

Dean's Order no. 9/2019.(May 24.)

on the support of visiting professors' educational and research collaboration

Preamble

The aim of the program is the invitation of lecturers/researchers from abroad with outstanding international achievements who are related to the Medical School (hereinafter: UP MS or the Faculty) and/or the Clinical Centre (hereinafter: CC) and the support of their intention of collaboration. This Order regulates the requirements of the visiting professor title and the supporting frames of the program based on the authority given by Article 4/A of the Statutes of the UPMS.

Article 1. The effect of the Order in regards of persons covered

- (1) The Order shall extend to the invitation of visiting professors whose high level educational-research activities are internationally recognised.
- (2) The visiting professor shall be a lecturer/researcher – without employment status at the University of Pécs – holding an academic degree or a highly respected expert who – beside common research - holds high-quality lecture that suits the university's educational-research programme with its topic and subject and provides valuable addition to the field of knowledge available for students.

Article 2. The rate of support

- (1) *Personal payment and/or other travel and/or accomodation support* for the invited lecturer/researcher shall be possible *based on individual consideration*. The University shall provide the infrastructural conditions that suit the claims and possibilities for the activity of the visiting professor.
- (2) In case of payment the precondition is that a contract(s) of services for educational and/or research activities shall be made with the visiting professor on the contract form(s) issued by the Directorate of Human Resources of the UP, in full compliance with the rules of foreign persons' employment.

- (3) The visiting professor shall also receive visiting professor assignment for the period of the invitation according to Section (2). During the period of assignment the visiting professor is entitled to wear the „visiting professor” title.
- (4) The owner of the visiting professor title shall have the rights as claimed and determined based on Annex 1, which also forms an integral part of the contract.
- (5) In case of contract of services for research activity the filled out and signed Declaration of Confidentiality in Annex 2. shall be an integral part of the contract.
- (6) As for the travel and accomodation costs the regulation pertaining to inland and abroad missions relating to the activity of the University of Pécs and other abroad travels not relating to the activity of the university shall be applied.

Article 3. The manner of submitting the request for support

- (1) The application shall be submitted by the head of the host educational/research institute and shall include the following:
 - a) the visiting professor’s publicational and scientometric data, the application activity of the last 10 years;
 - b) detailed description of the common educational and/or research program (maximum 5 pages with professional reasoning and presentation of the conditions of feasibility);
 - c) history of the research plan (common research results, publications up to the present);
 - d) specific indication (numerical data where it is possible) of the goals to be reached (planned publications, tenders, PhD topics, educational program, etc.);
 - e) the invitation’s planned starting date (which cannot be earlier than 90 days prior to submitting the application), period, estimated costs and specification of the claimed infrastructure;
 - f) the filled out Annex 1.
 - g) filled out form NY.17. of the Reference Book of the UP HR.
- (2) The application shall be submitted to the e-mail address of the Vice-Dean for Science (dora.reglodi@aok.pte.hu) three months before the planned date of the invitation at latest.

Article 4. The evaluation of the application for support

- (1) The verification of the applications’ formal requirements shall be done by the project coordinators of the UP MS.
- (2) The professional evaluation shall be conducted by the Vice-Dean for Science and the Chairman of the International Relations Committee taking into account the above criteria.

- (3) In case of employment of visiting professors the rules of the University of Pécs shall be applicable.

Article 5. Enacting provisions

This Order comes into effect on May 24, 2019.

Pécs, May 24, 2019

Dr. Miklós Nyitrai
Dean

Details of using the visiting professor title

Visiting professor's name:.....
nationality:.....
e-mail address:

Planned period: from until

Host educational/research unit:

Claimed infrastructure:

office (indicating the building and floor):.....
computer:.....
laboratory:.....
other:.....

Claimed reimbursements:

payment:.....
travel costs:.....
accomodation:.....
other:.....

Claimed access/safety aspects:

confidentiality:.....
right of physical entry:.....
e-mail address:.....
designating a public sector employee to provide access to electronic systems
.....
other:.....

Date:.....

.....
head of the initiating educational/research unit

Declaration of Confidentiality

Undersigned

Name of recipient:

Place and date of birth:

Mother's maiden name:

Name of the principal organizational unit:

by this declaration I undertake an irrevocable and unconditional obligation to keep the information, data, facts and other documentation (hereinafter: information) gathered during the scientific research activity specified in the contract of services confidential.

I guarantee that I do not transfer or communicate to any unauthorised person(s), publish or make available the information gathered during my activity without the preliminary, written authorization of the Principal's designated representative, I only use the information in the course of my activity in order to fulfil the contract of services made with the Principal.

I take note that the confidentiality obligation and the consequences of its breach shall be attributed to me with no time or geographical restrictions. This declaration of confidentiality shall be in full compliance with the laws of Hungary. I understand that in case of breaching the confidentiality obligation I shall be liable to the Principal according to the relating laws and the internal regulations of the University of Pécs. I take note that breaching the confidentiality obligation shall be considered a serious misconduct which results in the termination of my contract of services by extraordinary notice.

I am aware that the declaration of confidentiality is not applicable in case the confidential information is required to be disclosed by the court or other authority provided that I am exempted from confidentiality obligation by the the competent body, person.

The declaration is made in three (3) fully identical copies from which one (1) shall be received by the Recipient and two (2) by the Principal.

Pécs, 20.....

.....

Recipient