



DECISION

2017-06-19

Reg. no LED 1.3-2017/316

Amended
2017-11-14

Guidelines for the appointment of associate professors at Malmö University

The academic title of Associate Professor (*Docent* in Swedish) signifies research expertise significantly beyond the requirements for a PhD.

The title involves both rights and obligations. To be a principal supervisor for doctoral students at Malmö University, you must have the qualifications of an associate professor or higher. The associate professor is expected to serve as a member of an examining committee or as a PhD external examiner as well as have expert knowledge of matters concerning academic appointments. Furthermore, the University can require the associate professor to participate in teaching and as a member of the working groups concerning research and education.

A person employed outside Malmö University can be appointed associate professor if it benefits the University, if the applicant meets the requirements listed below, and if he or she is willing to serve in accordance with the above obligations.

Appointment matters are prepared by the Academic Appointments Board, which submits proposals for appointments to associate professor to the Vice-Chancellor.

Qualifications

A person is considered qualified to be appointed an associate professor if he or she has completed a PhD degree and subsequently reached a higher level or scholarly achievement and teaching expertise within the relevant subject. The applicant must also have completed supervisor training and Malmö University or equivalent training at another higher education institution that the Academic Appointments Board finds sufficient.

To be appointed an associate professor in a clinical subject requires the applicant to have obtained specialist qualifications. In cases where the subject does not involve any formal specialist training, the applicant is to have undergone equivalent training within the relevant subject.

Research expertise

The applicant's research output is to demonstrate independence and development following the applicant's PhD in the form of significant theoretical and methodological specialisation. The applicant is to be able to present results from research he or she has initiated, preferably within new areas or using new data. Furthermore, the applicant is to be able to demonstrate active participation in the research community though, for example, project management, awarded external research grants, duties as an external reviewer, research collaborations with wider society, as well as editorial work and international experience through co-publications, and active participation in international conferences or other collaborations.

The applicant's qualifications must be equivalent to the national requirements for appointments to associate professor within the respective discipline. As a general rule, the extent of the research output in addition to the PhD must correspond to at least one doctoral thesis in the form of a monograph or a number of published articles, which depends on the publishing tradition of the relevant subject.

The following standard requirements apply for the research output following a PhD:

Medicine and Science: At least six original articles published in international peer-reviewed journals.

Engineering: At least six original articles published in international peer-reviewed journals, or at least 10 conference papers accepted to high quality conferences involving peer review or a combination of such articles and conference papers.

Humanities and Social Sciences: One monograph printed or accepted for publication, as well as at least one article published or accepted for publication in an international peer-reviewed journal, or at least four original articles involving a peer review, with two having been published in international journals.

The assessment of publications is to take into account any co-authors and whether the applicant is the sole or lead author. The assessment may deviate from the above standard requirements depending on the quality of the publication, the review procedure involved, and the number and order of authors.

Teaching expertise

Teaching expertise requires active participation in education. This also includes activities related to teaching, such as course development and administration, and the preparation of teaching material. Experience supervising advanced-level students is a requirement.

Guidelines for assessing research and teaching expertise are available in "Assessment of research and teaching qualifications at Malmö University" (Meritportfölj för lärare/forskare vid Malmö högskola), reg. no PA 41–2014/186

Application

Applications for appointment as associate professor at Malmö University are to be submitted to the Vice-Chancellor. The applications are to be sent electronically to jobb@mau.se. Books and any other supporting documents that cannot be sent electronically may be posted with three copies of each in an envelope labelled with “Associate professor application” and addressed to “Registrar at the Department of Human Resources”. One of the three copies will be archived, and the other two will be given to the relevant experts.

The application is to include:

1. a certified¹ copy of the applicant’s qualifications and appointments, including a list of the applicant’s research work and details of relevant teaching experience,
2. the applicant’s doctoral dissertation,
3. a certificate of completed supervisor training,
4. a report of previous research and teaching experience as well as planned future activities at Malmö University, with special consideration given to scholarly independence and development,
5. a maximum of 10 articles (off-prints or copies), numbered according to the list of research works, and
6. a statement by the subject director appointed by the Dean. The statement is to include a proposed title and, for external applicants, the applicant’s future ties to Malmö University and how they will benefit the University in the future.

Expert assessment

The application is to be assessed by two experts external to Malmö University. The external experts are to be appointed by the faculty concerned in consultation with the subject director. In a written statement, the experts are to present their opinion to the Academic Appointments Board. Their opinion is to be based on an assessment of the applicant’s research and teaching expertise, development and planned future activities. The statement should not exceed five A4 pages.

Associate professorship lecture

To conclude the application process, the applicant is to give a mandatory associate professorship lecture of 45 minutes on a topic that is determined by the Academic Appointments Board in consultation with the applicant. The lecture is to give insight into the applicant’s research area, relate to the research results of others, and be designed to generate public interest. Notice of the lecture is to be clear and made well in advance.

Decision

The Vice-Chancellor takes the decision on appointment based on a proposal from the Academic Appointments Board.

¹ ‘Certified’ means that a person other than the applicant has verified that the copy corresponds to the original by signing the copy and including their address/telephone number.