

BRNO UNIVERSITY OF TECHNOLOGY

FACULTY OF ELECTRICAL ENGINEERING AND COMMUNICATION

DEAN'S GUIDELINE No. 9/2016

Evaluation of pedagogical and creative activities at FEEC BUT

The results of pedagogical and creative activities of the employees and doctoral students at FEEC are evaluated and recorded mainly for the reason of following the career growth of the employees and doctoral students at FEEC. They can also be used in the process of allocating the funds from the Research and Development grants (assigned to FEEC from BUT level) to the individual departments at FEEC.

RATING CATALOGUE

The results of pedagogical and creative activities rated at FEEC can be found in Rating Catalogue (hereinafter Catalogue), which is a constituent part of this Guideline.

The Catalogue comprises a list of rated activities and their rating in points within FEEC. The rated activities are divided into five categories: MetRVVI, Category_A, Category_B, Category_C, Category_D.

MetRVVI

This comprises the publication results and patents for which rating according to the currently valid RVVI Methodology exists and which are registered in RIV database.

In order to decide on the rating points of the individual activities in terms of MetRVVI category, it is distinguished between:

- FEEC points rating of the given activity at a FEEC level
- BUT points rating of the selected creative activities at a BUT level (this solves e.g. the problem of the changing rating points for publications in the journals with impact factor).

result points = FEEC points,

= BUT points if the activity is rated more than zero in BUT points in BUT IS.

Category_A

Other creative activities (publication results and the results of applied research and development) which are not rated in points according to the currently valid RIV Methodology.

Category_B

This comprises activities acknowledged by the academic community.

Category_C

This comprises activities related to teaching.

Category_D

This comprises activities related to the education of academic staff and leading scientific teams.

The activities included in **Category_A, Category_B, Category_C, and Category_D** are rated in FEEC points only.

Each rated activity is characterized by one of the five above mentioned categories and an alphanumerical code. The individual activities are further divided into six items for better arrangement: Personal, Projects, Publications, Citations, Patents, and Products. For the purpose of the evaluation of creative activities in doctoral studies, selected activities acquire also parameters PhD Category and Weighted PhD Category.

The results of pedagogical and creative activities are entered in BUT IS by their authors or authorized personnel (the data controller). The share of the authors on the result is respected when rating the concrete result of the employee's or doctoral student's creative activity.

After each calendar year, the correctness of the entries concerning creative activities in BUT IS is checked. The Attestation Committee of the faculty validates the activities entered in MetRVVI category. The Attestation Committee is entitled to require deletion or correction of incorrectly entered activities.

The resulting rating of each employee or doctoral student is stored in BUT IS.

USE OF THE CATALOGUE

The evaluation according to MetRVVI category is used for allocating the institutional support (source 2112) and for assigning funds to the specific research projects (source 2100), *see Rules for allocating financial resources at FEEC BUT*.

The rating of all activities in the Catalogue serves mainly for following the career growth of the employees at FEEC and as an additional source of information for the complex assessment of applicant's profile for:

- appointment as a supervisor of doctoral students (if not Associate Professor or Professor),
- initiation of habilitation procedure,
- initiation of professor appointment procedure.

Recommended minimum rating points for individual categories:

	MetRVVI	Category_A ¹	Category_B	Category_C	Category_D
Appointment as a supervisor of DS	30 ²	20	0	10	2
Initiation of habilitation procedure	60 ³	40	20	40	10
Initiation of professor appointment procedure	150 ⁴	100	100	100	50

¹ Rating points in Category_A can be substituted by points in MetRVVI category.

² The necessary condition is the authorship or co-authorship of at least one paper with code A102 or A103, type "Article", "Review, or "Letter".

³ The necessary condition is the authorship or co-authorship of at least five publications in the field of the habilitation procedure registered in the databases Web of Science or SCOPUS, of these at least two of the type "Article", "Review, or "Letter".

⁴ The necessary condition is the authorship or co-authorship of at least ten publications in the field of the professor appointment procedure registered in the databases Web of Science or SCOPUS, of these at least five of the type "Article", "Review, or "Letter".

The achievement of the recommended rating points in itself **does not entitle** anyone to the given qualification (or degree).

The overview of the achieved ranking points in the individual categories for a required period (last year, last five years, lifelong) can be generated in BUT IS. The print report comprises the list of creative activities in the required period ordered by the individual categories, including the sum total of the ranking points in the individual categories.

FINAL PROVISIONS

The guideline comes into force upon signature. To the same date, the Dean's Guideline No. 1/2015 Evaluation of pedagogical and creative activities at FEEC BUT is revoked.

Brno 1.9.2016

prof. Ing. Jarmila Dědková, CSc., signed
Dean of FEEC BUT

CATALOGUE OF RATING POINTS

Category MetRVVI

Code	Item	PhD category	Weighted PhD category	Default FEEC rating	BUT rating	Result rating	Description
A101	Publication	A	30	40	40	40	Science book
A102	Publication	A	30	35	Formula RVVI respecting IF	If BUT points <>0 then BUT points, else FEEC points	Research paper in impact journal in Web of Science
A103	Publication	B	20	35	Formula RVVI respecting IF	If BUT points <>0 then BUT points, else FEEC points	Research paper in peer-reviewed journal in SCOPUS or ERIH database
A104	Publication	C	10	8	Formula RVVI respecting IF	If BUT points <>0 then BUT points, else FEEC points	Research paper in an article collection registered in Web of Science or SCOPUS databases
A107	Patent	H	30	100	100	100	"European" patent (EPO), the USA (USPTO), and Japanese patent
A110	Publication	A	30	40	40	40	Chapter in a science book
A306	Patent	H	30	10	10	10	Czech or another national patent granted, so far not used or used by the owner of the patent
A307	Patent	H	30	50	50	50	Czech or other national patent (with the exception of the USA and Japan), which is used according to a valid licence agreement

Notes to the individual result codes:

A101

A science book is a printed or electronically published non-periodical publication of at least 50 printed pages of text, photographs, pictures, maps, etc. not included. It must be reviewed by at least one generally acknowledged specialist in the given field in the form of a peer review (not originating from the book authors' place of work). It concerns an exactly formulated problem in a defined research field, and contains a formulation or formulations of an identifiable and scientifically acknowledged methodology (explicitly formulated methodological outcomes also in monographies leading to applications and/or formulation of a new methodology based on the current theoretical research in the given field). The book has an ISBN or ISMN code. If the book is published in the Czech Republic, a mandatory copy must be registered in the National Library of the Czech Republic.

For more detailed definition see www.vyzkum.cz.

As science books are not considered e.g.:

- teaching materials (i.e. textbooks, coursebooks);
- reviews and assessments, studies, translations, manuals, information and promotion brochures, yearbooks (with the exception of those complying with the requirements placed on a science book), annual or other periodical reports;
- published diploma, doctoral, habilitation, and dissertation theses;
- printed or electronically published sets of reviews or abstracts, purposely published sets of research papers (e.g. within one workplace);
- methodical guidelines, catalogues and norms;
- collections (individual contributions in the collection correspond with the result type "Research paper in an article collection");
- selective bibliographies, annual reports, speeches, reports, sets of student competition papers, tourist guides;
- memoires, information materials, popularizing monographies, biographies, autobiographies, purposely published monographies of concluding grant or project reports.

A102

A paper published in a science research journal regardless of the country of publisher with a UT ISI code. This relates to full text papers structured according to the journal publishers' requirements on scientific articles (most commonly abstract, introduction, literature overview, materials and methods, results, discussion, conclusion) with the customary way of source citations, alternatively with notes, not only informative articles, editorial materials, corrections, or abstracts and

summaries, even if published in a science journal. A science journal is peer-reviewed, published as a periodical publication in printed or electronic form and has an ISSN or e-ISSN code. The value IF relates to the year immediately preceding the year of publication. The paper must be registered in the database as "Article", "Review", or "Letter".

As research papers are not considered e.g.:

- periodicals, or special periodicals published with ISSN along with ISBN in the form of a book (these cases often occur with conference contributions registered in WoS and SCOPUS databases). The papers published in this type of source belong to the results of "Research paper in an article collection" type;
- periodicals without peer reviews or without a disclosed way of reviewing (e.g. some periodicals issued in an Open Access form);
- periodicals of a daily or newspaper type (thematic "popular science" supplements to the daily or weekly newspapers, professionally oriented newspapers);
- popular science periodicals for lay public issued by commercial publishers, public and other institutions;
- popularizing professional periodicals for wider professional public, e.g. issued by professional associations, scientific institutions, etc. with the purpose of promoting and popularizing science;
- forms and newsletters;
- special issues of journals comprising texts of conference contributions are not considered as periodicals.

A104

A research paper in an article collection presents original research findings achieved by the author or a team of which the author was a member. The paper has a usual structure of a scientific text with a customary way of source citation (not abstract or extended abstract) and is published in a collection.

An article collection is a peer-reviewed non-periodical publication issued as conference, seminar, or symposium proceedings, which consists of self-contained papers by different authors comprising in most cases a common element or related topic and which attained both ISSN and ISBN code or only an ISBN code.

As a "Research paper in an article collection" is evaluated a paper which is registered

- a) in the Sources of SCOPUS database as Book series or Conference Proceedings which attained an ISBN, alternatively both ISSN and ISBN code,
- b) in the Conference Proceedings Citation Index of Thomson Reuters database which attained an ISBN, alternatively both ISSN and ISBN code,
- c) a paper in a special issue of a journal registered in one of the above-mentioned databases which is dedicated to the publication of conference papers and has an extent of at least two pages.

As a research paper in an article collection are not considered:

- sets of research papers issued on occasion (e.g. within one workplace, anniversary, celebrations of founding and anniversary conferences);
- collected and published abstracts or extended abstracts;
- ordered and already elsewhere published articles etc.

For the purposes of the rating at the faculty level it is possible to recognize also conference papers in a collection not registered in one of the above-mentioned databases. In such cases a previous year's collection must be registered in these databases.

A107

An international patent is the invention for which a certificate of invention has been issued by European Patent Office or respective patent offices in Japan or the USA. The result is a granted patent. The result can be considered as applicable only after the certificate or another document with the same effect has been issued. A patent application in whichever stage of the patent granting procedure cannot be considered as a result of this type.

A110

A chapter or chapters in a science book (if the book complies with the definition of the result type "Science book") is applicable in the case when the whole book has only an editor or in the cases when the author is indicated as a co-author (even if with a minority content contribution) and is a member of the team of authors with distinctly stated main authors of the whole book (title page or the reverse side of the title page). The chapter must have a clearly indicated author or a team of authors.

If a science book is listed in RIV as a result of "Science book" type, its chapters cannot be claimed as results of "Chapter in a science book" type.

A306

A patent is the invention for which a certificate has been issued by:

- Industrial Property Office under the conditions of the Patent Act, Law No. 527/1990 Coll., on inventions and rationalisation proposals, as amended by subsequent laws, for a Czech patent;
- authorized patent offices under the conditions set by the given patent office for other patents.

The result is a granted patent. The result can be considered as applicable only after the certificate (in the case of a Czech patent) or another document with the same effect has been issued. A patent application in whichever stage of the patent granting procedure cannot be considered as a result of this type. The patent is not used so far.

A307

A patent is the invention for which a certificate has been issued by:

- Industrial Property Office under the conditions of the Patent Act, Law No. 527/1990 Coll., on inventions and rationalisation proposals, as amended by subsequent laws (for a Czech patent);
- authorized patent offices under the conditions set by the given patent office (for other patents).

The result is a granted patent. The result can be considered as applicable only after the certificate (in the case of a Czech patent) or another document with the same effect has been issued. A patent application in whichever stage of the patent granting procedure cannot be considered as a result of this type. The patent is used (with economic benefit) by the owner of the patent or is used according to a valid licence agreement.

Category A

Code	Item	PhD category	Weighted PhD category	Default FEEC rating	BUT rating	Result rating	Description
A105	Publication	C	10	6		6	Research paper in an article collection outside of WoS or SCOPUS
A106	Products	I	5	10		10	Pilot test, tried-and-tested technology
A108	Publication	B	20	8		8	Research paper in an international foreign journal without IF
A109	Publication	B	20	10		10	International foreign monography with original sections
A302	Publication	C	10	4		4	Research paper in a journal registered in the list of non-impact peer-reviewed periodicals published in the Czech Republic
A303	Publication	C	10	8		8	Monography with original sections published in the Czech Republic
A304	Publication	D	4	3		3	Original contribution at a national conference (seminar)
A305	Products	I	5	5		5	Prototype, certified methodology, working model, software, utility model, and industrial design
A309	Publication	C	10	2		2	Original paper published in a Czech professional journal
A311	Publication			2		2	Overall research report

Notes to the individual result codes:

A105

A research paper with a usual structure of a scientific text and a customary way of citations (not abstract), published in an article collection.

An article collection is a non-periodical publication issued as international conference, seminar, or symposium proceedings which attained an ISBN code. The collection is not registered in WoS or SCOPUS databases. An international conference is characterized by a programme/scientific committee. The contribution must be written in English, German or French.

A106

A **pilot test** proved the original research and development findings which were achieved by the author or a team of which the author was a member. This means checking the functionality of laboratory procedures in a larger scale, i.e. in trial runs to verify the properties, functions, failure rate, and other monitored parameters for bringing a new system into operation for a maximum or planned performance. A pilot run must be accompanied by at least a proposal or construction of a device which will enable the intended production in a larger quantity (mass or series production). The condition is the innovativeness and uniqueness of the proposal – the whole production procedure (technology) including the machinery and equipment documentable by the whole technical documentation of the finding. A pilot test is not an existing or working operation in which only partial technological or system elements are changed, extended or innovated, including the controlling parts.

A **tried-and-tested technology** means that the findings of an original research, development and innovations were implemented by the author or a team of which the author was a member. It is similar to a pilot test with the difference that the innovation is applied in a manufacturing procedure (technology). The condition is testing (verifying) the technology based on a verification protocol and immediately following implementation in manufacturing process documentable by a contract or agreement. A tried-and-tested technology is e.g. a finding which is a subject of a contract for implementing the findings of research between the author of the finding (benefactor or other party) and the user of the finding. The condition is the technical documentation of the finding. The result must be related to an applied research project in BUT IS.

A108

Non-impact international peer-reviewed journals published abroad and not registered in any recognized world-wide citation database. The article must be more than one page long (printed in the journal format). The journal must have an ISSN code. The article must be written in English, French, or German.

A109

A monography complying with the definition of a “Science book” but with the extent of less than 50 printed pages (the registration of a mandatory copy in the National Library of the Czech Republic is not necessary).

To this category do not belong:

- books without an ISBN or ISMN code;
- teaching materials (i.e. textbooks, coursebooks);
- reviews and assessments, studies, translations, manuals, information and promotion brochures, yearbooks (with the exception of those complying with the requirements placed on a science book), annual or other periodical reports;
- published diploma, doctoral, habilitation, and dissertation theses;
- common language dictionaries;
- printed or electronically published sets of reviews or abstracts, purposely published sets of research papers (e.g. within one workplace);
- printed or electronically published sets of abstracts or extended abstracts or spoken excerpts from conference contributions;
- methodical guidelines, catalogues and norms;
- collections (individual contributions in the collection correspond with the result type “Research paper in an article collection”);
- fiction, popular-science literature, travel guides, drama texts;
- selective bibliographies, annual reports, speeches, reports, sets of student competition papers, tourist guides;
- commercial translations from foreign languages;
- memoirs, information materials, popularizing monographies, biographies, autobiographies, purposely published monographies of concluding grant or project reports.

A302

A current list of non-impact peer-reviewed periodicals published in the Czech Republic can be found at www.vyzkum.cz. Among these periodicals are e.g. Elektrorevue, Elektro, EnergySpectrum, Energetika, Electroscope, Slaboproudý obzor, etc.

A303

A monography complying with the definition of a “Science book” but with the extent of less than 50 printed pages (the registration of a mandatory copy in the National Library of the Czech Republic is not necessary).

To this category do not belong:

- books without an ISBN or ISMN;
- teaching materials (i.e. textbooks, coursebooks);
- reviews and assessments, studies, translations, manuals, information and promotion brochures, yearbooks (with the exception of those complying with the requirements placed on a science book), annual or other periodical reports;
- published diploma, doctoral, habilitation, and dissertation theses;
- common language dictionaries;
- printed or electronically published sets of reviews or abstracts, purposely published sets of research papers (e.g. within one workplace);
- printed or electronically published sets of abstracts or extended abstracts or spoken excerpts from conference contributions;
- methodical guidelines, catalogues and norms;
- collections (individual contributions in the collection correspond with the result type “Research paper in an article collection”);
- fiction, popular-science literature, travel guides, drama texts;
- selective bibliographies, annual reports, speeches, reports, sets of student competition papers, tourist guides;
- commercial translations from foreign languages;
- memoirs, information materials, popularizing monographies, biographies, autobiographies, purposely published monographies of concluding grant or project reports.

A304

An original contribution must consist of more than one standard page (A4 format, 2,5 cm margins, with single spacing, Times New Roman font size 12, including figures, equations and tables). The collection or proceedings must have an ISBN code.

A305

A **utility model** implemented original research and development findings of the author or a team of which the author was a member.

Utility models can be new technical solutions surpassing mere professional skills and usable in industry. As utility models can be considered only such technical solutions that are registered by Industrial Property Office in the utility model database. Details concerning application, registration and period of effect of a utility model are specified in Act No. 478/1992 Coll. on Utility Models, as amended by subsequent laws. Since Industrial Property Office does not inquire into the innovativeness, uniqueness of solution and creative level eligible for protection, it is necessary that the technical solution of the utility model is applicable in industry, i.e. that it can be continually used in economic activities (see Section 5, Act No. 478/1992 Coll.)

A **prototype** implemented original research and development findings of the author or a team of which the author was a member. It is a working industrial product manufactured as one piece to prove the properties of the construction in practice or in a testing laboratory prior to starting zero, serial, or mass production. Only such a product the development of which was the objective of an applied research, experimental development and innovation project registered in the CEP database can be considered as a result of this type. The condition is the innovativeness and uniqueness of the prototype design provable by the technical documentation of the result.

A **working model** implemented original research and development findings of the author or a team of which the author was a member. It is similar to a prototype, only with the difference that it is not immediately followed by zero series, serial or mass production. It is, e.g. a proposal, development and subsequent manufacturing of a single unique device or laboratory apparatus or a production of a sample of biological character with a verifiably new, unique, and at the same time economically significant property. Only such products, devices, or samples of biological character the development of which was the objective of an applied research, experimental development and innovation project registered in the CEP database can be considered as a result of this type. The condition is the innovativeness and uniqueness of the prototype design provable by the technical or alternative documentation of the result.

A **certified methodology** implemented original research and development findings of the author or a team of which the author was a member. The author of the result elaborates a methodology (obligatory condition is innovativeness of the procedures) which is approved and recommended for practical use by an authorized institution of state administration or an authorized specialized certification (accreditation) institution.

A **software** implemented original research and development findings of the author or a team of which the author was a member. The result "software" originated verifiably in relation to a research activity and its author or authors are individuals taking part in a research activity of a receiver (or another partaker). It can be used in compliance with licence conditions of the owner and in accordance with Section 16 of the Act.

A software is not:

- software created by the receiver solely for his/her needs and used only by the receiver or other partaker;
- software intended only and solely for the needs of the provider (i.e. if their development is not required by law).

A309

A peer-reviewed paper published in a journal not registered in the current list of non-impact peer-reviewed periodicals published in the Czech Republic (www.vyzkum.cz). The paper must be more than one printed page long (in the format of the journal).

A311

An overall research report can be one of the required outcomes of an applied research project with a specific or agreement funding. An overall research report summarises the results of a project and comments on the realization of the given project objectives. It is possible to register only one research report a year for one project with a financial benefit for FEEC. An example can be a preliminary/final report of a grant project GAČR, TAČR, MPO, etc. or an agreement research. An overall research report can be classified, i.e. it doesn't have to be publicly accessible.

Category B

Code	Item	PhD category	Weighted PhD category	Default FEEC rating	BUT rating	Result rating	Description
B100	Citation			3		3	Citation by another author in a journal, book, or conference proceedings registered in one of the citation databases Web of Science or SCOPUS.
B101	Citation			1		1	Citation by another author in a journal, book, or conference proceedings not registered in one of the citation databases Web of Science or SCOPUS.
B102	Personal			2		2	Awarded works, honours
B103	Personal			10		10	Membership in an editorial board of a journal indexed in Web of Science or SCOPUS databases
B104	Personal			8		8	Chair or member of a programme (scientific) committee of an international conference
B105	Personal			10		10	Membership in a committee of an international research association
B107	Personal			4		4	Documentable written letter of request for a lecture by an institution with a seat outside the Czech Republic
B111	Personal			4		4	Request for a review/assessment of a thesis/project by an institution with a seat outside the Czech Republic
B113	Personal			5		5	Editor of a collection, book
B202	Personal			5		5	Documentable written acknowledgement of scientific community
B203	Personal			5		5	Membership in an editorial board of a national scientific or professional journal published in the Czech Republic
B205	Personal			4		4	Chairmanship or membership in a programme (scientific) committee of a national conference
B206	Personal			3		3	Membership in the Scientific Board
B207	Personal			3		3	Membership in a committee of a national scientific association
B208	Personal			5		5	Membership in grant committees, research programme boards
B209	Personal			6		6	Chairmanship in a habilitation (professor appointment) committee
B210	Personal			3		3	Membership in a habilitation (professor appointment) committee
B211	Personal			2		2	Documentable written letter of request for a lecture by a Czech institution
B212	Personal			8		8	Habilitation (dissertation) thesis review
B217	Personal			6		6	Academic post at a university level
B218	Personal			3		3	Academic post at a faculty level (including Head of a department)
B219	Personal			2		2	Letter of request for a review/assessment of a thesis/project by an institution with a seat in the Czech Republic
B220	Personal			10		10	Research fellowship at a foreign university or research institution

Notes to the individual result codes:

B100, B101

Rating points are divided among the individual authors according to their share in the cited publication.

B102

An example can be a prize for a product at a trade fair.

B103

The rating points are granted for every subsequent year.

B104

The rating points are granted for every full year of membership in a committee or documentable chairing of a conference section. An international conference is characterized by an international scientific/programme committee.

B105

The rating points are granted for every full year in the committee.

B107

This category comprises requests for academic lectures at international conferences abroad or at foreign universities. Contributions of “non-scientific” character, e.g. introduction of BUT or FEEC, are excluded. The requested lecture must be carried out, or the requested contribution must be included in the event’s proceedings. Common conference calls for papers are excluded from this category.

B111

Typically a review of a paper in a science journal, research report, or project proposal. Assessments/reviews of pedagogical publications (textbooks, coursebooks) do not belong in this category.

B113

The condition for the rating is an ISBN code of the publication and explicitly mentioned name of the editor at least on the copyright page of the book or collection.

B202

A typical example is a written acknowledgement of a significant academic expert.

B203

The rating points are granted for every full year in a board.

B205

The rating points are granted for every full year in the committee or documentable chairing of a conference section. Membership in an organizing committee does not belong in this category.

B206

The rating points are granted for every full year in the Board.

B207

The rating points are granted for every full year in a committee.

B208

The rating points are granted for every full year in a committee or board.

B209

The rating points are granted for the chairmanship in each habilitation (professor appointment) committee.

B210

The rating points are granted for the membership in each habilitation (professor appointment) committee.

B211

This category comprises letters of request for academic lectures at national conferences or home university. Contributions of “non-scientific” character, e.g. introduction of BUT or FEEC, are excluded. The requested lecture must be carried out, or the requested contribution must be included in the event’s proceedings. Common conference calls for papers are excluded from this category.

B217

The rating points are granted for every full year of holding the post.

B218

The rating points are granted for every full year of holding the post.

B219

Typically a review for a paper in a science journal, research report, or project proposal. Assessments/reviews of pedagogical publications (textbooks, coursebooks) do not belong in this category.

B220

The rating points are granted for a documentable stay of an employee of FECC at a foreign university or research institution in terms of a research fellowship with a duration of at least two weeks.

Category C

Code	Item	PhD category	Weighted PhD category	Default FEEC rating	BUT rating	Result rating	Description
C101	Publication			10		10	Textbook or coursebook
C105	Personal			5		5	Textbook or coursebook review
C106	Personal			3		3	Teaching materials
C108	Personal			10		10	Implementation of a new accredited study program
C109	Personal			6		6	Implementation of a new course
C110	Personal			8		8	Implementation of a new course taught in English
C111	Personal			5		5	Membership in a study programme board
C112	Personal			2		2	Membership in a committee for doctoral state exam, dissertation defence
C113	Personal			1		1	Membership in a committee for final state exam
C114	Personal			8		8	Documentable letter of request for teaching abroad
C115	Personal			2		2	Supervising a defended diploma thesis
C116	Personal			2		2	Supervising a defended bachelor thesis
C117	Personal			2		2	Guarantee of a course
C118	Personal			4		4	Supervising the internship of a foreign student at FEEC
C119	Personal			2		2	Supervising a student's work in terms of SPA
C120	Personal			5		5	Study advisor

Notes to the individual result codes:

C102

A textbook or coursebook is a teaching material with minimum 50 standard pages (A4 format, 2,5 cm margins, with single spacing, Times New Roman font size 12, including figures, equations and tables). Printed and electronic versions are considered as equal. A textbook or coursebook must have an ISBN, ISSN or FEEC registration number.

C105

Reviews are divided into "professional" (papers, conference contributions) and "pedagogical" (textbooks, coursebooks). Professional reviews are included in Category B, pedagogical reviews in Category C.

C106

A teaching material is a teaching computer program, a hardware implementation of a laboratory preparation or laboratory task, user manual of at least 20 standard pages. Presentations for lectures and seminars are excluded from this category.

C112

The rating points are granted for membership in a doctoral state exam committee in one study programme for each full year.

C113

The rating points are granted for membership in a final state exam committee in one bachelor's or master's degree programme for each full year.

C114

The rating points are granted for each week of teaching abroad.

C118

The rating points are granted for supervising a foreign student in terms of his/her internship at FEEC and arranged according to one of the mobility programmes, e.g. Erasmus+, IAESTE, BEST, Freemover, with a duration of at least four weeks.

C119

The rating points are granted for supervising a defended project in terms of SPA.

C120

The rating points are granted for one full year of holding the post of a study advisor.

Category D

Code	Item	PhD category	Weighted PhD category	Default FEEC rating	BUT rating	Result rating	Description
B108	Projects – principal person responsible	G	20	10		10	Principal person responsible for a successfully completed internationally funded project
B109	Projects – fellow researcher			2		2	Fellow researcher in a successfully completed internationally funded project
B213	Projects – principal person responsible	F	5	5		5	Principal person responsible for a successfully completed nationally funded project
B214	Projects – fellow researcher			1		1	Fellow researcher in a successfully completed nationally funded project
B301	Projects – principal person responsible	E	2	0		0	Grant application (doctoral students only)
D101	Personal			8		8	Successfully completed education of a doctoral student
D102	Personal			4		4	Guidance of a doctoral student towards a doctoral state exam
D103	Personal			2		2	Supervising a published students' competition research paper

Notes to the individual result codes:

B108, B109b

The project funding originates (or partly originates) abroad, i.e. not in the State Budget of the Czech Republic. Research agreements with the financial profit of over 50 thousand CZK (after subtracting the overheads) also belong to this category.

B213, B214

Typically projects of GA of the Czech Republic, TA of the Czech Republic, MPO, etc. Research and development projects of Ministry of Education Youth and Sports, specific research projects as well as research agreements with the financial profit of over 50 thousand CZK (after subtracting the overheads) also belong to this category.

B301

Activity rated only in the doctoral studies.

D101

In order to be deemed successful, the education of a doctoral student must be completed with a successfully passed doctoral state exam and dissertation defence.

D102

Rating points for the supervisor are conditioned by a successfully passed doctoral state exam. If the student does not succeed at the exam, the points for the supervisor are not granted.

D103

A published student's paper is a paper published by a student of a bachelor's, master's or doctoral degree study programme. If the supervisor (supervisor of the student's work) registers such a paper in Category D, he/she cannot register it in Category A. A typical example of a student's paper is a contribution at STUDENT EEICT conference.