



Annex to Decision No. 10/2024
of WUT Rector

Regulations for the “Best of Best PW” competition

§ 1

1. The competition aims to provide individualised support and sustain the involvement of outstanding young employees of the Warsaw University of Technology from the group of the academic staff performing research, teaching, or organisational tasks in the development of their academic careers at WUT.
2. An outstanding young employee of the Warsaw University of Technology from the group of the academic staff (AS) shall mean:
 - 1) A person who is employed as a member of the academic staff at the Warsaw University of Technology.
 - 2) A person who performs tasks that are significant for the University and that is characterised by: above-average abilities (high intellectual potential and abilities relevant for specific fields), creativity (originality of thought, willingness to accept new challenges), involvement in work (being hardworking, consistency in pursuing one’s goals, belief in own possibilities).
 - 3) A person who obtained a doctoral degree no earlier than seven years prior to the submission of the application, under Article 360 section 2 item 2 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2023 item 742, as amended) and has been included in the so-called N number.

§ 2

1. The nomination to the competition shall be based on:
 - 1) the submission of an application form in accordance with the template constituting Annex No. 1 to the Regulations;
 - 2) positive recommendation of the head of the basic or university-wide organisational unit in which the candidate is employed, in accordance with the template constituting Annex No. 2 to the Regulations;
 - 3) description of the candidate’s scientific, teaching, and organisational achievements, in accordance with the template constituting Annex No. 3 to the Regulations.
2. Candidates may be persons who:
 - 1) obtained a doctoral degree no earlier than seven years prior to the submission of the application, under Article 360 section 2 item 2 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2023 item 742, as amended) and are included in the N number;
 - 2) are employed full-time at the Warsaw University of Technology under a job contract (The job contract must be concluded with WUT for a period including at least the time of support. If the contract lasts shorter than indicated, the committee shall decide on the candidate on a case-on-case basis and decide on the possibility of allowing the application for further evaluation);
 - 3) represent scientific disciplines for which the Scientific Councils for the Discipline have been appointed at WUT;
 - 4) can demonstrate significant achievements in various aspects of academic activity: in the field of science, education, or organisation for the organisational unit in which they are



employed, or the entire university, or outside academia (i.e. promotional activities outside the university, promoting education through research activity, cooperation with the industry related to the topic of their research work).

§ 3

1. The laureate shall be selected based on the application.
2. The application shall be prepared in Polish; if the candidate is a foreigner, it shall be prepared in English.
3. The application shall be submitted in an electronic form by filling in an online form available on the website www.badawcza.pw.edu.pl.
4. Applications submitted past the closing date shall not be evaluated.
5. All applications shall be evaluated formally and substantively.
6. Applications shall be evaluated by the competition committee appointed by the Rector, hereinafter referred to as the “committee.” The ranking list shall be created based on the evaluations of applications.
7. Support shall be granted for a maximum of 20 most highly evaluated applications. When justified, upon the request of the chair of the committee, the number of laureates may be increased.
8. If an application contains formal omissions, the committee shall set a deadline no shorter than seven working days for the completion of any missing information. Otherwise, the application shall remain unevaluated.
9. Applications may be withdrawn at any stage of the competition proceedings by the candidate. A request for application withdrawal may be submitted in an electronic format or on paper.

§ 4

1. The following criteria are considered during a substantive evaluation, specifically:
 - 1) for achievements in the scientific activity including research and development work, and implementation work: the significance of scientific achievements for the development of scientific disciplines related to the conducted scientific activity, evaluated on the basis of:
 - a) a list of scientific monographs and papers published in the past five years before the closing date for applications, either written by the candidate or at least 25% of which have been co-authored by the candidate, considering their type and form, status and prestige of the publisher, their score in the list of publishers or the list of scientific journals prepared in accordance with the regulations under Article 267 section 2 item 2 of the Act – Law on Higher Education and Science, and the number of citations, excluding self-citations;
 - b) a list of research projects or research and development projects with a prominent level of innovativeness headed by the candidate, including the period of their implementation and the prestige of the competition as part of which the project is funded;
 - c) a list of research projects or research and development projects with a prominent level of innovativeness in which the candidate is a contractor, including the time and the role performed in the project;
 - d) practical applications of findings of scientific research or development work, including patent applications, awarded patents, or implementations in any other form;



- e) international scientific conferences at which the candidate independently delivered scientific presentations (including invited lectures) in the period of three years preceding the closing date for applications;
 - f) Polish and international research internships;
 - g) awards and distinctions for scientific activity.
- 2) for teaching achievements:
- a) the significance and quality of conducted classes on the basis of:
 - results of student feedback surveys,
 - the type of conducted classes,
 - awards such as Złota Kreda (Golden Chalk), Rector's Award,
 - introduction of new forms of teaching and modification of classes taught.
 - b) proposed new classes to the curriculum on the basis of:
 - the type of proposed classes, their complexity, and the manner of conducting,
 - associations with conducted scientific research.
 - c) supervising diploma theses on the basis of:
 - the number of promoted students,
 - awards granted to students as part of supervised diploma theses.
 - d) promotional activities, promoting education through research activities and cooperation with industry.
- 3) for achievements in organisational activities for the benefit of the basic organisational unit/university based on:
- a) outcomes or impact of actions or initiatives undertaken in the area concerned;
 - b) participation in competence-enhancing training;
 - c) received awards and distinctions;
 - d) other achievements and academic activities which are significant for the candidate.
2. The Vice-Rector for General Affairs of WUT shall accept the list of persons eligible for support as part of the competition.
3. Candidates shall receive information on the competition results electronically.

§ 5

1. As part of the competition, each laureate shall receive the following, specifically:
 - 1) individualised support of the development of career path;
 - 2) participation in the so-called Gallup test (Clifton Strengths tool, known as the Gallup test: identifying natural traits/talents);
 - 3) an individual session with a psychologist/coach to discuss the results of the Gallup test in more detail, including further recommendations;
 - 4) individual supervision by a Mentor to support and assist in the choice of activities dedicated to the laureate;
 - 5) an individualised support programme to assist in a specific development pathway, which will be developed based on interviews with successful applicants and recommendations from the assigned Mentor. These may include specifically:
 - a) reduction in teaching load,
 - b) financing access to specialised laboratories,
 - c) financing short-term (up to three months) foreign research internships,
 - d) financing trips to prestigious conferences where the laureate gives an invited lecture (invited lecture, keynote lecture or plenary lecture),
 - e) participation in training events/workshops.



2. Detailed guidelines on the funding of the action shall be included in separate competition guidelines.
3. The main premise of the competition is to take an individual approach to each laureate and to find out what they need in order to develop their career, both as a researcher and as a teacher.

§ 6

The responsibilities of the laureates shall include, in particular:

- 1) establishing individualised support with an assigned Mentor;
- 2) active participation in the activities organised as part of the competition, as described in the career development pathway;
- 3) participation in on-site training/integration meetings and trips organised as part of the competition;
- 4) compliance with the guidelines for the implementation of the financing of the actions concerned;
- 5) confirmation of the implementation of the support provided, in the form specified by the competition coordinator;
- 6) providing the information indispensable to the competition coordinator, in particular through participation in evaluation meetings, and filling in evaluation forms both during the support and after its completion to monitor the outcomes of the support provided;
- 7) informing the competition coordinator on an ongoing basis of any circumstances that could affect the proper implementation of the provisions of the Regulations;
- 8) informing the head of the organisational unit in which the applicant for the title of laureate of the competition is employed about the support provided and progress in professional development.

§ 7

All matters not regulated herein shall be settled by the Vice-Rector for General Affairs.

§ 8

Under Article 13 of the Regulation (EU) 2016/679 of the European Parliament and of the European Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) (Journal of Laws EU L 119/1 of 4 May 2016), hereinafter referred to as “GDPR”, the Warsaw University of Technology announces that:

1. The Administrator of your personal data is the Warsaw University of Technology with its registered seat at pl. Politechniki 1, 00-661 Warszawa.
2. The data administrator has appointed an Inspector for Data Protection (IOD - Inspektor Ochrony Danych) who ensures that the data is processed lawfully and can be contacted via email: iod@pw.edu.pl.
3. The Administrator shall process your personal data in the scope of data included in the application for the “Best of Best PW” competition and the evaluation of the implementation of the competition.
4. The Administrator shall process your personal data for the purpose of financing the application in the Best of Best PW competition – on the basis of Article 6 section 1 points b) and c) of GDPR.



5. The Warsaw University of Technology shall not transfer your data outside the European Economic Area.
6. You shall have the right to access your personal data and the right to request correction and deletion, limitation of or object to processing your data. Since the data is not processed based on your consent, you shall not have the right to transfer your personal data.
7. Your personal data shall not be disclosed to any other entities (administrators) except for the entitled ones, in compliance with generally applicable laws.
8. Entities (processing entities) commissioned by the Warsaw University of Technology to perform actions that may relate to personal data processing may have access to your personal data.
9. The Warsaw University of Technology shall not subject you to automated decision-making, including your profiling.
10. You provide your personal data voluntarily. Nevertheless, failure to do so shall prevent you from being awarded funding.
11. Your personal data shall be processed for the period of the implementation of the IDUB programme and for perpetual archiving.
12. If you think your data protection rights have been breached, you have the right to lodge a complaint to a supervising body – the Polish Data Protection Commissioner



**Application form
as part of the second edition of the “Best of Best PW” competition**

KEY DATA

Data of the candidate:

- 1) Name and surname:
- 2) Title/academic degree:
- 3) Position:
- 4) WUT organisational unit:
- 5) Scientific discipline in which the candidate is included in the N number:
- 6) E-mail address:

I hereby confirm that:

- I obtained an academic doctoral degree no earlier than seven years prior to submitting the application, in accordance with Article 360 section 2 item 2 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022 item 742, as amended).
- I am employed at the Warsaw University of Technology under a job contract.
- I will not be on unpaid leave/research internship outside my parent unit during the competition.

Annexes to the form:

- a) A recommendation from the direct superior (head of the research team, head of the division/chair/institute, chairperson of the Council for Scientific Discipline) and head of basic or university-wide organisational unit of the Warsaw University of Technology, in accordance with the template constituting Annex No. 2 to the Regulations.
- b) A description of achievements in scientific or teaching activity in accordance with the template constituting Annex No. 3 to the Regulations.
- c) A printout of output from the WUT Knowledge Base.

By submitting this application, I acknowledge that if funding is awarded, my name will be published in the information about the competition and its results.

.....
(signature of candidate)



Template of a recommendation of the head of the basic organisational unit/university-wide organisational unit of the Warsaw University of Technology

Name of candidate:
WUT organisational unit:

Opinion of the candidate's immediate superior, the head of the research team, or the Chairperson of the Scientific Discipline

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Date:

Signature:

*Recommendation of the head of the basic organisational unit/
of a university-wide organisational unit of Warsaw University of Technology*

I recommend Mr/Ms to receive support within the second edition of the “Best of Best PW” competition. I confirm that the candidate is a young, outstanding employee of the Warsaw University of Technology performing research, teaching, and organisational tasks with significant achievements in his/her academic output and is an employee with exceptionally promising prospects.

As part of your most recent employee evaluation, Mr/Ms obtained the following results in the field of:

- a) science
- b) education
- c) organisation.....

Date:

Stamp and signature of head of unit:



Name and surname of a candidate:

WUT organisational unit:

Achievements in scientific, teaching and organisational activities:

[1]. Achievements in scientific activities:

- 1) Hirsh's index:
- 2) Number of citations:
- 3) Number of citations excluding self-citations:

- 4) Scientific monographs and papers published in the last five years preceding the closing date for applications and scientific papers authored by the candidate or in which the candidate has authored at least 25% of content: (please indicate the Impact Factor of the journal and the scoring from the ministerial list):
 - a)
 - b)
 - c)

- 5) Research, and research and development projects headed by the candidate (please indicate the title of the project, the name of the funding institution, the type of competition, the period of implementation, and the amount of funding):
 - a)
 - b)
 - c)

- 6) Research, and research and development projects in the candidate was involved as a contractor (please give the title of the project, the name of the funding institution, the type of competition, the period of the project implementation including the time you participated in the implementation and the amount of funding):
 - a)
 - b)
 - c)

- 7) A list of practical applications of the results of the candidate's scientific or development work (if the candidate has applied for or obtained patents, please give the patent number and the date of application/receipt):
 - a)
 - b)
 - c)

- 8) A list of international scientific conferences at which the candidate has given scientific presentations in the last three years preceding the closing date for application (please include oral presentations only, tick lectures/presentations upon invitation):
 - a)
 - b)
 - c)



- 9) A list of the candidate's research internships, specifying the location of the internship, the length of stay, and the source of funding for the internship:
- a)
 - b)
 - c)
- 10) Participation in projects conducted in international scientific alliances (please indicate the role in the project and the period of involvement, the title of the project, the name of the financing institution, the duration of the project, and alliance partners):
- a)
 - b)
 - c)

[2]. Achievements in teaching activities:

- 1) Significance and quality of conducted classes:
- 2) Proposal of new forms of classes in the curriculum:
- 3) Supervision of diploma and doctoral theses:
- 4) Promotional activities, promoting education through research activities, cooperation with industry:

[3]. Achievements in organisational activities:

[4]. Participation in competence-enhancing training (please give the name of the training, the training provider, and the dates of implementation):

[5]. Awards and distinctions:

[6]. Other achievements and activities relevant from the candidate's point of view:

.....
(signature of candidate)