



Dean's Directive for the Methodological Evaluation of Students of Doctoral Study Programmes at the Czech Technical University in Prague, Faculty of Transportation Sciences

Article 1

Introductory provisions

1. In accordance with Government Regulation No. 274/2016 Coll., on Standards for Accreditation in Higher Education, the Study and Examination Regulations for CTU Students (hereinafter referred to as "SER") and the Regulations for the Doctoral studies at the Czech Technical University in Prague, Faculty of Transportation Sciences (hereinafter referred to as "RDS") Details of the evaluation of studies in doctoral study programmes accredited at the Faculty of Transportation Sciences of the Czech Technical University in Prague (hereinafter referred to as "FTS CTU").
2. This Directive specifies the content of the form related to the Quantified Criteria for the Evaluation of Doctoral Students at the FTS CTU according to Article 4, Par. 3.

Article 2

Assessment of Scientific Qualification and Pedagogical Competence During Doctoral Studies

1. The basis for verifying the scientific and pedagogical activity of a doctoral student at FTS CTU is, in addition to fulfilling the study obligations according to the individual study plan, filling in the results achieved for the monitored period in the form through the application intended for this purpose¹.
2. The quantified criteria listed in Annex I of this directive are the basis for filling in the form "Evaluation of students of the doctoral study program".
3. The point evaluation is determined in accordance with the minimum requirements for publishing and teaching activities according to the RDS, which is summarized in Table I.

¹ <https://hs.fd.cvut.cz>

4. Substitute activity for teaching practice in the scope of 4 h/week/semester during 4 semesters must be at least in the scope of point evaluation for teaching (Appendix I).
5. In the event that the recorded result was published in a periodical, publishing house or publishing house listed on Beall's list¹, it is necessary to provide a verbal statement justifying its inclusion in the evaluation. Consent to the inclusion of such a result in the evaluation is expressed by the Supervisor, the head of the department and the chairman of the Specialization branch board based on the approval of the evaluation in the application intended for this purpose.

Table 1: Minimum requirements for individual parts of the study projected to the point evaluation.

Part of the study	Minimum requirement	Max. points when meeting the minimum criteria		Minimum number of points
1 year	-	-	-	5
Debate	- Author's article in collection (Scopus / WoS) - Teaching (or alternative)	6.25 8	14.25	≥5
SDE*	- Author's article in collection (Scopus / WoS) - Teaching (or alternative)	6.25 8	14.25	20
Defense	Option A - Author's article in collection (Scopus / WoS) - Teaching (or alternative) - International internship - Jimp (Q1–Q3)	6.25 8 0.75 25	40	40
	Option B - Author's article in collection (Scopus / WoS) - Teaching (or alternative) - International internship - Jimp (Q4) or JSc - Jimp (Q4) or JSc	6.25 8 0.75 12.5 12.5	40	40
	Option C - Author's article in collection (Scopus / WoS) - Teaching (or alternative) - International internship - Jimp (Q4) or JSc - Author's article in collection (Scopus / WoS) - Author's article in collection (Scopus / WoS)	6.25 8 0.75 12.5 6.25 6.25	40	40

Article 3

Transitional and final provisions

1. This directive replaces the Dean's Directive No. 2/2016 for the methodical evaluation of students of doctoral study programs at FTS CTU, which became effective on June 29, 2016.

¹ <https://beallslist.net>

2. For students enrolled in doctoral studies before the entry into force of this directive, for the purposes of enrollment in the second year of study, admission to the State Doctoral Examination (SDE) and permission to defend a dissertation, the point assessment according to Annex 1 of Directive No. 2/2016 will be used, if their application is for a student more advantageous.
3. This Directive shall enter into force on 15.8.2022.



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dean of FTS CTU

Attachment 1

Quantified criteria for the evaluation of doctoral students at CTU FD

Sold licenses	Point evaluation	Note
<p>Sold EU patent license (or other international patent) It is counted once per registered patent.</p>	125	divided by the number of originators
<p>Patent License Sold (National) It is counted once per registered patent.</p>	25	divided by the number of originators
<p>UZV license sold It is counted once per registered UZV.</p>	10	divided by the number of originators
<p>Functional sample The result "Functional sample" implemented the original research and development results that were carried out by the author or a team of which the author was a member. It is similar to a prototype, with the only difference that the development or production of a functional sample is not immediately followed by zero series or serial or mass production. This is, for example, the design, development and subsequent production of a unique device or device or the creation of a sample of a biological nature, bearing a demonstrably new, unique and at the same time economically significant property. The condition is the novelty and uniqueness of the design of the functional sample, which can be proven by technical or similar documentation of the result. An agreement on licensing or other use of the result has been concluded with a specific entity. There is a physical result, it is not just a suggestion.</p>	2.5	divided by the number of originators
Protection of industrially usable technical solutions	Point evaluation	Note
<p>Registration of an EU patent (or other international patent) A patent is an invention for which a certificate of invention is issued, which is granted for a European patent by the European Patent Office (EPO) under the conditions set by the European Patent Convention.</p>	125	divided by the number of originators
<p>Registration of a Patent (national) A patent is an invention for which a certificate of invention is issued, which, in the case of a Czech patent, is granted by the Industrial Property Office under the conditions set out in Act No. 527/1990 Coll., on Inventions and Improvement Proposals, as amended.</p>	25	divided by the number of originators
<p>Registration of UZV The "Utility Model" result implemented the original research and development results that were carried out by the author or a team of which the author was a member. A useful model are technical solutions that are new, go beyond mere professional skill and are industrially applicable. Only those technical solutions that are registered by the Industrial Property Office in the register of utility models can be considered utility models.</p>	6.25	divided by the number of originators
<p>SW Software is a program or set of machine instructions used to ensure the operation of a computer or other hardware, incl. machines and equipment and their interaction with the environment. The resulting "software" implemented the original research and development results that were carried out by the author or a team of which the author was a member. The condition is the novelty and uniqueness of the software design, which can be proven by technical documentation of the result. The software must bring such an element of novelty and progress to the field of computer programs as to increase the volume of knowledge. However, the use of software for a new application or for a new purpose cannot in itself constitute such progress. The software can be e.g. <ul style="list-style-type: none"> • development of new operating systems and languages; </p>	10	divided by the number of originators

- design and implementation of search engines based on original technologies;
- an effort to resolve hardware or software conflicts based on a system or network transformation process;
- creating new or more efficient algorithms based on new techniques;
- creating new and original coding systems or security techniques.

Publications and responses	Point evaluation	Note
<p>Indexed monograph (professional book).</p> <p>Like "Monograph", but the work as a whole is indexed in the citation database Scopus or WoS and is published by a prestigious publisher with a clearly defined and transparent publication and review procedure (Springer, Elsevier, Taylor & Francis, etc.).</p>	125	It is divided by the number of authors
<p>Monograph (professional book)</p> <p>A monograph (specialist book) presents the original results of research that was carried out by the book's author or the author's team of which the author was a member. A book is a non-periodical professional publication of at least 50 printed pages of its own text without photographic, image, map, etc. appendices, published in print or electronically and assessed (reviewed) by at least one generally recognized expert in the relevant field in the form of a lecturer's assessment (but not from the workplace of the book's authors). It relates to a precisely defined problem of a certain scientific field, contains the formulation of an identifiable and scientifically recognized methodology (explicitly formulated methodological starting points even in monographs aimed at applications and/or the formulation of a new methodology based on previous theoretical research in the given field. The formal attributes of a professional book are references to literature in the text, a list of used literature, a summary in at least one world language, possibly notes and a bibliography of sources.</p> <p>The book is assigned an ISBN or ISMN code. The entire book is created by a single collective of authors (regardless of the share of the individual members of the collective of authors in the content), even if the individual chapters of the book have independent authorship.</p>	50	It is divided by the number of authors
<p>Chapter in Monograph (specialist book) indexed</p> <p>As in the case of "Chapter v monograph" meeting the definition of "Indexed monograph".</p>	25	It is divided by the number of authors
<p>Chapter in Monograph (specialist book)</p> <p>A chapter or chapters in a professional book (if the book meets the definition for the result of the type "Monograph") applies in the case where the entire book has only an editor or in cases where the author is listed throughout the book (on the title page, on the back of the title page) as co-author (albeit with a minority content share) and is a member of an author collective with clearly stated main authors. However, the chapter must have a listed individual author or author collective. This result cannot be combined with the "Monograph" result.</p>	10	It is divided by the number of authors
<p>Jimp (Q1–Q3)</p> <p>An original/review article in a peer-reviewed journal with an impact factor that is included in the WoS database with the flag " Article ", " Review " or " Letter ". Only articles in periodicals falling into quartile rating Q1 to Q3 according to Journal Citation Reports .</p>	25	It is divided by the number of authors
<p>Jimp (Q4) or JSc</p> <p>Articles in periodicals falling into the Q4 quartile rating according to the Journal — — — Citation Reports or an original/review article in a peer-reviewed professional periodical that is included in the Scopus database with the flag " Article ", " Review " or " Letter " .</p>	12.5	It is divided by the number of authors
<p>Jerc</p> <p>An original/review article in a peer-reviewed journal that does not fall under Jimp or JSc . The decisive factor is whether the peer-reviewed professional article meets the general requirements for this type of result and has properly gone through the review process.</p>	1	It is divided by the number of authors
<p>State in Proceedings (Scopus / Wos)</p>	6.25	It is divided by the number of authors

In the anthology, the state presents the original results of research that was carried out by the author or a team of which the author was a member. The paper has the usual structure of a scientific paper with the usual way of citing sources (not an abstract) and is published in a collection.

An anthology is a peer-reviewed non-periodical publication, published on the occasion of an organized conference, seminar or symposium, which contains separate hundreds of different authors, which usually have a common element or a related topic and is assigned an ISBN or ISSN code, or both of these codes. This type of result is recorded:

- a) Scopus database in sources (" Sources ") of the Book type Series or Conference Proceedings and is assigned an ISBN or ISSN code, or both of these codes.
- b) WoS database Conference Proceedings Citation Index and is assigned an ISBN or ISSN code, or both of these codes.
- c) an article in a special issue of a journal registered in one of the above-mentioned databases, which is devoted to the publication of conference contributions.

State in proceedings (not indexed)	0.5	It is divided by the number of authors
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As "Stat in collection" but not meeting the conditions of indexation.

Textbook A complete document following didactic goals and providing an interpretation of findings from a certain theoretical or practical area. It is mostly intended for defined groups of users/students. It serves as comprehensive support for teaching in a specific subject of study. Minimum range of 150 pages.	10	It is divided by the number of authors
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The script A comprehensive document pursuing didactic goals, providing an interpretation of findings focused mainly on the practical field. It is mostly intended for defined groups of users/students. It mainly serves as support for exercises in a specific subject of study. Minimum range 80 pages.	5	It is divided by the number of authors
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Citation Citation responses from the Scopus or Web of Science citation database. Citation responses must be unique and therefore without duplicates across citation databases.	0.25	Maximum 3 points per evaluation period
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Pedagogical activity and activities at the training workplace for the last year	Point evaluation	Note
Teaching 2 hours per week (semester)	1	
Teaching materials - preparation	0.25	At most once per evaluation period
Defense of the supervised diploma/bachelor's thesis	2	It is counted once for each student
Other pedagogical activity E.g. summer school, workshop, invited lecture (2h), etc.	0.5	
International internship (1 month)	0.75	It is counted for each completed internship month
Investigator of a foreign grant (e.g. Horizon 2020)	16	It is counted once per project
Member of the solution team for a foreign grant (e.g. Horizon 2020)	4	It is counted once per project
Grant manager in the Czech Republic (e.g. TAČR, GAČR)	8	It is counted once per project
Member of the research team of the grant in the Czech Republic (e.g. TAČR, GAČR)	2	It is counted once per project
Student Grant Officer (e.g. SGS)	2	It is counted once per project
Member of the student grant solution team (e.g. SGS)	1	It is counted once per project
Submitted grant (e.g. TAČR, GAČR)	1	It is counted once per project

Submitted student grant (eg SGS)	0.5	It is counted just once per study
Only the grant proposers are counted, and only for the grant that has not been awarded. Resubmission of the grant is not possible in to apply point evaluation .		
Review of a professional article, book (foreign)	1	
Review of a professional article, book (CZ)	0.5	
Preparation of state final exams, member of the SZZ commission	0.25	It is counted once per SZZ period
Peer assessment of the final thesis	0.5	It is counted once per opposed work
Other activities	0.25	Maximum 1 point per evaluation period
Membership in the editorial board of a professional journal, professional commission or organizing committee of a scientific conference. Representing the university or part of it at professional and popular science events (DOD, Science Day, Science Fair, etc.). Cooperation with other parts of CTU on a scientific basis.		