

Pursuant to Article 59, Paragraph 2, Point 7 and Article 96 of the Scientific Activity and Higher Education Act, Article 21 Paragraph 1 Point 8 of the Statute of the University of Zagreb, and Article 34 of the Statute of the Faculty of Veterinary Medicine in Zagreb, the extended Faculty Council at its 8th meeting held on 19 October, 2011 adopted

**REGULATIONS ON THE ELECTION PROCEDURE AND RIGHTS OF PROFESSORS
ELECTED TO AN HONORARY TITLE OF
PROFESSOR EMERITUS**

Article 1

The prerequisite for the election to the title of *professor emeritus* is reputation and recognisability of a retired full professor with the permanent title at his or her Faculty, at the University of Zagreb, in the Republic of Croatia and the international scientific and professional community.

Article 2

The main condition for the initiation of the election procedure to the honorary title and the award of the title of *professor emeritus* is that the retired full professor with the permanent title was continually employed and that he or she participated in teaching at the Faculty of Veterinary Medicine in Zagreb for at least 20 years.

Article 3

Other conditions for the election of a candidate are the following:

Special merits for the development and advancement of the University and home institution:

- performing a managerial duty at the University (rector, vice-chancellor);
- performing a managerial duty at the Faculty (dean, vice dean);
- performing a duty at the state level and/or running committees at home Faculty and/or University;
- s/he received international, state, University, Faculty acknowledgements and awards and the City of Zagreb award for his/her work.

Recognized international teaching activity that encompasses:

- conducting classes or participating in teaching in an international studies programme;
- international textbook or handbook authorship;
- giving lessons as a visiting professor at Faculties outside the Republic of Croatia.

Recognized educational contribution, that is to say:

- drawing up new studies programmes syllabuses, introducing new courses in integrated undergraduate and graduate and postgraduate studies;
- At least 5 doctoral and/or 15 specialist final theses under his or her advisorship;
- author/co-author or editor-in-chief of at least one textbook.

Recognized scientific and professional contribution of a candidate, that is to say:

- participating in the organization of international and domestic scientific conferences where a candidate was the president of an organizational, program or scientific board;
- giving invited talks at international and domestic scientific congresses;
- publishing scientific books and/or chapters in a scientific book as an author or co-author;
- being an editor-in-chief of a scientific journal and/or proceedings of a scientific conference;

- he or she is a member of the Croatian Academy of Medical Sciences;
- he or she participated in or was in charge of professional projects (technological, etc.);
- he or she has protected at least 1 patent from his or her scope of work;
- he or she published significant professional works and actively participated in professional societies' groups in the Republic of Croatia and abroad.

Article 4

The proposal for the appointment of candidates can be submitted by the Faculty council members elected to permanent titles, the Dean, the Committee for awards, employees elected to scientific-educational titles working in a department where a candidate is employed. A written proposal is to be delivered to the Faculty council via the Committee for awards.

A written proposal must include:

- candidate's consent;
- detailed resume and the list of works;
- description of election conditions pursuant to Article 2 of these Regulations.

Article 5

Taking into consideration the Faculty of Veterinary Medicine five-year quotas prescribed by the University of Zagreb and the number of candidates for applicants in the same five-year period (new five-year period begins with the academic year 2010/2011) as well as fulfilment of set criteria of the Faculty of Veterinary Medicine (Article 2 of these Regulations), the Committee for awards suggests to the Faculty council to accept/ not to accept the received proposal followed by a written explanation.

Every year, the Faculty of Veterinary Medicine can propose to the University of Zagreb only 1/5 of candidates' quota envisaged by the five-year University plan relating to the election of *professor emeritus*.

The quota for the election of *professor emeritus* proposed by the University shall not be reduced in case that no candidates have been proposed in one year.

Article 6

The Committee for awards forms its opinion and makes a proposal based on the evaluation of conditions for the election to the title of *professor emeritus* stated in articles 7, 8, 9 and 10 of these Regulations.

Article 7

Special merits for the development and advancement of the University and home institution

1.	performing a managerial duty at the University	<ul style="list-style-type: none"> - rector (5 points for each new term) - vice-chancellor (3 points for each new term) 	13 8
2.	performing a managerial duty at the Faculty	<ul style="list-style-type: none"> - dean (4 points for each new term) - vice dean (2 points for 	9 7

		each new term)	
3.	performing a duty at the state level	During 2 years at least	9
4.	running University committees and committees appointed by the National Council for Science and Education	0.25 points for more than 1 committee	5
5.	members of University committees and committees appointed by the National Council for Science and Education	0.25 points for more than 1 committee	2
6.	Running home Faculty committees	0.2 points for more than 1 committee	3
7.	He or she received international acknowledgements and awards for his or her work		5
8.	He or she received state acknowledgements and awards for his or her work		4
9.	He or she received University acknowledgements and awards for his or her work		4
10.	He or she received the Faculty acknowledgements and awards for his or her work		3
11.	He or she received the City of Zagreb award for his or her work		4
12.	He or she received the HAZU, AMZH acknowledgements and awards for his or her work		4

A candidate must meet at least three of the conditions referred to in the table above.

Article 8

Recognized international teaching activity

1.	conducting classes or participating in teaching in an international studies programme		5
2.	international textbook or handbook authorship		6
3.	giving lessons as a visiting professor at Faculties outside the Republic of Croatia	2 points for each new election to the title of visiting professor	5
4.	Reviewer of international studies programmes		4
5.	Participating in the election of teachers and doctoral procedure at international Faculties		4
6.	Reviewer of international textbooks or handbooks		4

A candidate must meet at least one of the conditions referred to in the table above.

Article 9

Recognized educational contribution

1.	drawing up new studies programmes syllabuses		7
2.	introducing new courses in integrated undergraduate and graduate studies and postgraduate studies		5
3.	At least 5 doctoral and/or 15 specialist theses under his or her advisorship (each advisorship over 5 doctoral theses is awarded additional 0.5 points; and each advisorship over 15 specialist theses is awarded additional 0.25 points)	One doctoral advisorship is equivalent to three specialist theses'	7
4.	Author or editor-in-chief of at least one textbook (each authorship or editing of more than one textbook is awarded additional 2 points)		6

A candidate must meet at least one of the conditions referred to in the table above.

Article 10

Recognized scientific and professional contribution of a candidate

1.	Indexed scientific publications (at least twice as many publications indexed in CC and SCI databases than the number of publications needed for the election to the title of full professor)		10
2.	giving invited talks at international scientific congresses		3
3.	giving invited talks at domestic scientific congresses		2
4.	Participating in the organization of international scientific congresses where a candidate was the president of an organizational board	0.5 points for each new engagement	3
5.	Participating in the organization of domestic scientific congresses where a candidate was the president of an organizational board	0.2 points for each new engagement	2
6.	Participating in the organization of international scientific congresses as a member of a programme or scientific board	0.3 points for each new engagement	2
7.	Participating in the organization of	0.1 points for each	1

	domestic scientific congresses as a member of a programme or scientific board	new engagement	
8.	author of scientific books and/or chapters in a scientific book	0.5 points for each new title	5
9.	Editor-in-chief of a scientific journal	More than 1- 0.5 points for each	7
10.	Editor-in-chief of proceedings of a scientific conference	More than 1-0.3 points for each	4
11.	Member of the Croatian Academy of Medical Sciences		5
12.	He or she participated or was in charge of professional projects (technological etc.)	1 point for each new project	5
13.	he or she protected at least 1 patent from his or her scope of work	1.5 points for each new patent	6
14.	he or she actively participated in professional societies' groups in the Republic of Croatia and abroad	More than 1-0.3 points for each	3
15.	Being in charge of a domestic scientific project	2 points for each new project	6
16.	Being in charge of an international scientific project	2 points for each new project	8
17.	He or she was the president of professional organizations		5
18.	Associate member of HAZU		8
19.	Associated member of AMZH		5

A candidate must meet at least five of the conditions referred to in the table above.

Article 11

After the evaluation has been completed, the proposal is submitted to the Faculty council which shall make a decision on the election of a candidate.

The Faculty council decision, together with the Committee and Department opinion and proposal and a candidate's consent, shall be submitted to the Senate of the University of Zagreb before the expiry date of the competition.

Article 12

The elected *professor emeritus* shall have an advisory role and may:

- participate partially in teaching at postgraduate studies;
- be a member of the commission for the election procedure to scientific-educational titles;
- be a member of the commission for obtaining academic titles of university specialist and doctor of science;
- be an advisor for the doctoral dissertation pursuant to the Faculty council special decision;
- participate in scientific and research work.

Article 13

Professor emeritus shall have the right to lifetime monthly fee in accordance with the Regulations on the election of *professor emeritus* of the University of Zagreb.

Article 14

In case of a particularly severe violation of the Ethics Code, provisions of the Statute or other rules of the University of Zagreb relating to work and teachers' behaviour, an honorary title of *professor emeritus* may be revoked by the Senate decision made at the proposal of the Committee for determining criteria and confirming election to tiles.

Article 15

On the day of entering into force of these Regulations, Regulations on the initiation of procedure for obtaining an honorary title of *professor emeritus* and rights of those elected to the title of *professor emeritus* of the Faculty of Veterinary Medicine from 14 February, 2007, cease to be valid.

The Committee for the Statute shall be responsible for the interpretation of provisions of these Regulations.

These Regulations enter into force on the eighth day following the date of their publishing on the Faculty of Veterinary Medicine websites.

Dean:

Prof Tomislav Dobranić, PhD, DVM

Class: 012-03/11-01/30

Registration number: 251-61-01/139-11-1

Zagreb, 28 December, 2011