

**Effective Date:** 1 April 2023  
**As of:** 21 March 2023  
**Information:** D-HEST Department Coordination

**Important:** *English is not an official language of the Swiss confederation. This translation is provided for information purposes only. The German version is the legally binding version.*

## **Detailed regulations D-HEST for the recruitment of Professors of Practice (PoP)**

The Department of Health Sciences and Technology issues the following detailed regulations for the recruitment of Professors of Practice (PoP) in addition to the ETH Zurich Rules of Procedure and the ETH Zurich Regulations on Professors of Practice.

1. The ETH regulations 514.30 of 24 November 2022 apply, which are based on Art. 10a of the *ETHZ-ETHL Ordinance*<sup>1</sup>.
2. All applications for PoPs must be submitted by at least one full or associate professor on behalf of the associated institute to the attention of the departmental Executive Committee (DPA).
3. For the evaluation of a new application by the DPA, the following documents are required in addition to Art. 1.2 in the ETH regulations 514.30:
  - a) A statement from the study director of the study program that would benefit from the teaching commitment of the PoP candidate.
  - b) A financial plan that includes information on the level of employment, compensation, and funding for the position, as well as information on the support needed (e.g., teaching assistants, equipment). Funding must be clarified at the time the application is submitted and guaranteed if the application is accepted.
  - c) Financial support of research and teaching projects at D-HEST by the external employer (outside ETH) of the PoP candidate is appreciated.
4. The DPA reviews all applications for a new position as PoP sur dossier, considering the fulfillment of all required specifications (Art. 3 of these detailed regulations and Art. 2 of regulations 514.30).
5. After two years, for continuation of the PoP position until the maximum duration (based on Art. 1), information in Art. 3 of these detailed regulations must be submitted. In addition, there must be support of the involved institute(s) with a 2/3 majority in each involved institute. The DPA will review all requests for extension of a PoP position sur dossier.
6. If the DPA rejects the application, the Department Head shall inform the applicant professor. The applicant professor may then either withdraw the application or request a decision by the Professors' Conference (PK).
7. If the PK rejects the application, the Department Head informs the applicant professor. The applicant professor may then either withdraw the application or request the final decision of the Department Conference (DK).
8. In case of a positive decision by the DK, the department submits the request to the president to recruit the PoP candidate according to the department's regulations.
9. The Department Head is the primary contact person for the applying PoP candidate. The department staff handles the operational aspects of the process.

Approved by the Department Conference D-HEST on 9 March 2023.

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<sup>1</sup> SR 414.110.37