



Description of the habilitation and inauguration procedure

1. Definition of the field of the Habilitation and Inauguration Procedure (hereinafter referred to as "HIP")

The name of the University:	St. Elizabeth University of Health and Social Work in Bratislava, n. o. (hereinafter referred to as „SEU“)
Faculty Name:	St. John Paul II Institute of Missionary Work and Tropical Health.
The seat of the University:	Palackého 1, 811 02 Bratislava
University identification number:	31821979
Name of the HIP Department:	Social Work
Degree awarded:	Assoc. prof.; Prof.
Assignment to a field of study:	Social Work
Study programme of the 3rd degree in the field to the HIP is assigned:	missionary charity and development
Granted rights:	3. 3. 2010
Decision number:	MŠSR-3440/2010-07

Content definition:

Mission, charity and development work is an alternative to general social work with a narrower focus on the specific orientation of our University which has a distinctly humanitarian dimension. This orientation has the character of an interdisciplinary knowledge in which it combines the social, theological, cultural anthropological and medical disciplines are combined and intertwined. In addition to general social work, the Habilitant/Inaugural is able to develop this discipline in the field of development cooperation, missionary and charitable work, especially in foreign countries, areas affected by extreme transgenerational poverty. The field of habilitation and inauguration in social work in the programme of missionary, charitable and development work is defined in terms of content by the theory of the science of social work, missiology, the field of social policy at the national and global level, science communication and science communication, epistemology of science and research methodology and new trends in science and social work, which serve as a basis for him/her to conduct research and create new knowledge in the field of social work. The habilitant/inaugural student can select and define methods for basic and applied research in social work with a focus on mission, charity and development work, and can formulate new hypotheses and strategies for further research and knowledge development in mission, charity and development social work. The student is able to identify current social problems, develop and implement an independent scientific project of basic and applied research, interpret the results obtained according to the current requirements of science and draw conclusions for the discipline and the scientific problem being addressed. He/she is able to conceive his/her own



scientific findings in a scientific discussion, to compare and interpret them in the context of current scientific knowledge and its trends, and to apply scientific findings as proposals for current applied practice and to publish them in reputable scientific and professional journals. Actively participates in the development of practical missionary, charitable and development work by developing standards, methodologies and recommendations as an expert, so as to demonstrably link scientific knowledge with practice.

The knowledge, skills and competences of a graduate of the habilitation and inauguration procedure in the field of social work, missionary, charitable and development work study programme, are a prerequisite for the academic and scientifically active employee to be a recognised leader in the relevant field and focus of the habilitation or inauguration procedure at the university by his/her scientific works and his/her comprehensive scientific work or by his/her artistic works and artistic performances. He/she is capable of supervising doctoral students and other scientific and research teams. He/she is a recognised figure in his/her field at national and international scientific and practical level.

In the habilitation and inauguration procedure, emphasis is placed on the fulfilment of criteria relating to the candidate's teaching, publication, scientific and research activities, as well as personal characteristics. Not only theoretical knowledge is required, but also the demonstration of high-quality pedagogical skills - full-time and distance teaching, demonstrable outputs in the field of science and research - publishing, participation in projects, linking science and practice. Emphasis is also placed on adherence to the principles and guiding philosophy of the SEU which has a distinctly missionary, charitable and developmental character for the advancement and benefit of the whole society.

2. Staffing of the HIP Department

- 2.1. There is a group of five persons working at the SEU on a fixed weekly basis who have responsibility for the development and quality assurance of the field of habilitation and inauguration, three of whom hold the title of Professor and two of whom hold the title of Associate Professor and two of whom hold the title of Associate Professor.

At the same time we attach a link to their outputs of creative activities and scientific/artistic and pedagogical characteristics of university teachers of the SEU

- prof. Ing. PhDr. Ladislav Bučko PhD.
<https://www.portalvs.sk/regzam/detail/8684>
Making the outputs of creative activities available: <https://www.vssvalzbety.sk/veda/vtc>
Scientific/artistic and pedagogical characteristics: <https://www.vssvalzbety.sk/veda/vupch>
- prof. Mgr. Ing. Libuša Radková, PHD.
<https://www.portalvs.sk/regzam/detail/8720>
Making the outputs of creative activities available: <https://www.vssvalzbety.sk/veda/vtc>
Scientific/artistic and pedagogical characteristics: <https://www.vssvalzbety.sk/veda/vupch>



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- prof. MUDr. Jozef Mikloško, PhD.
<https://www.portalvs.sk/regzam/detail/8714>
Making the outputs of creative activities available: <https://www.vssvalzbety.sk/veda/vtc>
Scientific/artistic and pedagogical characteristics: <https://www.vssvalzbety.sk/veda/vupch>
- doc PhDr. Jaroslava Poloňová, PhD.
<https://www.portalvs.sk/regzam/detail/8719>
Making the outputs of creative activities available: <https://www.vssvalzbety.sk/veda/vtc>
Scientific/artistic and pedagogical characteristics: <https://www.vssvalzbety.sk/veda/vupch>
- doc. PhDr. Alexandra Al Trad - Topoľská, PhD.
<https://www.portalvs.sk/regzam/detail/12459>
Making the outputs of creative activities available: <https://www.vssvalzbety.sk/veda/vtc>
Scientific/artistic and pedagogical characteristics: <https://www.vssvalzbety.sk/veda/vupch>

2.2 The Scientific Board of the SEU is composed of domestic and foreign experts from all 3 disciplines of the habilitation and inauguration procedure in accordance with the standards. The composition of the members of the Scientific Council of the SEU is published on the website of the University.

- Reference to the composition of the Scientific Council:
<https://www.vssvalzbety.sk/o-nas/struktury-vs/vedecka-rada>



3. Level of criteria for the evaluation of the fulfilment of the conditions for obtaining the title of associate professor

3.1 Criteria and documents necessary to meet the criteria for obtaining the scientific-pedagogical title of associate professor at the SEU in the field of HIP social work (§ 12 (h) of Act No. 131/2002 Coll.) approved by the Scientific Council of the SEU on 30 March 2022, in accordance with § 77 (1) of the amendment to Act No. 131/2002 Coll. These criteria are identical to the HIP criteria for the position of associate professor.

- Reference to the criteria:

<https://www.vssvalzbety.sk/veda/habilitacie-a-inauguracie>

<https://www.vssvalzbety.sk/userfiles/HKaIK/CriteriaanddocumentsnecessarytomeetthecriteriaforobtainingthescientificandpedagogicaldegreeofASSOCIATEPROFESSOR30.03.2022novelaen.pdf>

Criteria for the Habilitation Procedure in HIP Social Work Approved by the Scientific Council of the SEU on 30. 03. 2022	
Pedagogical activities	<ul style="list-style-type: none"> • A minimum of 3 years' teaching experience between obtaining a university degree • education of the third degree and appointment to the post of associate professor; 1) • The academic title "doctor" ("philosophiae doctor", abbreviated "PhD.") resp. • Candidate of Sciences (CSc.), • the exercise of professional activities for a period of at least 3 years • At least 3 years teaching experience 1)
Scientific research and publication activity, acclaim, etc.	Author of at least 30 scientific and professional papers in extenso in peer-reviewed professional or scientific journals, proceedings. <ul style="list-style-type: none"> • at least 5 scientific papers in journals indexed in Web of Science, Scopus, ERIH plus • in at least 10 publications as first author 1)
	Author or co-author of at least 1 monograph or chapter in a monograph. In the case of co-authorship, indicate the percentage of the applicant's share
	Author or co-author of a teaching text (scripts or university textbook). In case of co-authorship, indicate the applicant's percentage share
	A minimum of 30 citations, including: <ul style="list-style-type: none"> • at least 5 are registered in the Web of Science or SCOPUS, ERIH, or abroad
	At least 1 scientific research project (domestic and foreign grants, also institutional projects) - investigator or co-investigator
	For external applicants, compliance with point 1.9. DIRECTIONS of the Rector on the amount of tuition fees and fees associated with studying at the SEU in the academic year
Lecture activity	Active participation (lecture, poster) in at least 30 scientific events: <ul style="list-style-type: none"> • min. 5 scientific events abroad • min. 10 local invitees

1) in connection with § 77 (1) of the amendment to Act No.131/2002 Coll., from 2022, this obligation is waived



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3.2 Previous criteria and documents necessary to meet the criteria for obtaining the scientific-pedagogical title of associate professor at the SEU in the field of HIP social work (§ 12 (h) of Act No. 131/2002 Coll.) - approved by the Scientific Council of the SEU, n. o. on 26 November 2021, following the adoption of the new Standards of Habilitation and Inauguration Proceedings of the Slovak Accreditation Agency for Higher Education. These criteria are identical to the HIP criteria for appointment to the post of Associate Professor.

- a reference to previous versions with an indication of validity:

<https://www.vssvalzbety.sk/userfiles/HKaIK/CriteriaanddocumentsnecessarytomeetthecriteriaforobtainingthescientificandpedagogicaldegreeofASSOCIATEPROFESSOR26.11.2021en.pdf>

	Criteria for the Habilitation Procedure in HIP Social Work Approved by the Scientific Council of the SEU on 26. 11. 2021
Pedagogical activities	<ul style="list-style-type: none"> • Performing teaching activities for at least 3 years between obtaining a third-level university degree and being appointed to the post of associate professor • Scientific rank Candidate of Sciences (CSc.), or philosophiae doctor (PhD.) • the exercise of professional activities for a period of at least 3 years • At least 3 years teaching experience • Participates in the education of 1 doctoral student as a supervisor or as a specialist supervisor
Scientific research and publication activity, acclaim, etc.	Author of at least 30 scientific and professional papers in extenso in peer-reviewed professional or scientific journals, proceedings. <ul style="list-style-type: none"> • at least 5 scientific papers in journals indexed in Web of Science, Scopus, ERIH plus • in at least 10 publications as first author
	Author or co-author of at least 1 monograph or chapter in a monograph. In the case of co-authorship, indicate the percentage of the applicant's share
	Author or co-author of a teaching text (scripts or university textbook). In the case of co-authorship, indicate the applicant's percentage share
	A minimum of 30 citations, including: <ul style="list-style-type: none"> • at least 5 are registered in the Web of Science or SCOPUS, ERIH, or abroad
	At least 1 scientific research project (domestic and foreign grants, also institutional projects) - investigator or co-investigator
	For external applicants, compliance with point 1.9. DIRECTIONS of the Rector on the amount of tuition fees and fees associated with studying at the SEU in the academic year
Lecture activity	Active participation (lecture, poster) in at least 30 scientific events: <ul style="list-style-type: none"> • min. 5 scientific events abroad • min. 10 local invitees



4. Level of criteria for the evaluation of the fulfilment of the conditions for obtaining the title of professor

4.1 Criteria and documents necessary to meet the criteria for obtaining the scientific-pedagogical title of professor at the SEU in the field of HIP social work (§ 12 (h) of Act No. 131/2002 Coll.) - approved by the Scientific Council of the SEU on 30 March 2022 in accordance with § 77 (1) of the amendment to Act No. 131/These criteria are identical to the criteria of the HIP for inclusion in the post of professor.

- Reference to the criteria:

<https://www.vssvalzbety.sk/userfiles/HKaIK/CriteriaanddocumentsnecessarytomeetthecriteriaforobtainingthescientificandpedagogicaltitlePROFESSOR30.03.2022wen.pdf>

	Criteria in the inaugural procedure in HIP social work Approved by the Scientific Council of the SEU on 30. 03. 2022
Pedagogical activities	<ul style="list-style-type: none"> • Carrying out teaching activities for a period of at least 3 years after obtaining the degree of associate professor 1) • Carrying out teaching activities for at least 5 years • At least 5 years of professional experience, ESL • Academic degree "doctor" ("philosophiae doctor", abbreviated "PhD") or candidate of sciences (CSc.) or doctor of sciences (DrSc.) • Acquisition of the scientific-pedagogical title of associate professor in the field of study social work or in a related field 1)
Scientific research and publication activity, acclaim, etc.	Minimum requirements for the scope of publication activity: Author or co-author of at least 50 scientific and professional publications, including: <ul style="list-style-type: none"> • first author in at least 10 publications. • 10 outputs in journals indexed in Web of Science, Scopus, ERIH plus; at least 2 of them must be the first author; At least 5 in the last 5 years • author or co-author of at least 20 international publications
	Author of at least 1 monograph or co-author. In case of co-authorship, indicate the percentage share of the applicant.
	Author or co-author of 1 university textbooks or textbooks - teaching texts.
	At least 50 responses (citations) to published works: <ul style="list-style-type: none"> • at least 10 are registered in foreign databases Web of Science or SCOPUS, Medline, ERIH plus
	At least 2 scientific research projects (domestic and foreign grants, also institutional projects) - investigator, co-investigator
	At least 3 written references on the applicant's achievements from foreign experts, from three different countries outside the Slovak Republic. Indicate that he/she fulfils the requirements for tenure as a professor in an international context.
	For external applicants, compliance with point 1.9. Rector's DIRECTIVE No. 1/2020 on the amount of tuition fees and fees associated with studies at the SEU in the academic year 2020/2021
Scientific School	A research school in the field or a related field. 1)
	Development of the field and doctoral studies, e.g. <ul style="list-style-type: none"> • member of the committee or opponent for the defence of doctoral dissertations (PhD.), resp. member or opponent of habilitation and inauguration commissions.
Lecture activity	Active participation in at least 50 scientific events (posters, lectures), <ul style="list-style-type: none"> • at least 20 invited events • minimum participation in 10 international events and several of them invited lectures abroad

1) in connection with § 77 (1) of the amendment to Act No.13/2002 Coll., from 2022 this obligation is waived



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4.2 Previous criteria and documents necessary to meet the criteria for obtaining the scientific-pedagogical title of professor at the SEU in the field of HIP social work (§ 12 par. 131/2002 Coll.) - approved by the Scientific Council of the SEU on 26 November 2021 (§12 (1) (e) of the Act on Higher schools) approved in connection with the adoption of the new Standards of Habilitation and Inauguration Proceedings of the Slovak Accreditation Agency for Higher Education. These criteria are identical to the HIP criteria for promotion to the post of Professor.

- Reference to previous versions with validity:

<https://www.vssvalzbety.sk/userfiles/HKaIK/CriteriaanddocumentsnecessarytomeetthecriteriaforobtaininthescientificandpedagogicaltitlePROFESSOR26.11.2021en.pdf>

	Criteria in the inaugural procedure in HIP social work Approved by the Scientific Council of the SEU on 26. 11. 2021
Pedagogical activities	<ul style="list-style-type: none"> • Carrying out teaching activities for a period of at least 3 years after obtaining the degree of associate professor • Carrying out teaching activities for at least 5 years • At least 5 years of professional experience, attestation, PSF • Acquisition of the scientific-pedagogical title of associate professor in the field of study social work or in a related field • Obtaining the degree of "philosophiae doctor", (PhD.), candidate of sciences (CSc.), or doctor of sciences (DrSc.)
Scientific research and publication activity, acclaim, etc.	<p>Minimum requirements for the scope of publication activity: Author or co-author of at least 50 scientific and professional publications, including:</p> <ul style="list-style-type: none"> • first author in at least 10 publications. • 10 outputs in journals indexed in Web of Science, Scopus, ERIH plus; at least 2 of them must be the first author; At least 5 in the last 5 years • author or co-author of at least 20 international publications <p>Author of at least 1 monograph or co-author. In case of co-authorship, indicate the percentage share of the applicant.</p> <p>Author or co-author of 1 university textbooks or textbooks - teaching texts. In the case of co-authorship, indicate the applicant's percentage share</p> <p>At least 50 responses (citations) to published works, o</p> <ul style="list-style-type: none"> • at least 10 are registered in foreign databases Web of Science or SCOPUS, Medline, ERIH plus <p>At least 2 scientific research projects (domestic and foreign grants, also institutional projects) - investigator, co-investigator</p> <p>At least 3 written references on the applicant's achievements from foreign experts, from three different countries outside the Slovak Republic. Indicate that he/she fulfils the requirements for tenure as a professor in an international context.</p> <p>For external applicants, compliance with point 1.9. Rector's DIRECTIVE No. 1/2020 on the amount of tuition fees and fees associated with studying at SEU in the academic year 2020/2021</p>
Scientific education of doctoral	<p>Education of scientific and pedagogical staff in a given or related field.</p> <ul style="list-style-type: none"> • at least 1 successfully trained PhD student • at least 1 PhD student after passing the dissertation examination <p>Development of the field and doctoral studies, e.g.</p> <ul style="list-style-type: none"> • member of the committee or opponent for the defence of doctoral dissertations (PhD.), resp. • member or opponent of habilitation and inauguration commissions.
Lecture activity	<p>Active participation in at least 50 scientific events (posters, lectures),:</p> <ul style="list-style-type: none"> • at least 20 invited events • minimum participation in 10 international events and several of them invited lectures abroad



5. Rules and procedures of the habilitation and inauguration procedure

Habilitation and inauguration procedures at the SEU are carried out in accordance with the relevant legislation, namely the Higher Education Act and the Decree of the The Ministry of Education, Science, Research and Sport of the Slovak Republic No. 246/2019 Coll. on the procedure for obtaining scientific-pedagogical titles and artistic-pedagogical titles of associate professor and professor. Information on the progress of the procedure is published on the university's website. The Scientific Council of the SEU evaluates their implementation.

The rules and regulations are defined by the requirement to meet the minimum criteria for the initiation of the habilitation and inauguration procedure. They ensure transparency and openness of the procedures on equal terms for all candidates.

- Reference to the internal regulation or part thereof:

<https://www.vssvalzbety.sk/userfiles/INFOPORTAL/english/2Habilitationandinaugurationproceedings.pdf>

- Reference to previous versions with indication of validity:

<https://www.vssvalzbety.sk/userfiles/HKaIK/2019InstructionsforthepreparationofdocumentsforthehabilitationprocedureattheSEU.pdf>

<https://www.vssvalzbety.sk/userfiles/HKaIK/2019InstructionsforthepreparationofdocumentsfortheprocedurefortheappointmentofprofessorsattheSEU.pdf>

6. Reference to completed procedures and their results

Habilitation procedures: <https://www.vssvalzbety.sk/veda/habilitacie-a-inauguracie/habilitacie>

- Topoľská Alexandra (successfully completed of the procedure at the Scientific Council of the SEU on 17.12.2019)
<https://www.vssvalzbety.sk/veda/habilitacie/topolska>
- Poloňová Jaroslava (successfully completed of the procedure at the Scientific Council of the SEU on 1. 09. 2021)
<https://www.vssvalzbety.sk/veda/habilitacie/polonova>
- Nová Monika (successfully completed of the procedure at the Scientific Council of the SEU on 31.1.2022)
<https://www.vssvalzbety.sk/veda/habilitacie/nova>

Inauguration procedures: <https://www.vssvalzbety.sk/veda/habilitacie-a-inauguracie/inauguracie>

- Bartkovjak Marian (successfully completed of the procedure at the Scientific Council of the SEU on 17.12.2019, appointed by the President of the Slovak Republic on 14.7.2020)
<https://www.vssvalzbety.sk/veda/inauguracie/bartkovjak>



7. Reference to pending proceedings

Habilitation procedures: <https://www.vssvalzbety.sk/veda/habilitacie-a-inauguracie/habilitacie>

no pending proceedings

Inauguration procedures: <https://www.vssvalzbety.sk/veda/habilitacie-a-inauguracie/inauguracie>

no pending proceedings