

## INSTRUCTIONS FOR APPLYING FOR THE TITLE OF DOCENT

### 1. Title of docent

According to Section 89 of the Universities Act (558/2009), a university may award the title of docent to a person who has comprehensive knowledge of their field, a capacity for independent research or artistic work as demonstrated through publications or in some other manner, and good teaching skills.

On 12 February 2019, the president issued instructions on the granting of the title of docent at Tampere University.

### 2. Requirements for the granting of the title of docent

Tampere University has set out the following university-level requirements for the granting of the title of docent:

- doctoral degree
- comprehensive knowledge of their own field
- a capacity for independent research as demonstrated through publications or in some other manner
- significant scientific publications produced primarily after a dissertation. It is recommended that the title of docent not be applied for at too early a stage.
- good teaching skills
- other field-specific criteria:

Besides the university-level requirements mentioned above, the Faculty of Medicine and Health Technology has the following requirements for the granting of the title of docent:

#### Scientific publications

The applicant's scientific publications must show that the applicant has comprehensive knowledge of the field in which the title is being sought and the capacity for independent scientific research. The applicant's scientific publications must show that the applicant has created their own line of research and that the applicant's research is actively ongoing.

The evaluation primarily considers original articles that have been published or approved for publication in international, peer-reviewed publication series. The minimum number of such publications is 20. The applicant must be the first, second or last author in no less than 10 publications in the field in which the title is being sought. Case reports, conference publications and consortium publications are evaluated on a case-by-case basis.

A compilation dissertation is not counted as an original or review article, but the list of publications may include one monograph dissertation as well as two (2) review articles published in peer-reviewed publication series.

**Scientific postgraduate studies**

In the evaluation of scientific merits, scientific postgraduate studies are taken into account: in addition to a doctoral degree, scientific postgraduate studies abroad or in Finland, participation in scientific meetings in Finland and abroad as an organiser or presenter of research results.

**Practical knowledge required by the field**

Applicants for the title of docent in clinical fields and clinical laboratory fields are required to have completed two years of service in the role of senior physician or senior dentist after completing a Specialist Degree in Medicine or Dentistry or after receiving the rights of a medical specialist or dental specialist. The Docent Committee evaluates the fulfilment of the service on a case-by-case basis.

**Teaching skills**

In the evaluation of teaching skills, the evaluators take into account the applicant's pedagogic capabilities (e.g. pedagogic education), teaching experience, supervisory experience (supervision of dissertations, other theses and scientific studies), production of teaching materials, development of teaching skills and communal efforts to develop teaching.

**3. Applying for the title of docent**

Applicants must prepare a freeform application, addressed to the president of Tampere University, which clearly identifies the field in which the title of docent is being sought.

The following must be attached to the application:

- a CV, prepared in accordance with instructions provided by the Finnish National Board on Research Integrity (<https://www.tenk.fi/en>)
- a copy of the doctoral diploma and, in the field of clinical medicine, a copy of the diploma for completed medical specialist education
- a list of publications grouped as follows
  - a) original scientific articles, separate mention of the dissertation and its articles
  - b) general overviews, editorials and textbook articles
  - c) other writing
  - d) abstracts (if the applicant wishes to mention them in the application)

**PLEASE NOTE!** The only pieces of writing that can be considered to be original scientific articles are pieces in which research results not included in other articles are featured as the key content and which have been published in a scientific journal. Manuscripts approved for publication can be mentioned, in which case they must be marked as 'approved for publication'. The Vancouver system must be followed with regard to references (e.g. Wilson D H, Thyson W T: name of article, Am J Clin Patol 1991; 29:762-770). For publications that are 'in press', the applicant must attach a copy of the letter of approval from the journal. After the name of each publication, the applicant must write down the last available

impact factor of the journal. Monographies and Finnish-language publications are particularly taken into account in fields in which the impact system cannot be used.

- teaching portfolio that includes descriptions of
  - a) the applicant's approach to teaching
  - b) the applicant's pedagogic capabilities (e.g. pedagogic education)
  - c) teaching experience
  - d) supervisory experience (supervision of dissertations, other theses and scientific studies)
  - e) production of teaching materials
  - f) development of teaching and supervisory skills as well as communal efforts to develop teaching

Additionally, the teaching portfolio must present previous evaluations of teaching skills (approved teaching demonstrations) as well as other teaching merits.

- a brief written account of post-dissertation merits and activities significant to the title of docent as well as capacity for independent research.
- a freeform evaluation, no more than 1–2 pages in length, of the applicant's own scientific field of research and contribution to it. Here, the applicant can also present an analysis of how often their works are referenced in literature.
- a detailed account of scientific postgraduate studies. The evaluation takes into account postdoctoral training completed abroad or in Finland, participation in scientific meetings in the applicant's own field in Finland or abroad.
- in clinical fields, the applicant is required to have completed two years of service after completing a Specialist Degree in Medicine or Dentistry or after receiving the rights of a medical specialist or dental specialist. The applicant must prepare a calculation of the fulfilment of this service.
- a freeform necessity statement, prepared by a professor in the field in question, that shows the significance and support of the title of docent to teaching and research in the field in question as well as a proposal on two unexceptionable experts. (For more information on the grounds for disqualification, see section 28 of the Administrative Procedure Act [434/2003].)

The application must be submitted by e-mail to Head of Administration Niina Puronurmi

([niina.puronurmi@tuni.fi](mailto:niina.puronurmi@tuni.fi)). For more information, please contact Chair of the Docent Committee Seppo Nikkari ([seppo.nikkari@tuni.fi](mailto:seppo.nikkari@tuni.fi), tel. +358 (0)50 396 9639) or Head of Administration Niina Puronurmi ([niina.puronurmi@tuni.fi](mailto:niina.puronurmi@tuni.fi), tel. +358 (0)50 349 7036).

#### **4. Granting of the title of docent:**

- Applications are processed by the faculty's Docent Committee.

- If the Docent Committee considers the title of docent to be necessary and the field to be suitable for the faculty's activities, the committee will first complete a tentative overall evaluation of the applicant's qualifications before submitting a proposal to the dean on no less than two internationally distinguished experts, after which the dean will make the decision on the experts.
- Applicants for the title of docent are reserved the right to point out any grounds for the experts' disqualification based on the Administrative Procedure Act (434/2003).
- Once the experts have submitted favourable statements on the applicant's scientific qualifications for the title of docent, the applicant's teaching and supervisory skills are evaluated through a public teaching demonstration. The teaching demonstration is evaluated by the Docent Committee. The applicant can be considered to have the good teaching skills required of a docent if their teaching demonstration is evaluated to be at least 'good'. The Docent Committee of the Faculty of Medicine and Health Technology can relieve the applicant of the obligation to give a teaching demonstration on special grounds. Possible special grounds include a prior approved teaching demonstration given for another teaching position at the university, for example.
- Based on the application documents, statements from experts and a demonstration of teaching skills, the Docent Committee evaluates whether the applicant has the scientific qualifications and teaching skills required for the title of docent, after which the committee submits a proposal to the dean on the granting of the title.
- The president grants the title of docent based on a proposal by the provost.
- The decision on the title of docent is made known to the Faculty Council.
- After receiving the title of docent, the applicant must undertake to participate in teaching provided in the faculty. They may also participate in the development of teaching.