

Working Committee of the Faculty Board

Guidelines for the appointment of associate professors at the Joint Faculties of Humanities and Theology

The Swedish term “docentur” (associate professorship) is no longer regulated in the Higher Education Ordinance. A “docentur” in the Swedish sense is only found in Sweden and Finland.

The Board of the Joint Faculties of Humanities and Theology decided on 8 October 1993 that associate professorships were to continue to be within the Board’s area of responsibility. The associate professorships are linked to either the Faculty of Theology or the Faculty of Humanities. The appointment of an associate professor is made by the dean after processing by the Academic Appointments Board and consultation with the faculty dean concerned.

Normally, associate professors are appointed in subjects that are offered in the third cycle. The dean may decide on a different name after consultation with the department.

In connection with the appointment of a senior lecturer, the applicant proposed for the appointment can be assessed for an associate professorship.

The role of associate professors

The associate professor may have a position at the faculties or some other close connection, for example through research collaboration. The faculties may also forge links with associate professors as persons deemed to benefit the organisation in various ways. The organisation, normally the department concerned, assesses the value of the associate professorship.

External reviewers, examining committee members and principal supervisors are expected to have qualifications equivalent to an associate professor. Principal supervisors are, in addition, to fulfil the requirements set out in the Higher Education Ordinance and local provisions.

Requirements for appointment as an associate professor

A person qualified to be appointed as an associate professor has completed a PhD and, in addition, has broadened and specialised their research. The applicant is to have clearly broadened their scholarly register and demonstrated good development in relation to the doctoral thesis. This is

documented through scholarly production with a scope corresponding to at least one additional doctoral thesis.

Administrative procedure

An application to be appointed as an associate professor is to be sent to the Faculty Board of the Joint Faculties of Humanities and Theology (address HT Faculty Office, Box 192, 221 00 Lund, or internal mailing code 30). The cover sheet is to state the subject or designation that the applicant wishes to apply to the appointment as associate professor.

The application is to be structured in accordance with the Rules and information on applications to be promoted to associate professor (www.ht.lu.se/lediga)

The dean decides on the appointment of associate professors after processing of the matter by the Academic Appointments Board.

Once the application has been received, the department is requested to submit a statement outlining whether the applicant's appointment as an associate professor will benefit the organisation. If the department finds that it does not benefit the organisation, the dean, after processing of the matter by the Academic Appointments Board, normally rejects the application.

In those cases where the department supports the application, a proposal for an external expert as well as comments on the applicant's proposed subject or designation for the associate professorship are to be submitted with the statement. The Academic Appointments Board appoints the external expert. Aspects relating to conflict of interest are always to be considered. The applicant is informed of the possibility of submitting an objection to the decision. Once the Academic Appointments Board has appointed the external expert, the applicant is requested to submit the required documentation (including the doctoral thesis).

The dean's decision on the appointment is based on the statement of the external expert and the recommendation of the Academic Appointments Board. If the applicant does not have the required qualifications to be appointed as an associate professor, the person concerned is given the opportunity to withdraw their application. If this is not done, the dean decides to reject the application. This decision cannot be appealed. A person who has withdrawn their application, or whose application has been rejected, may supplement their qualifications and submit a new application.

The appointment of associate professorships may also be processed in the appointments of senior lecturers, either through a vacancy announcement, in connection with the transfer of Wallenberg Academy Fellows or in the assessment of associate senior lecturers for promotion. Regarding advertised senior lectureships, the dean may ask the department about the need for an associate professor in the subject in accordance with the general procedure if the external experts' statement shows that the top-ranked candidate has qualifications equivalent to an associate professor. The corresponding

question is posed regarding Wallenberg Academy Fellows and associate senior lecturers being assessed for promotion.