

# PROCEDURES AND PRINCIPLES FOR THE PART-TIME APPOINTMENT OF QUALIFIED TURKISH OR FOREIGN NATIONAL RESEARCHERS HOLDING A DOCTORAL DEGREE AT HIGHER EDUCATION INSTITUTIONS

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## CHAPTER 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 at higher education institutions of qualified Turkish or foreign national researchers holding a doctoral degree who are actively employed at foreign higher education institutions with international recognition or at institutions and organizations abroad where R&D activities are carried out; at research centers and institutes of domestic public institutions and organizations and their affiliated or related units; or at technology development zones, research infrastructures, private sector R&D centers or R&D-oriented units 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 pursuant to Additional Article 46 of the Higher Education Law No. 2547.

#### Definitions

**Article 3 – (1)** For the purposes of these Procedures and Principles:

**a)** *R&D* refers to activities with original, experimental, scientific and technical content within the scope of the Law No. 5746 dated 28/2/2008 on Supporting Research, Development and Design Activities;

**b)** *Part-time appointment* refers to an appointment for a period not exceeding one year, for at least one day per week, at higher education institutions to carry out scientific research and applications, R&D, innovation or design activities, to take part as a principal investigator/researcher in scientific research projects, and within this scope to teach courses at the undergraduate or graduate level or to provide supervision;

**c)** *Qualified researcher* refers to Turkish or foreign national employees holding at least a doctoral degree and employed at institutions within the scope of Additional Article 46 of the Higher Education Law No. 2547, who are patent or design holders or who 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)

c) *Design* refers to all innovative activities within the scope of the Law No. 5746 dated 28/2/2008 that have the potential to create added value and competitive advantage and are aimed at increasing, developing, improving and differentiating the functionality of products;

d) *Foreign higher education institution with international recognition* refers to a higher education institution ranked within the top one thousand worldwide 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, as taken as a basis by the Council of Higher Education; (Phrases amended by the General Assembly Decisions dated 17/8/2023 and 23/11/2023)

e) *Innovation* refers to processes created by and the outcomes of an idea for a new product, service, application, method or business model that can respond to social and economic needs and can be successfully introduced to existing markets or create new markets, within the scope of the Law No. 5746 dated 28/2/2008.

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## **Application and admission requirements**

**Article 4 – (1)** Researchers wishing to be appointed on a part-time basis shall submit their applications to the unit where they intend to work.

**(2)** Applications are reviewed by the relevant unit, and the part-time appointment proposals for those researchers who meet the criteria and are requested to be employed are submitted to the Council of Higher Education upon the reasoned favorable opinion of the relevant unit's board of directors, the decision of the university board of directors, mutual agreement of the institutions, and the proposal of the rector. For appointments from abroad, researchers must officially declare, with supporting documents, that they have worked for at least two years as a faculty member/researcher in the academic staff of a foreign higher education institution with international recognition in the relevant field of science, or as a researcher at institutions and organizations where R&D activities are carried out. (Sentence amended by the General Assembly Decision dated 23/11/2023)

**(3)** Researchers proposed by higher education institutions for part-time appointment are evaluated by the Council of Higher Education in terms of their scientific publications and projects, competencies, potential contributions to the relevant field in terms of R&D, innovation or design, the number of academic staff of the university and similar criteria; approval is granted for the part-time appointment of those found suitable.

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

(5) The terms of appointment of part-time researchers may be extended through the same procedure, taking into account their scientific publications and studies, teaching and supervision 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 at another higher education institution through the same procedure during the term of their appointment.

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

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## Remuneration

**Article 5 – (1)** The daily remuneration payable per day actually worked and the indicator figures forming the basis for the total monthly payment to researchers appointed under these Procedures and Principles are determined by a decision of the Council of Higher Education upon the proposal of the higher education institution, provided that the daily and monthly upper indicator limits specified below are not exceeded. The amounts payable are calculated by multiplying the determined indicator figures by the civil servant monthly coefficient. In determining the remuneration, 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 are taken into account. Remuneration is calculated limited to the days actually worked in the relevant month and is paid by the appointing higher education institution on the 15th of the following month. Income tax and stamp duty are deducted from payments made under this article. No payment other than the remuneration paid under this article shall be made to those appointed within this scope.

<b>Title / Qualification</b>	<b>Daily Indicator</b>	<b>Upper Monthly Indicator Limit*</b>	<b>Upper Indicator 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 with at least 5 years of scientific work after obtaining the title of Associate Professor	5,000		40,000

- The daily upper indicator limits may be applied with an increase of up to 40% for researchers who stand out in their field due to their academic qualifications and work.

(2) The monthly salaries, allowances, all types of compensation, insurance premiums, and other social rights and benefits of personnel of public institutions and organizations appointed within this scope shall be paid by their own institutions and organizations.

(3) The remuneration of those to be appointed by foundation (private) 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)

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## **Duties and responsibilities**

**Article 6 – (1)** Researchers appointed on a part-time basis are obliged to provide undergraduate or graduate teaching, supervision, 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 are recorded in the Higher Education Information System and the YÖK Academic databases, and are assigned an institutional e-mail address of the higher education institution. Such persons conduct all publications and scientific studies initiated, ongoing or completed during the appointment period 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 at the institution to which they are appointed, may not be members of the senate, and may not serve on or vote in the boards of faculties, institutes, schools, vocational schools, conservatories, application and research centers, departments or divisions.

(3) The prohibitions, duties and responsibilities, and disciplinary provisions applicable to tenured faculty members 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 before the end of the appointment period.

(5) A researcher appointed within the scope of these Procedures and Principles is obliged to inform the higher education institution if their relationship with their home institution is terminated for any reason. The appointment of researchers whose relationship with their home institution has ended shall be deemed terminated without the need for any further action.

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## **Entry into force**

**Article 7 – (1)** These Procedures and Principles shall enter into force on the date of their publication on the official website of the Council of Higher Education.

## **Execution**

**Article 8 – (1)** These Procedures and Principles shall be executed by the President of the Council of Higher Education.