

STANDARD FOR DOCTORAL SUPERVISORS

Academy of Fine Arts in Prague, 2023

Article 1 – Supervisor

1. The supervisor provides primary support in the expert guidance of a doctoral student's project or dissertation topic. It is expected that the supervisor is an active member of the broader academic and scholarly community.
2. Supervisors are holders of a Ph.D. or hold the rank of Professor, Associate Professor, or Assistant Professor. Other notable experts with academic qualifications or artistic credentials may be appointed as supervisors upon approval by the relevant subject-area board, provided they commit to attaining a higher academic qualification within two years of commencing their supervisory role.
3. A supervisor may concurrently supervise **a maximum of five doctoral candidates**, and the combined number of diploma and dissertation theses under their guidance may not exceed ten. This includes doctoral candidates with interrupted studies. Exceptions must be approved by the relevant subject-area board.
4. Supervisors may only lead dissertation projects in fields directly related to their expertise, ensuring the quality of academic supervision. They may supervise work within their specialisation, or that employs a comparable methodology. In the case of artistic research grounded in practice, it is recognised that each dissertation project is a unique set of new solutions that may not conform to existing methodological frameworks.
5. A supervisor must not have a conflict of interest with the doctoral student, including familial, romantic, sexual, or otherwise close personal relationships, and must act in accordance with the AVU Code of Ethics. Participation in a joint artistic or artistic-research exhibition outside AVU is not considered a conflict of interest.
6. The supervisor must be actively engaged in artistic, artistic-research, or academic creative activity, with a relevant record of achievement over the past five years, and is **subject to regular evaluation**. This includes both the outcomes of scholarly or artistic activity and supervisory competence as reflected in doctoral student feedback.
7. In the context of dissertation research (particularly within the Theory and History of Contemporary Art programme, and the disciplines of Architectural Design and Restoration of Works of Art), the supervisor supports the student's international publication and professional development and facilitates integration into relevant research or professional networks.
8. Supervision of doctoral students is part of the academic workload and must be defined within the employment contract with the institution offering the doctoral programme. If the supervisor is not employed by the institution, rights and responsibilities are defined via alternative agreements (e.g. Memoranda of Understanding between AVU and the supervisor's home institution).

9. If the nature of the dissertation project and discipline allows, particularly in the case of an excellent research project, the student may have an external consultant. The external consultant must be approved by a three-member committee consisting of the supervisor, the programme or subject-area coordinator, and the Vice-Rector for Art and Research (or the school's management if applicable). Approval is contingent on funding and is subject to further evaluation by the relevant subject-area board.
10. If a supervisor fails to fulfill their obligations or breaches the AVU Code of Ethics, **they may be removed**. The process of supervisor dismissal or replacement is defined in AVU's Study and Examination Regulations and is publicly accessible on the university website. Mechanisms are in place to mediate disputes between doctoral students and their supervisors or consultants, such as through AVU's GRID unit (Gender Equality, Inclusion, and Diversity).

Article 2 – Rights and Responsibilities of the Supervisor

1. A) The supervisor **may, but is not required** to, propose (framework) topics for doctoral research or thematic areas for dissertation work through the field council. Once approved by the council, these topics are announced for the admission process. This applies in particular to the doctoral programme in Theory and History of Contemporary Art and the disciplines of Restoration of Works of Art, or Architectural Design.
1. B) In disciplines where defining specific topics is not feasible (especially Fine Art), or where it is assumed that the applicant will propose their own dissertation project, this proposal must be **discussed** with the intended supervisor **before submitting the application**. These consultations ensure that the project aligns with the department's focus and resources so that successful applicants receive adequate support.
2. If the supervisor proposes the dissertation topic or thematic area, they also present a draft **schedule** and **milestones for artistic and research work**, integration opportunities into existing artistic, scientific, or research teams, and **funding** outlooks for the doctoral candidate. When the dissertation project is proposed by the applicant, the supervisor supports the research plan within grant applications or refers the applicant to a relevant department.
3. Admission to doctoral study is conducted as an **open and transparent selection procedure** for a doctoral position in the given discipline or a position as the principal investigator of a proposed dissertation topic. Within the available capacity of each department, determined by financial and personnel resources, the candidates with the highest quality and most promising projects are admitted. The supervisor participates in the admission procedure for applicants applying to their studio or to a topic proposed by them and has veto power over admitting candidates to their supervision.
4. By accepting a doctoral candidate, the supervisor confirms their **ability to dedicate sufficient time** for responsible supervision.

5. The supervisor collaborates with the doctoral candidate to refine the research proposal and timeline during the first semester, by the end of the calendar year, and to create an individual study plan. The field council **approves study plans for first-year students in January** of the following year; plans for **advanced students are approved in November**.
6. The supervisor organises personal consultations with each doctoral candidate regarding their dissertation, **recommended to total at least 30–40 hours per year** (including preparation), or more **based on mutual agreement and project status**. For part-time students, this time is adjusted accordingly.
7. The supervisor and doctoral candidate agree on a **consultant**, define the scope of collaboration and responsibilities. In Architectural Design, Fine Art, and Restoration of Works of Art, a consultant is mandatory; they need not be a theorist. In Theory and History of Contemporary Art, consultancy is optional and subject to approval by the relevant field council, based on the project's nature, planned consultation scope, and available funding. Consultation must occur **at least once per semester, totalling 10–20 hours annually**. A consultant can supervise **up to 5 candidates** simultaneously at AVU.
8. Supervisors and consultants adhere to **ethical standards**, as specified in AVU's Code of Ethics, covering interpersonal conduct, student and team leadership, and publication ethics. Supervisors may be co-authors of doctoral candidates' work if appropriately involved, while supporting their candidates in **publishing first-author outputs**.
9. The supervisor must avoid conflicts of interest with their doctoral candidates. Should one arise, it must be resolved to minimise impact on the student, in accordance with AVU's Code of Ethics. Sexual or other gender-based harassment or relationships between supervisors and their supervisees are strictly **prohibited**.
10. From the start of the study, the supervisor informs the doctoral candidate about career opportunities within and outside academia and supports the development of relevant skills.
11. All supervisors undergo continuous **training to build competencies** such as designing supervision plans, management and communication skills, providing constructive feedback, and preventing risks. Training includes artistic research conferences (for Fine Art supervisors), supervisor forums, and retreats with AVU leadership. Prospective supervisors who have not previously supervised doctoral students are entitled and required to complete training before their first supervisee enrolls.
12. The supervisor is committed to ensuring that doctoral candidates complete their studies within the standard timeframe and avoids unnecessary extensions.
13. The supervisor is entitled to appropriate institutional support in fulfilling their responsibilities.
14. The supervisor participates in study progress reviews and the dissertation defence for all supervised doctoral candidates, including the closed deliberation of the committee.

Article 3 – Principles of Supervision

1. The supervisor shall provide the doctoral candidate **with regular, constructive feedback**.
2. The supervisor shall consult supervisory methods for doctoral candidates with colleagues within the supervisory community, including through forums such as the Supervisors' Forum or the Subject-Area Board.
3. In the development of the dissertation project, the doctoral candidate and the supervisor — and where applicable, also the consultant — are considered academic partners. The quality of the research and the success of the study are their shared responsibility.
4. The supervisor shall monitor the progress of the dissertation research and provide both academic and organisational support. They shall ensure the feasibility of the defined objectives and assist in achieving them.
5. The supervisor shall not only discuss academic matters with the doctoral candidate, but also offer support with personal and social dimensions of the study. In the case of personal difficulties — such as health issues, including mental health concerns, or caring responsibilities that hinder work on the dissertation project — the supervisor and doctoral candidate shall seek solutions collaboratively, in consultation with other relevant university bodies.
6. The supervisor's approach shall reflect, to the greatest possible extent, the individual situation and needs of the doctoral candidate. This includes, in particular, attention to candidates with specific needs or those from international backgrounds, for whom integration into a new environment may be particularly challenging.
7. In cooperation with the university, the supervisor shall **foster the doctoral candidate's competencies** in independent artistic and research work, in publishing, and in presenting research outcomes. While it is desirable to encourage candidates to submit grant applications and to support them in doing so, the financing of the dissertation project should not be the sole responsibility of the candidate. The candidate's income and the funding strategy for the dissertation research shall be transparently discussed prior to admission, especially in cases where the candidate will join an existing artistic-research or artistic-academic team or project. Possible forms of financial support for artistic and research projects are detailed in the Doctoral Study Guide and made available on the AVU website.

8. The supervisor shall actively encourage collaboration between the doctoral candidate and other doctoral students, or with other students and academic staff, thereby supporting the development of their teamwork competencies.
9. **The supervisor shall actively seek and welcome feedback from doctoral candidates in a safe environment that fosters the informal, peer-based nature of the supervisory relationship.**
10. Where relevant to the discipline and topic of the dissertation, the supervisor shall support their doctoral candidates in collaborating with the applied sector and in transferring knowledge into practice, and shall assist in creating appropriate opportunities for doing so.

Article 4 – Additional Provisions

1. Information regarding the number of doctoral candidates currently supervised by each supervisor, as well as data on their successfully graduated doctoral students, shall be made **publicly accessible via the university's website.**
2. To address any potential conflicts between a doctoral candidate and their supervisor, the university has established a transparent procedure for the change of supervisor, which is **embedded within the university's internal regulations**, notably the Study and Examination Regulations of AVU and the Doctoral Study Guide. Any change of supervisor is to be reviewed and approved without undue delay by the relevant subject area board.
3. In the event of an interruption in studies, the supervisor shall remain in active contact with the doctoral candidate concerning their planned return, the updated timeline, and developments in the research area.

(Adapted from the internal regulation "Standard for Doctoral Supervisors", originally proposed by the Student Chamber of the Council of Higher Education Institutions and the Czech Association of Doctoral Candidates, and amended to reflect the specificities of doctoral study at the Academy of Fine Arts in Prague, 2023.)