



FULL TEXT OF DIRECTIVE NO. 208

elaborated on 3. April 2025

Rules for the Acquisition of Rights, Harmonization of Rights, Modification and Cancellation of Rights to Habilitation and Inauguration Proceedings at the University of Žilina

Article 1

Introductory Provisions

1. Directive "Rules for the Acquisition of Rights, Harmonization of Rights, Modification and Cancellation of Rights to Habilitation and Inauguration Proceedings at the University of Žilina" (hereinafter referred to as "UNIZA") is issued in accordance with Section 15 (1) (b) of Act No. 131/2002 Coll. on Higher Education Institutions and Amendments to Certain Acts, as amended, as part of the internal quality assurance system for higher education at the University of Žilina (hereinafter referred to as "IQAS UNIZA") as well as in accordance with the Standards for Habilitation Proceeding and Inauguration Proceeding of the Slovak Accreditation Agency for Higher Education (hereinafter referred to as "the Standards"). The Standards define a set of requirements, the fulfilment of which is conditional upon the granting of accreditation of habilitation and inauguration proceedings (hereinafter referred to as "HPaIP") at higher education institutions in the Slovak Republic.
2. The provisions of the standards are governed by the requirements for the assessment of the habilitation proceedings and the assessment of the inauguration proceedings, and follow these generally binding regulations:
 - a) Act No. 269/2018 Coll. on Quality Assurance in Higher Education and on Amendments and Supplements to Act No. 343/2015 Coll. on Public Procurement and on Amendments to Certain Acts, as amended (hereinafter referred to as the "Quality Assurance in Higher Education Act")
 - b) Act No. 131/2002 Coll. on Higher Education Institutions and Amendments to Certain Acts, as amended (hereinafter referred to as "the Higher Education Act")
 - c) Decree No 246/2019 Coll. of the Ministry of Education, Science, Research and Sport of the Slovak Republic on the procedure for obtaining scientific-pedagogical titles and artistic-pedagogical titles of associate professor and professor (hereinafter referred to as "the Decree"),
 - d) Decree No. 244/2019 Coll. of the Ministry of Education, Science, Research and Sport of the Slovak Republic on the system of fields of study in the Slovak Republic,
 - e) Decree No. 16/2016 Coll. of the Ministry of Education, Science, Research and Sport of the Slovak Republic, establishing professional organisations whose members exercise a regulated profession with the right to use professional titles and regulated professions with coordination of education.
3. The provisions of the Methodology for Evaluation of Standards, approved by the Executive Board of the Slovak Accreditation Agency for Higher Education, were also applied in the development of the Directive.

Article 2

Definitions

1. For this Directive, the set of terms of the structures of the IQAS UNIZA is established, the definitions of which are given under points a) to i) of this paragraph:
 - a) A faculty/institute is part of UNIZA and its activities, scope of self-government and rights are regulated by the Higher Education Act.
 - b) Stakeholders are a group of experts from the relevant faculty or faculties, UNIZA units, whose field of research is close to the given field of the habilitation and inauguration proceedings.
 - c) The guarantors of the habilitation proceedings and guarantors of the inauguration proceedings are a group of experts responsible for the development and quality assurance of the field of HPaIP at UNIZA. More detailed information on the HPaIP guarantors is given in Article 9, point E.
 - d) The rector is the statutory body of UNIZA; he manages it, acts on its behalf, represents it externally and is the chairman of the UNIZA Scientific Board.

- e) The dean of the faculty shall be the representative of the faculty following the Higher Education Act; he shall manage, represent and act in the affairs of the faculty, and he shall be the chairman of the Scientific Board of the faculty.
- f) The Scientific Board of the faculty is comprised of eminent experts working in the fields in which the faculty carries out educational, research and creative activities, and who are appointed and dismissed by the dean of the faculty with the consent of the faculty's Academic Senate.
- g) The UNIZA Scientific Board is comprised of eminent experts working in the fields in which UNIZA carries out educational, research and creative activities, and who are appointed and dismissed by the rector with the consent of the UNIZA Academic Senate.
- h) The Rector's Advisory Board is an advisory body to the rector, which mainly deals with conceptual issues of UNIZA's activities.
- i) The Board of Guarantors of HPaIP fields at the faculty/UNIZA is a group of experts responsible for the development and quality assurance of HPaIP fields. They are the main guarantors of the individual HPaIP fields for which the faculty/UNIZA has accreditation rights. They work scientifically or artistically for a fixed weekly working hours at UNIZA in the HPaIP field or a related field. The outputs of the creative activity of each of these persons are demonstrably of top international standard, and they hold the rank of professor and have the title of professor. Usually, the Board of Guarantors of HPaIP fields consists of at least 5 members, if the faculty/UNIZA has accreditation rights in three or more HPaIP fields. If the faculty/UNIZA does not have a sufficient number of members in the Board of Guarantors of HPaIP fields, the dean/rector shall present the faculty's/UNIZA Scientific Board with a nomination for the missing members of the Board of Guarantors of HPaIP fields, up to a maximum of 5 members. The nominated members must be top experts from among appointed professors who hold the title of professor at the faculty/UNIZA. If the number of HPaIP field guarantors of the faculty/UNIZA is five or more, the dean/rector may submit nominations for a maximum of two additional members to the Scientific Board of the faculty/UNIZA, while the total number of additionally nominated members may not exceed two in total. After the approval of the Scientific Board of the faculty/UNIZA, the dean/rector shall assign the relevant tasks to the previously absent or post-nominated members of the Board of Guarantors of HPaIP fields. If the faculty/UNIZA does not have accreditation rights, or possesses accreditation rights only in one HPaIP field, the Board of Guarantors is not established, and the development and quality assurance of the HPaIP field is the responsibility of the main guarantor. If the faculty/UNIZA possess accreditation rights in two HPaIP fields, the dean/rector may submit nomination for a maximum of one additional member to the Scientific Board of the faculty/UNIZA, up to a total of 3, and the nominated member must be top expert from among appointed professors who hold the title professor at the faculty/UNIZA.
- j) The University Board of HPaIP field guarantors (hereinafter referred to as UBG of HPaIP field) is established for the UNIZA university-wide HPaIP field, and it constitutes part of IQAS UNIZA. The membership and activity of the University Board of HPaIP field guarantors are regulated by Articles 7 and 8 of this Directive.
- k) The UNIZA Accreditation Board and its activities are regulated by the Statute of the UNIZA Accreditation Board.
- l) The UNIZA Academic Senate is a body of academic self-government of UNIZA under the Higher Education Act, and its composition, membership and activities are regulated by the Higher Education Act.

Article 3

The Process of Obtaining the Rights for Habilitation and Inauguration Proceedings

1. By monitoring the internal and external environment, the faculty/university, in the case of university-wide HPaIPs, shall verify whether it is necessary to obtain habilitation proceedings and/or inauguration proceedings in the selected HPaIP field.

2. The dean/rector will consider in detail whether the circumstances are appropriate for obtaining HPaIP rights and will rigorously review the existence of adequate staffing, including the necessary number of fields of study in which the faculty/institute provides doctoral study, and the criterion from the Standards must be met: "The institution demonstrates the existence of a critical mass for research and art and a high level of quality in research, artistic and other activities by its right to design, deliver and modify third-level programmes in at least half of the fields of study in which the institution provides higher education."
3. The result of the examination shall be processed by the dean/rector into a letter of intention (initiative) to obtain the right in the selected field of HPaIP, which shall include preliminary information concerning, in particular:
 - a) the name of the HPaIP field,
 - b) the name of the field of study to which it will be assigned, following the Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic 244/2019 Coll. on the system of fields of study of the Slovak Republic,
 - c) the content of the HPaIP field,
 - d) the staffing of the HPaIP field (HPaIP field guarantors),
 - e) the levels of research, artistic and other activities in the field of HPaIP,
 - f) the criteria for obtaining the title of associate professor and/or professor in the field of HPaIP,
 - g) the title to be awarded,
 - h) the justification for the application.
4. The dean/rector shall submit the processed intention (initiative) at the Rector's Advisory Board meeting and request an opinion on the proposed document.
5. The Rector's Advisory Board will comment on the intention in the form of a written opinion in the minutes of the Rector's Advisory Board, where the Rector's Advisory Board shall state whether it:
 - a) agrees with the intention (initiative) to establish the acquisition of rights to HPaIP,
 - b) agrees with the intention (initiative) to establish the acquisition of rights to HPaIP, with some comments,
 - c) disagrees with the intention (initiative) to establish the acquisition of rights to HPaIP.
6. After a positive assessment of the intention (initiative) to obtain the rights in the field of HPaIP by the Rector's Advisory Board, the dean/rector shall ensure that the level of criteria for obtaining the title of associate professor and professor for the given field of HPaIP is carefully set, respecting the minimum criteria of UNIZA, in compliance with the formalities according to Article 9, point D1 or D2 of this Directive.
7. The dean shall submit the criteria thus established to the faculty's Scientific Board for discussion and subsequently to the UNIZA Scientific Board for approval, and in the case of university-wide HPaIP, the established criteria are submitted to the UNIZA Scientific Board for approval by the rector.
8. After approving the criteria for obtaining the title of associate professor and/or the title of professor by the UNIZA Scientific Board, the dean assigns the HPaIP guarantors (in the case of university-wide HPaIPs, it is the rector), who are responsible for the development and quality assurance of the HPaIP field at the faculty/institute following the SAAHE standards, with relevant tasks.
9. The HPaIP guarantors shall develop a proposal for obtaining the HPaIP rights in the given field of HPaIP, strictly observing all the attributes of the SAAHE standards.
10. The HPaIP guarantors shall develop a proposal dossier and application for obtaining HPaIP rights in a given HPaIP field following the SAAHE standards for the IQAS concerning HPaIP. The preparation of the proposal shall include the preparation of an application for accreditation for the acquisition of HPaIP rights with the relevant annexes, which are:
 - a) scientific/artistic-pedagogical characteristics of teachers who bear the responsibility for the development and quality assurance of the HPaIP field,
 - b) the list of members of the faculty's Scientific Board and the list of members of UNIZA's Scientific Board (stating their institutional affiliation and the field in which they are engaged, scientifically or artistically),
 - c) characteristics of the submitted outputs of research, artistic and other activity/activities,

- d) the rules and procedures of the habilitation and inauguration proceedings,
 - e) link to the mandatorily published information on habilitation and inauguration proceedings in the HPaIP field,
 - f) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “associate professor” and/or
 - g) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “professor”,
 - h) further documentation needed to evaluate the fulfilment of individual standards for HPaIP.
11. The dean/rector shall submit the proposal for obtaining rights in the given HPaIP field to the Board of HPaIP field guarantors at the faculty/institute for consideration of the proposal and for drawing up an opinion on it.
 12. The faculty's/institute's Board of HPaIP fields guarantors shall assess the quality of the Proposal for the acquisition of rights in a given HPaIP field based on the submitted dossier from standpoints as follows:
 - a) its compliance with the requirements of the Higher Education Quality Assurance Act,
 - b) its compliance with SAAHE standards for habilitation proceeding and inauguration proceeding, and the internal quality assurance system of education,
 - c) its compliance with UNIZA's internal regulations, including the Long-Term Plan of the University of Žilina or the Long-Term Plan of the faculty, depending on the affiliation of the Board of HPaIP fields guarantors that drafted the proposal for modification.
 13. The Board of Guarantors of HPaIP fields at the faculty/institute shall comment on the intention in the form of a written opinion, which includes a statement whether it:
 - a) agrees with the initiative to obtain new HPaIP rights,
 - b) agrees with the initiative to obtain new HPaIP rights with some comments,
 - c) disagrees with the initiative to obtain new HPaIP rights.
 14. The dean/rector shall comment on any suggestions made by the Board of the HPaIP field guarantors and shall request the HPaIP guarantors to incorporate relevant comments into the proposal.
 15. The dean submits the full application for obtaining the HPaIP rights to the faculty's Scientific Board; in the case of university-wide HPaIP fields, the rector submits it to the UNIZA's Scientific Board and subsequently to the UNIZA's Accreditation Board.
 16. Approval of the application for obtaining the HPaIP rights shall be carried out by the UNIZA's Accreditation Board following the Statute of the UNIZA's Accreditation Board. After the application's approval, the rector shall appoint the guarantors for HPaIP fields.
 17. If the Accreditation Board, after discussing the proposal for the submission of an application for accreditation of the habilitation and/or inauguration proceedings at SAAHE, approves the proposal, the rector shall immediately submit an application for the accreditation of the habilitation and/or inauguration proceedings at SAAHE.
 18. The dean shall verify the fulfilment of the requirement for inclusion of at least one member of the given HPaIP field in the composition of the faculty's Scientific Board and the UNIZA's Scientific Board. In case of university-wide HPaIP fields, the rector shall verify the fulfilment of the requirement for inclusion of at least one member of the given HPaIP field in the composition of UNIZA's Scientific Board.
 19. If such a specialist is missing in the composition of the Scientific Boards, it is necessary to add him/her to the composition of the Scientific Boards following the approval of the faculty's Academic Senate or the UNIZA's Academic Senate, according to the Standards.

Article 4

The Process for the Harmonisation of Rights for Habilitation and Inauguration Proceedings

1. By monitoring the internal and external environment, the faculty/institute shall verify whether it is necessary to harmonise the rights of habilitation and/or inauguration proceedings in the given HPaIP field.
2. The dean – in the case of university-wide HPaIP fields the rector – shall consider in detail whether the circumstances for harmonisation of HPaIP right are appropriate and shall rigorously review the existence of adequate staffing, including the necessary number of fields

of study in which the faculty – in the case of university-wide HPaIP fields the institute – provides doctoral study, and the criterion from the Standards must be met: “The institution demonstrates the existence of a critical mass for research and art and a high level of quality in research, artistic and other activities by its right to design, deliver and modify third-level programmes in at least half of the fields of study in which the institution provides higher education.”

3. The dean/rector shall ensure that the criteria level for obtaining the title of associate professor and professor for the given field of HPaIP is carefully set, respecting the minimum criteria of UNIZA, in compliance with the formalities according to Article 9, point D1 or D2 of this Directive.
4. The dean shall submit the criteria thus established to the faculty’s Scientific Board for discussion and subsequently to the UNIZA’s Scientific Board for approval, and in the case of university-wide HPaIP fields, these criteria are submitted to the UNIZA Scientific Board for approval by the rector.
5. After approving the criteria for obtaining the title of associate professor and/or the title of professor by the UNIZA’s Scientific Board, the dean, in the case of university-wide HPaIP fields, the rector, assigns the HPaIP guarantors who are responsible for the development and quality assurance of the HPaIP field at the faculty/institute following the SAAHE standards, with relevant tasks.
6. The HPaIP guarantors shall develop a proposal for the harmonisation of HPaIP rights in the given field of HPaIP, strictly observing all the attributes of the SAAHE standards.
7. The HPaIP guarantors shall develop a proposal dossier for the harmonisation of HPaIP rights in a given HPaIP field following the SAAHE standards for the IQAS concerning HPaIP. The preparation of the proposal shall include the preparation of an application for accreditation for the harmonisation of HPaIP rights with the relevant annexes, which are:
 - a) scientific/artistic-pedagogical characteristics of teachers who bear the responsibility for the development and quality assurance of the HPaIP field,
 - b) the list of members of the faculty’s Scientific Board and the list of members of UNIZA’s Scientific Board (stating their institutional affiliation and the field in which they are engaged, scientifically or artistically),
 - c) characteristics of the submitted outputs of research, artistic and other activity/activities,
 - d) the rules and procedures of the habilitation and inauguration proceeding,
 - e) link to the mandatorily published information on habilitation and inauguration proceedings in the HPaIP field,
 - f) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “associate professor” and/or
 - g) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “professor”,
 - h) further documentation needed to evaluate the fulfilment of individual standards for HPaIP.
8. The dean/rector shall submit the proposal for the harmonisation of rights in the given HPaIP field to the Board of HPaIP field guarantors at the faculty/institute for consideration of the proposal and for drawing up an opinion on it.
9. The faculty’s/institute’s Board of HPaIP fields guarantors shall assess the quality of the Proposal for the harmonisation of rights in a given HPaIP field based on the submitted dossier from standpoints as follows:
 - a) its compliance with the requirements of the Higher Education Quality Assurance Act,
 - b) its compliance with the SAAHE standards for the HPaIP and IQAS for education,
 - c) its compliance with UNIZA’s internal regulations, including the Long-Term Plan of the University of Žilina or the Long-Term Plan of the faculty, depending on the affiliation of the Board of HPaIP fields guarantors that drafted the proposal for modification.
10. The Board of Guarantors of HPaIP fields at the faculty/institute shall comment on the intention in the form of a written opinion, which includes a statement whether it:
 - a) agrees with the intention to harmonise the rights on HPaIP to design a harmonised HPaIP,
 - b) agrees with the intention to harmonise the rights on HPaIP to design a harmonised HPaIP with some comments,

- c) disagrees with the intention to harmonise the rights on HPaIP to design a harmonised HPaIP.
- 11. The dean/rector shall comment on any suggestions made by the Board of HPaIP field guarantors and shall request the HPaIP guarantors to incorporate relevant comments into the proposal.
- 12. The dean/rector submits the application for harmonisation of the HPaIP field to the faculty's Scientific Board/UNIZA's Scientific Board.
- 13. The dean shall submit the full application for HPaIP rights harmonisation to the UNIZA's Accreditation Board. In the case of a university-wide HPaIP field, the full application for HPaIP rights harmonisation shall be submitted by the rector to the UNIZA's Accreditation Board.
- 14. Approval of the application for the harmonisation of HPaIP rights shall be carried out by the UNIZA's Accreditation Board following the competency set by the Statute of the UNIZA's Accreditation Board. After the application's approval, the rector shall appoint the guarantors for HPaIP fields.
- 15. If the Accreditation Board, after discussing the proposal for the harmonisation of HPaIP rights at SAAHE, approves the proposal, the rector shall immediately submit an application for the accreditation of the habilitation and/or inauguration proceeding at SAAHE.
- 16. The dean shall verify the fulfilment of the requirement for inclusion of at least one member of the given HPaIP field in the composition of the faculty's Scientific Board and the UNIZA's Scientific Board. In case of university-wide HPaIP fields, the rector shall verify the fulfilment of the requirement for inclusion of at least one member of the given HPaIP field in the composition of UNIZA's Scientific Board.
- 17. If such a specialist is missing in the composition of the Scientific Boards, it is necessary to add him/her to the composition of the Scientific Boards following the approval of the faculty's Academic Senate or the UNIZA's Academic Senate, according to the Standards for HPaIP.

Article 5

The Process for the Adjustment of Rights for Habilitation and Inauguration Proceedings

- 1. By monitoring the internal and external environment, the stakeholders shall verify whether it is necessary to adjust the rights of habilitation and/or inauguration proceedings in the given HPaIP field.
- 2. In terms of the internal quality assurance system at UNIZA, the adjustment of rights regarding habilitation and/or inauguration proceedings is considered to be:
 - a) changing the criteria for habilitation proceedings and/or inauguration proceedings,
 - b) changing the guarantor for a given HPaIP field,
 - c) changing procedures and rules for habilitation proceedings and/or inauguration proceedings.
- 3. The HPaIP guarantors, upon receiving the relevant request, shall consider in detail whether the circumstances are appropriate to modify the HPaIP rights. They shall submit their findings to the dean/rector.
- 4. The dean/rector shall evaluate the findings of the HPaIP guarantors and instruct them to prepare a proposal for the modification of the habilitation proceedings and/or inauguration proceeding right in the given HPaIP field in compliance with the requirements of Article 9 of this Directive.
- 5. The HPaIP guarantors shall prepare a proposal for the modification of the habilitation proceedings and/or inauguration proceeding right in the given HPaIP field, following the SAAHE standards for the internal quality assurance system of higher education for HPaIP. The preparation of the proposal shall include the preparation of an application for modification of HPaIP rights with the relevant annexes, which are:
 - a) scientific/artistic-pedagogical characteristics of teachers who bear the responsibility for the development and quality assurance of the HPaIP field,
 - b) the list of members of the faculty's Scientific Board and the list of members of UNIZA's Scientific Board (stating their institutional affiliation and the field in which they are engaged, scientifically or artistically),
 - c) characteristics of the submitted outputs of research, artistic and other activity/activities,

- d) the rules and procedures of the habilitation and inauguration proceeding,
 - e) link to the mandatorily published information on habilitation and inauguration proceedings in the HPaIP field,
 - f) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “associate professor” and/or
 - g) UNIZA criteria for obtaining the scientific-pedagogical title or artistic-pedagogical title of the “professor”,
 - h) further documentation needed to evaluate the fulfilment of individual standards for HPaIP.
6. The dean/rector shall submit the proposal for the modification of rights in the given HPaIP field to the Board of HPaIP field guarantors at the faculty/institute for consideration of the proposal and for drawing up an opinion on it.
 7. The faculty's/institute's Board of HPaIP fields guarantors shall assess the quality of the Proposal for the modification of rights in a given HPaIP field based on the submitted dossier from standpoints as follows:
 - a) its compliance with the requirements of Act No. 269/2018 Coll.
 - b) its compliance with SAAHE standards for habilitation proceeding and/or inauguration proceeding, and the internal quality assurance system of education,
 - c) its compliance with UNIZA's internal regulations, including the Long-Term Plan of the University of Žilina or the Long-Term Plan of the faculty, depending on the affiliation of the Board of HPaIP fields guarantors that drafted the proposal for modification.
 8. The Board of Guarantors of HPaIP fields at the faculty/institute shall comment on the intention in the form of a written opinion, which includes a statement whether it:
 - a) agrees with the intention of HPaIP rights modification to design a new HPaIP,
 - b) agrees with the intention of HPaIP rights modification to design a new HPaIP with some comments,
 - c) disagrees with the intention of HPaIP rights modification to design a new HPaIP.
 9. The dean/rector shall consider the relevance of potential comments made by the Board of HPaIP field guarantors at the faculty/institute on the proposal, and shall ask the HPaIP guarantors to elaborate on the proposal for potential modification of the right of habilitation proceedings and/or inauguration proceeding in the given HPaIP discipline. After the potential elaboration on the proposal, the dean/rector shall submit the relevant proposal for discussion at the faculty's/UNIZA's Scientific Board and ask for its opinion on the proposed document.
 10. After receiving the opinion of the faculty's/UNIZA's Scientific Board, the dean/rector submits the application for the modification of the right of habilitation proceedings and/or inauguration proceedings in the given HPaIP field to the UNIZA's Accreditation Board for approval; in the case of university-wide HPaIPs, the rector submits the application to the UNIZA's Accreditation Board.
 11. If the Accreditation Board, after discussing the proposal for modification of HPaIP right at SAAHE, approves the proposal, the rector shall immediately submit an application for the accreditation of the habilitation and/or inauguration proceedings at SAAHE.

Article 6

The Process of Revocation of Rights for Habilitation and/or Inauguration Proceedings

1. By monitoring the internal and external environment, the stakeholders shall verify whether it is necessary to continue to hold the rights of habilitation proceeding and/or inauguration proceeding in the given HPaIP field.
2. The dean, in the case of university-wide HPaIP fields, the rector, initiates a motion to revoke the rights of habilitation proceedings and/or inauguration proceedings in the HPaIP field after analysing the internal environment and requesting an opinion on the motion to revoke the rights from the Board of HPaIP fields guarantors at the faculty/institute.
3. Upon receiving the recommendations from the Board of HPaIP field guarantors at the faculty/institute for the revocation of habilitation proceedings and/or inauguration proceedings rights in the given HPaIP field, the dean/rector shall ask the HPaIP guarantors to prepare of proposal concerning the revocation of the given HPaIP field. After its acceptance, the dean

- of the faculty/rector submits the request for the revocation of habilitation proceedings and/or inauguration proceedings right in the given HPaIP field to the Scientific Board of the faculty/the UNIZA's Scientific Board, and subsequently to the UNIZA's Accreditation Board for approval.
4. UNIZA may submit to SAAHE:
 - a) request for revocation of accreditation of the habilitation proceedings and accreditation of inauguration proceedings in the given HPaIP field,
 - b) request for revocation of accreditation of inauguration proceedings in the given HPaIP field.
 5. The request shall include:
 1. identification information regarding habilitation and inauguration proceedings in the given HPaIP field according to the university portal data,
 2. reference to other accreditation decisions,
 3. decision of the UNIZA's Accreditation Board regarding the proposal for revocation of accreditation of the given proceedings,
 4. the future date, if possible, at which UNIZA requests the revocation of the accreditation of the habilitation and/or inauguration proceedings, up to a maximum of one year from the date of the request.
 6. Once SAAHE's decision on the revocation regarding the accreditation of habilitation or inauguration proceedings becomes effective, all pending habilitation or inauguration proceedings at UNIZA in the relevant field of HPaIP are suspended.
 7. Once the SAAHE decision on the revocation of accreditation becomes effective, the dean/rector shall dismiss the HPaIP guarantors from the tasks related to the revoked HPaIP field and ensure that the appropriate administrative steps are taken.

Article 7

University Board of HPaIP Field Guarantors

1. UBG of the HPaIP field shall have at least 5 members.
2. UBG of HPaIP field shall consist of:
 - a) rector (the chairman of the UBG of the HPaIP field),
 - b) a minimum of 4 UBG of HPaIP field members.
3. The membership in UBG of the HPaIP field arises automatically for the guarantor of the university-wide HPaIP field upon his/her appointment as a guarantor of the HPaIP field made by the UNIZA Scientific Board and appointed by the rector.
4. If UNIZA does not have enough members of the UBG of the HPaIP field in the given HPaIP field, the rector shall submit to the Scientific Board of UNIZA a nomination for absent members of the UBG of the HPaIP field for approval. The maximum number of nominated members is five. Only top experts from the ranks of professors can be nominated. If the number of HPaIP field guarantors is five or more, the rector may submit to the UNIZA Scientific Board a nomination for a maximum of two additional members of UBG of the HPaIP field, while the total number of additionally nominated members may not exceed two in total. After the approval of UNIZA's Scientific Board, the rector appoints the absent or additionally nominated members of the UBG of the HPaIP field.

Article 8

The Activity of the University Board of HPaIP Field Guarantors

1. UBG of the HPaIP field is governed by this internal regulation and the instructions of the chairman of UBG of the HPaIP field.
2. Through its statements, UBG of the HPaIP field actively participates in the design, modification, cancellation and harmonisation of the university-wide HPaIP fields with the SAAHE standards valid at UNIZA. In particular, it comments on the proposals for the harmonisation of the existing accredited university-wide HPaIP fields with the SAAHE standards, the need, intention (initiative) and proposal for the design of a new university-wide HPaIP field, or the proposal for modification and the initiative to revoke a university-wide HPaIP field.

3. The meeting of the UBG of the HPaIP field is called and governed by the chairman and is closed to the public. It is carried out according to the topical need to discuss the relevant facts referred to in paragraph 2 of this Article.
4. UBG of HPaIP field is quorate if a majority of its members are present at the meeting. The adoption of a resolution requires the affirmative vote of an absolute majority of all members.
5. The meeting of the UBG of the HPaIP field can be conducted by attendance, via video conference, when the members of the UBG of the HPaIP field are not physically present at the meeting, or in combination. In case of an urgent decision, the chairman of the UBG of the HPaIP field may also make use of per rollam voting by electronic communication.
6. Archiving of the documentation of the UBG of the HPaIP field shall be provided by the relevant UNIZA workplace.

Article 9

Attributes of HPaIP Field Information

A. Name and Content of the HPaIP Field

The HPaIP field is defined by its name and content following the mission and strategic objectives set out in the UNIZA Long-Term Plan. The name and content of the HPaIP field are designed to ensure that the content of the HPaIP field is as close as possible to the name and description of the field of study or to the names and descriptions of a pair of fields of study to which the HPaIP field is assigned. The descriptions of the fields of study are given in the Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic No. 244/2019 Coll. on the system of fields of study in the Slovak Republic.

B. Level of Education in the Field of Habilitation Proceedings and Inauguration Proceedings

1. A prerequisite for obtaining rights in the HPaIP field is that the faculty, or in the case of university-wide HPaIP, the university, has the authorisation to design, implement and modify third-level study programmes in the field of study to which the HPaIP field is assigned. If the HPaIP field is assigned to two fields of study, the faculty, or in the case of university-wide HPaIP, the university, has the authority to design, implement and modify third-level study programmes in both fields of study.

C. Level of Research/Artistic/Other Activity in the field of HPaIP

1. A prerequisite for obtaining rights in the field of HPaIP is the implementation of long-term and continuous research, artistic and other activity in the given field so that the intensity and scope are appropriate to the nature of these proceedings and the results are of an internationally excellent standard. Internationally excellent standard of research, artistic and other activity is the highest level of quality of research, artistic and other activity results, determined by evaluation according to the procedures and criteria set out in the Methodology for the Evaluation of Research, Artistic and Other Activities published by SAAHE. The term does not address the nature or geographical scope, nor the place of implementation, nor the place of dissemination of the research, artistic and other activity results¹.
In justified cases, habilitation proceedings may allow results to reach an internationally significant level. Internationally significant standard of research, artistic and other activity is the second highest level of quality of research, artistic and other activity results, determined by evaluation according to the procedures and criteria set out in the Methodology for the Evaluation of Research, Artistic and Other Activities published by SAAHE. The term does not address the nature or geographical scope, nor the place of implementation, nor the place of dissemination of the research, artistic and other activity results.

¹⁾ Article 26 of the Methodology for the Evaluation of Standards as amended on 22 September 2022

2. Following the standards, the faculty/institute demonstrates the level of research, artistic and other activity outputs through the most significant research, artistic and other activity outputs of the teachers (guarantors and co-guarantors) who are responsible for the development and quality assurance of the HPaIP field, whereby:
 - a) the faculty/institute selects and submits outputs by submitting 5 outputs per teacher, of which at least 2 outputs are from the last 6 years before the year in which the relevant application for accreditation is made,
 - b) the faculty/institute submits a total of 25 outputs,
 - c) the same output is submitted only once under the relevant assessment,
 - d) the same person submits outputs in only one assessment of research, artistic and other activity for accreditation of HPaIP at a higher education institution in the Slovak Republic,
 - e) in case of multi-authored outputs, the same output may be submitted and attributed to other persons in other assessments of research, artistic and other activity for HPaIP accreditation, up to a maximum of three times,
 - f) the faculty/institute shall ensure the availability of records of submitted research, artistic and other activity outputs and responses to these outputs in bibliometric and citation databases, registers of publication and artistic activity records or other retrieval systems that are accepted as relevant to the given HPaIP field.
3. The faculty/institute proves, following the standards, the existence of the critical mass for research and the arts and a high level of quality in research, artistic and other activities by being authorised to design, implement, and modify third-level study programmes in at least half of the fields of study in which it provides higher education according to the Quality Assurance in Higher Education Act.

D1. Level of Criteria for Obtaining the Title of Associate Professor

1. The level of the criteria for obtaining the title of associate professor must be carefully set, in particular, the following:
 - a) the faculty/institute must have adopted and publicly accessible criteria for obtaining the title of associate professor which are following generally obligatory regulations according to the minimum criteria for habilitation and inauguration proceedings in the given HPaIP field specified in Directive No. 211 Procedure for Obtaining the Scientific-Pedagogical Titles and Artistic-Pedagogical Titles Associate Professor and Professor at the University of Žilina, as amended,
 - b) the criteria for obtaining the title of associate professor require the applicant to demonstrate and submit:
 1. third-level university degree,
 2. fulfilment of further qualification requirements, if required by the nature of the relevant HPaIP field,
 3. current scientific and pedagogical or artistic and pedagogical practice in the relevant HPaIP field at a higher education institution,
 4. experience and performance record in higher education tasks of scope, structure, and quality consistent with international practices and specificities in the relevant HPaIP field,
 5. experience and results in the field of research, artistic and other activities in the amount, structure, scope, intensity, level of authorial input and quality corresponding to international practices and specificities in the relevant HPaIP field,
 6. a demonstration that the applicant is a recognised scientific figure in professional circles or an artistic figure in artistic circles in the relevant HPaIP field, in particular, the demonstration of responses to published scientific works or artistic outputs or performances or other outputs of research, artistic and other activity in number, structure and other attributes consistent with international practices and the specificities of the HPaIP field. Autocitations are excluded.
 7. proof that the applicant has produced a coherent scientific work in the relevant HPaIP field with his/her scientific works or has produced a coherent artistic work in the relevant HPaIP field with his/her artistic works and artistic performances.

2. The criteria for obtaining the title of associate professor include measurable indicators with specified minimum threshold values based on international practice in the relevant HPaIP field.
3. The level of the criteria ensures that candidates aspiring to the title of associate professor are required to have at least the same level of scope, intensity, quality, and recognition of their scientific, artistic and other creative activity as was required of candidates in the period before the date when the SAAHE Standards entered into force.
4. In case the faculty/institute did not previously possess HPaIP rights in a given field, then the criteria of another university in the Slovak Republic in the given or a related field of HPaIP or in another similar field assigned to the relevant field of study shall be used as the basis for establishing the faculty's criteria for obtaining the title of associate professor.

D2. Level of Criteria for Obtaining the Title of Professor

1. The level of the criteria for obtaining the title of professor must be carefully set, in particular, the following:
 - a) the faculty/institute must have adopted and publicly accessible criteria for obtaining the title of professor which are following generally obligatory regulations according to the minimum criteria for habilitation and inauguration proceedings in the given HPaIP field specified in Directive No. 211 Procedure for Obtaining the Scientific-Pedagogical Titles and Artistic-Pedagogical Titles Associate Professor and Professor at the University of Žilina, as amended,
 - b) the criteria for obtaining the title of professor require the applicant to demonstrate and submit:
 1. previous acquisition of the title of associate professor,
 2. fulfilment of further qualification requirements, if required by the nature of the relevant HPaIP field,
 3. current scientific and pedagogical or artistic and pedagogical practice in the relevant HPaIP field at a higher education institution,
 4. experience and performance record in higher education tasks of scope, structure, and quality consistent with international practices and specificities in the relevant HPaIP field,
 5. experience and results in the field of research, artistic and other activities in the amount, structure, scope, intensity, level of authorial input and quality corresponding to international practices and specificities in the relevant HPaIP field,
 6. the candidate demonstrates that he/she has influenced the development of the given HPaIP field by setting up a scientific school, or has substantially and significantly influenced and contributed to the further development of an existing scientific school, art school or an original, generally recognized group following on from his/her research, artistic and other activities, in particular, by having supervised at least one doctoral student who completed his/her studies and by supervising at least one other doctoral student after the dissertation examination in the field of study to which the HPaIP field is assigned;
 7. the candidate demonstrates that he/she is a recognised scientist in professional circles or an artist in the artistic circles in the given HPaIP field, and that his/her scientific or artistic works or artistic performances have also achieved international recognition. In particular, he/she has presented responses to published scientific works or artistic outputs or performances or other research, artistic and other outputs in the number, structure and other attributes corresponding to international practices and specificities of the HPaIP field. Responses from abroad are required. Autocitations are excluded.
 8. to demonstrate international recognition, the criteria require written references from leading foreign experts from at least three different countries outside the Slovak Republic, confirming that the candidate meets the requirements for professorship in an international context.

2. The criteria for obtaining the title of professor include measurable indicators with specified minimum threshold values based on international practice in the relevant HPaIP field.
3. The level of the criteria ensures that candidates aspiring to the title of professor are required to have at least the same level of scope, intensity, quality, and recognition of their scientific, artistic and other creative activity as was required of candidates in the period before the date when the SAAHE Standards entered into force.
4. In case the faculty/institute has not yet been granted the right to carry out HPaIP in the given field, it shall use the criteria of another higher education institution in the Slovak Republic in the given or related field of HPaIP or in another similar field assigned to the relevant field of study as a benchmark to meet this requirement.

Staffing of the HPaIP Field

1. The guarantors of the HPaIP field for the habilitation proceedings are responsible for the development and quality assurance of the HPaIP field at the faculty/institute. They are scientifically or artistically employed on the established weekly working time at UNIZA in the HPaIP field or in a related field, in total of 5 persons. At least two of these persons hold the position of professor and have the title of professor, and the other persons hold at least the position of associate professor and have the title of associate professor. In justified cases, it is permissible to have at least one of the five persons holding the post of professor and the other persons at least the post of associate professor. Each of these persons may be responsible for the development and quality assurance of only one HPaIP field at only one higher education institution in the Slovak Republic. The outputs of research, artistic and other activities of each of these persons demonstrably reach an internationally excellent level. One of them is appointed by the dean or the rector as the chief guarantor.
2. Each of the five persons provides proof of previous experience and practice in the provision of habilitation or inauguration proceedings. The person demonstrates this practice by:
 - a) having served for at least 5 years as a member of the scientific board of the higher education institution or the faculty or its similar collective self-governing body, or
 - b) has been a member of a habilitation or inauguration committee, or a member of an inauguration committee, or an opponent of a habilitation thesis or an opponent of an inauguration proceeding, in at least three habilitation or inauguration proceedings; or
 - c) has completed the inauguration proceeding and holds the title of professor, if he/she holds the position of professor, or has completed the habilitation proceeding and holds the title of associate professor, if he/she holds the position of associate professor.
3. The guarantors of the HPaIP field for the inauguration proceedings are responsible for the development and quality assurance of the HPaIP field at the faculty/institute. They are scientifically or artistically employed on the established weekly working time at UNIZA in the HPaIP field or in a related field, in total of 5 persons. At least two of these persons hold the position of professor and have the title of professor, and the other persons hold at least the position of associate professor and have the title of associate professor. In justified cases, it is permissible for the field guarantors not to hold the title of professor or associate professor. Each of these persons is responsible for the development and quality assurance of only one habilitation proceedings and inauguration proceedings field at only one higher education institution in the Slovak Republic. The outputs of research, artistic and other activities of each of these persons demonstrably reach an internationally excellent level. One of them is appointed by the dean or the rector as the chief guarantor.
4. Each of these persons provides proof of previous experience and practice in the provision of habilitation or inauguration proceedings. The person demonstrates this practice by:
 - a) having served for at least 5 years as a member of the scientific board of the higher education institution or the faculty or its similar collective self-governing body, or
 - b) has been a member of a habilitation or inauguration committee, or a member of an inauguration committee, or an opponent of a habilitation thesis or an opponent of an inauguration proceeding, in at least three habilitation or inauguration proceedings; or

- c) has completed the inauguration proceeding and holds the title of professor, if he/she holds the position of professor, or has completed the habilitation proceeding and holds the title of associate professor, if he/she holds the position of associate professor.
- 5. Each of the HPaIP field guarantors may be responsible for the development and quality assurance of no more than one HPaIP field at UNIZA. At the same time, he/she cannot bear responsibility for the development and quality assurance of any other HPaIP field at a different higher education institution.
- 6. The composition of both the UNIZA's Scientific Board and the faculty's Scientific Board shall follow the Higher Education Act. The Scientific Boards shall consist of eminent experts, with at least one expert with the professional capacity to assess HPaIP in the field of study to which the HPaIP field is assigned.

F. Procedure for Obtaining the Titles of Associate Professor and Professor at UNIZA

- 1. UNIZA has an established and publicly accessible procedure for obtaining the titles of associate professor and professor in the Directive 211 Procedure for Obtaining the Scientific-Pedagogical Titles and Artistic-Pedagogical Titles Associate Professor and Professor at the University of Žilina, as amended, which follows the generally binding regulations, while the specified procedure and the generally obligatory regulations are strictly observed. The procedure at UNIZA guarantees:
 - a) transparency and openness of the procedures under equal conditions for all applicants, which are known to them in advance,
 - b) impartial, objective, technically provided, consistent, and unambiguous verification of the fulfilment of the requirements and criteria provided by the applicant,
 - c) proven academic fraud on the side of the applicant is a reason for the non-award of the title of associate professor or non-appointment as professor,
 - d) that the selection and composition of the members of the habilitation committee, the members of the inauguration committee and the opponents of the HPaIP follow the generally binding regulations,
 - e) that the members of the habilitation committee, the members of the inauguration committee and the opponents of the HPaIP are active in the given HPaIP field or, in justified cases, in the field of science, technology and the arts according to the focus of the candidate's research, artistic and other activity.

Article 10 Final Provisions

- 1. Any changes and additions to this Directive can only be made through numbered amendments, after discussion of the UNIZA's Scientific Board and after approval of the UNIZA's Accreditation Board.
- 2. Habilitation and inauguration proceedings which began before the date of entry into force of this Directive are governed by the regulations still in force.
- 3. This Directive was discussed by UNIZA's Academic Senate on 21 June 2021 and approved by UNIZA's Scientific Board on 1 July 2021.
- 4. This Directive enters into force and effect on the day of its approval by the UNIZA's Scientific Board, i.e. on 14 October 2021.
- 5. Amendment No. 1 to Directive No. 208 was discussed by UNIZA's Academic Senate on 25 April 2022 and approved by UNIZA's Scientific Board on 5 May 2022.
- 6. This Amendment enters into force and effect on the day of its approval by the UNIZA's Scientific Board, i.e. on 5 May 2022.
- 7. Amendment No. 2 to Directive No. 208 was discussed by UNIZA's Academic Senate on 13 June 2022 and approved by UNIZA's Scientific Board on 17 June 2022.
- 8. Amendment No. 2 enters into force and effect on the day of its approval by the UNIZA's Scientific Board, i.e. 17 June 2022.
- 9. Amendment No. 3 to the Directive No. 208 was discussed by the UNIZA's Scientific Board on 14 December 2023 and approved by the UNIZA's Accreditation Board on 18 December 2023.

10. Amendment No. 3 enters into force and effect on the day of its approval by the UNIZA's Accreditation Board.
11. Amendment No. 4 to the Directive No. 208 was discussed by the UNIZA's Scientific Board on 27 March 2025 and approved by the UNIZA's Accreditation Board on 03 April 2025.
12. Amendment No. 4 enters into force and effect on the day of its approval by the UNIZA's Accreditation Board.

Prof. Ing. Ján Čelko, CSc.
Chairman of the UNIZA Accreditation Board