



UNIVERSITY
OF BORÅS

Regulations Governing Appointments to the Unpaid Academic Rank of Docent/Associate Professor (Docenture)

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Summary	Regulations Governing Appointments to the Unpaid Academic Rank of Docent/Associate Professor (Docenture) is a university policy document that regulates the appointment of Docents (Associate Professors /US/), an unpaid academic rank, at the University of Borås, hereafter referred to as docenture. The regulations describe the eligibility requirements and assessment criteria that apply to the appointment of docents as well as the administrative process around applications for this academic rank.

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Regulations Governing Appointments to the Unpaid Academic Rank of Docent/Associate Professor (Docenture) is a university policy document that regulates the appointment of Docents (Associate Professors /US/), an unpaid academic rank, at the University of Borås, hereafter referred to as docenture. These regulations have been determined by the Vice-Chancellor following proposals from the Research and Education Board and the Board of Artistic Research and Education (Chapter 5, Section 7 of the Board's Organisational and Decision-making Regulations, or SOB, after its Swedish name *Styrelsens organisations- och beslutsordning*).

1 Introduction

Anyone who has a doctoral degree or equivalent scientific or artistic competence and considers themselves to meet the eligibility requirements stipulated below can apply for docenture. Those with docenture are to contribute to good research environments and be of benefit to the activities at the University of Borås. The University of Borås expects those with docenture to conduct continued research, participate in teaching at the Bachelor's, Master's, and doctoral levels, and actively seek research funding. Furthermore, those with docenture are expected to undertake assignments such as supervision, acting as external expert, being a member of examining committees, and participating in committees and councils. Special resources do not automatically accompany docenture.

1.2 Benefits for research and education at the University of Borås as a condition

The University of Borås only considers applications for docenture if it is deemed to be beneficial for the university's research and education. An applicant thus has no right to docenture even if they have the requisite qualifications. Docenture provides a natural connection to the university for those who do not hold a teaching position at the University of Borås.

2 Eligibility and assessment criteria

When assessing applications for docenture, both academic/artistic and pedagogical merits are reviewed.

2.1 Eligibility

For an unpaid docent, both scientific/artistic and teaching expertise is required. This scientific/artistic expertise must be demonstrated by a doctoral degree obtained (or equivalent) and also by additional research that is significantly more extensive than what is required for a doctoral degree.

The applicant must demonstrate a good ability to choose among and use research methods and demonstrate a good familiarity with theories relevant to their field. The applicant must also

demonstrate clear independence as a researcher and have published in accordance with the international publishing tradition for the subject.

The applicant must demonstrate an ability to choose and carry out adequate forms of teaching and examination, and have teaching experience at the Master's level. The applicant must be deemed to have a good ability to supervise doctoral students to a doctoral degree as principal supervisor and to have completed research supervisor training and training in teaching and learning in higher education.

2.2 Assessment criteria

The assessment of whether applicants meet the requirements for appointment to the unpaid academic rank of Docent/Associate Professor (docenture) is based on:

- Breadth of research
- Depth of research
- Originality of research/research and artistic work
- Contribution to the international development of the subject
- Contribution to the international scientific community
- Prerequisites for obtaining research funding
- Received awards, grants, or similar
- Scientific/artistic subject knowledge and subject didactic knowledge
- Experience of supervision at both the Master's and doctoral level
- Breadth of educational activities
- Breadth and depth in educational activities
- A scientifically well-established approach to teaching and learning in higher education
- Experience in pedagogical professional development and pedagogical development work
- Educational management and organisation skills

The assessment criteria will determine whether or not eligibility has been achieved, for example assessment of breadth and depth, originality, and contribution in the research rather than the quantitative scope of the applicant's publications.

3 Processing of docenture applications

The Academic Appointment Committee, after delegation from the Research and Education Board (R&D) and the Board of Artistic Research and Education (KFU), processes applications for docenture. The appointed committee determines whether the application is sufficient in content and scope and should therefore be sent for external expert review.

3.1. Application

The formal application is made via the university's website. Guidelines for the portfolio of qualifications can be found on the university's website. The application is made to the appropriate board's Academic Appointment Committee.

The application for docenture must include:

- Cover page with the following content: "Application for Appointment to the Unpaid Academic Rank of Docent/Associate Professor (Docenture) at the University of Borås"
- Portfolio of qualifications and anything else that the applicant wishes to emphasise.
- Statement from the Dean of the Faculty confirming the benefit to the Faculty and the university of the applicant's being appointed a docenture and giving consent to the application.
- Maximum 10 publications

The applicant may refer only to publications that have been published or accepted for publication. In the event that a publication has been accepted for publication, a certificate to this effect issued by the editor in question must be attached to the application.

3.2 Subject name

If the applicant is employed at the University of Borås, the subject area of the docenture should normally be the same as in their regular employment. The subject area may be different in cases where this better reflects the applicant's research profile. In cases where the applicant is not employed at the University of Borås, the applicant is to, in consultation with an appropriate professor at the university, propose a subject. A person who has docenture at another higher education institution cannot receive docenture in the same subject at the University of Borås.

3.3. External expert assessment

External expert assessment should normally be provided by two external experts who should primarily be professors, in exceptional cases associate professors. If an assessment is obtained from two or more people, women and men must be equally represented. However, this does not apply if there are special reasons.

Proposals and decisions on external experts

If an assessment is obtained from two or more people, women and men must be equally represented. However, this does not apply if there are special reasons. (Chapter 4, § 6 Higher Education Ordinance.)

HR handles the external expert assessment procedure. The Head of Department submits proposals for external experts to HR. The proposed experts must have accepted the assignment, the timetable, and also stated that they have no conflict of interest. The fact that an expert and an applicant have jointly published a work is, for example, a circumstance that may raise the issue of a conflict of interest or another bias. Decisions on external experts are made by the chair of the board, or the committee chair where applicable. External experts receive a fee in accordance with a local collective agreement.

The template for the appointment of an external expert is available on the university's website and must always be used.

3.3.1 Documentation to external experts

HR ensures that external experts are given access to the necessary documentation for the assessment via the website and the recruitment system:

- the applicant's application documents
- Regulations Governing Appointments to the Unpaid Academic Rank of Docent/Associate Professor (Docenture)
- Instructions including a proposal for a timetable for the external expert assessment procedure

In the documentation sent out, the external expert is asked to confirm that information about the assignment has been received, including notifying if they have a conflict of interest. HR follows up that the reviews are received within the agreed time frame. External experts normally have two months to examine the documentation. The Head of Department can agree on a different timetable with external experts.

3.3.2. External expert reviews

The reviews should be comparable in scope and thoroughness to reviews for employment decisions and should result in a clear position on whether the applicant should receive docenture or not. The assessment is based on eligibility and assessment criteria, as set out in section 2 above. It is essential that both strengths and weaknesses in the applicant's qualifications are highlighted.

The review must provide a detailed account and critical review of the main features of the applicant's research production, with clear references to the submitted work and an overview of the applicant's research and how it has developed after receiving a doctoral degree or equivalent. The most important results should be mentioned and their significance should be assessed in relation to international developments in the subject and area. The statement must also provide an overview of the applicant's pedagogical activities at the Master's and doctoral levels and how these have developed.

In the case where the external expert does not find grounds for approving the application, it is important to clarify the deficiencies that form the basis for the decision.

The external experts send their statement to HR, which takes care of the formal archiving of the review, payment of fees in accordance with the local collective agreement, and ensuring that the case is forwarded to the relevant board for a decision. The Faculty concerned is responsible for the fee paid.

4 Decision on docenture

The Research and Education Board and the Artistic Research and Education Board respectively take a position on the external experts' opinions and then decide whether the applicant should receive a docenture or not. Before a decision is made by the R&D Board, the matter must be submitted to the Academic Appointment Committee for a recommendation on docenture. In the event that the board does not find grounds for docenture, it is important to clarify in the minutes of the meeting the shortcomings that form the basis for the decision.

When appointing applicants who are employed at the University of Borås, the secretary of the board sends an extract from the minutes to HR and a copy of the extract from the minutes to the applicant. HR is then responsible for ensuring that any salary change takes place in accordance with the local terms and conditions agreement. The Communications Office creates a docent certificate that is awarded to the applicant at the Academic Ceremony. Newly admitted Docents are expected to give a lecture at the university arranged by the Faculty in question.

A decision on admission as docenture cannot be appealed.