

Pursuant to Article 19 Paragraph 3 Item 7 of the Law on Higher Education and Scientific Activity, the Memorandum of Association of the University of Zagreb and Article 25 Items 3 and 13 and Article 81 Paragraph 1 of the Memorandum of Association of the University of Zagreb, Faculty of Forestry and Wood Technology, the Faculty Council of the University of Zagreb, Faculty of Forestry and Wood Technology (hereinafter: the Faculty Council) at its 9th regular session in the academic year 2022/2023, held on June 30, 2023, has adopted the following

**BYLAW**  
**on additional criteria for appointment to academic rank**  
**at the University of Zagreb, Faculty of Forestry and Wood Technology**

**I. General provisions**

**Article 1**

Bylaw on additional criteria for appointment to academic rank at the University of Zagreb, Faculty of Forestry and Wood Technology (hereinafter referred to as: Bylaw) stipulate additional criteria in the selection process for work positions, in addition to conditions stipulated by law and implementation regulations.

**Article 2**

(1) In this Bylaw the Faculty of Forestry and Wood Technology (hereinafter: the Faculty) stipulates additional criteria for appointment to academic rank with the aim of ensuring and promoting of quality of higher education and promotion of scientific excellence.

(2) Additional criteria stipulated by this Bylaw apply to all candidates who are appointed to academic rank at the Faculty.

**II. Additional criteria of the Faculty for appointment to academic rank**

**Article 3**

(1) For the appointment to academic rank associate professor, full professor and full professor in permanent tenure the additional criteria of the Faculty must be complied with, as follows:

1. achieve a minimum of eight (8) points based on the publication of the first group scientific papers (a) since the last appointment or re-appointment, thus proving the continuity of scientific research throughout the career
2. achieve a minimum of four (4) points based on the publication of the first group scientific papers (a) according to the criterion of the main authorship since the last appointment or re-appointment, thus proving independence and personal engagement of the scientist
3. achieve a minimum of three (3) points based on the publication of the first group scientific papers (a) according to criteria of publication in a foreign journal since the last appointment or re-appointment, thus proving international relevance of scientific topics and of the scientist.

(2) Additional criteria must be met for selection to the scientific-teaching position of assistant professor, as follows:

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1. achieve a minimum of eight (8) points based on the publication of the first group scientific papers (a1) prior to appointment to the scientific-teaching position of assistant professor, thus proving the continuity of scientific research throughout the career
2. achieve a minimum of four (4) points based on the publication of scientific papers of the first group (a1) according to the criterion of the main authorship prior to appointment to the scientific-teaching position of assistant professor, thus proving independence and personal engagement of the scientist
3. achieve a minimum of three (3) points based on the publication of the first group scientific papers (a1) according to criteria of publication in a foreign journal prior to appointment to the scientific-teaching position of assistant professor, thus proving international relevance of scientific topics and of the scientist.

(3) Scientific papers of the first group (a1) from Paragraphs 1 and 2 of this Article are papers published in scientific journals represented in the bibliographic databases contained in WoSCC (Web of Science Core Collection) and ESCI (Emerging Sources Citation Index). Published scientific works and main authorship are scored as follows:

1. a paper published in the Q1/Q2 journal awards 2 points
2. a paper published in a Q3/Q4 journal or in an ESCI indexed journal awards 1 point.

(4) The first, the last and/or the corresponding author are considered to be main authors. Main authorship of the same person in the same paper shall be scored only on one basis.

(5) Division of scientific journals into quartiles (Q 1, Q2, Q3, Q4) is determined according to the citation report JCR (Journal Citation Report) for the year in which the paper was published or according to the last published report in the year in which the appointment to a scientific-teaching position is initiated, depending on criterion that is more favorable for the candidate and for the subject category (Subject Category) which is the most favorable for the candidate. Published papers since 2017, indexed in the ESCI (Emerging Sources Citation Index) database, that belong in the Q4 quartile are included in the first group (a1) of scientific works.

(6) The same paper may be used in order to achieve fulfillment of each of the conditions from this Article.

### **III. Transitional and final provisions**

#### **Article 4**

(1) Procedures that started before entry into effect of this Bylaw will be completed in accordance with the regulations which were in effect at the time of passing of decision by the Faculty Council.

(2) Upon the adoption of this Bylaw, Bylaw on additional conditions in the appointment procedure for scientific-teaching titles and appropriate positions at the Faculty of Forestry and Wood of Technology, University of Zagreb, CLASS: 003-05/21-01/43, FILE NO: 251-72-03-21-1 from October 29, 2021, will cease to be valid.

(3) This Bylaw will enter into effect on the eighth day from the date of its publication on the notice board and website of the Faculty.

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Dean  
/signature illegible/  
/round seal of Faculty of Forestry and Wood Technology/  
Prof. Josip Margaletić PhD

CLASS: 003-05/23-01/05  
FILE NUMBER: 251-72-03-23-1

This Bylaw are published on the notice board and the website of the Faculty on July 01, 2023 and entered into effect on July 09, 2023.

List of forms attached to this Bylaw:

1. Form OBI List of published works for the candidate

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**Form O1 on fulfillment of additional criteria for appointment to academic rank**

Name and surname of the candidate:

Scientific-teaching position for which the candidate is being elected:

Date of last appointment / re-appointment:

**Scientific activity**

List of papers with <b>listing</b> of the main or corresponding author, name of foreign journal and the reference factor of the journal and quartile, thus proving fulfillment of conditions	Year of publication*		Main author*		Foreign journal	
	Q1/2	Q3/4	Q1/2	Q3/4	Q1/2	Q3/4
1. Surname 1, Name 1; Surname 2, Name 2 ... Title of the paper. Name of foreign journal, year, IF number, Q1						
2.						
3.						
4.						
5.						
<b>Link to candidate's CROSBİ profile**</b>	Total points pursuant to criteria					

\* paper in journal ranked in Q1/Q2 is worth 2 points and in Q3/Q4 is worth 1 point

\*\* proof of fulfillment is link to CROSBİ profile

**I hereby state that all of the above listed information are true and complete.**

Zagreb, dd/mm/20yy

Name and surname of the candidate

Signature

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**No: 051/2023**

To all whom these Presents shall come, I, Alan Sorić from Zagreb, B. Adžije 22/2, sworn Court Interpreter for English language, in and for the City of Zagreb, duly admitted and sworn by the Resolution of the District Court of Zagreb, 4 Su - 960/22 from December 21, 2022, hereby confirm that the above translation corresponds to the original in Croatian language. In testimony and faith whereof I have put my Hand and Seal of Office.

In Zagreb, July 07, 2023

Sworn Court Interpreter:

Alan Sorić



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