

Measure of the Faculty of Arts, Masaryk University No. 6/2022

SUPERVISING AND REVIEWING FINAL THESES

Pursuant to Section 28(1) of Act No. 111/1998 Coll., on Higher Education Institutions and on Modification and Amendment of Other Acts (Higher Education Act), as amended (hereinafter referred to as 'the Act'), I issue the following measure:

Section 1

Introductory provisions, subject of regulation

- (1) This measure establishes, in connection with the Study and Examination Regulations of Masaryk University, the rules on the basis of which experts who meet the rules approved by the Faculty's Scientific Board may be entrusted with the supervision of theses at the Faculty of Arts of Masaryk University (hereinafter referred to as 'FF MU' or 'Faculty') in addition to the academic staff of the Faculty.
- (2) For the purposes of this measure, a role or function referred to in masculine nouns or pronouns shall be understood as being in the 'generic masculine' and can be performed by persons of any gender, i.e.:
 - a) 'dean' means a dean of any gender,
 - b) 'vice-dean' means a vice-dean of any gender,
 - c) 'academic staff member' means an academic staff member of any gender,
 - d) an 'expert' is an expert of any gender,
 - e) 'student' means a student of any gender,
 - f) etc.

Section 2

Conditions for supervising and reviewing Bachelor's theses

- (1) Bachelor's theses are supervised and reviewed by academic staff of FF MU, other MU units, and external collaborators with similar employment status.
- (2) In justified cases, Bachelor's theses may be supervised and reviewed by outside experts with a Ph.D. degree or its equivalent.
- (3) The following restrictions are set on the participation of doctoral students, assistants, lecturers, and other persons who have only attained a Master's degree:
 - a) Bachelor's theses may be supervised and reviewed by doctoral students of FF MU, MU professional employees (usually lecturers and assistants), and outside experts with a completed Master's degree in the relevant field;
 - b) However, it is not allowed for the Bachelor's thesis to be supervised and at the same time reviewed by a doctoral student, lecturer, or assistant. If the supervisor of the Bachelor's thesis does not have a Ph.D. degree (or its equivalent), the reviewer must be a professional employee of FF MU with a Ph.D. degree (or its equivalent);

- c) In study programmes that are accredited with a professional profile, it is permissible, in view of the requirement for greater involvement of outside experts, for both the supervisor and the reviewer of the Bachelor's thesis to have attained only a Master's degree, provided that at least one of them is an outside expert with at least 5 years of experience in the relevant field.
- (4) If the supervisor of the thesis is an outside expert or an employee of another MU faculty, the reviewer must be an academic employee of FF MU.
- (5) The involvement of outside experts in the supervision (review) of Bachelor's theses is approved by the programme guarantor, who is responsible for their sufficient professional competence.

Section 3

Conditions for supervising and reviewing Master's theses

- (1) Master's theses are supervised and reviewed by academic staff of FF MU, other MU units, and external collaborators with similar employment status.
- (2) In justified cases, theses may be supervised and reviewed by outside experts with a Ph.D. degree or its equivalent.
- (3) Both the supervisor and the reviewer of the Master's thesis must hold a Ph.D. degree (or its equivalent). The following restrictions apply to the involvement of doctoral students, assistants, lecturers, and other persons who have only attained a Master's degree:
 - a) only in exceptional cases, when the nature of the work (usually applied or experimental) requires it, the thesis supervisor (or reviewer) can be an outside expert (e.g. translator, secondary school teacher, employees of professional institutions – museums, galleries, etc.) without a Ph.D. degree (or its equivalent) with a Master's degree and at least 5 years of experience after obtaining a Master's degree in the relevant field;
 - b) if the supervisor of the thesis is an outside expert according to the previous point, the reviewer is always a professional employee of FF MU with a Ph.D. degree (or its equivalent).
- (4) In the case of study programmes accredited with a professional profile, both the supervisor and the reviewer may be outside experts.
- (5) The involvement of outside experts in the supervision (review) of theses is approved by the programme guarantor, who is responsible for their sufficient professional competence.
- (6) If the supervisor of the thesis is an employee of another MU faculty, the reviewer must be a specialist of FF MU.

Section 4

Other experts approved by the Scientific Board

Other experts approved by the Faculty's Scientific Board may also be entrusted with the supervision or review of the thesis.

Section 5
Final provisions

- (1) This measure follows the Study and Examination Regulations of Masaryk University.
- (2) I hereby delegate the interpretation of the individual provisions of this measure to the Vice-Dean for Study Affairs in the Bachelor's degree and follow-up Master's degree cycle.
- (3) Compliance with this measure is monitored by the head of the office for studies.
- (4) This measure was approved by the FF MU Scientific Board on 5 December 2022.
- (5) This measure shall enter into force on the date of signature.
- (6) This measure shall enter into effect on 1 January 2023.

signed electronically
doc. Mgr. Irena Radová, Ph.D.
Dean