



INTERNATIONAL EUROPEAN UNIVERSITY

REGULATIONS
on the procedure for conducting competitive selection when
filling vacant positions for scientific and pedagogical staff
of International European University

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1. GENERAL PROVISIONS

1.1. The Regulations on the Procedure for Competitive Selection for Filling Vacant Positions of Scientific and Pedagogical Staff of the International European University (hereinafter referred to as the "Regulations") have been developed in accordance with the legislation of Ukraine (the Constitution of Ukraine, the Labor Code of Ukraine, the Law of Ukraine "On Higher Education", the Law of Ukraine "On Scientific and Scientific-Technical Activities", the Law of Ukraine "Fundamentals of the Legislation of Ukraine on Health Care", the Law of Ukraine "On Licensing types of economic activity", the Law of Ukraine "On Ensuring the Functioning of the Ukrainian Language as the State Language", the Resolution of the Cabinet of Ministers of Ukraine dated 30.12.2015, No. 1187 "On Approval of the Licensing Conditions for Conducting Educational Activities" (as amended) (hereinafter referred to as the Resolution), the Resolution of the Cabinet of Ministers of Ukraine dated 02.03.2016 No. 285 "On Approval of the Licensing Conditions for Conducting Economic Activities in Medical Practice" (as amended), the Resolution of the Cabinet of Ministers of Ukraine dated 21.08.2019. No. 800 "Some Issues of Advanced Training of Pedagogical and Scientific-Pedagogical Staff" (as amended), Resolution of the Cabinet of Ministers of Ukraine dated July 14, 2021, No. 725 "On Approval of the Regulation on the System of Continuous Professional Development of Medical and Pharmaceutical Workers" (as amended), Order of the Ministry of Economic Development, Trade and Agriculture dated 23.03.2021 No. 610 "On Approval of the Professional Standard for the Group of Professions "Teachers of Higher Education Institutions," etc.), Statute of the University, Regulations on the Academic Council of the University.

1.2. The Regulations determine the procedure for competitive selection during employment, extension of employment relations, and dismissal of scientific and pedagogical workers and the procedure for concluding employment agreements (contracts) with scientific and pedagogical workers at the Private Higher Education Institution "International European University" (hereinafter referred to as the University).

1.3. The Regulations apply to the positions of scientific and pedagogical staff of the University, which are defined in Art. 55 of the Law of Ukraine "On Higher Education" and the List of Positions of Pedagogical and Scientific-Pedagogical Workers, approved by the Resolution of the Cabinet of Ministers of Ukraine of 14.06.2000, No. 963.

1.4. The positions of scientific and pedagogical workers can be occupied by persons who have a higher education of at least the second (master's) level or an

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educational and qualification level equivalent to a master's degree or a scientific degree and/or academic title, as well as graduates of master's, postgraduate, clinical residency and doctoral studies.

1.5. Appointment to the position of a scientific and pedagogical worker is preceded by a competitive selection in the manner determined by this Regulation.

In case of filling vacant positions for which the mandatory competitive selection is not provided by law, the competitive selection procedure or its elements may be applied by the Statute of the University.

Without a competitive selection, the positions of the Rector, Vice-Rectors (whose activities are related to the educational or scientific process), Scientific Secretary, and Director of the Scientific Library of the University are filled. In the case of filling vacant positions without competitive selection, the general norms of labor legislation are applied.

1.6. To ensure the continuity of the educational process, the rector has the right to temporarily fill a vacant position without competition by appointing a person to such a position before the announcement of the competition or before the end of the academic year. Persons not selected by competition are subject to dismissal by the current legislation of Ukraine.

In some cases, if it is impossible to provide the educational process with existing full-time employees, vacant positions of scientific and pedagogical workers can be filled under a fixed-term employment contract part-time in the current academic year.

1.7. During the procedure of competitive selection to fill vacant positions of scientific and pedagogical workers, compliance with the requirements of the legislation of Ukraine on professional development and advanced training of scientific and pedagogical workers must be taken into account, and the results of the rating assessment of scientific and pedagogical workers can also be taken into account.

The main criterion for personal assessment and selection of an applicant for a vacant position is compliance with the Licensing Conditions for Educational Activities requirements.

For an applicant working at the University, additional criteria for a personal assessment of their previous scientific and pedagogical activities may be applied: the results of advanced training or internship; indicators of the annual rating evaluation of scientific and pedagogical staff of the University (for persons who have been working at the University for at least one year); personal participation in cooperation with employers and other stakeholders.

When assessing the professional qualities of young applicants who have not previously worked in the positions of scientific and pedagogical workers, preference

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is given to graduates of postgraduate (doctoral studies) who have completed individual work plans, participants in international educational programs, participants in scientific projects in priority areas of development of science, medicine, education, etc.

1.8. One person cannot simultaneously occupy two or more positions at the University that provide for the performance of administrative and managerial functions.

1.9. Labor disputes between the parties are considered by the procedure established by law.

2. FILLING VACANT POSITIONS OF SCIENTIFIC AND PEDAGOGICAL STAFF WITHOUT COMPETITIVE SELECTION

2.1. Election and Dismissal of the President and Rector of the University

Election and appointment to the positions of President and Rector are carried out by the Law of Ukraine "On Higher Education" and the Statute of the University.

The President of the University is appointed and dismissed from his position by the General Meeting of Participants at any time based on the decision of the General Meeting of Participants.

The Rector of the University is appointed to the position by the General Meeting of Participants of the University on the terms of a contract (agreement) for a period of up to five years based on the decision of the General Meeting of Participants (owners) of the University and is dismissed from his position by the General Meeting of Participants at any time based on the decision of the General Meeting of Participants (including in case of recognition by the General Meeting of Participants of the Rector of the University as not corresponding to the position held).

A candidate for the position of Rector of the University must meet the qualifications specified in Section 5 of these Regulations for the relevant position.

All personnel orders regarding the position of the Rector, including the appointment of dismissal and assignment of temporary duties of the Rector to another person, are approved by the President of the University.

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2.2. Filling the position of Vice-Rector (whose activities are related to the educational and/or scientific process), Vice-President

The President and the Rector of the University select candidates for the position of Vice-Rector and Vice-President.

Vice-rectors (whose activities are related to the educational and/or scientific process) are appointed and dismissed by agreement of the Academic Council of the University. The decision to nominate vice-rectors by the Law of Ukraine "On Higher Education" also agreed with the student self-government body.

The decision to continue labor relations with an employee in the position of Vice-Rector or vice-president, whose activities are directly related to the educational or scientific process, is made by the Rector in agreement with the President, the Academic Council of the University and the student self-government body by concluding a contract.

In case of disapproval by the student self-government body of the University of a candidate for the position of Vice-Rector of the University whose activities are directly related to the educational or scientific process, the Vice-President, the Rector of the University appoints (assigns duties) the Acting Vice-Rector, Vice-President to be appointed by the procedure established by this Regulation.

The President of the University determines the term for which the contract (employment contract) is concluded with the Vice-Rector and Vice-President, but not more than 5 years. The agreement may specify the target indicators of the University's activity, which must be ensured by a person in the position of Vice-Rector in case of signing an employment agreement (contract), the verification mechanism, and the terms for achieving such target indicators.

2.3. Filling the positions of scientific secretary, director of the scientific library

By the decision of the Rector of the University, with the consent of the President of the University and taking into account the proposals of the Vice-Rectors, an applicant from among the persons who meet the qualification requirements for this position, defined in Section 5 of this Regulation, is appointed to the position of Academic Secretary, Director of the Scientific Library by the decision of the Rector of the University with the consent of the President of the University and taking into account the proposals of the Vice-Rectors.

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2.4. Other cases of filling vacant positions of scientific and pedagogical workers without competitive selection

2.4.1. Vacant positions of assistants of departments are filled under an employment contract (contract) without announcing a competition.

2.4.2. The competition is not announced for positions occupied by administration representatives on the terms of hourly pay also on an internal part-time basis (for no more than one academic year).

In case of the formation of a new structural unit (educational and scientific institute/faculty, department) at the University, the rector appoints its acting head (director, head) for a period before the competition, but not more than three months.

The merger division of subdivisions is not the basis for announcing and holding competitions to fill the positions of scientific and pedagogical workers, except for the head of the subdivision.

2.4.3. The competition is not announced for the positions of scientific and pedagogical (pedagogical) workers if the rate is less than 1.00 rates (for a period of no more than one academic year).

3. PRINCIPLES OF ORGANIZATION AND PROCEDURE FOR CONDUCTING COMPETITIVE SELECTION

3.1. The competitive selection is carried out based on openness, publicity, legality, equality of rights of members of the competition commission, collegiality of decision-making by the competition commission, independence, objectivity, and validity of decisions of the competition commission, impartial attitude to candidates for vacant positions of scientific and pedagogical workers.

3.2. The order of the Rector of the University announces the competition for a scientific and pedagogical worker position.

The Rector of the University may decide to cancel the competition and announce a new competition only in case of non-compliance with the requirements of this Regulation or for other reasons (introduction of martial law in the country, quarantine, etc.).

3.3. A competition for the position of a scientific and pedagogical worker may be announced for an existing vacant position or two months before the expected date of vacancy of the position of a scientific and pedagogical worker (expiration of the term of work of a scientific and pedagogical worker under the terms of a fixed-term employment contract (contract)).

3.4. The competition's announcement and holding terms and conditions are

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published on the University's website.

The announcement's publication date is considered the first day of the announced competition.

Information about the date and place of the Scientific Council meeting on the election of applicants is announced on the university's official website.

The deadline for submitting applications for participation in the competition is 30 days from the publication date of the announcement, and within 5 working days after submitting applications and documents, the competition commission decides on admission to participate in the competitive selection.

3.5. For the organization and conduct of competitive selection when filling vacant positions of scientific and pedagogical workers, a competition commission (hereinafter referred to as the Commission) is formed by the order of the Rector.

The Commission is a permanent body established for preliminary consideration of issues related to the competitive selection of scientific and pedagogical staff of the University.

The Commission consists of Vice-Rectors, the Director of the Department of Organization of the Educational Process, the Director of the Department of Quality Assurance of Education, the Director of the Department of Personnel Support of the University, the Head of the Legal Department, and the President of the Student Parliament. The Chairman and Deputy Chairman of the Commission are appointed from among the Vice-Rectors of the University. The duties of the Secretary of the Commission shall be assigned to the Director of the Department of Personnel Support.

3.6. The announcement of the competition for the position of a scientific and pedagogical worker contains:

- full name of the University;
- The name of the positions for which the competition was announced;
- requirements for applicants (academic degree, academic title, etc.); deadlines for submission of applications and documents, their list;
- address and contact phone numbers of the University; address of submission of documents.

3.7. On changes in the terms of the competition after its cancellation, an order of the Rector of the University is issued.

3.8. Applications for participation in the competition have the right to be submitted by persons who have complete higher education and, according to their educational and qualification characteristics, meet the requirements established for scientific and pedagogical workers by the Laws of Ukraine "On Education," "On Higher Education" and the conditions of the announced competition, in particular, they have:

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- high moral qualities, organizational skills, adhere to the norms of pedagogical ethics;
- appropriate physical and mental state of health;
- constantly improve professional and scientific level pedagogical skills;
- have high digital literacy; understand the mission and values of the University; are fluent in the state language;
- provide a high scientific and methodological level of teaching academic disciplines of the educational program by the direction of training and/or the relevant specialty;
- comply with the Laws of Ukraine "On Education," "On Higher Education," Internal Regulations, and other regulatory documents.

3.9. Applicants for the position of scientific and pedagogical worker submit the following documents to the University Commission:

For persons who are employees of the University:

- An application to the competition commission for participation in the competition, written by hand, which is registered in the register of incoming correspondence of involvement in the competition for vacant positions of scientific and pedagogical workers, which is located in the Department of Personnel Support of the University;
- report on educational, methodological, educational, research, organizational, and career guidance work and fulfillment of the terms of the contract for the previous period;
- information on achievements in professional activities over the past 5 years (clause 38 of the Licensing Conditions for the Implementation of Educational Activities);
- strategy of the department development for 5 years (for the vacant position of the head of the department).

For persons who are not employees of the University:

- An application to the competition commission for participation in the competition, written in his hand, which is registered in the register of incoming correspondence of involvement in the competition for vacant positions of scientific and pedagogical workers, which is located in the Department of Personnel Support of the University;
- a copy of the passport of a citizen of Ukraine (Articles 1,2,3,10,11) a6o of a foreigner's identity document (for foreign citizens participating in the competition);
- personal sheet on personnel accounting;
- autobiography;

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- copies of diplomas of higher education, scientific degrees, copies of certificates of awarding academic titles (associate professor, professor);
- A copy of the employment record book, notarized by A60 in another manner established by law;
- two photographs measuring 4 by 6 cm;
- A copy of the military ID (temporary certificate);
- a medical certificate of health in the form approved by the Ministry of Health of Ukraine;
- consent to the processing of personal data;
- A60 Internship Training Documents within the last five years;
- state certificate of proficiency in the state language, issued by the National Commission for State Language Standards;
- a document on the level of proficiency in the language of the SS country (if any);
- A list of scientific and educational works;
- information on achievements in professional activities over the past 5 years (clause 38 of the Licensing Conditions for the Implementation of Educational Activities);
- The strategy for developing the educational and scientific institute and the department for 5 years (for the vacant position of the head of the department).

The list of documents to be submitted by the applicant for the position is indicated in the competition announcement.

3.10.If a person has submitted an application but does not meet the specified requirements and conditions of the announced competition, then they are not allowed to participate in it, about which they receive a written reasoned refusal signed by the Chairman of the University Commission no later than 3 working days from the date of establishing the non-compliance of such a person with the requirements of the announced competition.

Unmotivated refusal to admit to participation in the competition is not allowed. Documents are submitted to the Commission in electronic and paper form.

3.11.When passing the competition, the results of scientific and pedagogical workers according to the rating of scientific activity are considered.

3.12.By Part 5 of Article 60 of the Law of Ukraine "On Higher Education," advanced training and internship results are considered when electing a position by competition or concluding an employment contract with scientific and pedagogical staff.

3.13.Applicants for filling vacant positions of scientific and pedagogical

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workers can familiarize themselves with this Regulation on the University's official website.

3.14. The competition for the positions of scientific and pedagogical workers is held within one month (as an exception, if there are objective reasons – two months) (by the decision of the Commission) after the end of accepting applications for participation in the competition.

3.15. If no application was submitted during the competition to fill vacant positions of scientific and pedagogical workers, or none of the applicants was admitted to the competition, none (only) of the applicants received more than half of the votes of the present members of the Academic Council of the University (Academic Council of the Educational and Scientific Institute), the winner of the competition was not determined by the results of repeated voting, or the results of the competition were not put into effect by the order of the rector, In this case, the competition is considered not to have taken place, and is announced again within one month.

3.16. **Candidates for filling vacant positions are preliminarily discussed in labor collectives (at meetings of meetings of labor collectives, departments, self-government bodies, and academic councils) in their presence.** Without an applicant, the candidacy is discussed only with his written consent.

3.17. The conclusions of labor collectives on the compliance of professional and personal qualities of applicants with the conditions of the competition and requirements for the position, as well as recommendations of labor collectives for each candidacy of applicants, are adopted by secret ballot. The names of all applicants for filling the relevant position are entered into a single ballot for secret ballot. Each University's Academic Council member can vote for only one candidate. With all other voting options, the ballots are considered invalid.

The relevant decisions are submitted for consideration by the Commission and the University's Academic Council (together with individual conclusions of the meeting participants, which are set out in writing).

A pessimistic conclusion does not deprive the applicant of the right to continue participating in the competition and consider his candidacy at the Commission meeting.

A pessimistic conclusion based on the results of the preliminary discussion and/or in the recommendations of the Commission is not a basis for refusing the applicant to consider his candidacy by the University's Academic Council.

Applicants have the right to be acquainted with the conclusions of labor collectives before the meeting of the Academic Council.

3.18. At the University's Academic Council meeting, before the secret ballot,

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the Academic Secretary (Secretary of the Academic Council) familiarizes those present with the materials of each applicant's submitted documents and with the labor collectives' recommendations. Discussion of each applicant's candidacy is held in their presence (as an exception, the debate can be held in the absence of the applicant, but with their written consent).

The names of all applicants for filling the relevant position are entered into a single ballot for secret ballot. Each University's Academic Council member can vote for only one candidate. With all other voting options, the ballots are considered invalid.

To count the votes before the secret ballot, a counting commission is elected from the members of the Honorary Council of the University in the amount of at least three people. The University's Academic Council approves the counting commission protocol through open voting.

The decision of the University's Academic Council to fill the position is considered valid if at least 2/3 of the members of the University's Academic Council took part in the voting. An applicant is considered elected if more than half of the members of the Academic Council of the University present at the meeting voted for him.

Suppose during the competition in which two or more applicants for the position participated, the votes of the members of the Academic Council were divided equally. In that case, a second vote is held at the same meeting of the Academic Council of the University. If the same voting result is obtained, the competition is considered to have not occurred and is announced again.

If, during the competition for the relevant position, none of the applicants received more than half of the votes of the present members of the University's Academic Council, the competition is considered to have not taken place and can be announced repeatedly.

3.19. An employment contract (contract) is concluded with the person who wins the competition to fill a vacant position.

Two months before the contract's expiration, with the parties' consent, it can be extended or concluded for a new term. In case of failure to reach an agreement, a competition is announced.

3.20. After being selected by the competition, the person who passed the competition must write an application within three calendar days after the competition. If the chosen person has not written an application, the position remains vacant, and the competition for its replacement is announced again within one month.

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4. THE PROCEDURE FOR ELECTING DIRECTORS OF EDUCATIONAL AND SCIENTIFIC INSTITUTES, THEIR DEPUTIES, AND SCIENTIFIC AND PEDAGOGICAL STAFF TO VACANT POSITIONS

4.1. Election of the Director of the Educational and Scientific Institute, Deputy Director of the Educational and Scientific Institute (whose activities are directly related to the educational and scientific process)

4.1.1. The Director of the Educational and Scientific Institute is appointed by the order of the Rector of the University in agreement with the President of the University. He concludes a contract for a period of up to 5 years.

The Deputy Director of the Educational and Scientific Institute, whose activities are directly related to the educational or scientific process, is appointed by the order of the Rector of the University by the submission of the Director of the Educational and Scientific Institute in agreement with the President of the University and concludes a contract for a period of up to 5 years.

The contracts define the target indicators of the institute's activity, which must be ensured by a person in the position of director and deputy director, as well as indicators and the deadline for achieving such indicators. Target indicators must correspond to the development strategy of the University and the target indicators determined by the Ministry of Education and Science of Ukraine for the head of the University, taking into account the profile and specifics of the Educational and Scientific Institute.

4.1.2. Applicants for the positions of director of the educational and scientific institute and deputy director of the educational and scientific institute must meet the qualification requirements for this position, defined in section 5 of this Regulation.

4.1.3. Candidates for filling the vacant position of the Director of the Educational and Scientific Institute at the meeting of the Academic Council of the Institute submit a report on their work for the previous period and the strategy/program of development of the Institute. The meeting of the Academic Council of the Institute, on behalf of the Rector, is held by one of the Vice-Rectors of the University.

4.1.4. The meeting of the Academic Council of the Institute, at which the issue of electing the Director of the Educational and Scientific Institute, the Deputy Director of the Educational and Scientific Institute, whose activities are directly related to the educational and scientific process, **is considered valid if at least 2/3 of the members of the Academic Council of the Institute took part in the voting.**

Decisions of the Academic Council of the Institute regarding applicants for the position of Director of the Institute, Deputy Director of the Institute (whose activities are directly related to the educational and scientific process) together with individual written opinions of the participants of the meeting (if any) are submitted to the

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Academic Secretary for consideration by the Academic Council of the University, which by secret ballot decides on the winner of the competitive selection for the positions of the Director of the Institute, Deputy Director of the Institute (whose activities directly related to the educational A60 scientific process). An applicant is considered elected if more than half of the members of the Academic Council of the University present at the meeting voted for him.

The minutes of the University's Academic Council are the basis for concluding a contract with an agreed person and issuing an order of the Rector on his acceptance or approval of the position.

4.1.4. the same person **cannot be the director of an educational and scientific institute for more than 10 years.**

4.2. Election to the position of Head of the Department

4.2.1. The Head of the Department is elected by competition by secret ballot by the University's Academic Council for five years, considering the proposals of the Academic Council of the Institute and the Department.

4.2.2. An applicant for the department head position must meet the qualification requirements defined in section 5 of this Regulation.

4.2.3. Candidates for the position of head of the department are discussed at the meeting of the relevant department in compliance with the requirements of paragraph 3.16 of this Regulation.

When considering a candidate for the department head position at the department meeting, the director of the relevant institute holds the department meeting.

The decision on each candidacy is made by secret ballot of the full-time employees of the department by a simple majority of votes.

After the department decides, the issue of recommending applicants for the position of the head of the department is submitted for consideration by the Academic Council of the Institute, and after that – the Academic Council of the University, which takes place in the manner determined by paragraphs 3.11-3.18 of this Regulation.

4.2.4. A contract for a period of 5 years is concluded with the person who wins the competition for the position of the head of the department, and the rector issues an order on enrollment.

The contract with the head of the department determines the target indicators of the department's activity, which must be ensured by a person in the position of the head of the department, as well as indicators and the deadline for achieving such target indicators. In turn, the head of the department sets target indicators for the scientific and pedagogical staff of the department.

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4.3. Election to the positions of Professor, Associate Professor, Senior Lecturer, Lecturer

4.3.1. Election to the positions of Professor, Associate Professor, Senior Lecturer, and Lecturer of the Department by competition is carried out in case of expiration of the term of the employment agreement (contract) of the person who held the relevant position or in the presence of a vacant position.

4.3.2. Persons who have the academic title of professor and/or the scientific degree of Doctor of Sciences and experience of scientific and pedagogical work of at least 5 years in higher education institutions and meet the requirements of clause 3.8 can participate in the competition for the position of professor of the department. Of this Regulation.

As an exception, persons with a scientific degree of Candidate of Sciences, the academic title of Associate Professor in the department profile, and experience of scientific and pedagogical work of at least 10 years in higher education institutions can apply for the position of Professor of the Department.

Persons who have complete higher education (master, specialist), scientific degree of Doctor of Sciences, Candidate of Sciences and/or academic title of Associate Professor by the profile of the department and experience of scientific and pedagogical work of at least 5 years in higher education institutions, and meet the requirements of clause 3.8, can participate in the competition for the position of associate professor of the department. Of this Regulation.

Persons who have a degree (master's degree, specialist), experience of scientific and pedagogical work of at least 3 years in higher education institutions, a60 practical work experience of at least 5 years, and meet the requirements of clause 3.8 can participate in the competition for the position of senior lecturer. Of this Regulation.

Persons who have a degree (master's, specialist) in the profile of disciplines of the educational load of the department, without requirements for work experience, and also meet the requirements of clause 3.8, can participate in the competition for the position of teacher. Of this Regulation.

4.3.3. Professor, Associate Professor of the Department is elected by competition by secret ballot by the Academic Council of the University, considering the proposals of the Academic Council of the Institute and the Department.

4.3.4. Candidates for replacement of professor, associate professor, senior lecturer, and lecturer of the department are discussed at the meeting of the relevant department in compliance with the requirements of paragraph 3.16 of this Regulation.

The decision on each candidacy is made by secret ballot of the full-time employees of the department by a simple majority of votes.

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After the department decides, the recommendations of applicants for the position of professor, associate professor, senior lecturer, and lecturer of the department are submitted for consideration by the Academic Council of the Institute and, after that – by the Academic Council of the University in the manner determined by paragraphs 3.11-3.18 of this Regulation.

4.3.5. 3 The applicant, elected by the decision of the Academic Council of the Institute, concludes a contract for a period of up to 5 years by agreement of the parties, and the Rector issues an order on enrollment to the position.

4.3.6. Persons elected to the vacant position of Professor or Associate Professor of the Department have the right to apply for the following position not earlier than in a year.

5. BASIC QUALIFICATION REQUIREMENTS FOR APPLICANTS FOR FILLING THE POSITIONS OF SCIENTIFIC AND PEDAGOGICAL WORKERS

Applicants for scientific and pedagogical worker positions must meet the following general requirements.

5.1. By paragraph 14 of Article 9 of the Law of Ukraine, "On Ensuring the Functioning of the Ukrainian Language as the State Language," persons applying for scientific and pedagogical workers must be fluent in the state language. The level of proficiency in the state language is certified by a document on complete general secondary education, provided that such a document confirms the study of the Ukrainian language by a person as an academic subject (discipline) or by a state certificate of proficiency in the state language, issued by the National Commission for State Language Standards by this Law.

5.2. The main qualification requirements for applicants for the positions of scientific and pedagogical workers:

5.2.1. **rector** – higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science and/or the academic title of Associate Professor or Professor, work experience in scientific, scientific and pedagogical positions for at least 10 (five) years; absence of restrictions defined by Art. 42 of the Law of Ukraine "On Higher Education";

5.2.2. **Vice-Rector** (whose activities are related to the educational or scientific process) – higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Sciences and/or the academic title of Associate Professor or Professor,

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work experience in scientific, scientific and pedagogical positions for at least 5 (five) years; absence of restrictions defined by Art. 42 of the Law of Ukraine "On Higher Education";

5.2.3. **director of the educational and scientific institute** - higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Sciences and/or the academic title of Associate Professor or Professor by the profile of the educational and scientific institute, work experience in scientific, scientific and pedagogical positions for at least 5 (five) years;

5.2.4. **deputy director of the educational and scientific institute** (whose activities are related to the educational or scientific process) - higher education (specialist, master), proficiency in the state language; it is desirable to have a scientific degree, as a rule, by the profile of the faculty, work experience in scientific and pedagogical positions of at least C (three) years;

5.2.5. **Head of the Department:**

- clinical department – higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science and/or the academic title of Associate Professor or Professor by the profile of the department, experience of scientific and pedagogical work of at least 5 (five) years in higher education institutions or institutions of postgraduate education with a salary of at least 0.25 official salary (salary rates); the highest (first) qualification medical category in the specialty corresponding to the profile of the department;

- theoretical department – higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science and/or the academic title of Associate Professor or Professor by the profile of the department, experience of scientific and pedagogical work of at least 5 (five) years in higher education institutions or institutions of postgraduate education with a salary of at least 0.25 official salary (salary rates); to be the author of educational and methodological works, scientific papers published in professional scientific journals of Ukraine and/or periodicals, personally developed strategy for the development of the department for a period of 5 years;

5.2.6. **Professor:**

- clinical department - higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science or the academic title of Associate Professor or Professor by the department's profile. Experience of scientific and pedagogical work of at least 5 (five) years in higher education institutions or institutions of postgraduate

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education with a salary of at least 0.25 official salary (salary rates); the highest (first) qualification medical category in the specialty corresponding to the profile of the department;

- theoretical department - higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science and/or the academic title of Associate Professor or Professor by the department's profile. Experience in scientific and pedagogical work of at least 5 (five) years in higher education institutions or postgraduate education institutions with a salary of at least 0.25 official salary (salary rates);

5.2.7. Associate Professor:

- clinical department - higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science or the academic title of Associate Professor by the department's profile. Experience in scientific and pedagogical work of at least 3 (three) years in higher education institutions or institutions of postgraduate education with a salary of at least 0.25 official salary (salary rates); qualification medical category in the specialty corresponding to the profile of the department;

- theoretical department - higher education (specialist, master), proficiency in the state language; must have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or Doctor of Science and/or the academic title of Associate Professor by the department's profile. Experience of scientific and pedagogical work of at least 3 (three) years in higher education institutions or institutions of postgraduate education with a salary of at least 0.25 official salary (salary rates);

5.2.8. Senior lecturer - complete higher education in the relevant field of training (master or specialist); knowledge of the state language; it is desirable to have a scientific degree as a candidate of sciences (doctor of philosophy). Experience of scientific and pedagogical work of at least 3 (three) years in higher education institutions or institutions of postgraduate education with a salary of at least 0.25 official salary (salary rates) or practical work experience of at least 5 years;

5.2.9. teacher - complete higher education in the relevant field of training (master or specialist); proficiency in the state language; it is desirable to have a scientific degree of Candidate of Sciences (Doctor of Philosophy) or experience of scientific, scientific, and pedagogical work of at least 2 (two) years in higher education institutions or institutions of postgraduate education;

5.2.10. Assistant:

- clinical department - complete higher education in the relevant field of training (master or specialist); proficiency in the state language; It is desirable to have a scientific degree of Candidate of Sciences (Doctor of Philosophy or Doctor of

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Science). Experience in scientific and pedagogical work is not required; qualification medical category or certificate of a specialist doctor in the specialty corresponding to the profile of the department;

- theoretical department - complete higher education in the relevant field of training (master or specialist); proficiency in the state language; It is desirable to have a scientific degree of Candidate of Sciences (Doctor of Philosophy or Doctor of Science).

Experience in scientific and pedagogical work is not required;

5.2.11. ***trainee teacher*** - complete higher education in the relevant field of training (master or specialist), proficiency in the state language; Experience of scientific and pedagogical work is not required;

5.2.12. ***Director of the library*** - proficiency in the state language; complete higher education in the humanities and postgraduate education in organizing and managing libraries. Work experience in the field of library science - at least 5 (five) years;

5.2.13. ***Academic Secretary*** - complete higher education (master or specialist); proficiency in the state language; scientific degree and/or academic (honorary) title; work experience in scientific, scientific, and pedagogical positions - at least 5 (five) years.

5.3. Other requirements must comply with the Licensing Conditions for Educational Activities and the Professional Standard for the group of professionals "Teachers of Higher Education Institutions."

6. TERMINATION OF EMPLOYMENT RELATIONS (DISMISSAL FROM OFFICE)

6.1. Termination of labor relations with scientific and pedagogical workers may occur based on grounds and in the manner provided for by the employment agreement (contract) by the current legislation of Ukraine on labor.

6.2. If a scientific and pedagogical worker is not elected for a new term by competition, labor relations with him/her shall be terminated due to the expiration of the fixed-term employment agreement (contract). Persons who have not expressed a desire to participate in the competition for a new term shall be dismissed due to the expiration of the fixed-term employment contract (contract).

6.3. An employment contract (contract) may be terminated before the expiration of the term on the grounds provided for by the current legislation of Ukraine.

6.4. Dismissal is carried out by order of the rector by the current legislation of Ukraine on labor.

6.5. Labor disputes between the parties are considered by the procedure established by the current legislation of Ukraine.