

FEDERAL UNIVERSITY OF PERNAMBUCO
CENTER FOR ARTS AND COMMUNICATION
POSTGRADUATE PROGRAM IN INFORMATION SCIENCE

INTERNAL REGULATION No. 05/2021

Establishes the rules for accreditation, re-accreditation and de-accreditation of professors under the Postgraduate Program in Information Science at the Federal University of Pernambuco.

THE POSGRADUATE PROGRAM IN INFORMATION SCIENCE AT THE FEDERAL UNIVERSITY OF PERNAMBUCO, in the use of its legal attributions and, **CONSIDERING:**

- Capes Ordinance n. 81, of June 3, 2016, published in the Diário Oficial da União n. 106, of June 6, 2016, section 1, p. 14, article 4, item IV;
- Resolution nº 19/2020, of the Teaching, Research and Extension Council of the Federal University of Pernambuco;
- Normative Instruction No. 01/2021, of the Dean of Graduate Studies at the Federal University of Pernambuco;
- the Internal Regulations of the Postgraduate Program in Information Science;

RESOLVES:

Article 1 - Accreditation is understood as the authorization for the participation of professors in teaching, research, guidance and extension activities carried out within the scope of the PPGCI.

Article 2 - Re-accreditation is understood as the accreditation without interstices, of professors already working at the PPGCI.

Article 3 - De-accreditation is understood to mean the disengagement of the professor from the Program's activities.

Article 4 - The accreditation, re-accreditation and de-accreditation process of PPGCI/UFPE professors must:

- I - Consider the particularities of the CAPES assessment area to which the PPGCI belongs.
- II - Valuing high quality intellectual production, produced from research projects, involving

supervised students, coherent and consistent with the Research Lines in which the authors are inserted and with the PPGCI's area of concentration.

III – Consider the internationalization actions of teachers, especially research projects developed in partnerships and international publications.

CHAPTER I

The Professors

Article 5 - The faculty of the PPGCI can be constituted by professors within the categories: Tenure-Track Professor, Collaborative and Visiting.

§ 1 The members of the PPGCI faculty must have an academic background at the doctoral level.

§ 2 For the purpose of registration on the Sucupira platform, tenure-track professors, collaborating and visiting will be considered, but for the purpose of evaluation by CAPES, only tenure-track professors will be considered.

§ 3 For the purposes of registration with the Dean of Postgraduate Studies (PROPG) and evaluations carried out by UFPE, in addition to tenure-track professors, collaborating and visiting will be considered.

§ 4 The tenure-track professors constitute the main core of the PPGCI, and must meet the following prerequisites:

I - Have high quality intellectual production, compatible with the required indexes of the PPGCI in the Area Document to which it belongs in CAPES;

II - Develop graduate teaching activities and teach subjects in the same proportion as other colleagues and as directed by the Area Document to which the PPGCI belongs at CAPES;

III - Advise master's and/or doctoral students and supervise post-doctoral projects developed within the scope of the PPGCI;

IV - Be involved in other academic activities of the PPGCI, such as: commissions, events, internationalization actions, regional, national and international insertion projects, participation of at least 70% of the meetings promoted by the Program, providing information to the coordination when requested, within the required time and completeness.

V – Develop research in collaboration with researchers from other countries, preferably with those that the PPGCI has established cooperation agreements and within the scope of the Research Line to which the professor is inserted;

VI - Have a functional-administrative relationship with UFPE or a relationship with other institutions, provided that they meet one of the following conditions:

- a) Receive a fixed grant from professors or researchers from development agencies;
- b) As a retired professor or researcher, they have signed a term of commitment with the institution for voluntary participation as a PPGCI professor;
- c) Have been released, by formal agreement, to act as a professor at the PPGCI.

§ 6 - Collaborating professors are those internal or external to UFPE, who contribute to the PPGCI in a complementary way, teaching disciplines, advising or co-supervising dissertations and theses, participating in committees and collaborating in research projects.

§ 7 - Visiting professors are those linked to other Higher Education Institutions in Brazil or abroad who are released by formal agreement, for a period of time to be at the disposal of the PPGCI.

Article 6 - The number of professors in each category must meet the following parameters:

I - The total number of tenure-track professors and collaborating must follow the guidelines of the Area Document to which the PPGCI belongs in CAPES;

II - The total number of visiting professors must meet the internationalization and/or training needs of the PPGCI;

CHAPTER II

Accreditation

Section I

General rule

Article 7 - Accreditation in any of the categories as a professor at the PPGCI, may be given in a maximum of two postgraduate Programs (PPGs), following the criteria:

I - The professor will appear as accredited in any combination of PPGs, whether academic or professional programs, in network, in association, multicenter programs, in any areas of assessment, in any institutions, provided that they work in a maximum of two Programs;

II - The score of the scientific production of accredited professors, among the PPGs in which they participate, will be defined in each area of evaluation of CAPES, considering the thematic adequacy and coherence relevant to the Line of Research to which the professor is inserted;

III - The number of advisees for each accredited professor is at the discretion of the council, and the PPGCI must comply with what is established in its respective CAPES evaluation area.

Article 8 - The rules and procedures for the accreditation of tenure-track PPGCI professors will be established in the notice and for the other categories only the submission of the form will be

required Accreditation and Re-accreditation of Professor, available on the PPGCI website.

Article 9 - Accreditation of professors should preferably take place at the beginning of the CAPES assessment cycle, with maximum validity until the end of the same assessment cycle.

Only Paragraph - The accreditation processes for new tenure-track professors with the PPGCI will be carried out in accordance with the needs of the Program and will also be evaluated by PROPG, following its own calendar.

Section II

Tenure-Track Professor

Article 10 - For accreditation purposes, the candidate for tenure-track t professor must meet the following requirements:

I – Have qualified intellectual production in the last four years, published in a high-quality scientific journal, two of them in Qualis between A1 – A4;

II – Present a research project duly registered at the University to which it is linked, consistent with the Research Line in which it intends to work at the PPGCI;

III – To be coordinating or participating in projects approved and financed by funding agencies;

IV - Be a participant in any research group in the field of Information Science authorized by the institution and verified in the Directory of Research Groups of CNPq;

V – Have supervised at least one master's student and published the results of the dissertation in co-authorship with the student;

VI - To be coordinating or participating in internationalization actions;

VII – Have supervised at least two Scientific Initiation students in the last four years.

Only paragraph - The teacher must include at least four of the seven items described in Art.10, and items I and VII are mandatory.

Section III

Collaborative Professor

Article 11 – For accreditation purposes, the candidate for collaborative professor must meet the following requirements:

I – Have qualified intellectual production in the last four years, published in a high-quality scientific journal, one of them in Qualis between A1 - A4;

II – Have availability to supervising or co-supervising dissertations or theses;

III – Have availability to teach postgraduate courses;

IV – Be the coordinator of a current research project, duly registered at the University to which it is linked and/or financed by funding agencies;

V - Be a participant in a research group authorized by the university and accredited in the CNPq Research Group Directory;

VI - To have participated in the Examining Committee of Dissertation and/or Theses in a Postgraduate Program.

Only paragraph – The candidate's research project must necessarily present adherence to the Research Line in which he intends to work at the PPGCI.

Section IV

Visiting Professor

Article 12 - For accreditation purposes, the candidate for visiting professor must meet the following requirements:

I – Meet the specific demand of the PPGCI, mainly in the context of education or internationalization;

II - Have qualified intellectual production in the last four years;

II – Be available to participate in PPGCI activities: projects, teaching, courses, work commissions, lectures, events, among others;

IV – Present a release letter from your institution of origin, when applicable.

CHAPTER III

The re-accreditation

Section I

General rule

Article 13 – The re-accreditation of a tenure-track professor must be carried out through a specific Notice.

Article 14 - The procedures for re-accrediting professors in the collaborating professor and visiting professor categories must consider the interest and assessment of the PPGCI and that established by PROPG.

Article 15 – The re-accreditation of tenure-track professors, collaborating and visiting to the PPGCI must take place at the beginning of the CAPES evaluation cycle, with maximum validity until the end of the same evaluation cycle.

Section II

Tenure-Track Professor

Article 16 - For re-accreditation purposes, the candidate for tenure-track professor must meet the following requirements:

I – Have qualified intellectual production in the last four years, published in a high-quality scientific journal, two of them in Qualis between A1 – A4;

II – Have an intellectual publication in co-authorship with a researcher from an educational institution from other countries in the last four years;

III – Have an intellectual publication in a foreign language, preferably English or Spanish;

IV – Present a research project, duly registered at the University to which it is linked, consistent with the Research Line in which it is working at the PPGCI;

V – To be coordinating or participating in projects approved and financed by funding agencies in the period of the last two years;

VI - Be a participant in a research group authorized by the University and accredited in the CNPq Research Group Directory;

VII – Have a publication with each postgraduate adviser, in the last four years;

VIII - To be coordinating or participating in a Research Project, integrated by members of Educational Institutions from other countries;

IX - To be advising students in the same proportion as their colleagues in the Research Line to which they belong;

X - Have participated in council meetings and other events promoted by the Program, at a frequency of 70%, in the last two years;

XI - Have collaborated in sending information to the coordination, with regard to the requirements of meeting the deadline and completeness, in the last two years;

XII – Have supervised at least two Scientific Initiation students in the last four years.

Only paragraph - The teacher must include at least six of the 12 items described above, with item I, II and XII being mandatory.

Section III

Collaborative Professor

Article 17 – For re-accreditation purposes, the candidate for collaborative professor must meet the following requirements:

I – Have qualified intellectual production in the last four years, being in journals between Qualis A1 – B1;

II – To have supervised or to be supervising dissertations or theses at the PPGCI;

III – Have taught or be teaching courses at PPGCI;

IV – Be coordinator of a current research project, duly registered at UFPE and coherent with the Research Line in which he is working;

V – Be a coordinator or participant in projects financed by funding agencies, consistent with the Research Line in which he intends to work at the PPGCI;

VI - Be a participant in a research group authorized by the institution and accredited by CNPq Research Group Directory;

VII - To have participated or to be participating in the Examining Committee of the Dissertation or Thesis Exam.

VIII - Have participated in council meetings and other events promoted in the Program, at a frequency of 70%, in the last two years;

IX - Have collaborated in sending information to the coordination, with regard to the requirements of meeting the deadline and completeness, in the last two years.

Only paragraph - The professor must include at least five of the nine items described in the main section, with item I, II and III being mandatory.

Section IV

Visiting Professor

Article 18 - For re-accreditation purposes, the candidate for visiting professor must meet the following requirements:

I – Meet a specific demand of the PPGCI, mainly in the context of education or internationalization;

II - Have qualified intellectual production in the last four years;

III – To have participated in PPGCI activities: projects, teaching, courses, commissions, lectures, events, among others;

IV – Present a release letter from your institution of origin, when applicable.

Article 19 - The re-accreditation process may include a change of category or de-accreditation of the professor.

CHAPTER IV

De-accreditation

Article 20 - De-accreditation will occur when the professor does not meet the re-accreditation criteria in the provisions of this Internal Regulations or by your own request.

Only paragraph – The request for de-accreditation made by the teacher's initiative may be made at any time.

CHAPTER V

Final provisions

Article 21 – The complete list of tenure-track professors, collaborating and visitors related to the accreditation, re-accreditation and de-accreditation processes will be sent to PROPG.

Article 22 - The omitted cases will be analyzed by the PPGCI.

Article 23 - This Internal Regulation will come into force on the date of its publication in the UFPE Official Bulletin.

APPROVED AT THE 82nd ORDINARY MEETING OF THE COUNCIL OF THE POSTGRADUATE PROGRAM IN INFORMATION SCIENCE AT THE FEDERAL UNIVERSITY OF PERNAMBUCO, HELD ON JULY 29, 2021.

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