



UNIVERSITETI - UNIVERSITY - UNIVERZITETI
"HAXHI ZEKA"

Senate

Ref. No.

Peja, 27.09.2023

Based on the competences defined by article 48, article 167, article 169 and article 170, of the Statute of "Haxhi Zeka" University in Peja, No. 04-V-622, 2013, in accordance with the provisions of the Law on Higher Education No. 04/L-037, Labor Law No. 03/L-212, Administrative Instruction (Ministry of Labour and Social Welfare) No. 07/2017, dt. 19.10.2017, for the regulation of tender procedures in the public sector, Administrative Instruction (MEST) No. 01/2018 the principles of recognition of platforms and international journals with review, and the Administrative Instruction for completion and precision - (annex - I - MEST) 7/2018 of AI No. 01/2018 the principles of recognition of platforms and international journals with review, the Senate of "Haxhi Zeka" University in Peja, on 04.01.2023, approves the following:

REGULATION FOR AMENDING AND SUPPLEMENTING THE REGULATION FOR THE EVALUATION AND SELECTION PROCEDURES RELATED TO THE APPOINTMENT, REAPPOINTMENT AND ADVANCEMENT OF REGULAR ACADEMIC STAFF AT "HAXHI ZEKA" UNIVERSITY IN PEJA

**Article 1
Purpose**

1. The purpose of this regulation is to determine the evaluation and selection procedures related to the appointment, reappointment and advancement of the regular academic staff of "Haxhi Zeka" University in Peja (hereinafter: "UHZ"), including full (regular) professors, associate professor, assistant professors, university assistants, lecturers and tutors, as well as other categories provided by the legal provisions in force.

Article 2

Article 4, is supplemented and amended as follows:

Title "Full Professor"

1. For the title of **Full Professor**, the candidate must meet the following criteria:
 - 1.1. To have the degree of doctor of science;
 - 1.2. Show high level and academic competence and scientific experience for the subject, which is evidenced by:

- 1.2.1. At least one (1) monography, textbooks, publications in international scientific journals with at least 5 main papers published in international scientific journals indexed in the WEB OF SCIENCE and SCOPUS platforms, as first author or correspondent of which at least two (2) be from the last advancement and at least four (4) years have passed since the advancement as associate professor.
 - 1.2.2. Active participation in national and international conferences;;
 - 1.2.3. Experience in national and international projects as well as in scientific research;
 - 1.2.4. High educational and pedagogical skills through reasonable practice;
 - 1.2.5. Academic leadership skills;
 - 1.2.6. Mentoring of master's and doctoral thesis. The criterion for mentoring doctoral students is applied three years after the establishment of doctoral studies in the respective academic unit.
2. The publications must be from the candidate's field of expertise, from the relevant field or the field that the candidate covers in the teaching process.
 3. The appointment for the title of **Full Professor**, as well as the duration of employment, is for an indefinite period.

Article 3

Article 15, is supplemented and amended as follows:

Duration of appointment and limitations on appointment

1. The time limits for which the appointment is made are defined in the Law on Higher Education and in the Statute of UHZ.
2. The titles earned at a public university in the Republic of Kosovo can be recognized by the University Senate, based on the proposal of the academic unit and the evaluation commission if the candidate, at the time of application, holds a valid title that is in accordance with the criteria of the current Regulation for the Evaluation and Selection procedures related to the Appointment, Reappointment, and Advancement of regular academic staff at "Haxhi Zeka" University
3. During the advancement process it is not allowed to skip the academic titles as provided by the UHZ Statute.
4. The age criterion defined as in Article 17 4 of the Statute applies to candidates who apply for the establishment of full time employment and will be taken into consideration until the day of the closing of the announcement.
5. If a candidate has been engaged in UHZ as an external associate or with a honorarium before the age defined according to Article 17 4 of the Statute, this does not imply that the age criterion specified by the Statute does not apply to the same person at the time of establishing the full time employment relationship.

6. A contract for a fixed period that is clearly or self-evidently renewed for a period of employment longer than ten (10) years is considered a contract for an indefinite period of time.
7. In UHZ, it is not allowed to recruit academic staff that are considered a close family person within the same academic unit, if within that academic unit they have a leadership position (in the relationship of spouse, parent-child, brother-sister, sister-sister, brother-brother and vice versa).
8. Foreign citizens and stateless persons in the Republic of Kosovo establish employment relations according to the Law on Labor, under the conditions and criteria defined by a special law for the employment of foreign citizens and according to international conventions.
9. A competition for reappointment or advancement cannot be announced for academic staff who have a full time employment relationship outside UHZ or has a suspended employment at UHZ.

Article 4

Article 21, is supplemented and amended as follows:

Transitional provisions

1. For the advancement of academic staff from **January 04, 2023**, only papers published in journals indexed on the following platforms will be evaluated:
 - 1.1 WEB OF SCIENCE (<http://mjl.clarivate.com>)
 - 1.2 SCOPUS (<https://www.scopus.com>)

Article 22

Repeal of provisions

1. With the entry into force of this regulation, articles 4, 15 and 21 of the Regulation 025/23, of 06/03/2023, on the Regulation for the Evaluation and Selection procedures related to the Appointment, Reappointment, and Advancement of regular academic stafat the University "Haxhi Zeka" in Peja, are repealed.

Article 23

Entry in force

This regulation enters into force on the day of its approval by the Senate.

Chairman of the Senate
Prof. Dr. Armand Krasniqi

