

# Habilitation regulations

## Internal Qualification Regulations of the Dharma Gate Buddhist College

College professors are those instructors who hold a relevant PhD degree—or, if no accredited doctoral program exists in the given field in Hungary, a doctoral degree—and are capable of supervising the academic, scientific, or artistic work of students, doctoral candidates, and assistant lecturers, as well as of delivering lectures in a foreign language. They must also possess appropriate professional experience in teaching. The proposal for appointment to the position of college professor is decided by the Senate, after which the Rector submits the proposal for the conferment of the title of college professor to the Maintainer, so that the Maintainer may forward it—through the minister responsible for higher education—to the Prime Minister, who is authorized to confer the title. A prerequisite for the submission of the proposal is that the instructor successfully complete the internal evaluation procedure.

### The Internal Evaluation Committee

The Internal Evaluation Committee (hereinafter: IEC) organizes the internal evaluation procedure and makes all necessary decisions.

The tasks of the IEC are carried out by the Scientific Council.

The activities of the IEC are coordinated by the Chair of the Scientific Council, who ensures the implementation and documentation of its decisions and informs the parties concerned.

The IEC preferably involves an external expert in every internal evaluation procedure. This expert must be a recognized representative of the relevant field—such as an academician, university professor, or doctor of the Academy, but at minimum an associate professor or college professor. The external expert may participate in the meetings of the IEC and must submit their opinion in writing. They do not have voting rights, but their opinion must be taken into consideration. If the IEC intends to deviate from the opinion of the external expert, it must unanimously decide to appoint a new external expert.

### The evaluation procedure

The internal evaluation procedure is initiated by the instructor requesting the evaluation. The request is submitted to the Chair of the IEC, accompanied by the documentation of the instructor's academic and teaching career, as well as the coordinated opinion of the Chair of the Curriculum Committee. The habilitation request must be accompanied by

- a) a summary of the results of the scientific, technical, or artistic creative work carried out since obtaining the doctoral degree, presented in the form of theses, or
- b) the habilitation thesis.

The IEC makes the above documents available to the members of the IEC and the external expert.

The application requires a relevant PhD. A PhD is considered relevant if it can be taken into account in the accreditation of the College, and if it can be directly used and applied by the instructor in the delivery of lectures, seminars, and practical classes.

The Chair of the IEC convenes the Committee within one month. If the candidate has not submitted a thesis, the IEC decides whether their PhD degree is to be recognized as relevant. (If they decide it is not, the procedure is terminated.) It determines the person of the external expert to be appointed by the Chair.

If a thesis is submitted, a reviewer is appointed from among the college professors and habilitated associate professors, who shall inform the IEC of their recommendation in writing within two months; the thesis must also be sent to the external expert. Within one month after the review has been completed, the IEC reconvenes and, after hearing the external expert, the reviewer, and the candidate, decides on the acceptance of the thesis. In the case of rejection, the candidate may not initiate a new internal evaluation procedure within two years.

Preferably within one month, but in any case during the academic term, the public lecture is scheduled. It consists of two parts: a 45-minute lecture in Hungarian (in the style of a college class), and a 15-minute scientific lecture in a foreign language (in the style of a conference presentation). Both lectures are followed by a discussion in the appropriate language, conducted by the Chair of the IEC or by a person appointed by them. Thereafter, the IEC makes its decision immediately and announces it publicly, together with the reasoning. In the case of rejection, the candidate may request the scheduling of a new lecture after one year.

The IEC recommends to the Rector that the proposal for the appointment of the candidate who has successfully completed the internal evaluation procedure as \*college professor\* be submitted to the Senate, and simultaneously forwards its decision to the Ecclesiastical Council for information.

#### **Other applications of the rules of the evaluation procedure**

The rules of the internal evaluation procedure are to be applied accordingly in the case of the habilitation of associate professors, research professors, and scientific advisors, with the proviso that in such cases no Senate decision or submission takes place. Instead, the IEC's decision is forwarded by its Chair to the Rector, who ensures that it is sent to the Senate and the Ecclesiastical Council for information.