



Faculty Board

Guidelines for readership applications and appointments at the Faculty of Social Sciences, Lund University

This decision replaces the decision of 3 May 2018, reg. no STYR 2018/137.

I. GENERAL INFORMATION

Readership

The Faculty of Social Sciences at Lund University appoints readers (associate professors) who have the necessary academic and teaching expertise that can be considered beneficial to research and education in the Faculty's departments. A reader is expected to be able to conduct successful research. Those appointed as reader must therefore demonstrate an independent research capability and a significantly higher level of research expertise than that required for a doctoral degree.

A readership is an academic title denoting a specific level of expertise that is not per se associated with any type of employment or additional allocation of resources. A readership is also a prerequisite for promotion to professor in accordance with the Appointment Rules. The title confers both rights and obligations. These rights include the eligibility to teach, supervise and assess at all levels. Those who have been appointed as reader are expected to be available to perform roles such as external reviewer, supervisor of doctoral students and examining committee member and take on other assignments as an external expert, as well as to actively take responsibility for and be a driving force in both research and teaching.

The assessment for appointment as reader is linked to the Faculty's need for qualified expertise. To apply for a readership, the relevant department must therefore support the application by justifying and evaluating in a statement how the appointment of a reader would benefit research and education in the department. During this preparatory, department-based process, conflicts of interest are to be taken into account in accordance with the Swedish Research Council's guidelines on conflicts of interest (see further under Application process).

Decisions on the appointment of readers are made by the Board of the Faculty of Social Sciences, Lund University, following processing and proposal by the Academic Appointments Board.

Qualification requirements

Unless there are special grounds, the Faculty of Social Sciences primarily considers applicants who have an affiliation with Lund University through employment at one of the social sciences departments, a completed doctoral degree in a social sciences subject at Lund University, or through an established research collaboration with a social sciences department at Lund University. The applicant must demonstrate documented research expertise and the teaching qualifications required in the subject of the readership.

Research expertise

The prospective reader's overall output is to demonstrate their research expertise and ability to conduct research independently. To be appointed as reader, the applicant must have produced good quality research and hold a research qualification that significantly exceeds that required for a doctoral degree in terms of scope and quality. This means that work completed after the doctoral thesis should demonstrate how the applicant has progressed in both depth and breadth with regard to theory, empirical research and methodology. The assessment is to consider the different publishing traditions within each subject.

The applicant is to have contributed to the academic discussion within their field of research through publications in reputable, peer-reviewed and international journals or books published by recognised international publishers.

The scientific progression is to be outlined in the application. The impact of the scientific contribution on the field of research is to be clearly stated. Impact is demonstrated, for example, by the reputation of journals or publishers, being trusted as a reviewer in international journals, research collaborations, presentations at conferences, setting-up of research networks, citations and various forms of research exchanges and external expert assignments.

The applicant's ability to lead research, attract external funding, supervise students/doctoral students and disseminate research results will also be factored into the assessment of their research output. The degree of independence can be expressed, for example, through self-authored publications, publications authored without the support of a supervisor or from co-authored publications in which the applicant has had a leading role (see further under Application).

As a rule, an extensive research output in Swedish publications cannot compensate for a limited number of international publications, unless they consist of articles in highly ranked journals, or individually written major works, such as an independent monograph.

Internationally published books and articles are more commendable, but the quality of the applicant's research is always to be the deciding factor.

The number of international publications after completion of the thesis may vary between applicants. However, a general guideline is a minimum of 4-6 articles in high-quality research journals where the applicant is the main or sole author of at least two of the articles.

A large number of publications cannot make up for low quality, but very good quality can compensate for fewer publications. The quantitative scope of what is required for a readership, which has traditionally been described as "at least the equivalent of an additional

thesis”, thus depends on the quality of the research contribution in terms of breadth, depth and independence.

Teaching expertise

The title of reader is primarily associated with research expertise. However, it is a requirement that readers have the experience and ability to convey their specialised subject knowledge in a manner conducive to learning. The applicant must therefore be able to demonstrate (see further under Application):

- the equivalent of at least 1,600 clock hours of teaching;
- completion of a doctoral supervision course or the Faculty’s course for prospective readers or equivalent;
- a brief teaching reflection on how the applicant’s research interacts with and contributes to the development of research-based teaching.

II. APPLICATION

Instructions to applicants

- The application is to be written in English or Swedish (or Norwegian/Danish).
- The application is to include a certificate from the department (see under Application process).

The application is to include:

- 1. Report of research activities (approximately 1,500-2,000 words)**

The report is to be written in running text and provide a coherent and comprehensive description of the applicant’s research activities. It is to clearly state the applicant’s personal role and research findings, also from an international perspective. The report is to demonstrate how the applicant’s research activities, after their doctoral thesis was publicly defended, exhibit increased independence, breadth and depth.

The applicant is to highlight their own research and identify the parts of their research output they primarily want to be assessed. The

applicant is to provide a brief rationale for their selection and state the relative significance of the selected titles in their research profile.

2. Curriculum vitae (CV)

A complete CV stating the year in which the doctoral thesis was publicly defended should include research qualifications, such as current and previous appointments, research grants and projects, assignments as a supervisor, peer reviewer for journals, editor and visiting research fellow, networking experiences, research assignments and external engagement with wider society.

3. Complete list of publications

The list of publications must clearly state which publications were produced after completion of the doctoral thesis. A maximum of ten research publications of high research quality are to be cited and marked with *.

The doctoral thesis should always be referred to and be one of the ten publications. If such publications have multiple authors, the applicant's personal contribution must be clearly indicated.

If all the publications in the application are co-authored, the applicant must be the first author of at least two (2) of the articles. The applicant's contribution to the co-authored publications is to be documented with a co-author certificate (see template).

The publications are to be listed under the following headings, indicating the year of publication, publisher, journal, number of pages and any co-authors:

- Doctoral thesis
- Books (monographs and editing of anthologies)
- Peer-reviewed articles in research journals
- Book chapters in anthologies
- Reports and investigations
- Popular research contributions
- Study materials and textbooks

4. Report of teaching activities (around 500 words)

A brief overview of the applicant's teaching experience is to be attached, including a statement of the number of teaching hours confirmed by the department's representative. The type, volume and responsibilities with regard to teaching (e.g. course director or programme development) should be included, as well as any supervision of student papers.

5. Training in teaching and learning in higher education

A certificate is to be attached if the applicant has completed any supervisor training and/or other training in teaching and learning in higher education, such as the Faculty of Social Sciences' course for prospective readers.

6. Teaching reflection (around 500 words)

Finally, the applicant is to provide a brief teaching reflection focusing on how their own research interacts with and contributes to the development of research-based teaching.

III. APPLICATION PROCESS

The signed application, in accordance with points 1-6 above, is to be submitted electronically to the secretary of the Academic Appointments Board (see footnote). Once the application has been received, it will be forwarded to the Academic Appointments Board, which is appointed by the Faculty Board. The Academic Appointments Board takes into account the Swedish Research Council's guidelines on conflicts of interest when processing readership applications.

The Academic Appointments Board assesses whether an application qualifies for assessment by an external expert. The Academic Appointments Board carries out its assessment of readership applications at its autumn and spring meetings. On these occasions, all the members of the Academic Appointments Board review all readership applications. Two members have specific responsibility for

each application, one of whom acts as rapporteur. The purpose of this procedure is to ensure a transparent and high-quality assessment and that applications to be sent for external review fulfil all the requirements for a full readership application according to the Faculty's criteria.

Once the Academic Appointments Board has given its consent, the applicant is to submit a complete application with cited publications.

The application is to be submitted as follows:

1. Application including reports, CV and list of publications in accordance with points 1-6 above
2. Publications (electronically, if possible)
3. Relevant certificates (electronically)
4. The application is to be sent to the secretary of the Academic Appointments Board (see footnote).

IV. EXTERNAL EXPERT

The assessment of a prospective reader's qualifications will be based on a statement by a special external expert outside Lund University and the Faculty of Social Sciences. The external expert should be a professor appointed by the Academic Appointments Board following a proposal from the department.

It is the department's responsibility to check that there is no conflict of interest between the applicant and the external expert (see the Swedish Research Council's guidelines on conflicts of interest). It is not recommended that an applicant's external reviewer from their public defence or members of the examining committee serve as an external expert for the readership application.

The department sends preferably 2 or 3 prioritised external expert proposals to the secretary of the Academic Appointments Board. Once the external expert has been appointed by the Academic Appointments Board, they will be contacted by the secretary of the Academic Appointments Board, who will also send the application and all its attachments to the external expert.

The Academic Appointments Board calls for a relatively short, yet realistic, review process (around 2 months).

The scope of the statement from the external expert should be around 4 to 5 pages long and take into account the above-mentioned guidelines and instructions for applying for a readership at the Faculty of Social Sciences, Lund University.

The finalised statement is sent to the secretary of the Academic Appointments Board. The statement is then considered by the Academic Appointments Board. The formal decision is taken by the Board of the Faculty of Social Sciences.