Regulations for appointing tenured professorships within a tenure track procedure at the University of Oldenburg

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Preamble
With the tenure-track procedure, the University of Oldenburg aims to offer highly qualified early-career researchers particularly attractive career prospects and to retain them at the University of Oldenburg for the long term. By implementing a criteria-based, multi-stage procedure involving external evaluation, the University aims to meet the highest quality standards and transparency.

§ 1 Contents, legal basis, definitions
(1) These regulations govern the tenure-track procedure for the appointment of a tenured professorship. They are valid for junior professors with a tenure track to W2 or W3 positions and for W2 professors with a tenure track to W2 or W3 positions.
(2) The legal basis for the tenure-track procedure is the Niedersächsische Hochschulgesetz (Lower Saxony Higher Education Act, NHG), university statutes and the regulations for the appointment of professors.

§ 2 Appointment of tenure-track positions
(1) The procedure for appointing junior professorships or fixed-term W2 professorships with a tenure track is governed by the regulations for the appointment of professors at the university.
(2) The profile paper for the approval of the professorship must state the pay grade of the planned tenured position (W2 or W3) and define specific evaluation criteria (see Section 3 of these regulations). The professorship must be adequately equipped to perform its tasks in research and teaching.
(3) Junior professorships with a tenure track are initially limited to a fixed term of three years. The possibility of an extension for a further three years exists after a positive interim evaluation (see Section 4 (1) of these regulations). The statutory prerequisites for the appointment of professors pursuant to the NHG apply.
(4) Fixed-term W2 professorships with a tenure track to W2 or W3 positions are initially limited to a term of five years. The statutory prerequisites for the appointment of professors pursuant to the NHG apply.
(5) Tenure-track options must be explicitly stated in the call for applications.
(6) The call for applications should be directed at the recruitment of external candidates. Internal candidates may only be considered in the appointment of a professorship if they changed university following their doctoral degree or if they have been employed in research for at least two years outside the appointing university.
(7) The candidate must be informed of the evaluation criteria of the tenure-track procedure by the time of appointment at the latest.

§ 3 Evaluation criteria
(1) The granting of a tenured professorship in the tenure-track procedure is subject to a positive evaluation that ensures quality and corresponds to the standards of an appointment procedure at the University of Oldenburg, with a recommendation for establishing a tenured professorship.
(2) The following evaluation criteria must be considered:
- Research: sustainable research activities and their impact in publications, lectures, third-party funding, prizes/awards; further subject-specific criteria and circumstances should be considered;
- Teaching: successful teaching record, especially in tutoring/supervising students, student feedback on teaching (the School is responsible for carrying out regular teaching evaluations), teaching awards; further subject-specific criteria and circumstances should be taken into consideration;
- Administration: sufficient involvement in administrative affairs;
- Support of early career researchers (doctoral and postdoctoral candidates);
- Leadership, ability to work in a team and interpersonal skills;
- Contributions to general University development, transfer and internationalization.
(3) These criteria are specified with the faculties, taking into account subject-specific circumstances, and set out in the Guidelines of the Presidential Board for the implementation of tenure-track procedures. The evaluation criteria must be specified in the profile paper for the approval of the professorship and can be supplemented by position-specific criteria in justified cases.

§ 4 Initiation of the tenure-track procedure
The initiation of the tenure track procedure is divided into a) initiation of the tenure-track procedure for junior professorships, and b) initiation of the tenure-track procedure for W2 professorships.

Section 4a Initiation of the tenure-track procedure for junior professorships
(1) Junior professorships with a tenure track include two evaluation stages. The first evaluation (interim evaluation) takes place pursuant to Section 30 (4) NHG in the third year of the three-year fixed term of a junior professorship. It forms the basis for extending the employment contract by a further three years if this is justified by the candidates' achievements in research and teaching. The interim evaluation is carried out in accordance with the current 'Guidelines of the Presidential Board for the interim evaluation of junior professors'. The interim evaluation is based on the evaluation criteria defined in the application for approval of the professorship. A positive interim evaluation is a prerequisite for applying for the tenure-track evaluation.
(2) On the request of the junior professor, the School applies to the Presidential Board to initiate the tenure-track process and to establish a consensus regarding the evaluation committee at the latest one year before the end of the fixed term of the professorship. The School is responsible for conducting the evaluation procedure. The result of the evaluation should be available at least six months before the end of the fixed term of the professorship.

Section 4b Initiation of the tenure-track procedure for W2 professorships
(1) For fixed-term W2 professorships, the professor submits an interim report based on the evaluation criteria laid down in the application for approval of W2 professorship to the Dean's Office in the first quarter of the third year of the professorship. On the basis of the interim report, the Dean or a person appointed by the Dean conducts a structured performance review which is intended to reflect on the candidate's performance and
progress, as well as address any potential issues. A brief record of the performance review shall be drawn up and submitted to the Presidential Board.

(2) On the request of the professor, the School applies to the Presidential Board to initiate the tenure-track process and to establish a consensus regarding the evaluation committee at the latest one year before the end of the fixed term of the professorship. The School is responsible for conducting the evaluation procedure. The result of the evaluation should be available at least six months before the end of the fixed term of the professorship.

§ 5 Committee for tenure-track evaluation

(1) A committee is established by the Faculty Council for the tenure-track evaluation in agreement with the Presidential Board. The evaluation committee shall have the same structure as an appointment committee. The requirements of the University's regulations on the appointment of professorships must be complied with in this regard.

(2) The evaluation committee must be chaired by a professor or lecturer. The chairperson directs the evaluation procedure and reports to the School and the Presidential Board. They are responsible for keeping to the schedule.

(3) All persons involved in the procedure shall be bound to absolute confidentiality, including and in particular in relation to the candidate.

(4) The members of the evaluation committee must submit a declaration of impartiality. If there are grounds for a conflict of interest, the chairperson of the committee must be notified immediately. The committee shall decide on whether a conflict of interest is present in the absence of the affected member. Circumstances giving rise to a potential conflict of interest and the decisions of the committee in this regard shall be recorded. Any member of the committee may declare a conflict of interest themselves without giving reasons.

(5) With regard to the conduct of committee meetings, the procedural rules for appointment and selection committees apply in accordance with the University's regulations for the appointment of professorships.

§ 6 Tenure Board of the University of Oldenburg

(1) In the interest of quality assurance, research achievements are also evaluated by an independent panel of experts. The members of the Tenure Board are appointed by the Presidential Board in agreement with the Senate and the Equal Opportunities Officer for a period of five years. The term of office may be extended once for a period of five years.

(2) The Tenure Board should consist of two internationally renowned scientists from each of the research clusters 'Mathematics, Computer Science, Natural Sciences and Technology', 'Humanities' and 'Social Sciences'. 50% of the members should be female. Members of the Tenure Board cannot be members of an evaluation committee at the same time.

(3) The Tenure Board is chaired by a Vice President without voting rights. If the chair cannot attend, they may be represented by another member of the Presidential Board.

(4) As a rule, the meetings of the Tenure Board take place twice a year if tenure-track decisions are pending.
(5) The members of the Tenure Board are bound by confidentiality. Members must submit a declaration of impartiality. If there are grounds for a conflict of interest, the chairperson of the committee must be notified immediately. Further requirements from Section 5 (4) of these regulations apply accordingly.

(6) The Tenure Board shall establish rules of procedure for the conduct of its meetings.

§ 7 Tenure-track evaluation procedure for junior professorships and W2 professorships
Tenure-track evaluations are conducted by an evaluation committee and the Tenure Board of the University of Oldenburg.

Section 7a Role of the evaluation committee
(1) The evaluation committee evaluates the qualifications in research and teaching based on the evaluation criteria defined in the profile paper for the application for approval of the tenure-track professorship. The candidate must submit a self-assessment for this purpose. The self-assessment shall be drawn up in accordance with the Guidelines of the Presidential Board on the implementation of tenure-track procedures.

(2) The candidate takes part in the regular teaching evaluations and external evaluations if applicable. The relevant Dean of Studies submits a statement based on the self-assessment of teaching and the teaching evaluation results and provides a recommendation (see Appendix 2).

(3) The committee invites the candidate to give a university lecture on a topic of their choice followed by a discussion.

(4) Before the decision on the evaluation recommendation is taken, the candidate is usually invited to a hearing and discussion by the evaluation committee.

(5) Based on the self-assessment, the statement of the Dean of Studies, the external evaluations, the presentation and the hearing, the committee prepares a reasoned proposal for the outcome of the tenure-track procedure for the Faculty Council in the form of a written report.

(6) The evaluation committee submits the proposal for resolution to the Faculty Council.

Section 7b Role of the Tenure Board of the University of Oldenburg
(1) Research achievements are also evaluated by the Tenure Board of the University of Oldenburg. Two or three external evaluations must be obtained on the activities and results of the candidate's research. The evaluation committee may propose four to five reviewers via the Dean. The reviewers must be provided with the candidate's self-assessment, the evaluation criteria and questions set out in the Guidelines of the Presidential Board for the implementation of tenure-track procedures. Members must submit a declaration of impartiality. A deadline may be set for the reviewers to submit their evaluation. The Tenure Board provides the evaluation reports to the evaluation committee.

(2) The Tenure Board makes a statement to the Dean's Office and the Presidential Board based on the candidate's self assessment and the external evaluations. This statement includes a description and critical evaluation of the research as well as an assessment of the further development of the professorship and the subject with regard to the
evaluation criteria. The statement also contains a recommendation as to whether the junior professor should be appointed to a tenured professorship.

§ 8 Evaluation decision
(1) The Faculty Council decides on the evaluation by a majority, as in an appointment procedure. This decision is based on the recommendation of the evaluation committee and statement of the Tenure Board.
(2) The Dean submits the proposal to the Presidential Board.
(3) After the Senate and the Equal Opportunities Officer have delivered their statements, the Presidential Board makes a final decision on the proposal regarding the outcome of the tenure-track procedure.
(4) If the tenure-track evaluation is successful, the Presidential Board informs the Ministry that the decision for an appointment without a call for applications has been made.

§ 9 Entry into force and final provisions
These regulations shall enter into force following a resolution by the Senate on the day following their publication in the Official Notices of the University and shall apply only to tenure-track procedures commenced after these regulations have entered into force.