DOCUMENTOS ANEXOS À ATA

Reunião do dia _____/ _____/ _____

Presidente

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Documento nº _____

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PUBLIC TENDER FOR ADJUNCT PROFESSOR IN THE SCIENTIFIC AREA OF

LEGAL SCIENCES–PRIVATE LAW

SELECTION AND SERIATION CRITERIA FOR CANDIDATES

GENERAL PROVISIONS

1) The evaluation is based on a three-point division. Each point and its respective weighting constitute a grid to be considered in the evaluation of the candidates, as follows:

1 – Technical and scientific performance of the candidate (TSP)	35%
2 – Pedagogical capacity of the candidate (PC)	50%
3 – Other activities relevant to the mission of ESTG/P. Porto (OAR)	15%

2) The subdivisions of each of these three points, with the respective points, will be those established later in this document;

3) In points 1 - Technical and scientific performance of the candidate (TSP) and 2 - Pedagogical skills of the candidate (PC), the academic degrees obtained in the area of Private Law and the curricular elements related to research and teaching in the areas of General Theory of Civil Law, Law of Obligations, Contract Law, Commercial Law, Company Law, Industrial Property Law and Digital Law will be valued.

4) In all points where there is a comparative analysis of the evaluation elements presented by the candidates, the Jury will reserve itself the right not to award the maximum score, should it consider that the elements presented are clearly insufficient;

5) Any action or attribute of the candidates may not be counted in more than one point of the grid;

6) In case of a point equality, candidates will be ranked considering: first, the score obtained in point two of the grid (Pedagogical Capacity – PC); second, the score obtained in point one of the grid (Technical and Scientific Performance - TSP); third, the score obtained in point three of the grid - Other activities relevant to the mission of ESTG/P. Porto (OAR).

7) Once the technical and scientific performance, pedagogical capacity and other activities relevant to the mission of ESTG/P. Porto have been analysed, the jury will draw up a list of successful candidates on absolute merit. All candidates who do not score a minimum of 60 (sixty) points in all three criteria will be excluded.

1 – Technical and scientific performance of the candidate (TSP)

The scoring of the Technical-Scientific Performance will take into consideration six components, to which the following maximum scores will be attributed:

1.1 – Scientific publications	30
1.2 – Participation in R&D activities and projects	20
1.3 – Guidance of academic works concluded	5
1.4. – Participation in juries leading to an academic degree/title	10
1.5 – Communications in scientific events	30
1.6 – Scientific Potencial	25

It will be considered as elements susceptible of analysis regarding the Technical-Scientific Performance only those related to the last fifteen years, being also considered only those elements that the candidate can objectively prove.

The scoring for the different components of the Technical and Scientific Performance will be based on the comparative analysis of the corresponding curricular elements presented by the candidates, always having as limit the above mentioned scores.

1.1 - Scientific publications

The following points will be awarded, provided that they fit the subject of the scientific area in question:

1.1.1. For each full scientific-technical book (as author or co-author)	15
1.1.2 For each chapter/article published in books/journals indexed in ISI or WoS/Scopus	20
1.1.3. For each article published in a scientific journal (not included in the previous item)	15
1.1.4. For each chapter/article in a book (not included in 1.1.2)	5
1.1.5. Editor and/or co-editor of indexed international scientific journals	10

For the scientific publications component, the following will be counted, selected by the candidate, until: 1.1.1. - 1 book; 1.1.2. - 2 chapters/articles; 1.1.3. - 5 articles; 1.1.4. - 5 chapters/articles; 1.1.5. – 2 scientific journals or 2 issues of the same journal

For counting purposes, each occurrence will be multiplied by the respective score.

After the summation of all the candidates, the one with the highest total will be awarded 30 points, and the others will be ranked in proportion.

1.2 - Participation in R&D activities and projects

The following points will be awarded, provided that they fit the subject of the scientific area in question:

1.2.1 – Director of a Research Centre recognised by FCT	20
1.2.2 – Sub-Director of a Research Center recognized by the FCT	15
1.2.3 – Member of the Scientific Council/Integrated Member of a Research Centre recognised by FCT	5
1.2.4 – Collaborating Member of a Research Centre recognised by FCT	3

1.2.5 – Global or institutional coordination of projects	10
1.2.6 – Participation in projects	5
1.2.7 - Participation in public consultations of the European Union	5
1.2.8 - National and/or international scientific awards and/or distinctions	5
1.2.9 - Research grants in international institutions	5
1.2.10 - Scientific opinions	3
1.2.11 - Attendance and approval in courses on Artificial Intelligence, lasting 30 hours or more, with assessment	10

To calculate the score, points 1.2.1 to 1.2.4 will be multiplied by the number of years, and/or proportionally, of activity in the role; and points 1.2.5 to 1.2.11 will be multiplied by the number of occurrences.

Once the sum is made for all candidates, the one with the highest total will be awarded a score of 20 points, with the rest being classified in proportion.

1.3 – Guidance of academic works concluded

The following points will be awarded, provided that they fit the subject of the scientific area in question:

1.3.1. Guidance and Joint Guidance of Bachelor's degree projects/internships	20
1.3.2. Guidance and Joint Guidance of dissertation/project/internship Master's degree	30
1.3.3. Doctoral Thesis Guidance and Joint Guidance	40

For this component, until a total of 10 guidances and/or joint guidances selected by the applicant will be taken into account. For counting purposes, each occurrence will be multiplied by the respective score.

Once the sum is done for all the candidates, the one with the highest total will be awarded 5 points, and the others will be ranked in proportion.

1.4 - Participation in juries leading to an academic degree/title

The following points will be awarded, provided that they fit the subject of the scientific area in question:

1.4.1 Bachelor's thesis/project/internship Arguent	20
1.4.2. Master's Thesis Arguent	30
1.4.3. Arguent in doctoral theses	40

For this component, until 10 participations as Arguent will be counted in total, selected by the candidate. For accounting purposes, each occurrence will be multiplied by its respective score.

Once the sum is made for all candidates, the one with the highest total will be awarded a score of 10 points, with the rest being classified in proportion.

1.5 - Communications in scientific events

The following points will be awarded, provided that they fit the subject of the scientific area in question:

1.5.1. Communications in international conferences, congresses or seminars	40
1.5.2. Communications in national conferences, congresses or seminars	20

In this component, maximum 10 communications will be counted in 1.5.1 and maximum 6 communications in 1.5.2., which will be multiplied by the respective score.

Once the sum is made for all candidates, the one with the highest total will be awarded a score of 30 points, with the rest being classified in proportion.

1.6 - Scientific potential

In this component, the candidates' ability to develop a relevant scientific production will be assessed, aligned with the mission of the Escola Superior de Tecnologia e Gestão, in an original and unpublished scientific work, to be prepared by the candidates, in English, which deals with the topic: "*Impact of new technologies on European commercial law*". This work must be a minimum of 6,000 words and a maximum of 8,000 words.

Four levels of weighting will be considered: very suitable 100 per cent; suitable 60 per cent; not very suitable 30 per cent; not suitable at all 0 per cent.

The candidate with the highest total will be awarded the maximum score of 25 points, with the others being ranked in proportion.

2 – Pedagogical capacity of the candidate (PC)

The score of Pedagogical capacity will be counted taking into consideration the following two components, exercised only in the scope of Higher Education, to which the following maximum scores will be attributed:

2.1 - Teaching activity	50
2.2 – Elaboration of teaching resources of one course unit	30
2.3.- Participation in pedagogical training	10

Only those elements relating to the last five academic years, including the current year, will be considered as elements susceptible to analysis regarding the candidate's pedagogical capacity, and only those elements that the candidate can provide objective proof will be considered.

The points for the different components of pedagogical capacity will be counted from the comparative analysis of the curricular elements presented by the candidates, always having as limit the maximum points mentioned above.

2.1 - Teaching activity

To compose the points of the Teaching activity, only the half-yearly and annual curricular units taught in each

semester/school year in the subject area (Private Law) of the competition will be considered, with 10 points being awarded for each curricular unit taught and 5 points for the responsibility/coordination of a curricular unit.

Once the sum is made for all candidates, the one with the highest total score will be awarded 50 points, with the others being ranked in proportion.

2.2 - *Elaboration of teaching resources*

The applicant should present a dossier of teaching resources used in one curricular unit selected by him/her, which will be analyzed to verify its effective quality and adequacy to the scientific area of the competition.

Four levels of weighting will be considered: very adequate 100%; adequate 60%; not very adequate 30%; not at all adequate 0%.

After the summation of all the candidates, the one with the highest total will be awarded a maximum score of 30 points, and the others will be ranked in proportion.

2.3 – **Participation in pedagogical training**

Only pedagogical training lasting 4 hours or more will be counted.

Once the sum is made for all candidates, the one with the highest total will be awarded the maximum score of 10 points, with the others being classified in proportion.

3 – **Other activities relevant to the mission of ESTG/P. Porto (OAR**

The maximum score in this item will be 100 points, considering the comparative analysis of the curricular elements presented by the candidates and classifying them proportionally, taking into account the duration, responsibility of the positions/functions and the following maximum score levels:

3.1 – Chairman of the management body of UO/IES	20
3.2 – Vice-Chairman of the management body of UO/IES	15
3.3 – Member of the management body of UO/IES	8
3.4 – Position of Department Director or equivalent	12
3.5 – Position of Deputy Head of Department or equivalent	8
3.6 – Position of Course Director or equivalent	8
3.7 – Position of Course sub-director or equivalent; course committees or committees supporting the course coordination/scientific committees and scientific-pedagogical committees	6
3.8 – Other positions/activities/organisational functions recognised by the OU/IES (by order of the head of the OU/IES)	5

It will be considered as elements susceptible of analysis regarding other activities relevant to the mission of ESTG/P. Porto only those concerning the last five years, being also considered only those elements that the candidate can objectively prove.

To calculate the score, points 3.1 to 3.7 will be multiplied by the number of years, and/or proportional, of activity in the job.

In calculating the score for point 3.8, the score for each occurrence will be considered, up to a maximum of 30 points.

Once the sum is made for all candidates, the one with the highest total will be awarded the maximum score of 100 points, with the rest being classified in proportion.