

# TENURE TRACK

## Technical Sciences

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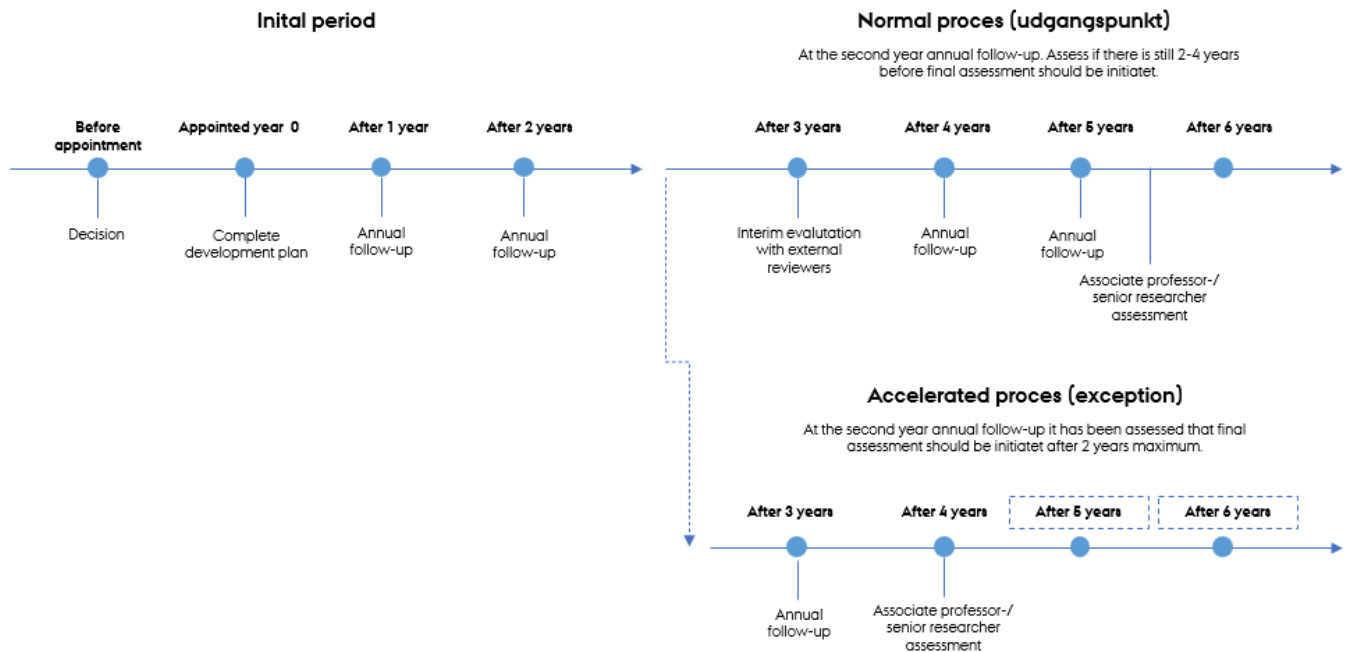
### Technical Sciences TENURE TRACK

Technical Sciences Tenure Track at Aarhus University is an attractive career opportunity for promising researchers from all over the world. Highly qualified candidates are employed at assistant professor/researcher level for a six-year period with promotion to associate professor/senior researcher level depending on a positive assessment at the end of the tenure track programme. The promotion is based solely on the results of tenure track assistant professor/researcher and not on comparison with other candidates. Applicants for a tenure track position are typically expected to have two to six years of relevant experience after completing a PhD. An interim evaluation is usually carried out after approximately three years.

By increasing coherence in the scientific career path, Technical Sciences tenure track contributes to:

- Attracting and retaining highly qualified, promising talent from all over the world.
- Promoting the academic development and independence of researchers at an early stage of their career.
- Creating transparency in the academic career process.

A tenure track programme at Technical Sciences will generally be conducted as follows:



## 1. Employment in tenure track programme

The applicant must comply with [criteria for employment in the tenure track programme](#).

Technical Sciences places particular importance on:

- The applicant's ability to document exceptional results and a high degree of independence in their previous education programmes and employment.
- The applicant having completed one or more long-term research stay(s) at one or more internationally recognised foreign research institution(s).
- The applicant's ability to write and speak English at an academic level.
- The applicant's potential to reach the highest international level within their academic field.
- The applicant's ability to meet the criteria for permanent associate professor/senior researcher positions at Technical Sciences after completing the tenure track programme ([criteria for employment](#)).

### 1.1. Application

Applicants for the tenure track programme are typically expected to have two to six years of relevant experience after completing their PhD. An application for the Technical Sciences

tenure track must comply with the formal requirements set out in the [Guidelines for applicants - permanent and temporary academic positions](#).

### 1.2. *The appointment process*

The appointment process for Technical Sciences tenure track follows the standard procedure for tenured appointments of academic staff at Technical Sciences (see [Guidelines for applicants - permanent and temporary academic positions](#)). This is done to ensure that only applicants with a very high academic level are considered for a tenure track programme. All appointments to tenure track positions are filled following advertisement of the position. The assessment is based on Tech's [criteria for employment in tenure track programmes](#).

## 2. The tenure track programme

### 2.1. *Development plan*

At the start of the appointment, the head of department meets with the new employee to inform them of the requirements, guidelines and expectations connected with the tenure track programme. The head of department and the tenure track assistant professor complete a development plan, which is filed in the employment file in HR and has considerable weight in both interim and final evaluations. Agreements on development plans cannot be delegated by the head of department. During the tenure track programme, an annual follow-up is conducted between the head of department and the tenure track assistant professor/researcher. The head of department may delegate the annual follow-up to the personnel manager.

The development plan is updated annually at the annual follow-ups and is returned to the employment file at HR.

For example, the tenure track assistant professor/researcher is expected to:

- establish and manage their own independent research group by e.g. obtaining external funding
- achieve a clear profiling of their own and their research group's results through significant international publication activity, etc.
- demonstrate an independent profile within supervision, teaching and, if relevant, consultancy
- demonstrate willingness and ability to enter into collaborations and a talent for managing collaboration.

Aarhus University offers:

- Access to the department's infrastructure.
- The opportunity to develop research leadership competences.
- Teacher training programme for assistant professors

- PhD supervisor course

## 2.2. Second year follow-up with choice of process

After two years of employment, the head of department assesses how far the tenure track assistant professor/researcher is from associate professor/senior researcher level, and whether there is still to be two-four years of employment before a final assessment is initiated, or whether an assessment should be initiated within the next two years of employment. This decision cannot be delegated by the head of department.

Normal process: If it is expected that there will be between two and four years of employment, an interim evaluation, see point 2.3, will be implemented, generally after three years of employment.

Accelerated process: If the updated plan clearly shows that the employee will be at associate professor/senior researcher level within two years of employment, no interim evaluation will be made. Instead, the annual follow-ups will continue until the final evaluation two years later.

## 2.3. Interim evaluation

The interim evaluation is usually conducted after three years of employment.

The purpose of the interim evaluation is:

- To ensure that the tenure track assistant professor/researcher is on the right track with regard to achieving a positive final evaluation.
- To advise the tenure track assistant professor/researcher with regard to planning the remaining time of the tenure track programme.
- To give feedback to the tenure track assistant professor/researcher from internal and external assessors.
- To support the qualification of the basis for the final assessment.

Process for interim evaluation:

Time frame	Steps
4 months before the evaluation meeting	HR sends a reminder to the head of department about the start-up of interim evaluation.

	<p>In agreement with the head of department, HR contacts the tenure track assistant professor/researcher informing them of e.g. the materials to be submitted. These materials are usually:</p> <ul style="list-style-type: none"> <li>- CV</li> <li>- a status statement regarding the development plan</li> <li>- a complete list of publications, including indication of the five most important works</li> <li>- a description of research activities so far (summary)</li> <li>- a description of planned research activities</li> <li>- teaching portfolio and, if relevant, portfolio and documentation of participation in consultancy</li> <li>- description of participation in various committees and administrative forums</li> </ul>
	<p>The evaluation committee is appointed by the head of department and consists of the head of department (chair) and at least two academic staff members who must be at associate professor/senior researcher level at minimum.</p> <p>The tenure track assistant professor/researcher may suggest max. two external reviewers.</p>

Approx. 3.5 months before the evaluation meeting	<p>The evaluation committee appoints 2-3 external reviewers in accordance with current guidelines, including the requirements for impartiality, i.e. the external reviewers must be at associate professor level at least. At least one reviewer must be from a foreign university or research institution, they must have internationally documented strong qualifications, and efforts must be made to ensure that the composition of the external reviewers is gender-balanced.</p> <p>A reviewer may be disqualified if:</p> <ul style="list-style-type: none"> <li>• They have a personal or financial interest in the outcome of the case.</li> <li>• Their close relatives or cohabitant have/has a personal or financial interest in the outcome of the case.</li> <li>• They are closely associated with a company, association or the like with a particular interest in the outcome of the case, or where other circumstances exist that may cast doubt on their impartiality, for example close friendship or evident enmity.</li> </ul> <p>At Tech, reviewers may only to a very limited extent be involved in joint publications and projects with applicants, and no joint publications whatsoever within the past five years.</p>
Approx. 3 - 2.5 months before the evaluation meeting	Tenure track assistant professor/researcher submits material.
Approx. 2.5 - 2 months before the evaluation meeting	HR forwards the material to the evaluation committee and external reviewers. Development plan and CV from when the candidate was appointed must be enclosed. External reviewers are given a deadline of six weeks to submit an individual review. The evaluation is based on the criteria for permanent appointments at Technical Sciences " <a href="#">ABC criteria</a> ". In other words, it must be assessed whether the candidate has, to a relevant degree, moved from fulfilling the tenure track criteria towards being able to meet the final evaluation criteria as associate professor/senior researcher at the final evaluation date.
Approx. 4 - 2 weeks before the evaluation meeting	<p>HR sends the statements by the external reviewers to the tenure track assistant professor/researcher and the evaluation committee.</p> <p>The head of department invites the evaluation committee and tenure track assistant professor/researcher to the evaluation meeting.</p>

Evaluation meeting (generally after three years of employment)	<b>Evaluation meeting.</b> Discussion of the programme so far and the process up to the final evaluation, including the statements by the external reviewers. The discussion takes place on the basis of the criteria for permanent appointments at Tech ( <a href="#">ABC criteria</a> ), and will, as a general rule, result in <b>recommendations</b> . If the evaluation is not unambiguously positive, the discussion may result in a number of formulated <b>requirements</b> to be met. If deemed appropriate, it may be possible to create a <b>follow-up plan</b> with the head of department/mentor or the committee.
Subsequently	The committee submits a statement on the interim evaluation containing the essence of the discussions and recommendations, possibly including requirements or a follow-up plan. The statement and the external reviews constitute the interim evaluation. HR files the evaluation with the personnel records for later use in connection with the final assessment. The interim evaluation constitutes an important part of the final evaluation. HR sends the statement to the tenure track assistant professor.

### 3. Final evaluation

At the end of the tenure track programme, a final evaluation is initiated with a view to assessing whether the tenure track assistant professor/researcher meets Tech's criteria for permanent employment.

As a general rule, the final evaluation takes place within the last six months of the appointment as tenure track assistant professor/researcher and must be completed before the end of the programme (typically no later than six years after the appointment), unless an accelerated process has been decided, see section 2.2. The development plan with annual update and possible interim evaluation are considered as compelling elements of the overall basis for the final assessment.

In accordance with the job structure, the candidate is entitled to demand that the final evaluation be initiated at any time within the first four years. However, the candidate must be aware that the development plan with the annual updates and the interim evaluation is included in the assessment basis, and if the assessment is "not qualified", then there is only one opportunity left for assessment and it must take place within the last six months of the employment.

It is therefore recommended that the candidate and the head of department have a thorough dialogue about options during the annual follow-ups.

In the event of a positive assessment, the tenure track assistant professor/researcher will receive tenure as associate professor/senior researcher. A negative assessment will result in dismissal in accordance with the collective agreement rules.

Process for the final evaluation:

The time referred to as the deadline for the end of the six-year programme.

Time frame	Steps
Approx. 7 months before the deadline.	HR sends a reminder to the head of department and the candidate regarding the deadline for the final evaluation.
	The tenure track assistant professor/researcher requests that the head of department initiates the final evaluation.
	The head of department submits the request to HR.
	<p>HR informs the tenure track assistant professor/researcher of the materials to be submitted within about a one-month deadline. The head of department is asked whether there are any special requests for material.</p> <p>The candidate is requested to submit the following:</p> <ul style="list-style-type: none"> <li>- CV</li> <li>- a status statement covering the development plan and the interim evaluation statement</li> <li>- a complete list of publications, including indication of the five most important works</li> <li>- a description of research activities so far (summary)</li> <li>- a description of planned research activities</li> <li>- teaching portfolio and, if relevant, portfolio and documentation of participation in consultancy</li> <li>- description of participation in various committees and administrative forums</li> <li>- any other material as requested by the head of department.</li> </ul> <p>The development plan and the material from the interim evaluation will be supplied by the candidate's HR file.</p> <p>The above constitutes the full assessment material.</p>



	<p>The head of department appoints an assessment committee consisting of three assessors with an external majority in accordance with the faculty's current guidelines, including on impartiality. This means that external members of the assessment committee must, at a minimum, be at associate professor level/senior researcher level. At least one person must be from a foreign university or research institution, they must have internationally documented strong qualifications, and efforts must be made to ensure that the composition of the external assessors is gender-balanced. The head of department is chair of the assessment committee. In specific cases, the head of department may delegate the chair task to a deputy head of department or head of section to whom the candidate does not refer or following approval from the vice-dean for talent and career development, another highly qualified member of academic staff at a minimum of associate professor/senior researcher level. The decision to delegate is communicated to HR in writing when the assessment committee is appointed.</p> <p>A member may be disqualified if:</p> <ul style="list-style-type: none"> <li>• They have a personal or financial interest in the outcome of the case.</li> <li>• Their close relatives or cohabitant have/has a personal or financial interest in the outcome of the case.</li> <li>• They are closely associated with a company, association or the like with a particular interest in the outcome of the case, or where other circumstances exist that may cast doubt on their impartiality, for example close friendship or evident enmity.</li> </ul> <p>At Tech, the members of the assessment committee are only to a very limited extent allowed to have joint publications and projects with the applicants, and no joint publications whatsoever within the past five years.</p>
	<p>HR sends the tenure track assistant professor/researcher information on the composition of the assessment committee.</p> <p>HR sends the information on the composition of the assessment committee to the Academic Council for approval.</p>
No later than 5 months before the deadline	Deadline for the candidate's submission of assessment material.

No later than 4 months before the deadline	The complete set of assessment material is sent to the assessment committee, which is given six weeks to submit an assessment based on the criteria for permanent appointments at Technical Sciences " <a href="#">ABC-criteria</a> ". The specific requirements for the function of the position, which are described in the development plan and interim evaluation, bear significant weight in the assessment.
	HR submits the assessment to the tenure track assistant professor/researcher and they are given a deadline of one week to submit comments on the assessment. At the same time, the head of department informs the tenure track assistant professor/researcher of the outcome of the assessment and discusses future tasks.
Before the deadline	The department enters the start date of the new position in MSK. HR will initiate salary negotiations and send a new employment contract. In the event of a negative assessment, the head of department and HR will begin redundancy procedures.

If a cross-disciplinary assessment committee is set up by the faculty to advise the dean in connection with appointments, the dean decides whether and how the committee should be included in the final evaluation.

Absence due to maternity or adoption leave or long-term illness are not included in the maximum time granted to complete the programme. Deadlines during the programme (e.g. the dates for interim and final evaluations) are adjusted accordingly.

## Links

[Tech's criteria for permanent employment](#)

[Guidelines for applicants - permanent and temporary academic positions](#)

[Ministerial order on job structure for academic staff at universities \(in Danish\)  
\(Bekendtgørelse om stillingsstruktur for videnskabeligt personale ved universiteter\)](#)