

UNIVERSITY OF PARDUBICE Faculty of Chemical Technology	
DIRECTIVE No. 2/2019	
Subject:	Activity of the Commission for the assessment of applications to commence habilitation proceedings, proceedings to appoint professors and attestations of scientists at the Faculty of Chemical Technology, University of Pardubice
Applicability:	All faculty departments
Effective from:	01/08/2019
Reference No.:	sfcht/236/19
Compiled and submitted by:	prof. Ing. Petr Mikulášek, CSc.
Approved by:	prof. Ing. Petr Kalenda, CSc.

Article 1 Introductory Provisions

The Committee for the Assessment of Applications for the Habilitation Procedure, the Professor Appointment Procedure and the Attestation of Researchers at the Faculty of Chemistry and Technology of the University of Pardubice (hereinafter referred to as the “Commission”) assesses the applicant’s eligibility on the basis of underlying documents for the proceedings submitted by the applicant only with regard to the fulfilment of quantitative requirements specified in the valid internal regulations of the Faculty of Chemical Technology of the University of Pardubice (hereinafter referred to as “FChT”) for the proceedings mentioned above.

Article 2 Composition of the Commission

- (1) The Commission has at least four full members appointed by the Dean of the FChT for a period of four years. The members of the Commission may be reappointed for several terms.
- (2) The Standing Commission may also have alternate members who become full members for individual habilitation procedures, professorship procedures and/or attestations of researchers (hereinafter referred to as “proceedings”) under the authority of the Chairman of the Commission. They are usually a head of the department/institute where the applicant works, or an important representative of the field.

Article 3 Activity of the Commission

- (1) The applicant shall submit an application for the commencement of the proceedings to the Dean of FChT, who passes the application to the Chairman of the Commission.
- (2) If the application does not include all the necessary particulars and the applicant fails to remedy the call defects upon request within the set time limit, the Commission will not continue in the assessment of the fulfilment of quantitative requirements for individual proceedings by the applicant and will return the received documents to the Dean.

- (3) Unless the proceedings are stopped in accordance with Article 3, paragraph 2, the Commission will only assess the applicant's application on the basis of the submitted documents with regard to the fulfilment of quantitative criteria and it will decide whether or not the proceedings shall be commenced.
- (4) In the case that the majority of all members of the Commission is against the commencement of the proceedings, the Commission will recommend the Dean of the FChT not to initiate commence the proceedings and shall inform in writing the reasons for non-recommendation.
- (5) If it is recommended to initiate the proceedings, the Commission shall decide by a majority of all members. The proposal with justification shall be submitted by the Chairman of the Commission in writing to the Dean of the FChT. Further proceedings are provided by the FChT in accordance with the provisions of Section 72, Section 74 of the Act, the rules of the University, the internal regulations of the FChT and the Rules of Procedure of the Scientific Board of the FChT.

Article 4 **Final Provisions**

This Directive shall enter into force on the date of issue.

Pardubice, 17 July 2019

prof. Ing. Petr Kalenda, CSc.
Dean