




Ministerstvo školství, mládeže a tělovýchovy registrovalo podle § 36 odst. 2 zákona č. 111/1998 Sb., o vysokých školách a o změně a doplnění dalších zákonů (zákon o vysokých školách), dne 3. září 2020 pod čj. MSMT-35215/2020-1 Řád habilitačního řízení a řízení ke jmenování profesorem na Akademii výtvarných umění v Praze.




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RULES ON THE HABILITATION PROCEDURE AND THE PROCEDURE FOR THE APPOINTMENT OF PROFESSORS AT THE ACADEMY OF FINE ARTS IN PRAGUE

Article 1

Introductory Provisions

1. Sections 71 to 75 of Act No.111/1998 Coll., on Institutes of Higher Education and on Amendments and Additions to Other Acts (Higher Educational Act), (hereinafter "Act") regulate the basic requirements, prerequisites and processes for the habilitation procedure and the procedure for the appointment of professors.
2. The habilitation procedure and the procedure for the appointment of professors are held at the Academy of Fine Arts in Prague (hereinafter "AVU") in accredited fields of study in which AVU is authorized to hold a habilitation procedure and the procedure for the appointment of professors and which are published in the public sections of the AVU website.
3. A candidate with relevant teaching experience who is a distinguished and recognized scholarly or artistic figure in his/her field and whose creative artistic activity and its public presentation meet the qualitative criteria and the required standard, as assessed by the AVU Artistic Board (hereinafter "Artistic Board"), may be appointed as a professor or an associate professor.

Article 2 Habilitation Procedure

1. The habilitation procedure verifies the artistic qualifications of the candidate, especially on the basis of the habilitation thesis and its defence and other artistic works. Teaching competence is assessed on the basis of the habilitation lecture and previous teaching experience. The prerequisite for habilitation is independent creative artistic activity that contributes to the development of the field and is generally appreciated by the artistic public. Under Section 72 (6) of the Act, the Artistic Board may waive the higher education requirement for a habilitation candidate.

2. The habilitation procedure is initiated upon the proposal of the candidate. If the candidate is not working as an academic staff member at the Academy of Fine Arts, the Rector may request the opinion of the Dean of the faculty or the Rector of the higher education institution at which the candidate is working. The proposal, which is addressed to the Rector as Chairperson of the Arts Council, must be submitted with:

- a) a CV,
- b) evidence of higher education qualifications and academic degrees or academic ranks achieved,
- c) evidence of teaching practice,
- d) a written outline of his/her own pedagogical conception of tuition in the relevant field of study (bases, aims, concepts, objectives and methods) within a maximum of three typed pages,
- e) a summary of artistic activities at home and abroad, i.e. solo and collective exhibitions, realizations, representation in collections, a list of awards, scholarships and internships or other documents certifying artistic and teaching qualifications,
- f) a bibliography of his/her own published works and a summary of any independent curatorial activities and projects completed,
- g) a selection of critical responses to and reflections on his/her own artistic work.

In the proposal, the applicant is to indicate the field in which he/she is applying for habilitation and to submit a habilitation thesis (Section 72 (3) of the Act).

3. More detailed criteria for assessing the application may be set out in an order made by the Rector.

4. A habilitation thesis is usually understood to be a collection of artworks that is the outcome of outstanding artistic activity. The creative artistic activity is evidenced by representative documentation of the candidate's own works. A habilitation thesis may also be considered to be a written work that contributes new scholarly knowledge, or a set of critical texts or essays on a clearly defined topic, or a work of art or collection of works.

5. If the applicant's proposal does not have all the necessary requisites, the Rector shall invite the applicant to remedy these shortcomings within a reasonable period of time. If the candidate fails to remedy the shortcomings, the Rector shall terminate the habilitation procedure.

Article 3

Habilitation Committee

1. If the habilitation procedure is not discontinued pursuant to Section 72 (4) of the Act, the Rector shall submit the application with its annexes to the Artistic Board with a proposal on the composition of a five-member Habilitation Committee including a substitute. The Habilitation Committee shall consist of professors, associate professors and other eminent representatives of the field or a related field. The Chairperson of the Habilitation Committee must be a professor and at least three members must be from an establishment other than AVU.
2. A Habilitation Committee meeting is chaired by its chairperson, or in his/her absence by a member of the Habilitation Committee appointed by him/her.
3. The Habilitation Committee, comprising members approved by the Artistic Board, appoints three habilitation thesis opponents, two of whom must be from an establishment other than AVU.
4. The Habilitation Committee shall act without undue delay.
5. The Habilitation Committee shall assess the artistic and teaching qualifications of the candidate and evaluate the standard of the habilitation thesis on the basis of the opponents' opinions. It will then decide by secret ballot whether the candidate should be appointed as an associate professor. If the proposal for appointment does not receive a majority vote of all the members of the Habilitation Committee, the Habilitation Committee shall recommend that the habilitation procedure be discontinued. Once the matter has been decided, the Habilitation Committee shall act by a majority vote of all members to justify the proposal. The proposal shall be presented to the Artistic Board by the Chairperson or a member of the Habilitation Committee designated by the Chairperson.
6. The Chairperson may decide to vote on the acceptance of a proposal by correspondence or by technical means (hereinafter "roll-call ballot") if it is an urgent matter or a proposal for the consideration of which it is not possible to convene a meeting of the Habilitation Committee, while maintaining a secret ballot. In the case of a roll-call ballot, the Chairperson or a person authorized by him/her shall circulate to all members of the Habilitation Committee the relevant proposal, together with supporting documents and an invitation to express their approval or disapproval of the proposal or to reject the roll-call ballot in writing or by technical means within a specified period of time, not less than seven (7) days from the receipt of the proposal. If the proposal for appointment does not obtain a majority vote of all the members of the Habilitation Committee, the Habilitation Committee shall be deemed to have recommended that the habilitation procedure be discontinued. If a member of the Habilitation Committee fails to express his/her opinion within the time limit, he/she shall be deemed to disagree with the proposal.
7. The Chairperson shall inform the other members of the Habilitation Committee of the result of the ballot without undue delay and the Artistic Board at its next meeting at the latest.

Article 4

Meeting of the Artistic Board for the Habilitation Procedure

1. The Chairperson of the Artistic Board shall convene a public meeting of the Board and invite the candidate in writing to present the habilitation lecture and to defend the habilitation thesis.

2. The topic of the habilitation lecture is to be selected by the candidate. Its orientation should match the candidate's field of specialization, and its length should not significantly exceed 30 minutes. The purpose of the lecture is to demonstrate the applicant's pedagogical competence and his/her ability to theoretically appreciate creative artistic activity.
3. In the event that the Habilitation Committee delivers a negative opinion, a decision is made by the Artistic Board, at whose meeting the candidate may comment on the opinions of the opponents and the opinion of the Habilitation Committee before the ballot is taken. The Rector or the person authorized by him/her shall inform the candidate of the negative opinion of the Habilitation Committee and inform the candidate of the possibility of withdrawing the proposal.
4. The candidate's habilitation lecture and the defence of his/her habilitation thesis takes place at a public meeting of the Artistic Board. On the basis of the results of the debate, in which the candidate must be given the opportunity to comment on the opinions of the opponents, to defend his/her habilitation thesis and to comment on his/her teaching activities to date, the Arts Council decides by secret ballot on the proposal whether the candidate should be appointed as an associate professor. The actual proceedings of the Artistic Board are regulated in its Rules of Procedure.
5. If the proposal for appointment does not receive a majority vote of all members of the Artistic Board, the Artistic Board shall terminate the habilitation procedure. If the Artistic Board decides in accordance with the proposal of the Habilitation Committee, the justification for the Artistic Board's decision shall be the justification put forward by the Habilitation Committee. Otherwise, after a decision has been made on the matter, the Artistic Board shall rule by a majority of its members on its justification.
6. The proposal for appointment as associate professor shall be forwarded by the Arts Council to the Rector. If the Rector disagrees with the proposal, he/she submits it with his/her justification to the Artistic Board, which discusses it and decides by secret ballot whether the candidate should be appointed associate professor. If the proposal for appointment does not receive a majority vote of all the members of the Artistic Board, the procedure shall be deemed terminated. Otherwise, the Rector shall appoint the associate professor. The letter of appointment, signed by the Rector and the Chairperson of the Habilitation Committee, shall contain the first name and surname of the appointee, the field for which he/she has been appointed, the name of the educational establishment at which the procedure took place and the effective date of the appointment. The Rector is normally to present the letter of appointment at the next meeting of the Artistic Board or at some other event.
7. If the habilitation procedure is terminated, the habilitation thesis and the attached documents are returned to the candidate together with the justification for the termination.
8. The Administrative Code does not apply to the habilitation procedure.
9. Objections to the proceedings at the habilitation procedure may be submitted by the candidate to the Rector within 30 days. The Rector's decision is final and a justification must be provided.

Article 5

Procedure to Invalidate the Appointment of Associate Professors

1. An invalidation procedure is initiated ex officio, and may be initiated by the Rector (under Section 74a (3) of the Act) if the person appointed has obtained his/her qualification
 - a) as a result of a deliberate criminal act, or
 - b) as a result of deliberate unauthorized use of another person's work in gross violation of legislation governing the protection of intellectual property or any other deliberate act against good morals referred to in point a).
2. The invalidation of an appointment as associate professor is decided upon by the Rector in an invalidation procedure. If the Rector does not find grounds for invalidating the appointment as associate professor, he/she shall terminate the invalidation procedure under a resolution.
3. The opinion of the five-member Appeals Committee forms part of the supporting material for the Rector's decision. The members of the Appeals Committee are appointed by the Rector from among the professors, associate professors and other experts. One of the members of the Committee shall be an employee of the Ministry of Education, Youth and Sports (hereinafter "Ministry") nominated by the Minister of Education, Youth and Sports (hereinafter "Minister"). The majority of the members of the Appeals Committee shall be experts who are not employees of the Academy of Fine Arts or of the legal entity at which the person concerned works.
4. The Appeals Committee decides by an absolute majority of all its members; an opinion on the invalidity of an appointment as associate professor is voted on by secret ballot.
5. The time limit for issuing a decision in an annulment procedure is one year from the date on which the procedure commences.
6. If the Rector's opinion differs from that of the Appeals Committee, the Rector is obliged to justify this fact in his/her decision or resolution.
7. The Rector's decision to declare an appointment as associate professor invalid cannot be appealed against (Section 74 b (3) of the Act).
8. A decision comes into effect in compliance with Section 74 b (3) of the Act.
9. If a decision declared by the Rector invalidates an appointment as associate professor, the time limits specified in Section 74 c (1) of the Act shall apply.
10. If a person ceases to be an associate professor under Section 74 c (1) of the Act, Section 74 c (2) of the Act shall apply in full.

Article 6

Procedure for the Appointment of Professors

1. In the procedure for the appointment of professors, the teaching and scholarly or artistic qualifications of a candidate who is a distinguished and recognized artistic or scholarly figure in his/her field are demonstrated. A prerequisite for the initiation of the procedure is previous appointment as associate professor on the basis of a habilitation procedure, provided that this included the submission of a habilitation thesis. In exceptional cases, where someone who is already a professor at a renowned university abroad is proposed for a professorship, the Rector, on the proposal of the Artistic Board, may waive prior appointment as associate professor as a prerequisite for the commencement of the procedure for appointment of professors. In artistic fields, the Artistic Board may waive the higher education requirement for a candidate under Section 74 (4) of the Act.

2. The procedure for appointment of professors is initiated on the basis of a proposal by the candidate supported by at least two written opinions of professors in the same or a related field or on the basis of a proposal by the Rector to the Artistic Board. The Artistic Board may also initiate the procedure on its own initiative. The proposal, which shall be addressed to the Rector as Chairperson of the Artistic Board, shall include all the elements referred to in Article 2 (2), including proof of habilitation and a proposal on the field in which the procedure for appointment of professors is being initiated.

3. If the proposal does not have all the necessary requirements, the Rector will invite the applicant to remove the defects within a reasonable period of time. If the applicant fails to remedy the defects, the Rector shall terminate the procedure.

Article 7

Committee

1. To review a proposal, the Artistic Board, upon the proposal of the Rector, approves a five-member Committee, including a substitute, made up of professors, associate professors and other prominent representatives of the given or a related field. The Chairperson of the Committee must be a professor, and at least three members must be from an establishment other than the Academy of Fine Arts. The Committee shall act without undue delay.

2. Committee meetings shall be chaired by the Chairperson of the Committee or, in his/her absence, by a member of the Committee authorized by him/her.

3. The Committee shall consider the qualifications of the candidate and decide by secret ballot whether the candidate should be appointed as a professor. If the proposal for appointment does not receive a majority of the votes of all the members of the Committee, the Committee shall recommend that the procedure for appointment as a professor be terminated. After deciding on the matter, the Commission shall act by a majority of all members to provide a justification for the proposal. The proposal shall be presented to the Artistic Board by the Chairperson or a member of the Board authorized by the Chairperson.

4. The Chairperson may decide to vote on the adoption of a proposal by roll-call ballot if it is an urgent matter or a proposal for which a meeting of the Committee cannot be convened by holding a secret ballot. If a roll-call ballot is held, the Chairperson or a person authorized by him/her shall circulate to all members of the Board the relevant proposal, together with supporting documentation and an invitation to express their approval or disapproval of the proposal, or to reject the roll-call ballot, in writing or by technical means, within a specified period of time not less than seven (7) days from receipt of the proposal. If the proposal for appointment does not receive a majority vote of all members of the Committee, the Committee is deemed to have recommended that the procedure for appointment of professors be terminated. If a member of the Committee does not express his/her opinion within the time limit set, he/she shall be deemed to disagree with the proposal.

5. If the proposal for appointment does not receive a majority vote of all members of the Committee, the Committee recommends that the procedure for appointment as a professor be terminated. If a member of the Committee does not express his/her opinion within the time limit set, he/she shall be deemed to disagree with the proposal.

6. In the case of a roll-call ballot, the Chairperson or the person that he/she authorizes shall circulate to all members of the Committee the relevant proposal, together with supporting documents and an invitation to express their approval or disapproval of the proposal or to

reject the roll-call ballot in writing or by technical means within a specified period of time, not less than seven (7) days from the receipt of the proposal. If the proposal for appointment does not receive a majority vote of all the members of the Committee, the Committee shall be deemed to have recommended that the procedure for appointment as a professor be terminated. If a member of the Committee fails to comment within the time limit, he/she shall be deemed to disagree with the proposal.

7. The Chairperson shall inform the other members of the Committee of the result of the vote without undue delay and the Artistic Board at its next meeting at the latest.

Article 8

Meeting of the Artistic Board on the Procedure for the Appointment of Professors

1. The Chairperson of the Artistic Board shall convene a public meeting of the Artistic Board on the procedure for the appointment of professors and invite the candidate to give a lecture at the meeting in which he/she presents a plan of the artistic or scholarly work and tuition in the given field, even if the Board recommends that the procedure for the appointment of professors be terminated.

2. After the lecture, the Artistic Board decides by secret ballot whether the candidate should be appointed professor. The actual proceedings of the Artistic Board are regulated in its Rules of Procedure.

3. If a proposal for the appointment of a professor does not receive a majority vote of all members of the Artistic Board, the Artistic Board shall terminate the procedure for the appointment of professors. The Rector or the person that he/she has authorized shall inform the candidate of the recommendation to terminate the procedure.

4. Once approved, the Artistic Board submits the proposal for appointment of professors to the Minister, who then forwards it to the President of the Republic in compliance with the provisions of Section 73 of the Act.

5. The Administrative Code does not apply to the procedure for the appointment of professors.

6. The candidate may file objections against the procedure for the appointment of professors within 30 days, which are to be decided by the Rector. The decision of the Rector is final.

Article 9

Joint Provisions

1. All official acts related to the habilitation procedure and the procedure for the appointment of professors are provided by the AVU Rector's Office.

2. Information on the commencement and termination of the habilitation procedure and the procedure for the appointment of professors is published by the AVU in the public section of its website, including the dates of the relevant public meetings of the Artistic Board. The AVU shall provide other required information on the procedure to the Ministry in compliance with Section 75 (2) of the Act.

3. The AVU may set a fee for acts associated with the habilitation procedure, which shall not be more than four times the basic fee (Section 58 (2)). It may set a fee for acts connected with the procedure for the appointment of professors, which shall not be more than six times

the basic fee. The amount of these fees is published on the official AVU notice board. The fee shall provide revenue for the University.

Article 10

Final Provisions

1. The regulations for the habilitation procedure and the appointment of professors procedure at the Academy of Fine Arts registered by the Ministry on 22 May 2017 under No. MSMT-12619/2017 are repealed.
2. These Regulations were approved pursuant to Section 9 (1) (b) (3) of the Act by the AVU Academic Senate on 3 June 2020.
3. These Regulations come into force and effect pursuant to Section 36 (4) of the Act on the date they are registered by the Ministry.

Associate Professor MgA. Tomáš Vaněk, in his own hand

Rector

Internal Regulations of the Academy of Fine Arts in Prague

Under Section 36, paragraph 2 of Act No. 111/1998 Coll., on Institutes of Higher Education and on Amendments and Additions to Other Acts (Higher Educational Act), the Ministry of Education, Youth and Sports registered the Rules on the Habilitation Procedure and the Procedure for the Appointment of Professors of the Academy of Fine Arts in Prague on 3 September 2020 under Ref. No. MSMT-35215/2020-1.

Mgr. Karolína Gondková

Director of the Department of higher education institutions

Official stamps:

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