

REMUNERATION REGULATIONS

01/2018

St. Elizabeth's University of Health and Social Work

St. Elizabeth's University of Health and Social Work, in accordance with the Labour Code as amended, issues the following remuneration regulations.

Article I

Introductory provisions

1. Employer St. Elizabeth's University of Health and Social Work, n.o. is a legal entity that is authorized to act in labor relations.
2. An employee is a natural person who, in an employment relationship, performs work for an employer according to the employer's instructions in return for wages or remuneration.
3. The staff includes: guarantors of study fields, university teachers, researchers and other staff.
4. These remuneration regulations regulate the method of remuneration of all employees who are in an employment relationship with the university.
5. The direct responsibility for the implementation of the wage policy lies with the founder and the Rector of the St. Elizabeth University of Health and Social Work.

Article II

Staff remuneration

1. University teachers are entitled to a basic salary , the rates of remuneration for teaching and research activities of university teachers as set out in Annex I.
2. In addition to the agreed salary, the employer may provide the employee with remuneration for the quality of his/her work activities, for the performance of an extraordinary work task, or for work that goes beyond the scope of his/her work activities. The proposal to grant a reward to an employee, including the amount thereof, shall be justified in writing by the relevant senior member of staff.

Article III

Wages, overtime

1. The employer is obliged to provide the employee with wages for the work performed.
2. Wages are paid by transfer to the employee's account.
3. The wage must not be less than the minimum wage laid down by special regulation.
4. For an hour of overtime work, the employee is entitled to wages and a wage premium of 25% of his or her average hourly earnings. If the employer agrees with the employee to take compensatory time off for overtime work, the employee shall be entitled to one hour of compensatory time off per hour of overtime work. In that case, he shall not receive a pay rise. The employer shall be obliged to give the employee compensatory time off no later than 4 calendar months.
5. For working on a public holiday, the employee is entitled to wages and a wage premium of at least 50% of his or her average hourly earnings. A wage advantage shall also be payable for work performed on a public holiday which falls on a day on which the employee has a continuous rest day in the week.
6. In addition to the wage earned, an employee is entitled to a wage increase of at least 20% of the minimum wage for each hour of night work.

7. For work in a difficult and harmful to health working environment, the employee is entitled, in addition to the wage earned, to a wage benefit of at least 20% of the minimum wage for each hour of work in such an environment.
8. When settling the wage bill, the employer is obliged to issue the employee with a written document containing details of the individual components of the wage and the deductions made and the total cost of the work.
9. The employer shall preferably deduct sickness insurance and pension insurance premiums, health insurance premiums, unemployment insurance contributions, contributions to supplementary pension insurance and withholding of tax advances from wages.
10. An employee with a place of work under an employment contract in a foreign country may, with his consent or at his written request, be paid wages or part thereof in a foreign currency.
11. The pedagogical activity of a university teacher is already mentioned in the Statute of the St. Elisabeth University of Higher Education (§ 50, para. 3).

Article IV Competencies

1. The salary of the Rector of the University shall be determined by the Board of Trustees of the University.
2. The salary of vice-rectors, supervisors and heads of independent departments is determined by the rector.
3. The salary of the employees of the economic and economic section is proposed by the Bursar and approved by the Rector.
4. The salary of the Human Resources Department staff is proposed by the Head of the Human Resources Department and approved by the Rector.
5. The salary of the library staff is proposed by the Head of the Library and approved by the Rector.
6. The salary of the study department staff is proposed by the head of the study department and approved by the Rector.
7. Salaries of employees of independent departments are proposed by the heads of the departments and approved by the Rector.
8. The salaries of the employees of the detached workplaces are determined by the heads of the detached workplaces and approved by the Rector.
9. The salaries of other school employees are proposed by their immediate supervisors and approved by the Rector.
10. Extraordinary remuneration is proposed by the immediate superior and approved by the Rector.

Article V Common and final provisions

1. The time limit for cash payment of this Remuneration Order shall be the 20th calendar day of the following month.
2. The employer shall provide the employee with severance pay in accordance with the Labour Code.
3. The Remuneration Regulation is a binding internal regulation.
4. These remuneration regulations include:
 - Annex I: Rates of remuneration for teaching activities of HE teachers.
5. The remuneration regulations governing the salary ratios of employees of the university may be amended only by written addenda.
6. Upon the effective date of these Remuneration Regulations, all previously approved Remuneration Regulations of the St. Elisabeth's University of Health and Social Work shall cease to have effect.

7. The Remuneration Regulations shall enter into force and take effect on 01 January 2018

In Bratislava on 01.12.2017

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Dr.h.c. mult. prof. MUDr. Vladimír Krčméry, DrSc., v.r.
rector

ANNEX I.

Rates of remuneration for teaching and scientific research activities of university teachers

A/ Lectures (valid for all levels of study)

lectures in a foreign language	25 Eur/hour
Professor	17 Eur/hour
Associate Professor	15 Eur/hour
assistant	14 Eur/hour
lector	12 Eur/hour

B/ Bachelor's and Master's studies

1/ tests

- *according to the actual number of hours tested (according to the attendance list of the workplace)*

Professor	14 Eur/hour
Associate Professor	12 Eur/hour
assistant/lecturer	10 Eur/hour

Evaluation of the written form of the examination:

a) written test in the form of open questions	10 students/hour
b) written test in the form of closed questions	20 students/hour

A university teacher is only ever paid once per student

2/ state final exams Bc. (2 students/hour)

- Chairman of the Commission 14
Eur/hour (max 112 Eur/day)
- Member of the Commission 10 Eur/hour
(max. 80 Eur/day)
- bachelor thesis supervision / tutor's report 40 Eur/thesis
- elaboration of the opponent's opinion of the bachelor's thesis 20 Eur/work

3/ state final exams Mgr. (1,5 student/hour)

- Chairman of the Commission 14 Eur/hour
(max. 112 Eur/day)
- Member of the Commission 10 Eur/hour
(max. 80 Eur/day)
- Master thesis supervision / tutor's opinion 50 Eur/thesis
- elaboration of the opponent's opinion of the master's thesis 30 Eur/work

4/ Social-psychological training

- the number of training hours is always charged, without distinction of teaching rank

professor, associate professor, assistant professor, lecturer 10 Eur/hour

5/ Evaluation of professional practice

(a) in the humanities

- 2 credits/10 students/hour (valid for full-time study)
- 2 credits/20 students/hour (valid for part-time study)
- **without distinction of teaching rank** 4 Eur/hour

(b) in the health sciences

- Nursing Techniques/Invoices/Treatment. - Group of 15 - 20 students
- **without distinction of teaching rank** 4 Eur/hour

6/ Seminar (year) work

- 2-3 credits/3 students/hour without distinction of teaching rank

professor, associate professor, assistant professor, lecturer 8
Eur/hour

C/ Doctoral and rigorosum proceedings

- Chairman of the Admissions Committee 15 Eur/hour
- member of the admissions committee 10 Eur/hour
- admission interviews in a foreign language (PhDr.,PhD.)
test assignment 17 Eur/hour
- test evaluation 2 Eur/hour
- Examination committees (rigor, dissertation, final examination)
Professor - Chairman of the Commission 17 Eur/hour
- Associate Professor 15 Eur/hour
- assistant professor 12 Eur/hour
- foreign language exam (PhD.) 14 Eur/student
- supervisor (doctoral studies) 50 Eur/year
- elaboration of the opponent's opinion of the rigorous thesis 30 Eur/work
- preparation of the dissertation's opponent's opinion 30 Eur/work
- elaboration of the opposing opinion of the final thesis 40 Eur/work
- preparation of a training report
(dissertation, final PhD thesis) 20 Eur/thesis

D/ Habilitations and inaugurations

- chairman of the habilitation and inauguration committee (including the report)40
Eur/candidate
- members of committees (including assessments) 30 Eur/bidder
- opponents (including testimonials) 40 Eur/bidder

E/ University of the Third Age

- lectures by university teachers (professor, associate professor, assistant professor, lecturer) 10 Eur/hour
- Seminar work (5 students/hour) 5 Eur/hour