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## Memo

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To: Expert Committee

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From: Faculty of Social Sciences and Technology Management

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Signature:

### **Guidelines for the Expert Committee to be used for the assessment of the professional expertise of academic positions at the Faculty of Social Sciences and Technology Management, NTNU**

Issued in accordance with a resolution enacted by the Board at the Faculty of Social Sciences and Technology, meeting on 26 October 2010 (SVT-case 11/10) pursuant to the *Regulations on Employment, Hiring and Promotion in Teaching and Research Positions* (FOR 2006-02-09 nr. 129) and *NTNUs Personnel Regulations for Academic Positions*.

### **Introduction**

These guidelines are issued in order to specify in greater detail the general guidelines outlined in the Ministry of Education and Research's *Regulations on Employment, Hiring and Promotion in Teaching and Research Positions* (FOR 2006-02-09 nr 129) and *NTNUs Personnel Regulations for Academic Positions enacted by NTNUs Board of Directors, meeting on 18 September 2009*. All of the criteria for approval of the scientific expertise of any given individual are identical with the guidelines which were set by the National Faculty meeting for the Social Sciences in December of 2007 and which the Board at the Faculty of Social Sciences and Technology Management (SVT) enacted, as set out in SVT-case 11/10. These criteria shall apply to both the promotion to Professor and to the routine appointment to a Professorship.

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All correspondence that is part of the case being processed is to be addressed to the relevant unit at NTNU, not to individuals. Please use our reference with all inquiries.

These guidelines are a follow-up to that decision and shall be sent to the members of the Expert Committee and shall also be attached to the appointment letter.

All of these criteria concern the academic evaluation of the *scientific expertise* of the applicant. It can be the case that there are requirements other than the purely scientific for this appointment, and an example of this in relation to the appointee is that she or he must satisfy certain educational requirements, have experience in the field of instruction, leadership of research projects and be personally suited for the appointment. Whether these requirements are fulfilled shall not be evaluated or commented upon by the Expert Committee.

Competence beyond purely professional expertise, as set out above, is evaluated by a separate committee and shall be carried out together with the evaluation of the academic expertise as a basis for the recommendation and appointment decisions.

***The Expert Committees which are appointed at the SVT-Faculty and which are appointed to evaluate the expertise of any applicant must follow the criteria as set out below. Upon approval of this expertise, the Appointments Committee for Scientific Positions at SVT-Faculty will consider whether the criteria have been followed and will ask the Committee to make clear that these criteria have been followed.***

### **Academic Competence – Professor Level**

The decision to appoint to a Professorship “shall be made on the basis of documented scientific or artistic competence” (*Regulations on Employment, Hiring and Promotion in Teaching and Research Positions*, point (5) in §2-1). At the level of Professor, this requires a meaningful scientific production above and beyond that which is required for a Ph.D. Research must be of a high quality and show both breadth and depth. Production must reflect an independent research profile and show the ability to take up new research issues. Sustained research is a precondition for this level.

The following are requirements which should be met:

- **Scope:** What determines a significant scientific production within the academic arena must be evaluated in relation to academic traditions and must be concrete as seen from the content of the work and the effort included in it. A guiding norm is that the scientific production (doctoral degree included) should be equivalent to 8 – 12 journal articles of full length or to three books of good quality and with different content. The applicant must have provided significant contributions in all of his or her work and have had the main responsibility for the majority of his or her research work (two-thirds). In the case of extensive co-authorship the requirement for the number of works should be set at a higher level.

- **Quality:** The quality of the applicants' work results should be well supported and clearly expressed, as required for publication in well-known scientific journals or in reputable publishers of scientific books. An emphasis should be placed on whether the works have been or can be meaningful for the development of his or her specific discipline for practice in the area. Emphasis should also be placed on the originality of the problem, the method or the data sources. The requirement for originality and significance is clearly higher than for the award of a Ph.D, but it is also suitable if a portion of the work meets these higher standards.

- **Breadth:** The requirement for breadth will help to ensure that the applicant is qualified to teach and supervise at a high level in more than one specialization. The applicant's production should include several classes and academic fields, themes and research methods. The applicant will have demonstrated the ability to put her or his work in a larger context.

- **Independence and Cooperation:**

The applicant must document that she or he is able to work independently and to carry out all the essential parts of high-quality research work.

This can be documented by works in which the applicant is the sole author (possibly as the first author in the disciplines where this signals the degree of responsibility for the work), by the critiques of co-authors and through experience in project management. In addition, a positive evaluation of her or his cooperative research and project management should be emphasized.

- ***Visibility:*** The applicants work should be published (or accepted for publication) in channels that have adequate quality control and where it can be seen by other researchers who will either build on this work or criticize the results. This usually means that the work is published in international arenas, but when the subject demands, it is acceptable that the work can be published in national channels. Emphasis shall be placed on what in the subject was seen as good publication practice at the time of publication.

- ***Timeliness:*** The applicant's work should be related to the leading edge of research at the time of publication. Some of this work should have been done within the preceding five years. An evaluation of the scope and breadth of the applicant's work can place emphases on the entire publication record, and works which the applicant has not submitted.

- The academic competence of the applicant must be clear and without doubt in order to be qualified for the position. In this appointment, the applicant should have expertise in the academic area of the position. Works in some other academic area or areas can count, but emphasis will be placed on the expertise used to undertake research and instruction in the actual academic area. At least two-thirds of the requirements for scope, as defined above, should be fulfilled by the applicant's work that is clearly placed in the field for this position and some of this work should have been completed within the preceding five years. If the academic area is within a narrow specialization, it is acceptable that a larger part of the work is outside the field itself.

### ***Academic Expertise – Associate Professor***

- This position requires a Ph.D. earned in the Norwegian system within the actual academic area, or an equivalent degree earned in another country accepted as equivalent to a Ph.D. earned in Norway in the actual academic area, or expertise at an equivalent level, documented through scientific work of the same scope and quality in the actual academic field. The actual academic field is discussed in position Opinion or in the announcement text.