



STATUTE OF EXTRA-ORDINARY PROFESSORS AT THE CZECH TECHNICAL UNIVERSITY IN PRAGUE

Article 1

Subject matter

- (1) The Statute of Extra-Ordinary Professors at the Czech Technical University in Prague (hereinafter referred to as “CTU”) is an internal regulation of CTU and in compliance with Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (the Higher Education Act), as amended (hereinafter referred to as the “Act”) regulates the conditions for appointing and work of extra-ordinary professors at CTU.
- (2) The post of extra-ordinary professor at CTU (hereinafter referred to as the “extra-ordinary professor”) can only be occupied by an individual who has reached a status equivalent to associate professor or professor abroad or an individual who is a leading expert and who has been working in the given field of study for at least 20 years.¹
- (3) In case the post of an extra-ordinary professor is not established at a faculty, for the purpose of this internal regulation, “faculty” refers to the relevant constituent part of CTU where the post of extra-ordinary professor is established, “dean” refers to the relevant senior manager at the helm of this constituent part and “faculty scientific board” refers to the scientific board of this constituent part, or the CTU Scientific Board if no scientific board has been established at this constituent part.

Article 2

Establishment and filling of the post of extra-ordinary professor

- (1) The process leading to the establishment and filling of the post of extra-ordinary professor (hereinafter referred to as the “establishment”) is initiated upon a proposal by the dean.

¹ Section 70 of the Act.

- (2) The proposal to initiate the process (hereinafter referred to as the “proposal”) is submitted to the dean by a head of faculty department where the post of extra-ordinary professor will be established. It must include the field of study and study programme for which the candidate for the post of extra-ordinary professor (hereinafter referred to as the “candidate”) applies and the period for which it is expected they will work at CTU.
- (3) The proceedings take place at the faculty where the study programme is implemented for which the post of extra-ordinary professor is established and filled. The study programme must fall within the area of education for which CTU has the institutional accreditation.
- (4) The following documents of the candidate must be attached to the proposal:
 - a) a CV;
 - b) a document proving the attainment of university education and the relevant academic degree;
 - c) documents proving the attainment of a scientific rank and other professional qualifications comparable with that of an associate professor or professor abroad, or an outline of work experience in the given area of education for at least 20 years;
 - d) an outline of professional and pedagogical work;
 - e) a list of scientific, specialized work, textbooks and teaching materials;
 - f) results of solution of significant projects, discoveries and major inventions;
 - g) results in education of researchers;
- (5) The proposal is discussed by the scientific board of the faculty and the CTU Scientific Board in the following way:
 - a) Provided the conditions stated in Para 4 are met, the faculty dean will pass the proposal for discussion to the scientific board of the faculty together with a proposal of the composition of the evaluation committee.
 - b) The evaluation committee has five members and is composed of professors, associate professor and other important representatives of the given field or a similar field. The chair of the evaluation committee must have the rank of professor and at least three members must be experts from a different workplace at CTU. The proposal of the composition of the evaluation committee is approved by the scientific board of the faculty. The evaluation committee is appointed by the faculty dean.
 - c) The evaluation committee prepares an opinion that it presents to the scientific board of the faculty.
 - d) After the candidate gives a lecture and presents a concept of development in the given field, the scientific board of the faculty votes by secret ballot on whether the post of extra-ordinary professor should be established and filled. If the proposal does not receive a majority of votes of the members of the scientific board of the faculty, the proposal is rejected. If the proposal receives a majority of votes, the proposal is passed on for discussion by the CTU Scientific Board.
 - e) After the candidate gives a lecture and presents a concept of development in the given field, the CTU Scientific Board votes by secret ballot on whether the post of extra-ordinary professor should be established and filled. If the proposal does not receive a majority of votes of the members of the CTU Scientific Board, the proposal is rejected. If the proposal receives a majority of votes, the proposal is passed on to the rector.

Article 3

Appointment of extra-ordinary professor

- (1) If the proposal receives a majority of votes of the CTU Scientific Board, the rector will appoint the candidate extra-ordinary professor.
- (2) The decree of appointment, the template of which is defined by the vice-rector for science, creative activities and PhD studies in a methodological guideline, is presented to the extra-ordinary professor by the rector. The decree will include in particular:
 - a) first and last name of the extra-ordinary professor;
 - b) date and place of birth of the extra-ordinary professor;
 - c) the field of study and study programme for which the of the extra-ordinary professor has been appointed;
 - d) the period for which the extra-ordinary professor has been appointed;
 - e) the specification of the validity of this decree exclusively for the post of extra-ordinary professor at CTU.
- (3) The decree is issued in Czech together with a copy in English.
- (4) A copy of the decree is handed over to the faculty dean who will establish and fill the post of extra-ordinary professor at CTU in compliance with the contents of the decree.

Article 4

Rights and obligations of extra-ordinary professor

- (1) The extra-ordinary professor carries out scientific, research, development and innovation, artistic and other creative activity (hereinafter referred to as “creative activity”) as well as pedagogical and other professional activity at the faculty where they work. The description of the post of “professor” in the CTU Career System will be used to set out the job description of the post of extra-ordinary professor. The requirements on the work of extra-ordinary professor will be further stipulated by the dean.
- (2) The extra-ordinary professor is an academic worker² and a member of the academic community at CTU³.
- (3) The scientific board of the faculty decides on the appointment of the extra-ordinary professor as supervisor of students in doctoral study programmes based on a proposal of the relevant subject-area board.
- (4) The extra-ordinary professor is not allowed to use the title of professor, abbreviated as “prof.” before the name within the meaning of the Act; in connection with the activity linked to the work at CTU they can use the denomination “mimořádný profesor ČVUT v Praze” in Czech or “Extra-Ordinary Professor at CTU in Prague” in English.
- (5) The post of extraordinary professor is not filled based on a competitive selection procedure in accordance with the Act.

² Section 70, Para 1 of the Act.

³ Section 3 of the Act.

- (6) The salary rate of “professor” in the Internal Salary Regulation of CTU will be used *mutatis mutandis* for remuneration of extra-ordinary professors.

Article 5

Transitional and final provisions

- (1) Information about initiation and end of procedure to establish and fill a post of extra-ordinary professor and dates of the relevant public sessions of the scientific boards are published in the public section of the CTU website.
- (2) This internal regulation was approved pursuant to Section 9, Para 1, letter b, point 3 of the Act by the CTU Academic Senate on 30 November 2022.
- (3) This internal regulation comes into force pursuant to Section 36, Para 4 of the Act on the day it is registered by the Ministry of Education, Youth and Sport (20. June 2023).
- (4) This internal regulation comes into effect on the day the 11th Changes to the CTU Statute come into effect (5. July 2023).

doc. RNDr. Vojtěch Petráček, CSc., m. p.

Rector

