

**A methodological recommendation for evaluation of supervisor's qualification  
at Faculty of Forestry and Wood Sciences in Prague (FFWS) who are not from the ranks of  
professors, docents, or other specialists with scientific rank of Doctor of Science (abbreviated**

**Recommendation for FFWS Doctoral Degree Boards and Scientific Board**

According to the Study and Examination Rules for studies in doctoral study programmes at CZU Prague from 1 October 2025, Article 4, Para 1, "Supervisors are nominated by the respective Doctoral Degree Boards (hereinafter "DDB") from among publication-active experts who hold at minimum the CSc. or Ph.D. degree, or their respective equivalents, in particular full professors, associate professors, or other specialists who have been awarded the scientific degree of Doctor of Sciences (DrSc., DSc.). Supervisors are appointed as well as dismissed by the Dean after approval by the relevant Scientific Board".

This methodological recommendation serves as a basis for evaluation of a supervisor's qualification at FFWS for specialists who are not from the ranks of professors or associate professors. These principles specify requirements for the professional qualification of the applicant for the appointment of a supervisor at FFWS (hereinafter applicant) and simultaneously complements other requirements that are part of the applicant's professional profile.

Applicants submit a completed application form and a qualification form, which is available on FFWS web pages in the Science and Research section, to the chairman of the relevant DDB. Their scientific, pedagogical, and other relevant activities will be briefly characterized there.

This methodological recommendation is defined only as a recommendation for FFWS DDB and Scientific Board. DDB assesses the applicant comprehensively on the basis of documented evidence. The overall performance of the applicant is assessed by the relevant DDB in relation to the field of study, the applicant's specialization, and their suitability to serve as a qualified supervisor. If the applicant significantly exceeds one of the conditions, DDB may take this into account and waive or mitigate any other requirement in view of the overall high quality of the applicant. After discussion, according to Rector's Regulation No. 7/2023 Article 3, Para 1, DDB proposes supervisors through the chairman for approval to the faculty's Scientific Board. It assesses the proposal of an applicant similarly to the DDB and, in accordance with FFWS Scientific Board's Rules of Procedure from 18 March 2021 Article 3, Para 2 g, can approve supervisors.

## **Recommended conditions**

### ***Pedagogical competence***

This is evaluated on the basis of previous pedagogical practice, creation of teaching texts, teaching aids, etc. The applicant should demonstrate the fulfilment of the following conditions:

- Teaching at university in Czech and foreign language (for at least 3 academic years lectured or led practice from compulsory or compulsory optional subject at Bachelor or Master Degree at FFWS); an exception to this condition can be applied primarily to external staff.
- Supervising successfully defended Bachelor and Master theses (the applicant was a supervisor of at least 7 qualification papers, of which 4 were diploma theses). DDB can require to see these defended papers and assess their quality when deciding.

**Scientific qualification**

The quality is evaluated on the basis of existing scientific and professional papers and their citation feedback. These are primarily:

- Articles in a journal from the Web of Science database with assigned nonzero IF index (IF), a minimum of 5 articles is required in journals with IF with focus on journals in Q1 according to Article Influence Score (AIS); for most of them, the applicant must have a significant author's share of the publication (the first author in at least 3 articles) so as to be proven that he/she can manage all phases of the publishing process (design of experiment, data collection, analyses, writing a manuscript, submission, and communication with editors) and as a supervisor will be able to lead a PhD student within publication activities. These articles must be thematic and subject-oriented in the field of study.
- Reviews of articles in foreign scientific journals with IF, with focus on journals in Q1 and Q2
- Grants awarded (a member of an external grant researcher team participating extensively on proposal, outputs and management of a project).

**Required international activities:**

- Documented cooperation with foreign universities and research institutions.

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Dean