

Guidelines for external evaluations of candidates under consideration for promotion to Professor within the Faculty of Science

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Description:

The task of the external experts is to review and assess the applicants' research and teaching expertise prior to processing by the Promotion Board.

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Guidelines for external evaluations of candidates under consideration for promotion to Professor within the Faculty of Science

Promotion cases within the Faculty of Science are handled by the Faculty's Promotion Board. The decision to promote a candidate is made in accordance with the decision-making and delegation policy of the University and the Faculty.

The task of the external experts is to review and assess the applicants' research and teaching expertise prior to processing by the Promotion Board.

The processing of the application is regulated by Chapter 4 of the Higher Education Ordinance, *Rules of Employment as and Promotion to Teacher at Stockholm University (AOSU)* and the criteria for promotion established by the Faculty of Science.

Application for Promotion

The applicants have been instructed to structure their application as specified in the Stockholm University template for application for promotion and the supplementary instructions for applicants for promotion within the Faculty of Science. See the web-links below. The applicants are responsible for the application being complete and in accordance with the above-mentioned instructions.

Individual report

Each external expert is requested to independently assess the candidate. In the signed report, each external expert should assess and comment on the applicant's expertise based on the assessment criteria established by the Faculty of Science.

Qualification Requirements and Assessment Criteria

Qualification requirements for promotion to Associate Professor and Professor are listed in the attached *Assessment criteria for promotion to associate professor and professor in the Faculty of Science*.

Områdesnämnden för naturvetenskap



How well the applicant fulfills the criteria established by the Faculty of Science should clearly be stated by each external expert. The applicant's qualification requirements regarding both research expertise and teaching expertise should be assessed separately. Finally, an overall assessment of the applicant's qualification should be made.

Procedure in the Faculty

Once the reports of the external experts are received by the University, they will become public documents according to the Swedish Public Access to Information and Secrecy Act and the Freedom of the Press Act. This means that anyone, including the applicants, is entitled to read the report.

During the meeting in the Promotion Board, the Promotion Board recommends the Board of Science to accept or reject the application for promotion. The external experts do not participate in the Promotion Board meeting.

Recommended Structure of the Report

- Background, possible comments regarding the evaluation task
- Description of the candidate's research, teaching and administrative skills
- Assessment of how well the candidate fulfills the faculty's promotion criteria regarding research expertise and teaching expertise
- Final judgment with a clear statement of whether promotion is recommended or not.

Documents relevant to employment as and promotion to teacher at Stockholm University

- Higher Education Ordinance, Chapter 4
- *Rules of Employment as and Promotion to Teacher at Stockholm University (AOSU)*, Template for application for promotion at Stockholm University and the supplementary instructions for applicants for promotion within the Faculty of Science available at <http://www.su.se/english/about/vacancies/instructions-applicants/teaching-positions-important-documents-for-applicants-1.221591>
- *Assessment criteria for promotion to associate professor and professor in the Faculty of Science* available as an attachment.