

# **GUIDELINE FOR ADMISSION AS A DOCENT AT ÅBO AKADEMI UNIVERSITY**

Approved by the Åbo Akademi University Board on 29 March 2017

## **GENERAL PROVISIONS**

### **§ 1 Scope of application**

This guideline defines the principles for awarding the Title of Docent at Åbo Akademi University, as well as the rights and obligations applicable to the holders of the title.

### **§ 2 Awarding the Title of Docent**

The Universities Act (Universitetslag 558/2009), Section 89, provides stipulations concerning the Title of Docent.

The Chancellor of Åbo Akademi University may, upon application, award the Title of Docent to a person who has a doctoral degree and comprehensive knowledge in his or her own discipline, and has through publications or in other ways shown a capacity for independent research or artistic endeavours, and who also has good pedagogical skills. In order to be admitted as a Docent, the applicant is usually required to have published, in addition to his or her doctoral thesis, scientific publications that correspond, in terms of their extent and quality, to another doctoral thesis and which are relevant for the subject area in question. The Title of Docent is granted without any time limitation.

## **APPLICATION PROCEDURE**

### **§ 3 Initiation of an application**

The application for the Title of Docent can be initiated by the applicant, the subject or the Faculty. The application shall be submitted to the registry office at Åbo Akademi University.

### **§ 4 Contents of the application**

The application for the Title of Docent shall be addressed to the Chancellor of Åbo Akademi University and submitted in Swedish or English either electronically or in paper format in three identical copies. The documents will not be returned.

The free-form application shall include at least the following documents:

1. A cover letter including the proposed area of the docentship (in Swedish and English) as well as a short description on how the applicant can contribute to the subject and its academic advancement.
2. An academic portfolio as specified by Åbo Akademi University and a copy of the doctoral degree diploma. The academic portfolio shall represent the applicant's academic merits and include, in addition to a list of publications, also information on received research funding, co-operation at national and international levels, collaboration in projects, participation in national and international conferences and congresses, expert assignments and any other merits that facilitate the assessment of the applicant's competence. A maximum of 10 publications should be appended to the application, together with a separate list of these publications to specify the applicant's contribution to each publication. The academic portfolio and appended publications are further submitted to experts for an evaluation of the applicant's scientific competence in terms of, for example, theoretical and methodological knowledge, as well as capacity for innovation and presentation of results. In exceptional cases, the Faculty may replace the expert opinions with a well-founded testimonial on the applicant's qualification.
3. Documentation concerning pedagogical skills, experience in teaching and supervision, or completed studies in university pedagogy or corresponding education. If necessary, a teaching test may be arranged.

## **§ 5 Processing of the application by the Faculty**

Before the Faculty board presents a proposal to the Chancellor, the applicant and the subject shall agree on the appropriateness of the application and on the specific area of the docentship. The Head of the discipline shall issue a statement to express the discipline's interest in awarding the Title of Docent to the applicant. In case the application concerns multidisciplinary units, the representatives of all subjects involved can issue a joint statement.

The Faculty board shall decide on whether it is beneficial to associate the applicant with the Faculty as a Docent and shall appoint two external experts to evaluate the applicant's scientific and pedagogical competence. The experts shall primarily be professors. The Faculty board shall assess the pedagogical skills or a teaching demonstration, as applicable, in accordance with the internal guidelines of Åbo Akademi University. The assessment shall clarify if the applicant has, at least, good teaching skills.

## **§ 6 Faculty board's proposal to the Chancellor**

Upon processing the application for the Title of Docent, the Faculty board shall submit a proposal to the Chancellor for a resolution on the matter. The proposal shall

include the application for the Title of Docent with its appendices, an extract from the Faculty board's protocol concerning the processing of the matter, the statement of the Head of the subject, and the evaluations of two experts or the Faculty's testimonial on the applicant's qualification.

### **§ 7 Chancellor's resolution**

The Chancellor shall examine the matter and, if necessary, request that the Faculty further supplement the application. The Chancellor shall then decide on the matter. If the applicant is admitted as a Docent, a certificate is issued and signed by the Chancellor and Chancellor's secretary.

## **DOCENTS AT ÅBO AKADEMI UNIVERSITY**

### **§ 9 Rights and obligations of docents**

The Title of Docent may be used in professional and private contexts. The Docent is associated with Åbo Akademi University. The person holding the Title of Docent shall act for the benefit of Åbo Akademi University through his or her research, teaching and ability to raise external research funding or in any other scientifically relevant manner.

Åbo Akademi University may deny the use of the Title of Docent if its holder causes damage to the University through his or her actions or commits a criminal offence specified in the Criminal Code of Finland (Strafflag 39/1889). The Title of Docent may be revoked if the person in question is sentenced to imprisonment for at least two years.

### **§ 9 Entry into force and transitional provisions**

This guideline for admission as a Docent is effective as of 1 April 2017.