

Please note that the English translation of the present Regulations is for information purposes only and is not intended to have any legal effects. In the event that a dispute should arise about the interpretation of the provisions contained herein and the provisions contained in the original Greek document, the latter shall prevail.

4.3 The University of Cyprus (Election, Evaluation, and Professional Advancement of the Academic Staff) Regulations, R.A.A. 36/96 to R.A.A. 108/2020

(Consolidation)

Official
Gazette,
Third
Supplement
(I):
16.2.1996
22.3.1996
6.4.2001
6.3.2015
20.3.2020.

LEGAL NOTICE

The publication at hand by the Law Office of the University of Cyprus is an unofficial consolidation of the University of Cyprus (Election, Evaluation, and Professional Advancement of the Academic Staff) Regulations 1996 to 2020, R.A.A. 36/96, R.A.A. 145/01, and R.A.A. 65/2015, R.A.A. 108/2020 [Official Gazette of the Republic, Third Supplement, Part I: 16.2.1996, 22.3.1996 (correction), 6.4.2001, 6.3.2015, 20.3.2020]. It is issued for practical reasons and does not replace the original text of the Regulations. Only the texts of the legislation published in the printed Official Gazette of the Republic of Cyprus are authentic.

R.A.A. 36/96
R.A.A. 145/01
R.A.A. 65/2015
R.A.A. 108/2020

The University of Cyprus (Election, Professional Advancement, and Renewal of Contracts of the Academic Staff) Regulations of 1991, the University of Cyprus (Election, Evaluation, and Professional Advancement (Amending) Regulations of 2001, the amending Regulations of 2015 and the amending Regulations of 2020, as published in the Official Gazette of the Republic on 16 February 1996 (and 22 March 1996, correction), on 6 April 2001, on 6 March 2015, and on 20 March 2020.

THE UNIVERSITY OF CYPRUS LAW

Regulations made under sections 22 and 32

The Council of the University of Cyprus, in the exercise of the powers vested in it by sections 22 and 32 of the University of Cyprus Laws, 1989 to 2019, hereby makes, with the approval of the Council of Ministers, the following Regulations.

144 of 1989
137 of 1990
53(I) of 1994
77(I) of 1994
24(I) of 1995
59(I) of 1997
90(I) of 1998
127(I) of 1999
84(I) of 2000
44(I) of 2001
90(I) of 2002
151(I) of 2002
44(I) of 2003
199(I) of 2003
46(I) of 2006
152(I) of 2006
83(I) of 2007
89(I) of 2011
56(I) of 2012
116(I) of 2013
55 (I) of 2016
83 (I) of 2016
58 (I) of 2018
81 (I) of 2018
12 (I) of 2019.

1. These Regulations may be cited as the University of Cyprus (Election, Evaluation and Professional Advancement of the Academic Staff) Regulations, 1996 to 2020.

Short title.
Official Gazette,
Suppl. III(I):
16.2.1996
22.3.1996 (correction)
6.4.2001
6.3.2015
20.3.2020.

2.-(1) In these Regulations, unless the context otherwise requires – “Law” means the University of Cyprus Laws, 1989 to 1995 and includes any Law amending or substituted for the same.

Interpretation.

(2) Terms not defined by these Regulations, unless the context otherwise requires, shall have the meaning assigned to them by the Law.

PART I – ANNOUNCEMENT OF VACANCIES OF ACADEMIC STAFF

3. (a) The announcement of vacancies of the academic staff in all the ranks shall be made only in the following cases:
- Announcement of vacancies.
Official Gazette,
Suppl. III(I)
6.4.2001 (3 of R.A.A.
6.4.2001)
- (i) Resignation;
 - (ii) retirement;
 - (iii) termination of the employment of a Lecturer or Assistant Professor;
 - (iv) creation of new posts.

The announcement of vacancies shall be made under the following conditions:

- (i) In case of a vacancy in the rank of Professor or Associate Professor, the vacancy announcement may be made either in the rank of Lecturer and Assistant Professor by a decision of the University, or in the rank of Professor and Associate Professor after previously notifying the Ministry of Education and Culture and the Ministry of Finance.
- (ii) In case of a vacancy in the rank of Assistant Professor or Lecturer, the vacancy announcement shall be made in one of these ranks.

(b) The announcement shall be made for the general field of study of the Department or Research Unit, with specific reference to the requisite specialisations.

PART II – ELECTION TO THE RANKS OF PROFESSOR AND ASSOCIATE PROFESSOR

Official Gazette,
Suppl. III(I):
6.4.2001 (4 of R.A.A.
6.4.2001)

4. - (1) The Senate shall appoint a Special Committee for every election to the ranks of Professor and Associate Professor.

Appointment of
Special Committee for
election to the ranks
of Professor and
Associate Professor.
Official Gazette,

(2) The Committee shall consist of three external rapporteurs in the same or a related field of study, who are university Professors and come from universities in at least two foreign countries, and of two internal rapporteurs, one of whom shall be appointed by the Senate as Chairman of the Committee.

Suppl. III(I):
20.3.2020 (2(a)(b) and
(c) of R.A.A.
108/2020)

(3) The selection of the members of the Committee shall be made from a list comprising the names of six professors currently in service or of Professors Emeriti from foreign universities, and the names of four members of the academic staff of the University of Cyprus. Such list shall be submitted to the Senate by the Board of the relevant Department, through the Board of the relevant Faculty.

(4) The list referred to in paragraph (3) shall indicate whether the external candidates have previously participated in Special Committees or have served as Visiting Professors at the University of Cyprus.

Official Gazette,
Suppl. III(I):
20.3.2020
(2(d) of R.A.A.
108/2020)

(5) In the event that the Senate determines, following due consideration, that it is not possible to apply the provisions of paragraphs (2) and (3), it may appoint a Special Committee consisting of four or five external rapporteurs in the same or a related field of study, who are University Professors and come from different universities in at least three foreign countries:

Provided that, in such cases, the selection shall be made from a list comprising twice the number of rapporteurs to be appointed, and the list shall be submitted by the Board of the relevant Department to the Senate, through the Board of the relevant Faculty:

Provided further that, where possible, the external members of Special Committees may not participate in more than two procedures within any three-year period.

5. - (1) The Chairman of the Committee shall communicate to the members of the Committee all supporting documents relating to the qualifications of the candidates, within two weeks from the closing date for the submission of applications.

Procedure for the preparation of the report of the Committee.

(2) The Chairman of the Committee shall, within six weeks from the closing date for the submission of applications, prepare the final list of the candidates who shall be invited for an interview. The list shall include the names of the candidates nominated by two or more members of the Committee, including the Chairman.

(3) Within twelve weeks from the closing date for the submission of applications, the Chairman of the Committee shall invite the candidates included in the final list for an interview.

(4) Within fifteen days from the conclusion of the interviews, the Committee shall send to the Board of the relevant Faculty a duly reasoned and documented report of a confidential nature.

6. The election shall be decided in accordance with the provisions of section 22 of the Law: Final election.

Provided that, the Dean of the relevant Faculty shall convene the Electoral Body, within three weeks from the submission of the documented report of the Committee to the Board of the relevant Faculty, and, that, in case the Chairman of the Committee is not a member of the Electoral Body, he/she shall be invited to present the Committee's report:

Official Gazette,
Suppl. III(I):
6.3.2015
(2 of R.A.A. 65/2015)

Provided further that, upon completion of the procedure for the final appointment, each candidate shall be sent a copy of that part of the report of the Committee concerning both him/her and the selected candidate.

PART III – ELECTION TO THE RANKS OF ASSISTANT PROFESSOR AND LECTURER

Official Gazette,
Suppl. III(I):
6.4.2001 (5 of R.A.A.
145/2001)

7. - (1) For the purposes of election to the ranks of Assistant

Appointment of
Special Committee for
election to the ranks
of Assistant Professor
and Lecturer.

Professor and Lecturer, the Senate shall appoint a Special Committee.

Official Gazette,
Suppl. III(I):
20.3.2020
(3(a)(b) and (c) of
R.A.A. 108/2020)

(2) The Committee shall consist of two external rapporteurs in the same or a related field of study, who are university professors and come from universities in two foreign countries, and of three internal rapporteurs, one of whom shall be designated as Chairman of the Committee.

(3) The selection of the members of the Committee shall be made from a list comprising the names of four Professors from foreign universities and the names of six members of the academic staff of the University of Cyprus. Such list shall be submitted to the Senate by the Board of the relevant Department, through the Board of the relevant Faculty.

Official Gazette,
Suppl. III(I):
20.3.2020
(3(d) of R.A.A.
108/2020)

(4) The list referred to in paragraph (3) shall indicate whether the external candidates have previously participated in Special Committees or have served as Visiting Professors at the University of Cyprus.

(5) In the event that the Senate determines, following due consideration, that it is not possible to apply the provisions of paragraphs (2) and (3), it may appoint a Special Committee consisting of three to five external rapporteurs in the same or a related field of study, who are university Professors and come from different universities in at least three foreign countries:

Provided that, in such cases, the selection shall be made from a list comprising twice the number of rapporteurs to be appointed, and the list shall be submitted by the Board of the relevant Department to the Senate, through the Board of the relevant Faculty:

Provided further that, where possible, the external members of Special Committees may not participate in more than two procedures within any three-year period.

8. The procedure for the preparation of the report by the Committee and the final election shall be carried out in accordance with the provisions of Regulations 5 and 6 of these Regulations.

Procedure for the preparation of the report by the Committee and for the final election.
Official Gazette,
Suppl. III(I):
20.3.2020
(4 of R.A.A. 108/2020)

**PART IV – EVALUATION, PROFESSIONAL
ADVANCEMENT, AND TERMINATION OF
EMPLOYMENT OF ACADEMIC STAFF**

Official Gazette,
Suppl. III(I):
6.4.2001 (6 of R.A.A.
6.4.2001)

9. - (1) Upon completion of three years of service as a Lecturer at the University of Cyprus, the procedure for the Lecturer's evaluation shall be initiated, whereby a decision shall be made regarding the continuation or not of his/her employment or his/her professional advancement to the rank of Assistant Professor. In the event that the Lecturer's employment is continued without advancement, the Lecturer shall be required to apply for professional advancement before the completion of the sixth year of service; otherwise, the procedure for his/her evaluation shall be initiated by the

Evaluation,
professional
advancement and
termination of
employment of
academic staff.

University. In case of a second failure to be advanced to the rank of Assistant Professor, his/her employment shall be terminated:

Official Gazette,
Suppl. III(I):
20.3.2020.
(5(a) of R.A.A.
108/2020)

Provided that, the procedure for the advancement of a Lecturer of the Medical School to the rank of Assistant Professor shall be initiated upon completion of three years of service as a Lecturer at the Medical School of the University of Cyprus, and that the qualifications required for election to the rank of Assistant Professor at the Medical School shall apply:

Provided further that, in the case of a candidate's advancement in clinical academic fields, documentation of clinical practice involving clinical responsibility shall also be required, as well as documentation of clinical competence and excellence, based on objective criteria determined by Rules, and the House of Representatives shall be informed accordingly:

Provided even further that, in the event that the Lecturer's employment is continued without advancement, the Lecturer shall be required to apply for professional advancement before the completion of the sixth year of service; otherwise, the evaluation procedure shall be initiated by the University:

Provided even further that, in the event of a Lecturer's second failure to be advanced to the rank of Assistant Professor, his/her employment shall be terminated.

(2) Upon completion of four years of service as an Assistant Professor at the University of Cyprus, the procedure for the evaluation of the Assistant Professor shall be initiated, whereby a decision shall be made regarding the continuation or not of his/her employment or his/her professional advancement to the rank of Associate Professor. In the event that the Assistant Professor's employment is continued without advancement, the Assistant Professor shall be required to apply for professional advancement before the completion of the seventh year of service; otherwise, the procedure for his/her evaluation shall be initiated by the University. In the event of an Assistant Professor's second failure to be advanced to the rank of Associate Professor, his/her employment shall be terminated:

Provided that, the procedure for the advancement of an Assistant Professor to the rank of Associate Professor shall be initiated upon completion of four years of service as an Assistant Professor at the Medical School of the University of Cyprus, and that the qualifications required for election to the rank of Associate Professor at the Medical School shall apply:

Provided further that, in the case of a candidate's advancement in clinical academic fields (6 Official Gazette, Suppl. III (I): 20.3.2020 (5(c) of R.A.A. 108/2020) documentation of clinical practice involving clinical responsibility shall also be required, as well as documentation of clinical competence and excellence,

Official Gazette,
Suppl. III(I):
20.3.2020.
(5(b) of R.A.A.
108/2020)

based on objective criteria determined by Rules, and the House of Representatives shall be informed accordingly:

Provided even further that, in the event that the Assistant Professor's employment is continued without advancement, the Assistant Professor shall be required to apply for professional advancement before the completion of the seventh year of service; otherwise, the evaluation procedure shall be initiated by the University of Cyprus:

Provided even further that, in the event of an Assistant Professor's second failure to be advanced to the rank of Associate Professor, his/her employment shall be terminated.

(3) In case of termination of the employment of a Lecturer or Assistant Professor, a one-year notice shall be given.

(4) Upon completion of four years of service at the University of Cyprus, an Associate Professor may apply for professional advancement to the rank of Professor. In case of failure to be advanced to that rank, he/she may reapply for professional advancement after the completion of four years from the previous decision. Irrespective of any failure to be advanced, the services of the Associate Professor shall not be terminated:

Provided that, the procedure for the advancement of an Associate Professor of the Medical School to the rank of Professor shall be initiated upon completion of four years of

Official Gazette,
Suppl. III(I):
20.3.2020.
(5(c) of R.A.A.
108/2020)

service as an Associate Professor at the Medical School of the University of Cyprus, and that the qualifications required for election to the rank of Professor at the Medical School shall apply. In the case of a candidate's advancement in clinical academic fields, documentation of clinical practice involving clinical responsibility shall also be required, as well as documentation of clinical competence and excellence, based on objective criteria determined by Rules, and the House of Representatives shall be informed accordingly:

Provided further that, in case of failure to be advanced to that rank, the Associate Professor may reapply for professional advancement after the completion of four years from the previous decision. Irrespective of any failure to be advanced, the services of the Associate Professor shall not be terminated:

(5) (a) The procedure of evaluation shall be initiated by the appointment of a Special Committee and Independent Appraisers.

(b) For the composition of the Special Committee which shall evaluate candidates for professional advancement to the rank of Assistant Professor, the provisions of Regulations 7 and 8 shall apply, whereas for the composition of the Special Committee which shall evaluate candidates for professional advancement to the rank of Associate Professor or Professor, the provisions of Regulations 4, 5 and 6 shall apply.

(c) No later than one month following the appointment of the Special Committee, the candidate shall submit a dossier for evaluation.

(d) The content of the dossier, the manner of appointment, and the participation of the Independent Appraisers in the procedure shall be prescribed by Rules made by the Senate and approved by the Council.

(6) Upon receiving the written evaluations of the Independent Appraisers, the Special Committee shall decide whether to invite the candidate for an open lecture and interview, for the purpose of evaluating him/her for professional advancement. Otherwise, in the case of a Lecturer or an Assistant Professor, the Special Committee shall decide on the continuation or termination of his/her employment. The procedures for decision-making, for the conduct of the open lecture and interview, as well as for the preparation of the report of the Special Committee shall be prescribed by Rules made by the Senate and approved by the Council.

(7) The Chairman of the Special Committee shall submit to the Dean of the relevant Faculty the substantiated recommendation of the Committee, attaching thereto the written evaluations of the Independent Appraisers. The Dean shall communicate the report of the Special Committee to the candidate. The evaluations of the Independent Appraisers and the reference letters shall not be communicated to the candidate. The candidate shall

have the right to submit remarks in writing to the Electoral Body within fifteen days.

(8) The Electoral Body shall examine the report of the Special Committee and any remarks submitted by the candidate, take a decision, and submit a documented report to the Senate for approval. Pursuant to the provisions of section 22(1) of the Law, the Electoral Body shall initially convene in the composition designated to evaluate the candidate for professional advancement. In case of a negative decision, it shall convene in the composition designated to decide on the continuation or termination of the employment of the candidate.

(9) The Senate shall examine the report of the Electoral Body and communicate its decision to the Council for approval.

(10) The final decision shall be communicated to the candidate by the Chairman of the Council, together with the report of the Electoral Body.

(11) The application of the provisions of these Regulations shall be prescribed by Rules made by the Senate and approved by the Council.

(12) Evaluations of candidates conducted prior to the entry into force of these Regulations shall not be taken into consideration in the application thereof.

(13) The contracts of employment of Lecturers and Assistant Professors valid at the time of the entry into force of these Regulations shall be terminated and their employment shall be governed by these Regulations. The evaluation procedure by which a decision shall be made as to whether their employment shall continue or not, or whether they shall be advanced, shall be initiated after the lapse of three and four years, respectively, from the entry into force of these Regulations:

Provided that, decisions already taken by Electoral Bodies concerning the renewal or -non-renewal of contracts shall remain valid and shall continue to apply.

(14) Lecturers and Assistant Professors currently in service, may, after the completion of three and four years, respectively, in their rank at the University of Cyprus, request the acceleration of the procedure for their evaluation and professional advancement, as provided for in these Regulations. In such case, the continuation or termination of their employment shall be governed by these Regulations, and they may apply for their professional advancement only once more thereafter.

(15) A member of the academic staff may request an extension of the procedure for professional advancement for serious medical reasons. In such case, he/she shall submit a relevant application to the Chairman of the Department, who shall submit his/her views to the Dean of the relevant Faculty, and the Dean shall subsequently submit his/her

Official Gazette,
Suppl. III(I):
20.3.2020.
(5(d) of R.A.A.
108/2020)

recommendation to the Rector's Council for a final decision.

(16) For the taking of the final decision referred to in paragraph (15) by the Rector's Council, in accordance with the procedure set out in paragraph (15), a medical certificate issued by the applicant's attending physician or by a medical board shall be attached.

PART V – TRANSITIONAL PROVISIONS

10. - (1) Until the number of the professors appointed at the University of Cyprus becomes sufficient to ensure compliance with the provisions of paragraphs (2) and (3) of Regulations 4 and 7 and of paragraphs (1) and (2) of Regulation 9 of these Regulations, the Senate may appoint the Chairman and the members of the Special Committees from external rapporteurs.

Official Gazette,
Suppl. III(I):
6.4.2001
(7 of R.A.A. 6.4.2001)

(2) In case the number of the members of the Electoral Body is less than five, the election shall be made from the Full Professors of the Departments of the Faculty. In case the number of such Full Professors is again less than five, the Senate shall supplement the Electoral Body with the required number of Full Professors of the University, based on the relevance of their field of expertise.

