



# Criteria for assessment and descriptions of research or artistic expertise, as well as pedagogical expertise, when appointing Professors and Associate Professors

A complete application for an appointment as a teacher must contain:

1. a personal letter, including contact details
2. a curriculum vitae
3. a list of articles published
4. an account of a) research experience or b) artistic expertise
5. an account of pedagogical experience and activities
6. an account of experiences of developing and managing activities and staff
7. an account of experiences regarding interacting with the surrounding society and popularizing science
8. a research plan (primarily for research-oriented appointments)
9. certified copies of relevant diplomas
10. copies of relevant publications and pedagogical work (see also Section 5)
11. references, including contact details

The Dean (or the Vice-Chancellor for professorships) may specify additional instructions for an application. The candidate may cite only scientific articles that have been published or are in manuscript form (but not for doctoral theses) at the expiration of the application period.

## Explanatory instructions for Sections 4 and 5

### 4 a. Criteria for assessment for research expertise

Research expertise must have been demonstrated by means of independent production

**Criteria:**

- quality and scope
- originality
- productivity
- contributions to the international scientific community
- projects for the scientific community
- ability to obtain external research funding in competition with others
- collaboration with the community at large



## UMEÅ UNIVERSITET

The Dean may specify additional objective criteria for assessment of research expertise. After consultation with the Dean, the Vice-Chancellor may specify additional objective criteria for assessment of research expertise when appointing professors.

### 4 b. Criteria for assessment for artistic expertise

Artistic expertise must have been demonstrated by means of independent production or projects, as well as artistic research and development.

#### **Criteria:**

- quality and power of expression
- originality
- visibility and evaluation in artistic and professional connections
- productivity
- research and development efforts
- distinctions, scholarships, etc.
- collaboration with the community at large

The Dean may specify additional objective criteria for assessment of artistic expertise. After consultation with the Dean, the Vice-Chancellor may specify additional objective criteria for assessment of artistic expertise when appointing professors.

### 5. Criteria for assessment for pedagogical expertise

When appointing Professors and Associate Professors, pedagogical expertise must have been demonstrated by means of documented experience of scientific or artistic instruction at the university.

#### **The criteria are:**

- ability to plan, implement and evaluate instruction, as well as supervise and examine students at all programme levels
- ability to adapt teaching methods and types of examinations to intended learning outcomes and the nature of the subject
- experience of collaboration with the community at large when planning and implementing programmes
- participation in the design of educational settings, instructional materials and study resources
- a contemplative approach to learning and the role of the teacher

#### **Report of pedagogical expertise (portfolio)**

Pedagogical expertise may be effectively presented by means of a portfolio with the following headers:

- a) Educational assumptions and views  
Describe your educational assumptions and views
- b) Pedagogical experience  
Specific instructional experience with examples that demonstrate your pedagogical expertise (see criteria above). Describe activities, target groups, teaching choices,



## UMEÅ UNIVERSITET

outcomes, lessons learned and thoughts, participation in the design of educational settings, instructional materials and study resources. Verify your descriptions in a suitable manner.

c) Evaluations and assessment

Specify certificates or criteria for assessment by heads of departments, directors of study, colleagues, external panels of experts, students, etc. List a reference if at all possible.

### *Curriculum vitae (CV) demonstrating acquisition of pedagogical qualifications*

Attach an educational CV to your pedagogical portfolio. The following headings should be included. When possible, describe the content, scope and level of the specific activity.

- Teaching experience, including supervision
- Teacher education, skills development and continuing professional development
- Educational research and development
- Production of study resources, books, etc.
- Participation at pedagogical conferences
- Educational planning or projects with pedagogical responsibility
- Pedagogical distinctions

### *Attachments to a pedagogical portfolio*

Examples of possible attachments, along with the associated CV:

- Certificates of participation in pedagogical courses and programmes
- Copies of pedagogical distinctions
- Summaries of course evaluations
- Assessments by supervisors and colleagues concerning pedagogical skills
- Examples of study resources that you have designed
- Examples of study guides or other instructions