

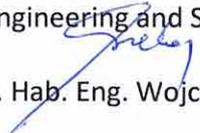
**Resolution 135/2024–2028**  
**of the Discipline Council of Automation, Electronics, Electrical Engineering**  
**and Space Technologies**  
of 10 March 2026  
**concerning the introduction of amendments to the Regulations of the Discipline Council**

Acting under the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), the Statute of Poznan University of Technology adopted by Resolution 175/2016–2020 of the Senate of Poznan University of Technology of 10 July 2019, as amended by Resolution 225/2016–2020 of the Senate of Poznan University of Technology of 28 May 2020, Resolution 78/2024–2028 of the Senate of Poznan University of Technology of 17 December 2025, Resolution 79/2024–2028 of the Senate of Poznan University of Technology of 17 December 2025, and Resolution 2/2020–2024 of the Senate of Poznan University of Technology of 1 October 2020, the Regulations of the Discipline Council of Automation, Electronics, Electrical Engineering and Space Technologies of Poznan University of Technology are hereby adopted, constituting an Annex to this Resolution.

Resolution 42/2023–2024 of the Discipline Council of Automation, Electronics, Electrical Engineering and Space Technologies of 18 June 2024 regarding the introduction of amendments to the Regulations of the Discipline Council shall cease to have effect.

This Resolution shall come into force on the date of its adoption.

Chairman of the Discipline Council of Automation,  
Electronics, Electrical Engineering and Space Technologies

  
Prof. Dr. Hab. Eng. Wojciech Szela

## **Regulations of the Discipline Council of Automation, Electronics, Electrical Engineering and Space Technologies of Poznan University of Technology**

Legal basis: Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as the Act; Resolution 225/2016–2020 of the Senate of Poznan University of Technology of 28 May 2020; Resolution 78/2024–2028 of the Senate of Poznan University of Technology of 17 December 2025; Resolution 79/2024–2028 of the Senate of Poznan University of Technology of 17 December 2025; Resolution 2/2020–2024 of the Senate of Poznan University of Technology of 1 October 2020.

### **§ 1**

#### **General provisions**

1. These Regulations define the operating procedures of the Discipline Council of Automation, Electronics, Electrical Engineering and Space Technologies, hereinafter referred to as the Discipline Council.
2. The Discipline Council is a collegial body.
3. The Discipline Council consists of:
  - the Dean of the Faculty as Chairperson;
  - academic teachers holding posts of professor, university professor, or holding a postdoctoral degree (doktor habilitowany), employed at the University as their primary workplace, meeting the requirements of the Act regarding membership in university bodies, who in their current declaration of field and discipline indicate at least 75% involvement in the discipline covered by the Council.
4. To ensure timely execution of its tasks the Discipline Council holds meetings according to the following schedule:
  - regular meetings of the Discipline Council are convened by the Dean at least once every two months;
  - extraordinary meetings of the Discipline Council are convened by the Dean on his/her own initiative or at the request of at least 1/5 of the members within 7 days of such a proposal;
  - meetings and resolutions may be conducted using means of electronic communication, ensuring ballot secrecy as required.
5. The Chairperson of the Discipline Council may invite to participate in the proceedings other persons whose presence is justified by their contribution. Such persons do not have the right to vote.
6. Members of the Discipline Council do not have the right to appoint their proxies.

### **§2**

#### **Tasks of the Discipline Council**

1. The tasks of the Discipline Council include in particular:
  - conducting proceedings for academic degrees;
  - awarding academic degrees in the disciplines of Automation, Electronics, Electrical Engineering and Space Technologies;
  - developing standards for research activity to achieve the highest scientific evaluation category;

- preparing development strategy for the discipline of Automation, Electronics, Electrical Engineering and Space Technologies;
  - issuing opinions on all matters related to research, development, and education;
  - performing tasks arising from the Statute of Poznan University of Technology..
2. On request of Chairman the Discipline Council may appoint permanent or ad hoc committees and specify their participants and their assignments.
  3. The Council may submit motions to the Senate for awarding an honorary doctorate.

### **§ 3**

#### **Convening meetings**

1. Members are notified of meetings of the Discipline Council in a timely manner (either in writing or in electronic form).
2. The notifications mentioned in item 1 above may contain materials which are to be the subject of the proceedings of the Discipline Council.
3. The Chairperson of the Discipline Council sets the draft of the agenda and has the power to incorporate into it any matters that must be discussed at the meeting.
4. Meetings are kept in the minutes; the minutes are non-confidential.

### **§ 4**

#### **Adoption of resolutions**

1. Voting by raising hands at meetings of the Discipline Council is open unless otherwise required.
2. Secret voting applies to:
  - personnel matters;
  - cases ordered by the Chairperson;
  - cases requested by a member the Chairperson and submitted to the Chairperson.
3. Secret voting is conducted by a ballot-counting committee which is called by the Chairperson; electronic voting is allowed. It is the Chairperson who presents the outcome of the voting. Electronic voting is allowed by means of a system that will safeguard secrecy of the process.
4. Resolutions of the Discipline Council are adopted by simple majority unless a specific provision states otherwise.
5. In personnel matters absolute majority is required with at least half of authorized members present.
6. Appeals to resolutions of the Discipline Council may be submitted to the Senate via the Council.

### **§ 5**

#### **Awarding doctoral degrees**

1. Proceedings for awarding doctoral degrees are initiated upon the candidate's submission of application as well as required documents as specified in item 2 (Annex 1 to these Regulations).
2. The candidate for a doctoral degree must:
  - 1) hold a Master's degree (or equivalent) or a diploma which entitles him/her to apply for a PhD in the country of issue;
  - 2) has achieved Level 8 of Polish Qualifications Framework (PRK), and the learning outcomes in the field of modern foreign language proficiency are confirmed by a certificate or a diploma of completion of studies, certifying knowledge of the language at a proficiency level of at least B2
  - 3) have at least
    - a) one scientific publication published in a journal or as peer-reviewed materials from an international conference which, in the year of the article's publication in its final

- form, were included in the ministerial list of scientific journals and peer-reviewed conference proceedings;
- b) one scientific monograph published by a publishing house that, in the year of the monograph's publication in its final form, was included in the ministerial list of publishers, or one chapter in such a monograph.
- 4) submitted and successfully defended a doctoral dissertation;
  - 5) meet additional requirements:
    - a) prior to initiation of the doctoral procedure present his/her research output to the members of the Discipline Council
    - b) in the case of submitting a doctoral dissertation in the form of a collection of multi-author publications thematically related articles from the previous four calendar years, counting from the date of submission of the application, has submitted statements from all co-authors specifying each individual's contribution to their preparation; the candidate is exempt from the obligation to provide such statements in the event of a co-author's death, declaration of death, health impairment preventing the obtaining of the required statement, or lack of contact with a co-author;
    - c) when the dissertation has the form of a monograph the candidate has submitted statements from all co-authors as in point b) above for at least one article in a journal of a total point score equal to not less than 100 points and at least one conference article from an international conference indexed in international databases as in point do below;
    - d) has participated in international conference indexed in international databases.
3. Doctoral candidates may be a person who (one of those below):
    - has started doctoral school
    - has applied for the doctoral degree in the extramural mode and has submitted an application along with the required documents as specified in Annex 1 to the Regulations of the Discipline Council.
  4. In the proceedings to awarding a doctoral degree the Council performs the following activities by way of resolutions:
    - 1) appoints supervisor(s) or assistant supervisor;
    - 2) appoints reviewers;
    - 3) accepts the doctoral dissertation and admits it to public defense, indicating the date of the defense;
    - 4) awards the degree;
    - 5) awards a distinction to the doctoral dissertation.
  5. In votes on the matters referred to in section 4 (points 2–5), section 19, and section 20, members of the Discipline Council who are professors or university professors take part, excluding the supervisor(s) and the assistant supervisor. Resolutions are adopted by an absolute majority of votes, in the presence of at least half of the statutory number of these members, not including the supervisor(s) and the assistant supervisor.
  6. The verification of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework for participants of the Doctoral School is regulated by the Doctoral School Regulations.
  7. The method of verifying learning outcomes for qualifications at level 8 of the Polish Qualifications Framework for persons applying for the award of the doctoral degree in the extramural mode is regulated by § 6.
  8. In the case of a person applying for the award of a doctoral degree who does not hold an appropriate certificate or diploma of completion of studies, the Discipline Council may appoint a committee to conduct an examination confirming knowledge of a modern foreign language at a B2 proficiency level.

9. A person applying for the award of the doctoral degree in the extramural mode shall, prior to the initiation of proceedings, submit an application for the appointment of a supervisor or supervisors, or a supervisor and an assistant supervisor. The submission of the dissertation must take place within no more than four years from the date of appointment of the supervisor or supervisors. After this period, the procedure shall not be initiated.
10. The supervisor or supervisors shall prepare an opinion on the doctoral dissertation prepared in the extramural mode within 2 months from the date of its submission for review.
11. The Discipline Council appoints 3 reviewers from among persons who are not employees of Poznan University of Technology nor of the institution employing the candidate for the doctoral degree.
12. A reviewer may be a person holding a postdoctoral degree (doktor habilitowany) or the title of professor. A reviewer may not be a person with respect to whom there are justified doubts as to their impartiality. In the case of appointing foreign reviewers, Article 190 item 5 of the Act shall apply.
13. Reviewers shall submit their reviews of the doctoral dissertation to the Chairperson of the Discipline Council in paper form and in a copy recorded on an electronic data carrier within 2 months from the date of delivery of the request to prepare the review.
14. The review should be substantive, and its conclusion must be justified by the arguments presented.
15. The review may include recommendations regarding supplementation or correction of the doctoral dissertation, which the Chair of the Discipline Council forwards to the Candidate and the supervisor or supervisors, or to the Candidate and the supervisor and assistant supervisor. The supplemented or corrected doctoral dissertation shall be submitted by the Candidate to the Chairperson of the Discipline Council, who forwards it for re-evaluation by the same reviewers. The reviewers shall submit a further review of the supplemented or corrected dissertation within one month from the date of commissioning that review.
16. Upon receiving the reviews, the Chair of the Discipline Council convenes a meeting to adopt a resolution on admitting the Candidate's doctoral dissertation to public defense, indicating the date of the defense, or refusing admission to public defense.
17. The resolution referred to in section 16 constitutes the basis for issuing a decision refusing admission to public defense, which is signed by the Chairperson of the Discipline Council.
18. The Candidate has the right to lodge an appeal against the decision referred to in section 17 within 7 days from the date of its delivery to the Council of Scientific Excellence, through the Discipline Council.
19. In the event of admission to the defense or a positive consideration of the appeal referred to in section 18, the Chair of the Discipline Council sets the date of the doctoral dissertation defense.
20. Any changes of the supervisor or supervisors, or the assistant supervisor, are made by the Discipline Council by way of a resolution upon a justified request of the Candidate.

## § 6

### **The method of verifying learning outcomes for qualifications at level 8 of the Polish Qualifications Framework for persons applying for the award of the doctoral degree in the extramural mode.**

1. A person applying for the doctoral degree in the extramural mode shall submit documents confirming the achievement of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework, in accordance with the applicable Resolution of the Discipline Council on the method of verifying learning outcomes for qualifications at level 8 of the Polish Qualifications Framework in the case of persons applying for the award of the doctoral degree in the extramural mode.

2. The Discipline Council appoints a committee for the verification of learning outcomes at level 8 of the Polish Qualifications Framework.
3. The committee referred to in section 2 shall consist of at least 3 persons holding the title of professor or the degree of postdoctoral degree (doktor habilitowany), who are members of the Discipline Council. The supervisor, supervisors, or the supervisor and assistant supervisor may not be members of the committee.
4. The Candidate is invited to the committee meeting and answers questions posed by its members, aimed at verifying the achieved learning outcomes at level 8 of the Polish Qualifications Framework of the Doctoral School in the discipline of automation, electronics, electrical engineering, and space technologies, in terms of knowledge, skills, and social competences.
5. The committee meeting should be held within no more than 3 months from the date of its appointment.
6. Minutes of the committee meeting shall be prepared.
7. The verification concludes with either a positive or a negative result.

## **§ 7**

### **Public defense of the doctoral dissertation**

1. Public defense of a doctoral dissertation is conducted in Polish or English at an open session before a doctoral committee appointed by the Discipline Council solely for the purpose of conducting the public defense of the doctoral dissertation. The committee consists of:
  - at least 3 staff members holding a postdoctoral degree (doktor habilitowany) or the title of professor, who are members of the Discipline Council, including the Chair of the Discipline Council or a person designated by them;
  - the supervisor or supervisors (without voting rights);
  - reviewers;
  - the assistant supervisor (if appointed, without voting rights);
  - a secretary (without voting rights).
2. Course of the public defense of the doctoral dissertation:
  - 1) the defense is conducted by the Chair of the Discipline Council or a person designated by them;
  - 2) the supervisor presents the Candidate's academic profile;
  - 3) the Candidate presents the main results of the doctoral dissertation;
  - 4) the reviewers present their reviews (in the absence of reviewers, the reviews are presented by the Chair of the Discipline Council or a person designated by them);
  - 5) the Candidate responds to the comments contained in the reviews;
  - 6) the Chair of the Discipline Council or a person designated by them opens the discussion, in which all persons present at the session may take the floor and ask questions;
  - 7) the Candidate answers the questions posed.
3. After the defense, the committee holds a closed session. During this session, the committee formulates a motion to the Discipline Council to award or refuse to award the doctoral degree. The committee may also submit a motion to the Discipline Council to grant a distinction to the doctoral dissertation.
4. The Candidate and the persons participating in the public defense are informed of the result of the defense.
5. The defense of the doctoral dissertation may be conducted using electronic communication means, ensuring in particular:
  - real-time transmission of the defense between its participants;
  - multi-party real-time communication, enabling participants to speak during the defense, while maintaining the necessary security rules.

6. Minutes of the defense are prepared and submitted, together with the motion(s) referred to in section 3, to the Chair of the Discipline Council within 7 days from the date of the defense.
7. The award or refusal to award the doctoral degree takes place at a meeting of the Discipline Council by way of an administrative decision.
8. The Candidate has the right to appeal against a decision refusing to award the doctoral degree, through the Discipline Council, to the Council of Scientific Excellence within 30 days from the date of delivery of the decision, in accordance with Article 193 of the Act.

## **§ 8**

### **Awarding the postdoctoral degree**

1. Proceedings for the award of the degree of postdoctoral degree (doktor habilitowany) are initiated upon an application submitted by the person applying for the degree, filed with the Discipline Council through the Council of Scientific Excellence.
2. The application includes the following information:
  - indication of the field and discipline;
  - description of the professional career;
  - a list of scientific achievements constituting a significant contribution to the development of the discipline of automation, electronics, electrical engineering, and space technologies, as referred to in Article 219 item 1 point 2 of the Act;
  - a description of relevant scientific activity carried out at more than one university or scientific institution, with particular emphasis on universities abroad;
  - indication of the habilitating entity selected to conduct the proceedings for the award of the degree of postdoctoral degree (doktor habilitowany).
3. Within 4 weeks from the date of receiving the application from the Council of Scientific Excellence, the Discipline Council:
  - 1) invites the Candidate to present the results of their research and scientific achievements and to characterize their academic output before the members of the Discipline Council;
  - 2) considers the application by way of a resolution regarding acceptance for further proceedings or refusal to conduct the proceedings;
  - 3) in the case of refusal to conduct habilitation proceedings, returns the application to the Council of Scientific Excellence, subject to section 5.
4. If the Discipline Council agrees to conduct the habilitation proceedings, the Chair requests the Candidate to promptly provide the required number of copies of the complete application documentation (in paper form and on an electronic data carrier).
5. The Discipline Council may not adopt a resolution refusing to conduct habilitation proceedings if it has been indicated by the Council of Scientific Excellence as the second habilitating entity due to the refusal of the first indicated entity to conduct the proceedings.
6. Within 12 weeks from the date of receiving the application, the Council of Scientific Excellence appoints 4 members of the habilitation committee, including the chair and 3 reviewers, from among persons referred to in Article 221(4) of the Act.
7. Within 6 weeks from the date of receiving information on the members of the habilitation committee appointed by the Council of Scientific Excellence, the Discipline Council appoints the habilitation committee.
8. The habilitation committee consists of:
  - 4 members appointed by the Council of Scientific Excellence;
  - 2 members holding the postdoctoral degree (doktor habilitowany) or the title of professor, employed at the habilitating entity, including the secretary;
  - a reviewer meeting the requirements set out in Article 221(5)(3) and sections 6–7 of the Act.
9. The appointment of the members of the habilitation committee referred to in section 8, points 2–3, should be made from among persons who have no joint scientific output with the

Candidate, i.e., have no joint scientific publications and have not jointly carried out scientific projects.

10. Persons with respect to whom there are justified doubts as to their impartiality shall not be appointed to the habilitation committee.
11. Within 8 weeks of the date of delivery of the application, the reviewers assess whether the Candidate's scientific achievements meet the requirements set out in Article 219(1)(2) of the Act and prepare their reviews.
12. Within 6 weeks of the date of receiving the last review, the habilitation committee submits to the Chair of the Discipline Council a resolution referred to in Article 221(10–11) of the Act, together with justification and documentation of the proceedings for the award of the postdoctoral degree (doktor habilitowany).
13. The habilitation committee conducts a habilitation colloquium, during which the Candidate presents their scientific achievements forming the basis for applying for the postdoctoral degree (doktor habilitowany) and answers questions posed by participants. The colloquium is public, except for cases concerning achievements referred to in Article 219(3). The Candidate is notified by the committee at least 2 weeks in advance of the date of the colloquium. The committee meeting and the colloquium may be conducted outside the seat of the habilitating entity using information technologies ensuring control and recording of their course. Resolutions adopted using electronic communication means and the minutes are signed by the Chair of the committee.
14. The resolution containing the opinion on awarding or refusing to award the postdoctoral degree (doktor habilitowany) is adopted by the habilitation committee by an absolute majority of votes, in an open vote, in the presence of at least six members, including the Chair and the secretary, unless the Candidate requests a secret ballot. The committee's opinion may not be positive if at least two reviews are negative.
15. Within one month of the date of receiving the resolution referred to in section 14, the Discipline Council adopts a decision on awarding or refusing to award the postdoctoral degree (doktor habilitowany). Voting is carried out by members of the Discipline Council who are professors or university professors, excluding members of the habilitation committee. Resolutions are adopted by an absolute majority of votes in the presence of at least half of the statutory number of members.
16. In votes on the matters referred to in section 3(2) and section 7, members of the Discipline Council who are professors or university professors take part. Resolutions are adopted by an absolute majority of votes in the presence of at least half of the statutory number of members.
17. In accordance with Article 224 of the Act, the Candidate has the right to appeal against a decision refusing to award the postdoctoral degree (doktor habilitowany) to the Council of Scientific Excellence within 30 days from the date of delivery of the decision, through the Discipline Council, pursuant to Article 193(2–4) of the Act.
18. In the event of withdrawal of the application after the appointment of the habilitation committee:
  - the same application may not serve as the basis for applying for the postdoctoral degree (doktor habilitowany) at another habilitating entity;
  - the Candidate may not apply for the postdoctoral degree (doktor habilitowany) for a period of 2 years.

## **§ 9**

### **Fees**

1. The fee for conducting proceedings for the award of the doctoral degree to Poznan University of Technology is paid by the person applying for the degree or by another entity acting on their behalf. The fee covers all costs of the proceedings, in particular remuneration of the

supervisor(s), assistant supervisor, reviewers, and administrative costs. The fee is not charged to a person who has completed education at the Doctoral School or completed doctoral studies conducted at Poznan University of Technology and submitted a doctoral dissertation within eight years from the start of their studies. In the case of an employee of Poznan University of Technology, the costs of the proceedings are borne by the employing unit.

2. The fee for conducting proceedings for the award of the postdoctoral degree (doktor habilitowany) to Poznan University of Technology is paid by the person applying for the degree or by another entity acting on their behalf. The fee covers all costs of the proceedings, in particular remuneration of all members of the habilitation committee and administrative costs. In the case of an employee of Poznan University of Technology, the costs of the proceedings are borne by the employing unit.

## ANNEX NO. 1 to the Regulations of the Discipline Council

List of attachments to the application for the initiation of proceedings for the award of the doctoral degree

- 1) a copy of a document confirming the award of the professional title of Master, Master of Science in Engineering, or an equivalent degree;
- 2) confirmation of the achievement of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework in the form of:
  - a certificate or another document for participants of the Doctoral School;
  - a certificate for Candidates applying for the award of the doctoral degree in the extramural mode;
- 3) a certificate or diploma confirming knowledge of a modern foreign language at a proficiency level of at least B2;
- 4) a list of scientific achievements meeting the publication requirements specified in § 5(2) and, optionally, a list of other scientific achievements;
- 5) statements of co-authors referred to in § 5(2);
- 6) confirmation of participation in a conference referred to in § 5(2);
- 7) the doctoral dissertation in 5 hard copies and in an electronic version in PDF format recorded on an electronic data carrier;
- 8) a letter from the supervisor confirming acceptance of the result of the verification of the doctoral dissertation in the Uniform Anti-Plagiarism System;
- 9) a summary of the doctoral dissertation in Polish and English, in paper form and in an electronic version in PDF format recorded on an electronic data carrier;
- 10) a positive opinion of the supervisor, supervisors, or the supervisor and assistant supervisor on the doctoral dissertation;
- 11) in the case of submitting a doctoral dissertation in the form of a collection of published, thematically related scientific articles, it is recommended to include a synthetic guide to the presented scientific achievements;
- 12) in the case where the doctoral dissertation is not a written work – a description in Polish and English.