



ORDER

OF THE RECTOR

OF VILNIUS UNIVERSITY

ON THE APPROVAL OF THE DESCRIPTION OF THE PROCEDURE FOR

VILNIUS UNIVERSITY RECTOR'S AWARDS FOR OUTSTANDING ACADEMIC

ACHIEVEMENTS

In accordance with Article 43(1)(22) of the Statute of Vilnius University and Items 30(4) and 31(4) of the Description of the Remuneration Procedure for Vilnius University Employees, approved by the Resolution of the Council of Vilnius University No. TPN-25 of 15 December 2021 "On the Approval of the Description of the Remuneration Procedure for Vilnius University Employees" (as subsequently amended):

1. I hereby **a p p r o v e** the attached Description of the Procedure for Granting Vilnius University Rector's Awards for Outstanding Academic Achievements.
2. I hereby **r e p e a l** Order of the Rector of Vilnius University No. R-229 of 2 November 2009 "On the Approval of the Recast of the Procedure for Granting Vilnius University Rector's Science Awards".

APPROVED
by Resolution No. R- _____ of _____ 2024
of the Rector of Vilnius University

DESCRIPTION OF THE PROCEDURE FOR GRANTING VILNIUS UNIVERSITY RECTOR'S AWARDS FOR OUTSTANDING ACADEMIC ACHIEVEMENTS

CHAPTER I GENERAL PROVISIONS

1. The Description of the Procedure for Granting Vilnius University Rector's Awards for Outstanding Academic Achievements (hereinafter the 'Description') establishes the procedure for granting Vilnius University Rector's (hereinafter the 'Rector') awards for outstanding academic achievements (hereinafter the 'Rector's Science Award').

2. The Rector's Science Awards shall be granted to young (who have obtained a scientific degree no earlier than seven years before the day of the call to submit the list of candidates specified in Item 7 of this Description (pregnancy, childbirth, paternity leave and parental leave until the child reaches the age of three are not included in this period) and experienced lecturers and researchers for outstanding achievements in research activities, taking into account their significance, internationality, and interdisciplinarity in the context of the entirety of the achievements of research activities submitted during the year of the granting of the Rector's Science Awards.

3. The size of the Rector's Science Award and the number of granted awards are set every year by the Rector, taking into account the proposal from the Department for Research and Innovation of the Central Administration of the University (hereinafter the 'Department').

CHAPTER II CRITERIA FOR GRANTING THE RECTOR'S SCIENCE AWARDS

4. The Rector's Science Awards may be granted to candidates who have received them no earlier than five years before the date of the call for the nominations sent to the University's core academic units (hereafter the 'Units').

5. The Rector's Science Awards shall be granted on the basis of the scientific research results achieved in the reporting calendar year:

5.1 for scientific publications registered in the Lithuanian Academic Electronic Library Information System (eLABa) within the calendar year from the final date for the submission of nominations specified in the text of the last call for nominations sent to the units;

5.2 for international and/or national scientific research and experimental development (hereafter the 'SR&ED') projects, the funding agreements of which were signed in the current calendar year;

5.3 for applied research activities (e.g. new technologies, patents, new materials, commissioned work);

5.4 for guest presentations at international scientific events;

5.5 for actively promoting science.

6. Candidates shall be assessed based on the assessment criteria set out in Annex 2 to the Description, taking into account:

- 6.1 the candidate's contribution to the work being submitted (publication, project, promotion of science, etc.);
- 6.2 the international recognition and international visibility of the journal where the publication was published or the press (in the case of a research monograph and/or book submitted for assessment);
- 6.3 leading (or participating in) international and/or national SR&ED projects;
- 6.4 the value of the attracted projects or outsourced work;
- 6.5 the level of other applied SR&ED activities;
- 6.6 the level of international scientific events;
- 6.7 the interdisciplinarity of the research paper(s) or project(s);
- 6.8 the visibility and impact of science promotion.

CHAPTER III PROCEDURE FOR GRANTING THE RECTOR'S SCIENCE AWARDS

7. The Department shall send a call for nominating candidates for the Rector's Science Award to the units by email. The call shall specify the deadline for the submission of documents and the additional documents to be submitted.

8. Heads of the units shall, by the final document submission deadline specified in the Department's call, submit the following to the Department via the University document management system:

8.1 a Proposal for the Rector's Science Award prepared in accordance with the form set out in Annex 1 to the Description;

8.2 a letter from the head of the unit setting out the reasons for the candidate's submission;

8.3 other documents specified in the text of the call (if applicable).

9. A unit may submit a maximum of three candidatures for the nominations specified in Item 5 of the Description (unless otherwise specified in the call for nominations).

10. Upon receipt of the documents and information referred to in Item 8 of the Description, the Department shall verify their compliance with the requirements of Item 5 of the Description. If units have not submitted all the documents or the information provided is incomplete, the Department's staff may request to adjust the information and provide the missing documents.

11. The Department, following the verification referred to in Item 10 of the Description, shall classify the candidates proposed for the award into young and experienced candidates in accordance with the criteria set out in Item 2 of the Description and, together with all the documentation, submit it to the evaluation commission established annually by an order of the Rector, which shall make the selection of the candidates. The evaluation commission shall be composed taking into account the research areas and/or fields represented by the proposed candidates. The composition and work of the evaluation commission shall be organised and the materials for the meetings shall be prepared by the Department.

12. The evaluation commission shall consider the candidates at a meeting of the commission. The members of the evaluation commission shall conduct the evaluation of the candidates proposed for the Rector's Science Award in an impartial and confidential manner. A member of the evaluation commission shall be obliged to withdraw from the

deliberations in the meeting in the event of circumstances which call into question their impartiality.

13. The members of the evaluation commission shall evaluate the candidates proposed for the Rector's Science Award and their work during the meeting of the evaluation commission. At the time of the evaluation, the commission shall complete the evaluation form provided in Annex 2 to the Description and decide on a score for each candidate's work proposed for the Rector's Science Award. The evaluated proposals for the Rector's Science Award shall be ranked in descending order from the highest to the lowest (each nomination shall be considered and ranked separately).

14. Decisions at the meeting shall be taken by a majority of the votes cast in an open roll-call vote. In the event of a tie, the chair of the evaluation commission shall have the casting vote.

15. The meeting of the evaluation commission and the decisions taken shall be valid if at least two-thirds of the members of the evaluation commission are present at the meeting. The members of the evaluation commission who are unable to attend the meeting are able to submit their opinions in writing. The votes of the members of the evaluation commission who are present at the meeting and the votes of the evaluation commission's members who have submitted their opinions in writing shall be taken into account for the purposes of determining the quorum. The decisions of the evaluation commission shall be formalised in the protocol of the meeting, which shall be signed by the chair of the evaluation commission and the secretary of the meeting of the evaluation commission. The protocol of the meeting of the evaluation commission shall contain the list of the candidates proposed for the Rector's Science Award and a reasoned explanation of the evaluation of each candidate and of each work proposed for the Rector's Science Award.

16. The protocol of the meeting of the evaluation commission shall be submitted to the Rector for the final decision on the proposal to grant the Rector's Science Awards. The Rector's decision shall be approved by a Rector's order.

9. The Rector's Science Awards shall be awarded annually during the final meeting of the University Senate of the current calendar year.

Annex 1 to
the Description of the Procedure for Granting
Vilnius University Rector's Awards for Outstanding
Academic Achievements

(Proposal form for the Vilnius University Rector's Award)

PROPOSAL FROM

(the name of the core academic unit)

OF VILNIUS UNIVERSITY FOR THE VILNIUS UNIVERSITY RECTOR'S AWARD

Full name of the candidate	
Represented field(s) and area(s) of research	
Research publication (no more than three publications):	
Research publication No. 1	<i>Indicate the bibliography description of the publication and the candidate's contribution (main author, corresponding author, co-author, the author of the idea, etc.)</i>
Research publication No. 2	
Research publication No. 3	
International/National SR&ED projects (no more than three projects):	
Project No. 1	<i>Indicate the name of the SR&ED project, the candidate's role in the project (project manager, project manager for the part of Vilnius University; manager of the project work package, executor, etc.)</i>
Project No. 2	
Project No. 3	
Applied SR&ED activity (no more than three works):	
Work No. 1	<i>Indicate the name of the work (contract No. of the commissioned work), the commissioning entity (if applicable), registration No. (if applicable), the candidate's contribution to the preparation of the work</i>
Work No. 2	
Work No. 3	
Guest presentations at international scientific events (no more than three presentations):	
Presentation No. 1	<i>Indicate the name of the event, the link to the event's programme, the title of the presentation</i>
Presentation No. 2	
Presentation No. 3	
Scientific communication activities (no more than three activities):	
Activity No. 1	<i>Indicate the description, online link (if any)</i>
Activity No. 2	
Activity No. 3	

Note: a core academic unit can propose no more than three candidates for the Rector's Science Award (a separate form must be filled in for each candidate)

Justification of the proposal:

(arguments for the proposal of the candidate and arguments for the choice of the work for the nomination)

Annex 2 to
the Description of the Procedure for Granting
Vilnius University Rector's Awards for Outstanding
Academic Achievements

(Evaluation table form)

EVALUATION TABLE

Row No.	Evaluation criterion	Explanation of the criterion	Score	Weight coefficient	Justification for evaluation
1.	Research publications:				
1.1.	International recognition of the journal/press	Journal level, ranking among other journals in the same area, international recognition and visibility of the press	From 1 to 5	0.4	
1.2.	Author's contribution	It is evaluated whether the author of the publication is the lead author, corresponding author, author of the idea, co-author, or other	From 1 to 4	0.4	
1.3.	Interdisciplinarity	It is evaluated whether the submitted publication is interdisciplinary in its theme	0 or 1	0.2	
2.	International/National SR&ED projects:				
2.1.	Project's source of funding	It is evaluated whether the project is international/national	From 1 to 5	0.4	
2.2.	Candidate's role in the project	It is evaluated whether the candidate is a project manager, project activity manager, manager of the project work package, project executor, etc.	From 1 to 4	0.4	

2.3.	Interdisciplinarity	It is evaluated whether the implemented project is interdisciplinary and whether the expected results will have an impact on several fields	0 or 1	0.2	
3.	Applied SR&ED activities:				
3.1.	The impact (significance) of the commissioned work	The impact of the commissioned work on science, society, the development of the research field, etc. is evaluated	From 1 to 5	0.5	
3.2.	Candidate's contribution to the work	The role of the candidate (author of the patent, author of the idea, etc.) is evaluated	From 1 to 5	0.5	
4.	Guest presentations at international scientific events:				
4.1.	Level of the event	The event's visibility, prominence and significance for the development of the research field is evaluated	From 1 to 10	0.5	
5.	Scientific communication activities:				
5.1.	Visibility of activities	The type, accessibility, visibility and impact of the scientific communication activities are evaluated	From 1 to 5	0.5	
5.2.	The candidate's contribution to the result	It is evaluated whether the candidate is the author of the idea, the main/only executor, etc.	From 1 to 5	0.5	

DETAILED METADATA

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