

## Guidelines for awarding the title of docent at the Faculty of Information Technology and Communication Sciences (ITC)

This document sets out the procedure for the conferral of the title of docent at the Faculty of Information Technology and Communication Sciences. It is based on the Tampere University's President's decision issued on 12 February 2019. The Universities Act (558/2009, Section 89) contains provisions governing the awarding of the title of docent.

### The title of docent

The primary role of the docent is to, for example,

- Demonstrably apply for external funding as a representative of the faculty
- Demonstrably provide teaching in the field of science of the docent
- Demonstrably participate in research and the publication of research in collaboration with the researchers at or affiliated with the faculty.

### Criteria for receiving the title of docent:

- A doctoral degree
- In-depth expertise in a scientific or artistic field
- The ability to pursue independent scholarly or artistic activity as demonstrated through publications or otherwise
- As a rule, notable scientific or artistic outputs after completion of the doctoral degree relevant to the duties and needs assessment for the applied position. (Candidates for the title of docent are recommended not to apply for the title too early in their career.)
- Good teaching skills; as demonstrated in accordance with the procedure of the teaching evaluation board and its methods of evaluation
- Demonstrated continuous scholarly publishing in an area relevant to the field of the docentship in the last five years
- Experience of Bsc/Msc/PhD student supervision
- For a justified reason, the title of docent may be awarded to a person employed by Tampere University
- When processing and reviewing the applications, ITC Faculty's management group also considers the relevance of the applicant's scientific activities for the faculty's research profile.

### Applying for the title of docent:

- To apply for the title of docent, please prepare an informal application addressed to the President that clearly indicates the field of your proposed docentship.

### Enclose the following documents to your application:

- CV (prepared according to the guidelines issued by the Finnish Advisory Board for Research Integrity TENK), [https://www.tenk.fi/sites/tenk.fi/files/CV\\_english\\_270613.pdf](https://www.tenk.fi/sites/tenk.fi/files/CV_english_270613.pdf)
- Copy of your doctoral degree certificate
- List of publications (prepared according to the guidelines issued by the Academy of Finland), <https://www.aka.fi/en/funding/apply-for-funding/az-index-of-application-guidelines/list-of-publications/>
- 10 selected publications or artistic works relevant to the applied position.

- A brief written statement describing your most important postdoctoral activities and achievements as they relate to the docentship and your ability to pursue independent scholarly/artistic activity.
- A teaching portfolio (max. 5 pages, prepared according to the guidelines issued by the Tampere University) including: descriptions of the applicant's pedagogical thinking and educational vision; pedagogical competences; teaching and supervision experience; development of teaching and supervision competence; and, the co-development of teaching. In addition, the teaching portfolio must include the applicant's previous teaching competence reviews and other pedagogical achievements, <https://www.tuni.fi/sites/default/files/2019-10/guideline-for-applicants-teaching-portfolio.pdf>

### **Awarding of the title of docent**

- The application procedure may be conducted in Finnish or English
- Applications for the title of docent are reviewed by the management group of the ITC faculty.
- The management group will request a professor, who represents the field of the proposed docentship, to provide a statement that describes how the docentship is expected to promote and support research/artistic works and education in the field. In the statement, the professor may put forward two impartial experts to review the candidate's qualifications to become a docent.
- The management group of the ITC Faculty will assess the need for the proposed docentship before proceeding with the evaluation of the application.
- If the management group considers the docentship to be necessary and consistent with the activities of the faculty at Tampere University, the faculty will request a statement on the candidate's scientific or artistic qualifications from at least two internationally-renowned experts external to the faculty.
- A person applying for the title of docent may oppose the appointment of an expert that he or she feels has a conflict of interest that could prevent an impartial review, Finnish Administrative Procedure Act 434/2003, 27-28§
- When evaluating the competence of an applicant for the title of docent, experts must consider the field of research/artistic works and its possible specification. Expert statements may focus on the applicant's main activities and body of work and briefly evaluate 4 other publications/artistic works. The length of the statement should be 2-3 pages.
- When evaluating the applicant's scientific/artistic competence, a general requirement is that the applicant has, in addition to their doctoral dissertation, published research/artistic works which demonstrates their ability to independently conduct research. This means publications which at a minimum correspond to the requirements and scope of a doctoral dissertation, including international publications. The publications must significantly expand on or deepen the research area of the applicant's doctoral dissertation or the applicant's scientific research activities/artistic works.
- After the experts have provided strongly favourable statements on the applicant's scientific competence for the title of the docent, the applicant's teaching and supervision competence will be evaluated. The applicant will provide a teaching demonstration, unless it is considered unnecessary under specific conditions. The teaching demonstration is public and is evaluated by the pool of teaching and learning experts. The applicant is deemed to possess the good teaching skills required from a docent if the applicant's teaching demonstration receives the minimum grade of "good", <https://www.tuni.fi/sites/default/files/2019-12/the-assessment-of-teaching-competence-at-tampere-university.pdf>

- The management group of the ITC faculty will review the application documents and expert statements to determine whether the candidate possesses the required scientific or artistic qualifications and teaching skills and submit a proposal to the Dean regarding the awarding of the title of docent.
- The Dean will prepare a proposal regarding the awarding of the title of docent and send it to the Provost.
- The President awards the title of docent upon the recommendation of the Provost.
- The ITC Faculty Council will be notified of the new docentship.

Docent applications for the title of docent are sent to the Head of Administration by email:

[kirsi.aalto@tuni.fi](mailto:kirsi.aalto@tuni.fi)