

**Guidelines on the award of academic honours at the
University of Applied Sciences (UAS) BFI Vienna
in accordance with section 10(3)(10) *Fachhochschulgesetz*
(Universities of Applied Sciences Act) as amended**

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Approved by/Approval date:	Schlattau, 04.01.2023
Approved by/Approval date	UAS BFI Vienna Academic Council, 18.01.2023
Replaces the version from:	30.06.2022
Effective from:	01.02.2023

1. Legal basis

Section 10(3)(10) Universities of Applied Sciences Act as amended states that the statutes of a university of applied sciences must contain guidelines on the award of academic honours.

2. Designations (academic honours) at University of Applied Sciences BFI Vienna

The following designations are admissible:

Honorary Professor (FH) for part-time lecturers

Senator (FH) for representatives of sponsors

Honorary Senator (FH) for representatives of sponsors

Visiting Professor (FH) for international guest lecturers

3. Criteria and requirements for the award of designations

Honorary Professor (FH)

Requirements

Essential

- University or university of applied sciences degree, at least a Magister/Magistra degree or equivalent, or a Dipl.-Ingenieur/Dipl.-Ingenieurin degree or equivalent, or a master degree.
- At least 20 semesters of lecturing at UAS BFI Vienna, with a workload of at least two teaching hours per week per semester.
- Supervision (including co-supervision) of bachelor or diploma theses in the three years before the application or two scientific publications relating to one of the UAS research foci or one of the degree-specific research foci in the three years before the application.
- Minimum evaluation rating of 'good' (average of 2.0 or better in all evaluations of teaching activities).

Optional (at least two of the criteria should be met)

- Long-term, relevant professional experience that feeds into teaching in an exceptional way
- Outstanding academic achievements
- Outstanding teaching achievements proven by a UAS BFI Vienna teaching certificate

- Membership of the University of Applied Sciences BFI Vienna academic council (for at least one term of office)
- Outstanding long-term services to UAS BFI Vienna (e.g. arranging sponsorship, contacts to businesses or other stakeholders, research contracts, etc.)

Other

- There is no legal entitlement to the award of this honour
- Use of the designation is conditional on membership of the university's faculty.
- The academic honour may be revoked under certain circumstances (e.g. if the requirements for the award are no longer met, in particular due to a lasting deterioration in evaluation results, significant and lasting reduction in teaching assignments, or due to behaviour that damages the reputation of the university or the degree programme on which the individual concerned lectures).
- Awarding the academic honour does not entail any additional financial benefits.
- Award of the academic honour does not result in any additional claims against the university (teaching assignments, employment, etc.).

Procedure

- A lecturer can apply for the award of this academic honour to the chair of the academic council, or to the representatives of the providing organisation (Managing Board). The relevant degree programme director, the chair of the academic council or the representatives of the providing organisation (Managing Board) may also make proposals for the award of this honour.
- A committee established by the academic council assesses whether the requirements have been fulfilled.
- The committee sends its proposal (ranked by preference) to the chair of the academic council and the representatives of the providing organisation (Managing Board).
- The chair of the academic council and the Managing Board send their joint proposal to the academic council.
- The academic council passes the related resolution.
- The academic honour is awarded by the chair of the academic council.
- The procedure for the revocation of the honour is identical to that for its award.

As a rule, no more than two honorary professorships should be awarded at the University of Applied Sciences BFI Vienna each year.

Senator (FH) for representatives of sponsors

Requirements

Essential

- At least four years as a sponsor (either personally or as a sponsor's representative) of University of Applied Sciences BFI Vienna, providing sponsorship of at least EUR 5,000 per year.
- Outstanding services regarding the initiation of this sponsorship agreement

Optional (at least two of the criteria should be met)

- The person in question has rendered outstanding services due to the sustainable nature of the sponsorship agreement
- Initiation of contacts with other institutions and businesses
- Initiation and facilitation of traineeships
- Initiation and facilitation of research projects
- Outstanding support for teaching activities

Other

- There is no legal entitlement to the award of this honour.
- Use of the designation is conditional on provision of sponsorship.
- The designation may be revoked under certain circumstances (e.g. the requirements for the award are no longer met, or due to behaviour that damages the university's reputation).
- Award of the designation does not entail any additional financial benefits.
- Awarding the designation does not result in any additional claims against the university (teaching assignments, employment, etc.).

Procedure

- The person concerned can apply for the award of this academic honour to the chair of the academic council, or to the representatives of the providing organisation (Managing Board). The relevant degree programme director, the chair of the academic council or the representatives of the providing organisation (Managing Board) may also make proposals for the award of this honour.
- The chair of the academic council and the Managing Board send their unanimous proposal to the academic council.

- The academic council passes the related resolution.
- The academic honour is awarded by the chair of the academic council.
- The procedure for the revocation of the designation is identical to that for its award.

Honorary Senator (FH) for representatives of sponsors

This title is awarded to individuals who have rendered outstanding services related to the development of UAS BFI Vienna

Procedure

The procedure for the award/revocation of this designation is identical to that for the designation of Senator (FH).

Visiting Professor (FH) for international visiting lecturers

This title is awarded to incoming international lecturers.

Requirements

Essential

- University or university of applied sciences degree with at least a Magister/Magistra degree or equivalent, or a Dipl.-Ingenieur/Dipl.-Ingenieurin degree or equivalent, or a master degree.
- At least four years of teaching at University of Applied Sciences BFI Vienna (at least one semester per year, workload of at least three ECTS credits).
- Average rating of 2.0 or better in all course evaluations.

Optional (at least two of the criteria must be met)

- Excellent contribution to enhancing quality in line with UAS BFI Vienna's strategic objectives
- Significant contribution in connection with international relations (network of partner universities)
- Initiation of and/or support for international research projects
- Outstanding participation in UAS BFI Vienna research projects
- Enhancing UAS BFI Vienna's national and international standing

Other

- There is no legal entitlement to the award of this honour.

- Use of the designation is conditional on membership of the university's faculty.
- The designation may be revoked under certain circumstances (e.g. requirements for the award are no longer met, in particular due to a lasting deterioration in evaluation results, significant and lasting reduction in teaching assignments, or behaviour that damages the reputation of the university or the degree programme on which the individual concerned teaches).
- Award of the designation does not entail any additional financial benefits.
- Award of the designation does not result in any additional claims against the university (teaching assignments, employment, etc.).

Procedure

The procedure for the award/revocation of this designation is identical to that for the designation of Honorary professor (FH).