to foreign students in Lithuania (not less than 16 hours);
- 89.5. participated in the study quality management and administration process (being a study programme director or a committee member; or participating in a Senate-approved study programme development or ongoing study programme, or study programme self-evaluation study group; being a module coordinator; or participating in a tutor/mentoring programme);
- 89.6. prepared a study book or textbook or part of it assigned to the University;
- 89.7. carried out other research and study promotion activities significant to the University;
- 89.8. carried out other research and/or study projects.
- 90. Persons may apply to the **Lecturer without a doctoral degree posts** if they hold at least a Master's degree or have an equivalent higher education diploma.

VIII. Minimum Qualification Requirements for Researchers

- 91. Researchers may apply to the **chief researcher posts** if they have the competences of a leading researcher in the conduct, organisation, dissemination, and impact assessment of R&D activities, as well as in the expert evaluation of R&D&I, and if after doctoral dissertation defence they have:
 - 91.1. fulfilled at least one (1) of the following requirements:
 - 91.1.1. published at least 15 research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases) with at least seven (7) of them published within the last five (5) years;
 - 91.1.2. published at least 11 research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases) with at least five (5) of them published within the last five (5) years and have published a monograph in an internationally renowned publishing house, when the input of the researcher equals five (5) author's sheets.
 - 91.2. In the last five (5) years have:
 - 91.2.1. supervised (supervise) at least two (2) doctoral degree students, at least one (1) of whom has completed his/her studies successfully;
 - 91.2.2. have experience in leading scientific research (led international or national R&D or R&D&I projects or research programmes carried out by institutions) and/or are/were leading strategic research thrust or team;
 - 91.2.3. initiated and supervised the submission of a research project for science foundation (1 per calendar year);
 - 91.2.4. presented research results in at least five (5) international scientific conferences;
 - 91.2.5. presented their research results as an invited speaker at international scientific events and/or as a member of scientific committees at international scientific events;
 - 91.3. have fulfilled at least one (1) of the following requirements:
 - 91.3.1. are/were experts in national or international R&D projects and/or national or international programmes;
 - 91.3.2. provide(d) expert conclusions or recommendations to public and/or private sector entities;
 - 91.3.3. peer-review (peer-reviewed) high-quality (Q1–Q3) scientific articles/monographs published by an internationally renowned publisher;
 - 91.3.4. are/were an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal.
 - 91.4. and have fulfilled at least one (1) of the following requirements:
 - 91.4.1. carried out significant experimental development work totalling at least 1.5 points;
 - 91.4.2. participated in international research projects, programmes, and networks;
 - 91.4.3. have been the leader of at least one (1) project or project team in Lithuanian science projects;
 - 91.4.4. participate (participated) in the work of scientific, societal, and sport organisations.

91.5. Received at least 12 points according to the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Researchers (from 1 January 2026 "received at least 20 points").

92. Researchers may apply to the senior researcher posts if they have the competences of an established researcher in the conduct, organisation, dissemination, and impact assessment of R&D activities, as well as in the expert evaluation of R&D&I and if after doctoral dissertation defence they have:

92.1. fulfilled at least one (1) of the following requirements:

92.1.1. published at least 11 research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases) with at least five (5) of them published within the last five (5) years;

92.1.2. published at least eight (8) research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/ or in Scopus databases) with at least four (4) of them published within the last five (5) years and have published a monograph in a renowned publishing house, when the input of the researcher equals five (5) author's sheets;

92.2. have fulfilled at least one (1) of the following requirements:

92.2.1. supervised or consulted (supervise or consult) at least one (1) doctoral student;

92.2.2. led (lead) or have experience in leading a strategic research thrust or research team;

92.3. have participated in the preparation of a research project for research foundations (1 per calendar year);

92.4. have presented research results in at least five (5) international scientific conferences and/or are a member of organising (or scientific) committees of international scientific events;

92.5. have fulfilled at least one (1) of the following requirements:

92.5.1. are/were experts in national or international R&D projects and/or national or international programmes;

92.5.2. provide(d) expert conclusions or recommendations to public and/or private sector entities;

92.5.3. peer-review (peer-reviewed) high-quality (Q1–Q4) scientific articles/monographs published by an internationally renowned publisher;

92.5.4. are/were an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal;

92.6. and have fulfilled at least one (1) of the following requirements:

92.6.1. conducted significant experimental development work, whose total value is not less than one (1) point;

92.6.2. participated in international research projects, programmes, networks;

92.6.3. participated (as head of the project or a group) in at least one (1) project supported by Lithuanian research foundations;

92.6.4. were involved in the activities of scientific, public, government, or sport organisations.

92.7. have at least six (6) points according to the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Researchers (from 1 January 2026 "received at least 13 points").

93. Persons may apply to researcher/scientist trainee posts if they have the competences of a recognised researcher in the conduct, organisation, dissemination, and impact assessment of R&D activities, as well as in the expert evaluation of R&D&I and:

93.1. hold a doctoral degree;

93.2. have published at least four (4) research articles in peer-reviewed scientific journals included in Clarivate Analytics Web of Science databases (for the representatives of the humanities and social sciences and/or in Scopus databases);

93.3. presented research results in at least three (3) international scientific conferences;

93.4. are a member of a research group;

93.5. have developed and/or participated in national and/or international research, experimental development and/or innovation and dissemination of science projects and/or institutional programmes;

93.6. and have fulfilled at least one (1) of the following requirements:

93.6.1. are/were members of research thematic networks and/or scientific societies;

93.6.2. peer-review (peer-reviewed) research articles;

93.6.3. participate(d) in expert groups.

93.7. have at least six (6) points according to the University's Qualification Requirements for the Establishment of the Coefficients of the Remuneration of Researchers.

94. The **junior researcher posts** are open for researchers who have the competences of a first stage researcher in the conduct, organisation, dissemination, and impact assessment of R&D activities and who are studying in the doctoral studies, and have:

94.1. published at least two (2) scientific articles in peer-reviewed scientific journals;

94.2. presented their research results at conferences, public lectures, seminars, etc.

Final Provisions

95. The Description of the Procedure for Organising Lecturer and Researcher Evaluation, Attestation, and Open Competition at the University shall become effective on the date of approval by the Senate.

96. All issues of the Commission procedures that are not covered in this description shall be proposed for discussion by the Chairperson of the Commission at the Commission meeting. The decisions shall be made by majority vote of Commission members.

Notes:

1. The research article may be accepted for publishing in peer-reviewed scientific journals included in Clarivate Analytics Web of Science database (for the representatives of the humanities and social sciences and/ or in Scopus databases) (by an official letter from the editor of the journal confirming this or by an online acknowledgement of acceptance).

2. For the attestation of lecturers or researchers for the second term of office, promotion to a higher post or upgrading the remuneration coefficient only the University related research and higher education output shall be considered.

3. When attesting lecturers or researchers participating in the competition for posts, for the second term of office, for higher posts or for raising the post coefficients, the study or research output corresponds to the field for which one is applying to or is working in is evaluated.

4. When calculating the research points for scientific articles referenced in the Clarivate Analytics Web of Science and Scopus (only for social sciences) databases with a citation index, only those articles recognised by the Research Council of Lithuania are included.

Chairman of the Senate

Vidas Bružas

Secretary of the Senate

Kristina Bradauskienė

Key terms

An article in the top 10% of the world's most cited articles is an article that was published no earlier than $n-9$ calendar year and no later than n calendar year (where n is the calendar year for which the assessment of the research activity is conducted). It has to be in the list of top 10% of the world's most cited articles in accordance with Clarivate Analytics Web of Science OECD research fields published in July of the year $n+1$.

Applied research publication is a scholarly edition of a source, a scholarly edition of a translation, a scholarly dictionary, a scholarly reference book, an encyclopaedia, a (bio)bibliography.

Assistant – a researcher who is at least a recognised researcher. The assistant must supervise the students' practical activities (practicals, exercises, student internships, etc.) and assist them in carrying out research and experimental development work.

Author's sheet – 40,000 characters (including spaces) of a text or 3,000 cm² of printed illustration. If it is impossible to measure the text in characters, the equivalent of the author's sheet is 14 pages. If the research paper is produced in electronic media, the author's sheet is calculated only in characters (including spaces).

Chief researcher – the leading researcher. The chief researcher is responsible for training researchers, directing research and experimental development, and publishing research results.

Established researcher – a researcher who has reached a certain level of independence in their research activity. Established researchers can hold the post of an associate professor or senior researcher.

Experimental (social, cultural) development work – the result of systematic activity based on the knowledge accumulated through scientific research and practical experience: new materials, products and services, equipment developed, new processes and systems deployed, or fundamentally improved existing processes and systems, developed and implemented or fundamentally improved solutions of human, cultural and societal problems.

Experimental development – systematic activity, drawing on existing knowledge gained from research and practical experience, that is directed to producing new products and services, or improving those already produced, as well as the improvement of solutions to human, cultural and societal problems based on research and/or knowledge gained from practical experience.

First stage researcher – a person holding master's degree or equivalent qualification of higher education, performing research activities under supervision of an established or leading researcher. First stage researchers can hold the post of a junior assistant or a junior researcher.

Guidebook – a validated and published in the established manner instructional publication not belonging to the category of textbooks or study books (instructions for laboratory tasks, practicums, lecture notes, slides etc.). The methodological publications include dictionaries, original reference books, encyclopaedic publications, sets of problems.

International journals are peer-reviewed journals published in Clarivate Analytics and Scopus databases and (applicable until 2022) peer-reviewed journals published in Lithuania, where in articles published in the last 3 years the number of foreign authors is greater than that of Lithuanian authors.

International study project – European Union-funded study projects, projects funded by the Education Exchanges Support Foundation, Nordic-Baltic cooperation and education projects, Erasmus projects and Leonardo da Vinci projects.

Internationally renowned scientific publishing house (publisher) – a publishing house (publisher) that publishes and distributes scientific (cultural, professional) works, periodicals and continuous scientific publications by researchers from many countries, and that provides information about the nature and international recognition of the publishing house (publisher) via the internet.

International-standard research article in science, technology, medicine and health, and agriculture – an article published in a scientific journal that was in the first, second, or third quartile (Q1-Q3) of the relevant journal group in the Clarivate Analytics Web of Science (WoS) database at the time of publication, or an article published in a fourth-quartile (Q4) scientific journal or conference proceedings without a citation index, but with at least 3 citations in the WoS database (not including self-citations).

Junior assistant – a first stage researcher. Junior assistant must carry out or contribute to lecturing activities, research, and experimental development work.

Junior researcher – a first stage researcher. Junior researcher must carry out or contribute to research and experimental development work.

Leading researcher – an independent researcher leading in their area of research. Leading researchers can hold the post of a professor or chief researcher.

Lector – a person holding a master's degree or equivalent higher education degree. The lecturer must teach students and carry out methodological work.

Peer-reviewed publication – a periodical, continuous, or occasional publication with an ISSN or ISBN number, in which scientific work is published on the basis of written conclusions by peer-reviewers; the eligibility of a publication as a peer-reviewed publication is decided by panels of experts.

Recognised researcher – a researcher whose research is not fully independent. Recognised researchers can hold the post of an assistant professor or senior researcher.

Research and experimental development – a systematic creative activity of the study of the nature, human being, culture and society, and the use of the results of such activity.

Research study – a scientific paper in the area of the humanities or social sciences, corresponding to the requirements for scientific monographs (excluding volume requirements). The smallest volume of the research study is 2 author's sheets. The smallest readable Institution part in the area of the humanities is 2 author's sheets.

Researcher – at least a recognised researcher. The researcher must carry out research and experimental development work and publish the results of these activities.

Scientific article – an article published in a peer-reviewed journal and/or having the format usual to the specific field of science (endnotes and/or bibliography, and/or equations, and/or drawings, and/or description of methodology, and/or statistical tables etc.) and having the scientific character according to the established criteria. The smallest legible Institution part of the scientific article in the areas of the humanities or social sciences is 0.25 author's sheets.

Scientific monograph – a peer-reviewed publication that systematically and comprehensively examines a single topic (subject) with clear and prominent elements of novelty and scientific elements characteristic to the research area or field; the issue must have an ISBN number and a summary in English, French or German if it has been published in Lithuanian or another less common language. The smallest volume of a scientific monograph is 8 author's sheets. In the

humanities and social sciences, at least 20% of the monograph must be unpublished and qualitatively new material. The smallest legible Institution part of the scientific monograph in the areas of the humanities or social sciences is 4 author's sheets.

Scientist trainee – a researcher who is at least a recognised researcher, having completed his/her doctoral dissertation at another institution within 7 years prior to the date of appointment to the post.

Senior lecturer – a person with a doctoral degree. A senior lecturer must teach students and do methodological work.

Senior researcher – a researcher who is at least an established researcher. Senior researcher must lead research and experimental development and publish research results.

Study book (course book) – a reviewed and evaluated in the established manner book containing theoretical, practical, technological (computational) or reference-type material for mastering knowledge in one or several subjects.

Textbook – a reviewed and evaluated in the established manner educational book belonging to the textbook category where theory and practical tasks (exercises) are presented consistently, clearly and methodically, so that the student could independently gain fundamental knowledge in one or several subjects taught in one or several higher-education institutions.

The status of associate researcher or lecturer may be granted by the decision of the Senate to a researcher or lecturer who has been employed at the University under a permanent contract of employment and who maintains scientific relations with the University, i.e., who prepares joint scientific publications with the University's academic staff, conducts joint research and experimental development projects with them, consults with them in scientific or pedagogical matters, or the like, for a period of not more than until the expiry of the permanent employment contract.

Other terms

Attestation during the term of office is the lecturer's or researcher's assessment in order to decide whether he/she meets the qualification requirements. Only the work done at the University, and scientific or methodological papers announced (also published in international research publications) on behalf of the University shall be assessed.

Competition – selection of applicants for competitive posts, considering the qualification requirements and mandatory competences of the University's lecturers and researchers, the University's strategic aims and Plans of Action submitted.

Evaluation – evaluation of whether the lecturer or researcher meets the qualification requirements for the post, including an evaluation of the implementation of the Plan of Action.

A PLAN OF ACTION FOR THE APPLICANT FOR THE COMPETITION OR THE PERSON TO BE ATTESTED

A brief outline of the research and/or pedagogical plan and the aims of the development of competences to be pursued following the selection in the competition¹ (or before the next attestation²).

RESEARCH PLAN

Planned research topics, publication of research in peer-reviewed scientific journals, presentation of research results at conferences

Description

Planned research projects and R&D

Description

Other relevant research activities not mentioned in the previous points (e.g. supervising doctoral students, serving on the editorial board of a scientific journal, etc., see Annex 5 for more)

Description

PEDAGOGICAL PLAN

Planned topic(s) for lectures

Description

Planned supervision of students' final works (at least 1 must be checked):

- ☐ 1st cycle students
- ☐ 2nd cycle students

Planned study activities (check at least 2 of the following):

- ☐ study book/textbook or part thereof
- ☐ digitisation of a module
- ☐ development and coordination of a new compulsory or optional module
- ☐ giving lectures to international students
- ☐ other

Describe the selected activities

Planned study project activities

Description

DISSEMINATION AND ORGANISATION PLAN

Participation in a tutoring/mentoring programme:

- ☐ Yes
- ☐ No

Planned contribution to the promotion and/or dissemination of the studies

Description

Planned development of qualifications and competences

Description

Planned public lectures, participation in radio and TV broadcasts, participation in public non-scientific conferences, debates and other presentations of academic and scientific activities, etc.

Description

Name(s), surname

Signature

Date

¹ The applicant must submit a Plan of Action for the next five (5) years.

² The person to be attested must provide a Plan of Action for the last five (5) years.

(name(s), surname)

DECLARATION OF CONFIDENTIALITY

I, _____, participating in the
(name(s), surname)

Lithuanian Sports University Lecturer and Researcher Admission Commission:

1. Declare:

- 1.1. to safekeep and use confidential information which comes to my knowledge in the course of attending meetings of the Commission only for the purposes and in accordance with the procedure laid down by the Law and other regulations;
- 1.2. to keep documents entrusted to me containing confidential information in such a way that third parties do not have access to or use them, unless otherwise required by the regulations;
- 1.3. not to disclose confidential information to third parties;
- 1.4. not to make or keep any copies of documents presented to me.
2. I am informed that the confidential information includes:
 - 2.1. documents made available for the Commission's activities, except for documents lawfully accessible to the public;
 - 2.2. all the information that will be discussed during the Commission meeting;
 - 2.3. the decisions adopted by the Commission, their annexes and the arguments contained therein, if they are not made public in accordance with the procedures laid down by the University's regulations;
 - 2.4. Minutes of Commission meetings, audio recordings of meetings and electronic correspondence.
3. By signing the Declaration of Confidentiality, I confirm that:
 - 3.1. I have read this declaration and its contents are clear and comprehensible to me;
 - 3.2. I am hereby warned that, in the event of a breach of this declaration, I shall be liable to compensate for any damage caused thereby and to bear the consequences thereof in accordance with the procedures laid down by the regulations.

(signature, date)

(name(s), surname of the member of the Commission)

DECLARATION OF CONFIDENTIALITY

I, _____, acting as
(name(s), surname of the member of the Commission)

a member of Lithuanian Sports University Lecturer and Researcher Admission Commission:

1. Declare:

1.1. to safekeep and use confidential information which comes to my knowledge as a member of the Commission only for the purposes and in accordance with the procedure laid down by the Law and other regulations;

1.2. to keep documents entrusted to me containing confidential information in such a way that third parties do not have access to or use them, unless otherwise required by the regulations;

1.3. not to disclose confidential information to third parties;

1.4. not to make or keep any copies of documents presented to me.

2. I am informed that the confidential information includes:

2.1. documents required for the activities of the Commission submitted by applicants/staff, University departments, except for the documents lawfully accessible to the public;

2.2. information received during Commission meetings or by electronic correspondence relating to the suitability of the applicants/evaluation of the staff;

2.3. the opinions and voting of the participants in the Commission meeting;

2.4. evaluation of interviews with applicants or other selection methods used (only applicable for competitions);

2.5. the decisions adopted by the Commission, their annexes and the arguments contained therein, if they are not made public in accordance with the procedures laid down by the University's regulations;

2.6. Minutes of Commission meetings, audio recordings of meetings and electronic correspondence.

3. By signing the Declaration of Confidentiality, I confirm that:

3.1. I have read this declaration and its contents are clear and comprehensible to me;

3.2. I am hereby warned that, in the event of a breach of this declaration, I shall be liable to compensate for any damage caused thereby and to bear the consequences thereof in accordance with the procedures laid down by the regulations.

(signature, date)

(name(s), surname of the member of the Commission)

DECLARATION OF IMPARTIALITY

I, _____, acting as
(name(s), surname of the member of the Commission)

a member of Lithuanian Sports University Lecturer and Researcher Admission Commission:

1. undertake:

1.1. to perform my duties objectively, professionally, impartially, and honestly, in accordance with the University's regulations, the principles of fairness, transparency, legality and the best of my knowledge;

1.2. to withdraw from, and not participate in, the drafting, evaluation, and adoption of Commission decisions if:

1.2.1. the matter at hand concerns me directly;

1.2.2. the matter at hand concerns persons who are closely related to me. I have been informed that the persons who are closely related to me are my relatives and persons related to me by direct consanguinity or collateral consanguinity, or affinity, as defined in Articles 3.135 and 3.136 of the Civil Code of the Republic of Lithuania, as well as my partner or common-law partner, their children (adopted children), parents (adoptive parents), brothers (step-brothers), sisters (step-sisters), and my adoptive parents, adopted children, step-brothers, and step-sisters;

1.2.3. there are other factors that cast doubt on my impartiality;

1.3. not to use or make available, for my own private interests and/or the private interests of persons closely related to me, any information which I may acquire as a result of my participation in the activities of the Commission.

2. By signing the Declaration of Impartiality, I confirm that:

2.1. I have read this declaration and its contents are clear and comprehensible to me;

2.2. I am hereby warned that, in the event of a breach of this declaration, I shall be liable to compensate for any damage caused thereby and to bear the consequences thereof in accordance with the procedures laid down by the regulations.

(signature, date)

MANDATORY AND DESIRABLE COMPETENCES FOR RESEARCHERS

A first stage researcher intending to hold a junior research assistant or junior researcher post must exhibit the following competences:		
carrying out R&D activities:	- be able to carry out research (collecting, organising, and reporting on scientific data) under the supervision or with the support of established or leading researchers.	- published scientific articles in peer-reviewed scientific journals; - presented their research results at conferences, public lectures, seminars, etc.
	- be able to understand the research topic and contribute to its development.	
organising R&D:	- be able to participate in research, experimental development, and/or innovation, science dissemination projects and/or institutional programmes. - be able to work as a part of a research team.	
anticipating the dissemination and impact of R&D results:	- be able to present the results of their research.	

A recognised researcher applying for a post of research assistant, scientist trainee, or researcher and whose research activity is not fully autonomous must have the following competences:		
carrying out R&D activities:	- be able to carry out research in teams of researchers or in consultation with other researchers that pushes the boundaries of knowledge and thus contributes to the pursuit of R&D.	- published research articles in publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases).
	- be able to understand the potential applications of their research findings in cultural, social, and economic contexts.	
	- be able to use their existing knowledge to critically analyse, evaluate, and summarise new and complex ideas or opportunities, either on their own or with the support of senior researchers or other mentors.	
organising R&D:	- be able to organise and/or participate in national and/or international research, experimental development and/or innovation, science dissemination projects, and/or institutional programmes.	- is preparing to participate in/organise (or has participated in/organised) national and/or international research, experimental development and/or innovation, science dissemination projects, and/or institutional programmes.
	- be able to collaborate with other researchers and work in research teams.	- is a part of a team of scientists.
anticipating the dissemination and impact of R&D results:	- be able to publish research results in scientific publications at national and/or international level.	- published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases).
	- be able to present the results of their research at scientific events.	- presented research results at international conferences.
R&D&I expert evaluation:	- be able to participate in research thematic networks and/or scientific societies, peer review and/or expert panels.	Meets at least 1 of the requirements: - is/was a member of a research thematic network and/or a scientific society; - is/was a peer-reviewer for scientific articles; - participates in expert panels.

An established researcher who has reached a level of autonomy and aspires to become an associate professor or senior researcher must have the following competences:		
carrying out R&D activities:	- be able to contribute to the development of research topics at national and/or international level through his/her scientific results.	<p>Meets at least 1 of the requirements:</p> <ul style="list-style-type: none"> - published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases); - published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases) and published a monograph in a renowned publishing house, where the contribution of the researcher is at least 5 author's sheets.
	- be able to critically evaluate and/or implement promising research topics and/or experimental development opportunities.	
	- have an academic reputation based on nationally or internationally recognised research results in their research topic(s).	
	- be able to assess the impact and applicability of their research findings in cultural, social, and economic contexts.	
organising R&D:	- be able to organise and/or participate in, or lead, national or international research, experimental development and/or innovation, science dissemination projects, and organise and/or implement institutional programmes.	- participated in the preparation of a research project for research foundations.
	- be able to lead a small research team or otherwise show leadership in organising research.	- leads (led) or has experience in leading a strategic research thrust or research team;
	- participate in the training of first stage researchers.	<ul style="list-style-type: none"> - supervises (supervised) or consults (consulted) at least 1 doctoral student; - submitted at least 1 research project to research foundations or carried out significant experimental development work with a total value of at least 1 point; - is (was) an expert in national or international R&D projects and/or national or international programmes; - prepares (prepared) conclusions or recommendations for public and/or private entities; - peer-reviews high-quality (Q1–Q4) scientific articles/monographs published by an internationally renowned publisher; - is (was) an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal.
anticipating the dissemination and impact of R&D results:	- be able to publish research results in scientific publications of international level.	- published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases).
	- be able to present their research results at international scientific events and/or be a member of the organising (or scientific) committees of international scientific events.	- presented research results at international scientific conferences and/or is a member of the organising (or scientific) committees of international scientific events.
	- be able to make a substantial contribution to the production of impactful R&D work.	<p>Meets at least 1 of the requirements:</p> <ul style="list-style-type: none"> - carried out significant experimental development work; - participates (participated) in international research

		projects, programmes, networks; - was a project or team leader of at least 1 project or team in Lithuanian science projects; - participates (participated) in the work of a scientific, societal, or sport organisation.
R&D&I expert evaluation:	- be an expert in national or international R&D projects and/or national or international programmes. - be invited or delegated to provide expert conclusions or recommendations to public and/or private sector entities.	Meets at least 1 of the requirements: - is (was) an expert in national or international R&D projects and/or national or international programmes; - prepares (prepared) conclusions or recommendations for public and/or private entities; - peer-reviews high-quality (Q1–Q2) scientific articles/monographs published by an internationally renowned publisher; - is (was) an invited member of the editorial board of a high-quality (Q1–Q2) scientific journal.

As a leading researcher for the post of professor or chief researcher, an independent, leading researcher in his/her field of research or scholarship, must have the following competences:		
carrying out R&D activities:	- be able to make a significant contribution to the development of a research topic, or several research topics, at national and/or international level through their scientific results.	Meets at least 1 of the requirements: - published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases); - published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases) and published a monograph in a renowned publishing house, where the contribution of the researcher is at least 5 author's sheets.
	- be able to critically assess and identify and/or implement promising (strategically important) research topics and/or experimental development opportunities.	
	- have an academic reputation based on internationally recognised research results in their research topic(s).	
	- be able to assess (comprehend) the wider implications and applications of their research findings in a broader cultural, social, and economic context.	
organising R&D:	- be able to lead the organisation and implementation of international research, experimental development and/or innovation, science dissemination projects and/or institutional programmes.	- has experience in research management (having led international or national R&D or R&D&I projects or institutional research programmes) and/or is (was) a leader of a strategic research thrust or a leader of a research team; - initiated and led the submission of a research project to research foundations; - supervises (supervised) at least 2 doctoral students, at least 1 of whom successfully completed his/her studies.
	- be able to train researchers through supervision, mentoring, or other research training activities and/or be able to lead an independent research team or otherwise show leadership in the organisation of research.	

anticipating the dissemination and impact of R&D results:	- be able to publish research results in international scientific publications, either independently or as a main co-author.	- published research articles in peer-reviewed publications referenced in Clarivate Analytics Web of Science databases (social sciences, humanities, and/or Scopus databases).
	- be able to present their research results as an invited speaker at international scientific events and/or as a member of scientific committees at international scientific events.	- presented research results in at least 5 international scientific conferences; - presented his/her research results as an invited speaker at international scientific events and/or is a member of scientific committees at international scientific events.
	- be able to produce high-impact R&D work.	Meets at least 1 of the requirements: - carried out significant experimental development work totalling at least 1.5 points; - participates (participated) in international research projects, programmes, networks; - was a project or team leader of at least 1 project or team in Lithuanian science projects; - participates (participated) in the work of scientific, societal, and sport organisations.
R&D&I expert evaluation:	- be an expert in international R&D projects and/or national and international programmes.	Meets at least 1 of the requirements: - is (was) an expert in national or international R&D projects and/or national or international programmes; - prepared (prepares) conclusions or recommendations for public and/or private entities; - peer-reviews high-quality (Q1–Q3) scientific articles/monographs published by an internationally renowned publisher; - is (was) an invited member of the editorial board of a high-quality (Q1–Q4) scientific journal.
	- be able to initiate or be invited or delegated to prepare expert opinions or recommendations on public and/or private sector developments.	