

ASSESSMENT CRITERIA FOR DOCENTSHIP AT THE FACULTY OF MEDICINE

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Assessment criteria for docentship at the Faculty of Medicine

This document has been translated into English. In case of divergence of meaning between this document's English and Swedish wording, the Swedish wording shall prevail.

Background

A docentship within a specific area of research or teaching may be applied for once the applicant has been awarded their doctoral degree. The justification for a docentship is that it must be useful for research and education at the Faculty of Medicine at Umeå University. Therefore, the prospective docent must be active as both researcher and teacher in one of the programmes within the Faculty. The applicant must also be able to document both research proficiency and subject expertise, as well as teaching competence within the subject relevant to the application. A docentship requires the applicant to be associated with a department within the relevant subject area and to have shown to be of use to the department in terms of research and education.

A docentship involves both rights and responsibilities. A docent in the Faculty of Medicine at Umeå University is entitled to conduct independent research and to supervise doctoral students. However, a docentship does not automatically come with special resources. The Faculty of Medicine, for its part, expects continuing research activity and is entitled to demand that the docent assist in teaching and other tasks, such as supervision, membership of examining committees, and expert assignments. The docentship gives those who do not hold a teaching position in the faculty a natural link to it. A docent may also be used as a faculty opponent.

Handling of applications

The application for a docentship is assessed by The Hiring and Docent Board [Anställnings- och docentnämnden (ADN)], which accepts or rejects applications based on application documents, expert statements and a statement from the Head of Department. An overall assessment is made of the applicant's qualifications. Decisions regarding the admission of an unsalaried docent are taken by the Dean. The **subject designation** of the docentship must reflect its chief scientific and educational focus.

To be eligible for a docentship within a specific subject area, the candidate must fulfil the following criteria:

- Research proficiency
- Expertise within the subject area
- Teaching experience and proficiency in education
- Associated with the Faculty of Medicine, Umeå University

Fixed term

A docentship at the Faculty of Medicine, Umeå University, is to a fixed term of six years, with the possibility of extension. Before the end of this six-year appointment, the docent must apply for a renewal, and the subject representative must attest that the docent continues to be of use for education and research within the discipline in question, *i.e.* be able to support continued activity in education and research in the subject. If this cannot be attested, the title of docent may be retained, but the docentship is no longer associated with the Faculty of Medicine at Umeå University. The association may be subsequently reinstated on application. For docents who are tenured teachers at the Faculty, the requirement for continued activity in education and research in the subject is considered to be fulfilled by their appointment.

Docentship lecture

After the Dean has decided to admit the docent, on the recommendation of the ADN, the new docent must make an approximately 45-minute presentation on his or her current and future planned research and teaching. The department is responsible for ensuring that this takes place.

Research proficiency

In addition to what is required for the doctoral degree, the applicant must demonstrate their total scientific output, proficiency and independence within their area of research. Research proficiency will be assessed by an external expert. An overall assessment is made regarding the applicant's scientific independence, where a clear independent research line after the thesis defence is decisive.

The minimum for research production is normally 15 original articles, including articles that were part of the thesis, but quality and author position on the articles are also taken into account. Monographs will be subject to separate assessment. The articles must be published or accepted for publication (supported by copies of communications from journals) in international academic journals with peer review system. Normally, the most essential part of a person's academic production should be post thesis defence. The academic production must demonstrate sufficient depth and breadth. What primarily merits a docentship is original articles in which the applicant has a clearly identifiable role.

The applicant's independence must be apparent in the application. This independence may, for example, be demonstrated through taking responsibility for one's own research, a new area of research, or supervision of doctoral or postdoctoral students or visiting researchers. The applicant must be last author on at least one original article and first or last author on at least one more, published after the dissertation. These articles should not include the main supervisor, and co-supervisor/s (if the co-supervisor is a co-author on dissertation work). The applicant is expected to be registered as a main or assistant supervisor for at least one doctoral student. Success in obtaining own external research grants as principal investigator is strongly meritorious. Experience from working in a different research team from the one in which the applicant carried out his or her thesis work is also strongly meritorious. An invitation to write review articles and an invitation as the keynote speaker at international conferences are also merits.

Subject expertise

Subject expertise is assessed primarily based on the Head of Department's statement.

The applicant must have deepened and broadened their subject expertise considerably above and beyond what is required for a doctoral degree. This may have occurred, for example, through a postdoctoral position at another institution, active participation in seminars within the institution, attendance at national and international conferences within the subject, or through independently planning and managing teaching within the subject for students at both basic and advanced undergraduate levels.

As a minimum requirement, it is expected that the applicant must have worked within the subject area for five years, of which two to three years need to be post-doctorate. For physicists and dentists, the applicant must be a specialist in the clinical subject in which the docentship is being applied for. If the applicant is not a specialist, a docentship in the subject may be applied for, with the addition of "experimental" before the subject or "research" after the subject, e.g. *experimental surgery* or *general medical research*.

Teaching experience and proficiency as an educator

Docentships at the Faculty of Medicine at Umeå University require experience of at least 120 hours of individual teaching time and participation in certain forms of teaching as listed below. Teaching experience should include programmes at both basic and advanced undergraduate levels, and where applicable, specialist medical training programmes. Placement as excellent or qualified in the university's educational qualification system is of special merit. Furthermore, certain completed higher educational teacher training course elements are required (see below).

Teaching qualifications

The application must list the following teaching qualifications. There will be an overall assessment of the pedagogical skills.

Preparation time is *not* included in the hours stated. These refer *only to hours when the person interacts with students*. Below follows a list of how the required 120 hours can be credited, as well as what else needs to be fulfilled:

- A significant part of the teaching *must* be completed during the last 6-year period.
- The main part (at least 60 hours) *must* consist of teaching at undergraduate and graduate levels.
 - At least 30 hours of teaching *must* be completed at a Swedish university.
- Teaching at institutions of higher learning outside Sweden *may* be included in the 120 hours (except for the 30 hours in the previous point) and must in that case be certified by the course coordinator or the Head of Department where the teaching was carried out.
- Within the required 120 hours, a mixed and balanced distribution between different types of

teaching *must* be presented. Examples of different types of teaching are:

- Lectures
- Practical teaching including group supervision and/or practical teaching, laboratory work, bedside teaching, clinical elements, etc.
- Seminars
- Online teaching
- Scientific supervision of students (maximum 40 hours of the total 120 hours)
 - main supervision for degree projects at undergraduate and graduate levels (15-credit degree projects correspond to 20 hours)¹.
 - main supervision of students at post-graduate level (supervision for 6 months is equivalent to 40 hours).
 - assistant supervision of post-graduate-level students (supervision for 6 months is equivalent to 40 hours). The role as assistant supervisor needs to be described.
- Some form of course management/administration/development *must* have been completed at undergraduate, graduate, or doctoral degree levels. The course management/administration/development *must* be clearly presented.
 - The course management *may* consist of responsibility for a course component in a larger course. A course description *must* be attached. Single/occasional cases/practical exercises or lectures do not count as courses.
 - Course management and responsibilities for specialist training for licensed personnel in health care may be included. Syllabus *must* be attached.
- Scheduled teaching at doctoral degree level *may* be counted.

Higher education teacher training course elements

The courses *must* have been completed within the last 15 years before the application date (unless there are special reasons).

The following documented educational course elements *must* have been completed:

- Higher education teacher training course elements via The Centre for Educational Development (UPL) at Umeå University for teaching at university level, covering at least five weeks (7,5 credits)
 - Corresponding educational courses at other Swedish universities *may* be counted.

¹ Supervision of academic work of interns, equivalent to at least 10 weeks with reporting in the form of a presentation as well as a written report, will be regarded as equivalent to supervision of one 15-credit degree project.

- Foreign higher education courses for teaching at university level may be taken into account (syllabus and course certificate must be attached). Basic higher education teacher training course elements for teaching at university level at a Swedish university, covering at least 1 week (1,5 credits), is required.
- Doctoral supervision course equivalent to at least two weeks (3 credits) at a Swedish university