

Tenure-Track Regulations of Julius-Maximilians-Universität Würzburg

of 1 April 2026

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Quality Assurance Concept as per Art. 58 (2) and Art. 63 (4) Sentence 1 Bavarian higher education innovation act (*Bayerisches Hochschulinnovationsgesetz, BayHIG*)

Preamble

Julius-Maximilians-Universität Würzburg (JMU) has decreed the following regulations for tenure-track professorships, hereinafter referred to as the 'Tenure-Track Regulations'. These open up new career paths in all W pay grades and create attractive and predictable long-term career options for particularly promising and high-performing early-career researchers.

Appointments of tenure-track professors are for an initial period of up to six years, and tenure-track positions may lead to tenured positions in pay grade W2 or W3. These Regulations regulate the tenure-track options offered by JMU, the tenure evaluation process and the quality standards for tenure-track professorships. In addition to a positive tenure evaluation, the granting of tenure will also be conditional on the general legal requirements for lifetime appointment into civil service (*Beamtenverhältnis auf Lebenszeit*) or appointment to an open-ended position being met.

PART I General Provisions

§ 1 Scope

These Regulations apply to professors with or without civil servant status that have been appointed to a tenure-track position for a fixed-term period.

§ 2 Tenure-Track Options

¹JMU offers the following tenure-track options:

- appointment to the position of junior professor (pay grade W1) with tenure track towards the position of university professor with lifetime appointment (pay grade W2 or W3) and
- appointment to the position of university professor (pay grade W2) with either fixed-term appointment into civil service (*Beamtenverhältnis auf Zeit*) or fixed-term employment without civil servant status (*Arbeitnehmerverhältnis auf Zeit*) with tenure track towards the position of university professor with either lifetime appointment into civil service or appointment to an open-ended position without civil servant status (pay grade W2 or W3). ²Both the request for approval for the

post and the call for applications must identify the pay grade (W2 or W3) to which the professor would be assigned should they be granted tenure.

§ 3 The Standing Tenure Committee

(1) ¹To ensure the quality of the tenure evaluation process, JMU establishes a Standing Tenure Committee (STC). ²The STC is composed of:

- four university professors of recognised international standing with lifetime appointment into civil service or on an open-ended position without civil servant status, one each representing the humanities, the human and social sciences, the life sciences and the natural sciences, up to two of whom may be members of universities other than JMU,
- a representative from the group of academic and artistic staff and doctoral researchers,
- a representative from the JMU student community,
- the university's representative for the promotion of equal opportunities for women in academia and the arts (University Women's Representative).

³One of the Vice Presidents will attend STC meetings in a non-voting capacity.

(2) The STC elects, from among those of its members in the rank of university professor that are members of JMU, a chairperson and a deputy chairperson.

(3) ¹The faculties each propose one candidate for appointment to the STC as a professorial member. ²The professorial members as well as one replacement member for each of them are appointed by the Senate in mutual agreement with the University Board for a term of four years. ³The provisions of § 3 (1) hereof apply, mutatis mutandis, to the professorial replacement members of the STC.

⁴The representative from the group of academic and artistic staff and doctoral researchers as well as their replacement are proposed for appointment to the STC by the chairperson of the Council of Academic Staff and Doctoral Researchers and appointed by the Senate in mutual agreement with the University Board for a term of two years.

⁵The representative from the JMU student community as well as their replacement are proposed for appointment to the STC by the chairperson of the Student Parliament and appointed by the Senate in mutual agreement with the University Board for a term of one year.

⁶In addition to the Women's Representative, at least two of the permanent members of the STC should be women, and at least one of the female members should be a university professor. ⁷Efforts must be made to achieve equal representation of men and women on the STC.

(4) ¹The STC is responsible for ensuring compliance with the quality assurance concept defined in these Regulations. ²Its responsibilities include, but are not limited to, ensuring that all tenure evaluation procedures are based upon clearly defined, comparable and transparent standards and assessment criteria that comply with the highest standards of quality. ³The STC is also responsible for preparing, on the basis of continuous monitoring and at least once every three years, a summary review of the completed tenure evaluation processes and, where necessary, making recommendations for the modification of the quality assurance concept based on said summary review.

§ 4 The Tenure Evaluation Committee

(1) ¹A Tenure Evaluation Committee (TEC) is installed for each tenure evaluation. ²Each TEC is composed of:

- the members of the STC,
- two university professors with lifetime appointment into civil service or on an open-ended position without civil servant status from the faculty or central academic institution to which the tenure-track professorship belongs,
- at least one external university professor of recognised standing or a person with comparable qualifications who is specialising in the field of the tenure-track professorship concerned and who is sufficiently ahead of the tenure-track professor in terms of experience,
- the faculty's representative for the promotion of equal opportunities for women in academia and the arts (Faculty Women's Representative).

³Efforts must be made to achieve equal representation of men and women on the TEC.

⁴In cases where the position to be filled involves duties to be undertaken at the University Hospital, the Medical Director of the University Hospital or a person knowledgeable in the field in question who has been designated by them has the right to attend the meetings of the TEC in an advisory capacity.

⁵An official appointed by the University Board attends the meetings of the TEC in a non-voting capacity.

(2) The two internal members as well as the external professorial member or members of the TEC that are not members of the STC are proposed for appointment by the Faculty Board of the competent faculty and appointed by the University Board.

(3) The chairperson of the STC also serves as chairperson of the TEC.

(4) All members of the TEC must comply with the DFG Guidelines for Avoiding Conflicts of Interest.

(5) Individuals who serve as mentors as per § 7 of these Regulations may not be members of the TEC for the tenure evaluation in question.

(6) ¹The TEC will be responsible for assessing, during a committee meeting, whether the tenure-track professor has met the agreed performance targets and for providing a recommendation as to whether to grant or deny tenure. ²At the beginning of this meeting, the committee members that hold appointment in the competent faculty will deliver a report on the current status of the case. ³In addition, the University Board has delegated to the TEC the task of preparing the statement assessing the tenure-track professor's professional, pedagogical and personal suitability that is required under Art. 58 (2) Sentence 7 BayHIG for the evaluation of candidates who are holding fixed-term appointment as university professors in pay grade W2 with tenure track towards the position of university professor in pay grade W2 with lifetime appointment.

PART II Framework

§ 5 Eligibility for Consideration for Tenure-Track Positions, Advertising and Appointing to Tenure-Track Positions

(1) Tenure-track positions should be filled with individuals who have just started on their path toward the rank of professor and have changed universities after completion of their doctorate or, if they

completed their doctorate at JMU, held a position in research at an institution other than JMU for at least two years.

(2) JMU will usually advertise tenure-track positions internationally, pointing out the fact that following a positive tenure evaluation, the successful candidate will transition directly to a tenured professorship and that this lifetime appointment will not be subject to the condition that a tenured post is lying vacant.

(3) Appointments to tenure track positions must be made in accordance with JMU's Guidelines for Appointments.

(4) Professors appointed on tenure track perform their duties in research and teaching independently in compliance with legal requirements.

§ 6 Personal Career Development Plan

(1) ¹The tenure-track professor's progression to a tenured professorship in either pay grade W2 or pay grade W3 should be outlined in a personal career development plan detailing the objectives and academic development targets the professor intends to achieve while on tenure track. ²The tenure-track professor must be sent, along with their appointment letter, the career development plan template ([Appendix 1](#)) and asked to define their personal performance targets. ³The career development plan must be drawn up in consultation with the Dean or a body designated by the Dean and must be signed. ⁴The personal career development plan must be approved by the Faculty Board and must have been received at the time of appointment. ⁵The competent faculty will forward the agreed career development plan to Unit 4.2. ⁶The targets must be set at a level that meets the requirements, in terms of both quality and quantity, for appointment to the pursued professorship in the discipline concerned. ⁷The agreed targets will serve as binding evaluation criteria for the granting of tenure.

(2) ¹The three performance areas applicable across the university– research (including knowledge transfer), teaching and academic citizenship (activities of benefit to JMU, to early-career researchers and to the research system) – will serve as a basis for the career development plan and will have to be put into more specific terms in accordance with the conventions of the tenure-track professor's discipline and their personal research profile. ²A suitable measurable or verifiable indicator or other form of evidence must be identified in the tenure-track professor's career development plan for each target to ensure that it is possible to determine clearly and objectively whether it has been achieved. ³Use of the career development plan template in [Appendix 1](#) is mandatory.

(3) ¹Where circumstances arising after the tenure-track professor's date of appointment demand, amendments may be made, by way of exception and at the tenure-track professor's express request, to their personal career development plan; the tenure-track professor must obtain approval for any amendments from the Dean during a status meeting (cf. § 8 hereof). ²The Faculty Board must be notified of any amendments that are made to the career development plan. ³Exceptions may be made only in circumstances that are outside the tenure-track professor's control. ⁴Any amendments that are made to the career development plan must be recorded and justified in the tenure dossier. ⁵Art. 65 (2) and (3) BayHIG provide that the term of appointment of tenure-track professors will be extended to account for periods of maternity protection, parental leave, leave of absence and child-rearing. ⁶The content of the tenure-track professor's personal career development plan will remain unaffected by such an extension; however, adjustments will be made to the timeline.

§ 7 Mentoring

- (1) ¹At the tenure-track professor's request, the faculty will, after the tenure-track professor has been appointed, appoint up to two internal or external researchers to serve as their mentors. ²The use of mentoring is optional, though recommended.
- (2) ¹The mentors mentor the professor while on tenure track and help further their professional and personal development. ²The mentors and the tenure-track professor are not in a superior-subordinate relationship. ³The mentors must not be members of the TEC. ⁴It is recommended to use an experienced professorial member of JMU (focus: integration into the institution) and an experienced external professor (focus: strategic career development in the research system) as mentors.
- (3) ¹The tenure-track professor and their mentor or mentors should meet for discussions on a regular basis and at least once a year. ²Issues discussed between the tenure-track professor and their mentor or mentors, whose role will be an advisory one, will remain confidential. ³They will not have any relevance whatsoever to the tenure evaluation process.

§ 8 Status Meetings

- (1) During the tenure-track period, the Dean of the faculty concerned or one of the professorial members of this faculty that has been designated by the Dean to serve as point of contact for the tenure-track professor will meet with the tenure-track professor at least once a year for a status update.
- (2) ¹The purpose of these status meetings is to reflect on the progress the tenure-track professor has made towards the targets agreed in their career development plan, to detect any undesirable developments at an early stage and to identify any needs for support. ²Records of the outcomes of the status meetings must be prepared and signed by everyone who attended. ³The outcomes of the status meetings will find their way into the tenure evaluation via the Faculty Board's assessment.

§ 9 Intermediate Evaluation of Junior Professors

¹Junior professorship positions at JMU are fixed-term positions that usually have a duration of six years. ²This period is divided up into two phases, with phase one to last three years. ³Art. 63 BayHIG prescribes an intermediate evaluation to be conducted before the end of phase one of the tenure-track professor's term of appointment as junior professor. ⁴If the junior professor's performance meets the required standards, their term of appointment into civil service should, with their consent, be extended by another three years. ⁵The decision as to whether the required standards have been met must be made based on an evaluation of the junior professor's performance in the areas of research and teaching and on evaluations obtained from external experts. ⁶The junior professor's personal career development plan will have to be taken into account here. ⁷The tenure dossier template ([Appendix 2](#)) may also be used for the intermediate evaluation. ⁸The intermediate evaluation will be initiated by Unit 4.2 at the Service Centre Human Resources and conducted by the competent faculty. ⁹The decision as to whether the junior professor's term of appointment into civil service will be extended will be made by the University Board upon the recommendation of the competent faculty.

PART III The Tenure Evaluation Process

§ 10 Initiation of the Evaluation Process

(1) ¹To request that the tenure evaluation process be initiated, the tenure-track professor must submit a request in text form (as per § 126b German Civil Code) to the STC. ²Along with their request, the tenure-track professor must submit their signed tenure dossier ([Appendix 2](#)), which should be written in English if this is common practice in the discipline concerned. ³The tenure dossier must be structured in the same way, and discuss the same issues, as the tenure-track professor's personal career development plan. ⁴The STC assesses whether the formal requirements for the initiation of the evaluation process as per § 10 (3) and (4) hereof are met.

(2) ¹If the formal requirements are met, the STC forwards the tenure dossier to the Dean of the competent faculty. ²The Dean notifies the Faculty Board and solicits from it proposals for candidates for appointment to the TEC as internal professorial members and as an external professorial member or external professorial members as per § 4 (1) hereof. ³In addition, the Dean asks the faculty's Dean of Studies to promptly submit a statement on the quality of the tenure-track professor's teaching and their teaching experience as well as to ask the student members of the Faculty Board to vote on the tenure-track professor's pedagogical suitability.

(3) ¹The tenure evaluation process is usually initiated one year prior to the end date of the tenure-track professor's term of appointment. ²In cases where the candidate is holding fixed-term appointment as university professor in pay grade W2 with tenure track towards the position of university professor in pay grade W2 with lifetime appointment, the tenure evaluation process may not be initiated, in accordance with the provisions of Art. 58 (2) Sentences 5 to 7 BayHIG, earlier than two and a half years after the start date of the tenure-track professor's term of appointment.

(4) ¹An early initiation of the evaluation process may be requested no earlier than three years after the start date of the tenure-track professor's term of appointment and not before the intermediate evaluation has been completed and has been positive (for junior professorship positions with tenure track towards the position of university professor in pay grade W2 or W3 with lifetime appointment) or, respectively, no earlier than two and a half years after the start date of the tenure-track professor's term of appointment (for fixed-term university professorship positions in pay grade W2 with tenure track towards the position of university professor in pay grade W3 with lifetime appointment). ²Initiating the tenure evaluation process early will be permitted in very exceptional circumstances only, e.g. when

- the tenure-track professor receives an offer of appointment to an open-ended professorship from another university or
- the tenure-track professor is awarded a prestigious award or grant from a renowned research organisation.

§ 11 The Faculty Board's Assessment

¹As soon as the result of the vote of the student members of the Faculty Board that has been obtained by the Dean of Studies and the Dean of Studies' own statement have been received, the Dean submits the tenure-track professor's request to the Faculty Board for debate. ²The following documents and information must also be transmitted to the members of the Faculty Board: the tenure-track professor's tenure dossier, the Dean of Studies' statement, the result of the students' vote, the most recent version of the tenure-track professor's career development plan and the written records of the status meetings. ³In cases where a professorship at the University Hospital is concerned, a statement from the Medical

Director of the University Hospital must be obtained in addition; obtaining this statement will be the responsibility of the Dean. ⁴On the basis of the documents transmitted to it, the Faculty Board prepares an assessment of the tenure-track professor's professional, pedagogical and personal suitability for the pursued tenured professorship. ⁵The Dean will then forward this assessment to the TEC.

§ 12 External Opinions

(1) ¹The TEC obtains at least two external opinions from renowned external university professors that discuss the tenure-track professor's overall academic performance and achievements compared to their national and international peers. ²For this purpose, the competent faculty should submit to the TEC the names and details of eight individuals it proposes for appointment as reviewers along with details of the rationale leading to the selection of the potential reviewers and their positions in the ranking ([Appendix 5](#)). ³If the research and/or teaching specialism of the professorship concerned so requires, international reviewers will have to be involved. ⁴The external reviewers must be renowned researchers who are specialising in the field of the professorship concerned and who are sufficiently ahead of the tenure-track professor in terms of experience. ⁵It must be ensured that there is professional and personal independence between the reviewers and the tenure-track professor. ⁶The DFG Guidelines for Avoiding Conflicts of Interest apply. ⁷Efforts must be made to achieve equal representation of men and women among reviewers. ⁸In the case of diverging opinions being expressed by the external reviewers, an additional external opinion must be obtained in compliance with the provisions described above.

(2) ¹The TEC will forward to the external reviewers copies of the tenure-track professor's tenure dossier, which will serve as a basis for their opinions. ²In addition, both a German and an English copy of these Tenure-Track Regulations will be forwarded to the reviewers; in the case of any discrepancy between the German original and the English translation, the German original will prevail.

§ 13 Personal Interview

Once it has received the opinions from the external reviewers, the TEC may, if at least two members of the STC want it to do so, invite the tenure-track professor to a personal interview to discuss the tenure-track professor's documented achievements in the areas of research, teaching and academic citizenship as well as other matters discussed in the professor's tenure dossier and clarify any other issues that may have arisen.

§ 14 Completion of the Evaluation Process

¹The TEC will assess whether the tenure-track professor has met the agreed performance targets, taking into account the information provided in the tenure-track professor's career development plan and tenure dossier, the Faculty Board's assessment, the opinions expressed by the external reviewers about the tenure-track professor's overall academic performance and achievements and, where applicable, the personal interview. ²In cases where the candidate is holding fixed-term appointment as university professor in pay grade W2 with tenure track towards the position of university professor in pay grade W2 with lifetime appointment, the TEC must also provide their opinion about the tenure-track professor's professional, pedagogical and personal suitability. ³The TEC will make a recommendation as to whether to grant or deny tenure based on this overall assessment.

§ 15 Granting of Tenure

(1) ¹In cases where the candidate is holding fixed-term appointment as university professor in pay grade W2 with tenure track towards the position of university professor in pay grade W2 with lifetime appointment, the University Board will establish, based on the TEC's recommendation, whether the candidate is suitable for tenure and will make a final decision as to whether to grant it. ²If the University Board makes a positive decision, the President of the university will award tenure to the professor.

(2) ¹In cases where the candidate is holding a junior professorship position with tenure track towards the position of university professor in pay grade W2 or W3 with lifetime appointment or is holding fixed-term appointment as university professor in pay grade W2 with tenure track towards the position of university professor in pay grade W3 with lifetime appointment, the University Board will be notified of the TEC's recommendation. ²If the University Board approves of the granting of tenure, the competent faculty will request that an appointment procedure be initiated in the form of a direct appointment as per Art. 66 (7) Sentence 1 No. 3 BayHIG. ³The external opinions obtained in the context of the tenure evaluation may also be used for the direct appointment. ⁴The TEC will make these opinions available to the competent faculty. ⁵At the end of the appointment procedure, the President of the university will award tenure to the professor.

§ 16 Denial of Tenure

If the tenure-track professor is denied tenure and is holding a position as junior professor, they will, at their request and provided that the legal requirements are met, be employed by the university for up to one additional year (winding-down period) to allow them to reorientate themselves professionally.

PART IV Final Provisions

§ 17 Transitional Provisions

¹These Regulations govern all tenure-track professorships at JMU. ²Tenure-track positions that were filled on the effective date of these Regulations already are governed by the procedural regulations set out in these Regulations; personal career development plans that have already been agreed will remain unaffected.

§ 18 Entry into Force

These Regulations will enter into force with effect from 1 April 2026.

Würzburg, 1 April 2026

The President:

Prof. Dr. Paul Pauli