



I N V E S T I N G I N Y O U R F U T U R E

REGULATION
of the Transport and Telecommunication Institute (hereinafter the TSI)
on
selection of foreign academic staff
within the project “Strengthening academic staff of Transport and
Telecommunication Institute capacity in strategic specialisation areas”
(No 8.2.2.0/18/A/011)
for the academic year 2018/2019, the academic year 2019/2020

<p>Regulations of the Cabinet of Ministers regulating implementation of the activity of the specific aid objective</p>	<p>Cabinet Regulations No. 25 of 9 January 2018, “Implementing Regulations for the First, Second and Third Project Applications Selection Round of Specific Objective 8.2.2 “To Strengthen Academic Staff of Higher Education Institutions in the Areas of Strategic Specialisation” of the Operational Programme “Growth and Employment” (hereinafter - the SAM Cabinet Regulations).</p>
<p>Purpose of the selection of foreign academic staff for TSI</p>	<p>In order to strengthen academic staff of TSI in the areas of strategic specialisation to select foreign academic staff in compliance with requirements prescribed by Paragraphs 2.1., 17.2., 18.1.9., 18.1.10., 39 of the SAM Cabinet Regulations and Transport and Telecommunication Institute Academic Staff Development Plan (approved by acting rector at 31 May 2018) in four study directions for the academic year 2018/2019 Spring Semester.</p>
<p>Areas of work and study courses, the implementation of which is intended to attract foreign academic staff</p>	<p>Nominators are encouraged to submit applications for the following study directions, study programmes and courses:</p> <p><u>1. In the study direction "Information Technology, Computer Engineering, Electronics, Telecommunications, Computer Control and Computer Science"</u> in the frame of various study programmes applications for such study course are encouraged:</p> <p><i>Software Security Engineering;</i> <i>Big Data Life Cycle;</i> <i>Big Data Project: From Data to Product;</i> <i>Intelligent Systems and Deep Machine Learning;</i> <i>Analysis of Unstructured Data;</i> <i>Information Technology Project Management;</i> <i>Modern Database Technologies;</i> <i>Business Intelligence & Data Quality;</i></p>

Modern Software Engineering;
Risk Management in Supply Chains;
Methods of Data Analysis and Business Forecasting;
Intelligent Systems-1;
Intelligent Systems-2;
Methods of Data Analysis and Business Forecasting – 2;
Logistics and Transport Process Modelling;
Research Methodology;
Data Structures and Algorithms;
Functional Programming;
Logical Programming;
System Programming;
Service Oriented Architectures;
Smart IoT services;
Cloud Computing;
Operation Systems;
Concurrent Programming;
Software Project Management;
Development in Net environment;
Algorithmic Means of Computer Graphics;
Mobile and Web Application Development;
Web Application Development Tools;
Web Application Construction;
Modern Software Engineering.

2. In the frame of the study direction “Mechanics and metalworking, heat energy, heat engineering and mechanical engineering” in the frame of various study programmes applications for such study course are encouraged:

2.1. In the frame of the study programmes "Technical Operation of Aviation Transport" (technician) and "Aviation Transport" (Bachelor) applications for such study course are encouraged:

Aerodynamics, Flight Dynamics and Control;
Aircraft Motor Structure and durability;
Aircraft Structure;
Aircraft Engine Construction;
Aircraft Avionics Systems;
Repair of Aviation Engineering;
Aircraft Diagnostics and Reliability;
Strength of the Aviation Constructions;
Airframe Structure of Aeroplanes;
Aircraft Liquid-Gas Systems;
Theory of Heat Engines;
Theory of Aviation Engines;
Maintenance of Aircraft;
Technical Mechanics;
Propeller and its Control Systems;
Aviation Safety Systems;

Airport Management;
Control Systems of Aircraft Engines.

2.2. In the frame of the study programmes "Aviation Transport" (Bachelor) and "Commercial Exploitation of Transport"/ "Transport technical exploitation" (Bachelor) applications for such study courses are encouraged:

Technical Mechanics.

3. In the frame of the study direction "Transport Services" in the frame of various study programmes applications for such study course are encouraged:

3.1. In the frame of the study programmes "Transport and Business Logistics" (Bachelor of Professional Education) and "Business Administration in Transport" (Bachelor of Professional Education), applications for such study courses are encouraged:

Means of Transportation;

Transport, planning and management of Transport Systems (including terminals and all modes of transport);

Intelligent Transport Systems;

Transportation Systems Design and Valuation;

Global Supply Chain Management;

Quality Management System Integrated Management System;

Digitization of Logistics and Transport;

Development of Business Models for Intermodal Transport;

Fundamentals of Logistics;

Transport Systems;

Cargo Studies;

Transport Logistics;

Standardization and Quality Control;

Purchases and Reserves Logistics;

Transport Nodes and Terminals;

Warehouse Logistics;

Transport Maintenance Control;

Logistics in International Business;

Passengers and Cargo Transportation).

3.2. In the frame of the study programme "Master of Social Sciences in Transport and Logistics", applications for such study courses are encouraged:

Logistics Systems and Logistics Chains;

Risk Management in Supply Chains;

Transport Economics.

3.3. In the frame of the study programme "Supply Chain Management" (Professional Bachelor's Degree Program), applications for such study course are encouraged:

Manufacturing Processes Logistics.

	<p>4. In the frame of the study direction "Management, administration and real estate management" (Master's program "Aviation Management) applications for such study courses are encouraged:</p> <p><i>Sustainable Supply Chain Management and Multimodality; Research Methods and Project management 2/Project management; Airport Management; Strategic and Change Management in Aviation; Quality and Safety Management in Aviation; Management of Aircraft Maintenance; Airline Management.</i></p> <p>Language of teaching – English.</p>
<p>Financial terms and contract</p>	<p>Remuneration to foreign academic staff within the scope of the project according to work load, but not exceeding gross 4,000 euro per month.</p> <p>1 hour rate ranges from 80 till 100 euro gross, including staff travel and accommodation expenditures.</p> <p>TSI will provide a temporary employment contract of not less than 6 months with possibility to continue cooperation in the academic field after the end of the project.</p> <p>TSI will provide a flexible working schedule and possible involvement in international research and innovation projects.</p>
<p>Administrative support</p>	<p>The TSI orientation activities for foreign academic staff will be implemented by representatives of the relevant department, faculty and the International Relations Department.</p>
<p>Language support</p>	<p>TSI will provide by choice to foreign academic staff acquisition of the Latvian language - different levels of acquisition, using teaching materials developed by the Latvian Language Agency for foreigners.</p>
<p>Type of applications' selection</p>	<p>An open competitive selection of foreign academic staff applications.</p>
<p>Period of work</p>	<p>2018/2019 academic year, spring Semester 2019/2020 academic year</p>

I. Requirements for foreign academic staff

1. Persons, who were employed in an academic position in any accredited foreign higher education institutions (except in Latvia based higher education institutions) in the previous five years (5 March 2014 – until now) irrespective of age, race, gender, ethnicity, political affiliation, social status or other features, may participate in the selection procedure.

II. Submission of Applications and Required Documents

2. TSI announces an open selection of foreign academic staff by publishing a notice in the official gazette “Latvijas Vēstnesis”, on the portal of the European Commission Euraxess, the website of the Ministry of Education and Science (www.izm.gov.lv) and the TSI website www.tsi.lv in English and Latvian language.
3. Under this Regulation application should be submitted electronically (by e-mail) or in paper version **from 5 March 2019 till 5 March 2020** (till 12 p.m. by Latvian time). In case application is submitted electronically documents and information mentioned in the Article 4 of the Regulation has to be sent to an email address pro822@tsi.lv. In case application is submitted in paper version documents and information mentioned in the Article 4 of the Regulation has to be sent to the TSI address - Lomonosova iela 1, Riga, LV-1019, Latvia, room No 301. The envelope should content the notice “Application for the open competition selection of foreign academic staff, 2nd round” and name of the Applicant.
4. The application shall consist of the following documents:
 - 4.1. an application for the foreign academic staff application selection (in English) (Annex 1.);
 - 4.2. description of the study course in the form of syllabus (in English) (Annex 2). Description should be submitted for every study course for which the persons is applying as an academic staff;
 - 4.3. applicant’s CV (in English, preferably in Europass format), including language passport (<https://europass.cedefop.europa.eu/documents/european-skills-passport/language-passport/templates-instructions/instructions>), information about teaching experience and study courses, scientific activities and publications in past 5 years, other information necessary according to application’s assessment criteria;
 - 4.4. copies of the applicant’s diploma/as certifying the level of previous education;
 - 4.5. statement of foreign higher education (except Latvia) regarding employment in an academic position over the last five years.
 - 4.6. other documents (optional) testifying to the skills, knowledge and capacity of the applicant, including list of publications and indications of websites where most significant publications have been published, information about participation in conferences, certificates attesting language proficiency, information about participation in the implementation and administration of academic and research

projects awarded as a result of competition, information about international experience and other documents.

5. In order to comply with the requirements Applicants are encouraged to look through in detail Annex 3 „Applicant’s Evaluation Sheet” of the Regulation.

6. In case of questions concerning application procedure or administrative issues Applicants are encouraged to contact TSI on the e-mail pro822@tsi.lv no later than 3 working days before application submission deadline.

III. Assessment of Applications

7. TSI rector issues a decision to establish the assessment commission (further: the Commission) for the purpose of evaluation of foreign academic staff applications. Meetings of the Commission shall be held at least once every 3 months in the case any applications have been submitted by applicants. The Commission’s meetings are performed by filling in evaluation sheet for each applicant for each study course (Annex 3). All the minutes of meetings of the Commission are recorded.

8. Evaluation of the applications starts with checking the applicant's technical compliance with Regulations Part I and compliance of the documents with Regulations Part II.

9. In the case of the non-compliance of the applicant and non-conformity of the submitted documents, the Commission takes a decision to request missing documents or information from the applicant, excluding Annex 1 “Application Form for Selection Procedure”, Annex 2 „Description of Study Course/Syllabus” and applicant’s CV (in case of lack of these documents applicant drops from the competition).

10. In case the applicant doesn’t provide the documents or information on the Commission’s request during 20 working days without serious reason a decision to reject an application is adopted. The Commission continues to assess applications which technically complying the Regulations.

11. The Commission evaluates foreign academic staff applications according to such criteria:

11.1. Academic experience;

11.2. Other relevant experience in educational field;

11.3. Scope of cooperation with academic, scientific, professional institutions and enterprises in Latvia and abroad;

11.4. Content of the study course according to syllabus/course description;

11.5. Experience in projects;

11.6. Research capacity (activities over the last 5 years);

11.7. Supervision of research papers/thesis over the last 5 years (at an advantage);

11.8. Compliance with the institutional needs for academic engagement/delivery of certain study courses at the TSI;

11.9. Willingness to continue academic work in TSI after the end of the support in the frame of the project.

12. Evaluation criteria and assessment methodology is available in the Annex 3 „Applicant’s Evaluation Sheet” of the Regulation.

13. The Commission summarizes candidates' applications, prioritizes them in each of study directions separately starting with the majority points.

14. The Commission makes decision on the supported applications or on rejection in line with assessment results stated above.

15. Secretary of the Commission summarizes results in the Minutes signed by the Chairman of the Commission.

16. Rector of the TSI prepares instruction in accordance with decision of the Commission and ensures publishing of the decision in the institution's website www.tsi.lv.

17. Applicants are informed about the selection procedure results in accordance with the type of communication noted in the application form (Annex 1).

18. After the approval of competition results, TSI agrees with the supported academic staff about terms, conditions of technical and financial cooperation, the rights, obligations and responsibilities of the parties and other details and signs the agreement.

- Annex 1 „Application Form for Selection Procedure”;
- Annex 2 „Description of the Study Course/Syllabus”;
- Annex 3 „Applicant's Evaluation Sheet”.