

# PROCEDURES AND PRINCIPLES ON THE PART-TIME APPOINTMENT OF QUALIFIED RESEARCHERS OF TURKISH OR FOREIGN NATIONALITY HOLDING A DOCTORAL DEGREE IN HIGHER EDUCATION INSTITUTIONS \*

## PART ONE

### Purpose, Scope, Legal Basis and Definitions

#### Purpose and Scope

**ARTICLE 1-** (1) The purpose of these Procedures and Principles is to determine the procedures and principles regarding the part-time appointment, in higher education institutions, of qualified researchers of Turkish or foreign nationality holding a doctoral degree who are actually employed in: foreign higher education institutions with international recognition or overseas institutions and organizations within which R&D activities are carried out; and, domestically, in public institutions and organizations and the research centers and institutes of their affiliated or related units, or in technology development zones, research infrastructures, private-sector R&D centers or units working for R&D purposes, or laboratories. (Paragraph amended by the General Assembly Decision dated 23/11/2023)

#### Legal Basis

**ARTICLE 2 -** (1) These Procedures and Principles have been prepared on the basis of Additional Article 46 of the Higher Education Law No. 2547.

#### Definitions

**ARTICLE 3 -** (1) In these Procedures and Principles, the following terms shall mean:

- a) **R&D:** activities whose outputs are original and that have experimental, scientific, and technical content, within the scope of Law No. 5746 dated 28/2/2008 on the Support of Research, Development and Design Activities,
- b) **Part-time appointment:** an appointment for at least one day per week for a period not exceeding one year, in order to take part as a principal investigator/researcher in scientific research and application, R&D, innovation or design studies and scientific research projects within higher education institutions, and within this scope to teach at the undergraduate or graduate level or to provide supervision/consultancy,
- c) **Qualified researcher:** Turkish or foreign-national employees employed in the organizations within the scope of Additional Article 46 of the Higher Education Law No. 2547, holding at least a doctoral degree and who are a patent or design holder or have at least one publication as first author in journals/scientific events/books indexed in Scopus or Web of Science. *(Subparagraph amended by the General Assembly Decision dated 23/11/2023)*
- ç) **Design:** all innovative activities, within the scope of Law No. 5746 dated 28/2/2008 on the Support of Research, Development and Design Activities, that have the potential to create added value and competitive advantage and that aim to increase, develop, improve, and differentiate the functionality of a product or products,

d) **Internationally recognized foreign higher education institution:** a higher education institution that is placed within the top one thousand globally in at least one of the ranking lists of Times Higher Education (THE), QS World University Rankings, Academic Ranking of World Universities (ARWU) and CWTS Leiden Ranking ranking organizations, which are taken as basis by the Council of Higher Education (*phrase amended by the General Assembly Decision dated 17/8/2023*), in the top one thousand band of the world rankings (*phrase amended by the General Assembly Decision dated 23/11/2023*),

*(Heading amended by the General Assembly Decision dated 23/11/2023)*

e) **Innovation:** the processes and the outcomes of such processes, within the scope of Law No. 5746 dated 28/2/2008 on the Support of Research, Development and Design Activities, created through the idea of a new product, service, application, method or business model that can respond to social and economic needs and that can be successfully introduced to existing markets or create new markets,

**shall mean.**

### **Application and Acceptance Conditions**

**ARTICLE 4 - (1)** Researchers wishing to be appointed on a part-time basis shall submit their applications to the unit in which they wish to work.

(2) Applications shall be reviewed by the relevant unit, and the part-time appointment proposals for those researchers who meet the criteria and are intended to be employed shall be submitted to the Council of Higher Education upon the reasoned favorable opinion of the relevant unit administrative board, the decision of the university administrative board, the mutual agreement of the institutions, and the proposal of the rector. For appointments from abroad, it is required that researchers declare, by official documents, that they have been working for at least two years either as a faculty member/researcher in the academic staff of the relevant scientific field at an internationally recognized foreign higher education institution, or as a researcher in institutions and organizations within which R&D activities are carried out. (Sentence amended by the General Assembly Decision dated 23/11/2023)

(3) Researchers whose part-time appointment is proposed by a higher education institution shall be evaluated by the Council of Higher Education in terms of their scientific publications and projects, competencies, potential contributions to the relevant field from the perspectives of R&D, innovation or design, the number of academic staff of the university and similar criteria; and approval shall be granted for the part-time appointment of those deemed appropriate to be employed.

(4) Foundation higher education institutions shall submit appointment proposals regarding researchers to the Council of Higher Education. The Council of Higher Education shall decide, within the framework of these Procedures and Principles, whether researchers may be appointed.

(5) The terms of appointment of part-time appointed researchers may be extended through the same procedure, taking into account their scientific publications and studies, teaching and supervision/consultancy services, and other contributions to the higher education institution.

(6) Researchers appointed on a part-time basis at a higher education institution may not be appointed, through the same procedure, to another higher education institution during the term of such appointment.

(7) The number of researchers that may be appointed within the scope of Additional Article 46 of the Higher Education Law No. 2547 is limited to 2% of the number of filled academic staff positions of the relevant higher education institution.

## **Remuneration to be Paid**

**ARTICLE 5 – (1)** Within the scope of these Procedures and Principles, the indicator figures forming the basis for the fee to be paid per day of actual service and for the total monthly payment shall be determined, upon the proposal of the higher education institution and by decision of the Council of Higher Education, provided that they do not exceed the daily and monthly upper limits of indicators specified below. The amounts forming the basis for payment shall be calculated by multiplying the determined indicator figures by the civil servant monthly coefficient. In determining the fee, the researcher's qualifications, scientific publications and projects, contribution to R&D, innovation or design activities, and the duties and activities to be carried out for the purpose of the appointment shall be taken into consideration. The fee shall be calculated limited to the days of actual service in the relevant month and shall be paid by the higher education institution to which the researcher has been appointed on the 15th of the following month. Income tax and stamp duty shall be deducted from payments to be made pursuant to this Article. No other payment shall be made to those appointed within this scope other than the fee to be paid pursuant to this Article.

<b>Title / Qualification</b>	<b>Daily Indicator Upper Limit*</b>	<b>Monthly Indicator Upper Limit</b>
Researchers holding a doctoral degree	3.000	27.000
Researchers holding the title of Associate Professor	4.000	35.000
Researchers holding the title of Professor and those who have at least five years of scientific work after obtaining the title of Associate Professor	5.000	40.000

\* The daily indicator upper limits may be applied with a 40% increase for researchers who stand out in their field due to their academic qualifications and work.

(2) For those to be appointed within this scope from among the personnel of public institutions and organizations, their salaries, allowances, all kinds of compensations, insurance premiums and other social rights and benefits shall be paid by their own institutions and organizations.

(3) The fees of those to be appointed by foundation higher education institutions shall be determined by the board of trustees without being subject to the limitations specified in this Article. *(Paragraph added by the General Assembly Decision dated 23/11/2023)*

## **Duties and Responsibilities**

**ARTICLE 6 - (1)** Researchers appointed on a part-time basis are obliged to provide undergraduate or graduate education, supervision/consultancy, and to conduct scientific research and application, R&D, innovation or design activities at the higher education institution to which they are appointed. Those appointed within this scope shall be registered in the Higher Education Information System and the CoHE Academic databases, and shall be assigned an e-mail address with the extension of the higher education institution. These persons shall carry out all publications and scientific studies initiated, ongoing or completed during the term of appointment on behalf of the higher education institution to which they are appointed.

**(2)** Researchers appointed on a part-time basis may not assume administrative duties in the institution to which they are appointed and may not be members of the senate; they may not serve on the boards of faculties, institutes, schools, vocational schools, conservatories, application and research centers, departments and divisions, and may not vote for the members to be elected to such boards.

**(3)** The prohibitions, duties and responsibilities, and disciplinary provisions applicable to tenured faculty members shall also apply to researchers appointed on a part-time basis.

**(4)** The appointment of researchers who fail to fulfill their duties and responsibilities may be terminated even before the end of the term of appointment.

**(5)** A researcher appointed within the scope of these Procedures and Principles is obliged to inform the higher education institution when, for whatever reason, their employment relationship with their institution is terminated. The appointments of researchers whose relationship with their institution is terminated shall be deemed terminated without the need for any further action.

#### **Entry into Force**

**ARTICLE 7** - (1) These Procedures and Principles shall enter into force on the date they are published on the official website of the Council of Higher Education..

#### **Execution**

**ARTICLE 8** - (1) The President of the Council of Higher Education shall execute these Procedures and Principles.