

<b>Title:</b>	<b>Supplementary provisions for educational competence as the basis for appointments to and promotions in teaching and research positions</b>
<b>Administrator:</b>	<b>Director of Finance and HR</b>
<b>Laid down by:</b>	<b>Rector</b>
<b>Authority:</b>	<b>Rector's powers on delegation from the board</b>
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The provisions are issued pursuant to Regulations relating to Appointments and Promotions for Teaching and Research Positions, §1(1), 1st paragraph, last sentence, and applies to educational competence as a basis for employment as a college teacher, assistant professor, associate professor or professor. Refer to §2(3)(2) of the Regulations relating to quality assurance in higher education, "*The academic environment* associated with the study programme shall have relevant educational competence."

## **Section 1 – Educational competence requirements**

### **Section1-1: College teachers, assistant professors, associate professors and professors**

For appointment or promotion to the above positions, the applicant must document "relevant pedagogical competence", cf. Regulations relating to appointment and promotion to teaching and research positions, §1(3)(2), §1(5)(4), §1(6)(3) and §1(7)(3).

For applicants for promotion to a main position, the applicant must document "basic skills in planning, implementation, evaluation and development".

Such competence shall be documented based on:

- Completion of a university pedagogy course with a minimum duration of 200 hours, or
- Completion of relevant courses with a total duration of at least 40 hours, in combination with a minimum of one year of experience from teaching and supervision in higher education

Applicants must be assessed, but not ranked, on whether they meet the requirements. The assessment committee must make an independent assessment of whether the applicant has acquired basic skills in planning, implementation, evaluation and development.

For the position categories associate professor and professor, additional requirements must also be met for appointment, cf. Regulations relating to appointment and promotion to teaching and research positions, §1(3), §1(5), §2(3) and §2(4).

Applicants who do not possess this competence when appointed shall be required to acquire the necessary educational competence within two years from their appointment.

### **Section 1-2: Associate professor**

For appointment as or promotion to associate professor, the applicant must document that they have acquired "basic skills in planning, implementation, evaluation and development". Such competence shall be documented based on:

- Completion of a university pedagogy course with a minimum duration of 200 hours, or
- Completion of relevant courses with a total duration of at least 40 hours, in combination with a minimum of one year of experience from teaching and supervision in higher education

Applicants who do not possess this competence when appointed, shall be required to acquire the necessary educational competence within two years of employment.

### **Section 1-3: Professor**

For appointment as or promotion to professor, the applicant must, in addition to the requirements that apply to the appointment of an associate professor, document:

- Development of the quality of one's own teaching and supervision over time, and
- Broad supervision experience, preferably at the master's or PhD level, and
- Participation in the development of educational quality in academic communities

Acquired competence shall be documented through a systematic review of teaching and supervisor experience, cf. Guide for documentation of educational competence at Nord University.

### **§1(4): Temporary positions and secondary positions**

When hiring for temporary positions, it is allowed to require the taking of educational courses of a small scope.

The following minimum requirements apply to temporary positions:

Everyone who is going to teach and/or supervise must at least complete a day-course in educational competence, before they can teach and supervise students at Nord University

Further training in educational competence must be provided when the duration of the position extends beyond 1 year. In the event of a transition to a permanent position, the requirements for a permanent position apply to the current position category.

Employees in part-time positions, who do not have previous teaching experience from higher education, must at least complete a day-course in educational competence, before they can teach and supervise students at Nord University.

### **§1(5) Promotion to assistant professor, associate professor and professor**

All competence requirements for the position to which promotion is sought must be met in order to

be granted promotion, cf. §2(1) of the Regulations relating to appointment and promotion to teaching and research positions.

## **Section 2 – Documentation**

### **Section 2-1: Documentation of educational competence**

The applicant must document that the applicant meets the requirements for educational competence that

apply to the job category to which they are applying for appointment or promotion.

The applicant must submit a reflection note explaining the applicant's teaching and supervisor experience. The note shall substantiate that the applicant meets the requirements for the relevant job category. Refer to the Guide for documentation of educational competence at Nord University. The guide includes a template for a reflection note and a template for an educational CV.