

# **Agreement on local criteria for awarding qualification supplements and one-off bonuses to academic staff at the De- partment of Political Science and The Danish Centre for Studies in Research and Research Policy (CFA)**

**(Rev. 2025)**

## **Introduction**

This agreement reflects the “Catalogue for negotiation of salary supplements for academic staff appointed under collective agreements at Aarhus BSS” dated June 26, 2012 (revised January 2019) and details its criteria and principles for awarding qualification supplements to research assistants, assistant professors, postdocs and associate professors at the Department of Political Science and CFA, Aarhus University.

In addition, the agreement contains criteria for awarding one-off bonuses to academic staff at the department.

Regarding supplements for special responsibilities, please see the Aarhus BSS salary catalogue. Regarding qualification supplements to professors, please see the Aarhus BSS salary catalogue.

The agreement aims to make allocation of local salary supplements as transparent, fair and unbureaucratic as possible within the framework of the Aarhus BSS salary catalogue and in compliance with the broader salary system.

## **1. Qualification supplement: criteria and amounts**

Allocation of qualification supplements is based on a request for negotiation of salary improvement that includes a detailed justification for the requested supplement. Supplements are negotiated once a year and are awarded as of April 1. All supplements are pensionable, listed at the March 2012 level, and follow the Ministry of Finance's rates for salary adjustment.

### **1.1. Research assistant**

The following qualification supplements may be awarded to research assistants in addition to the fixed annual supplement.

#### **Criteria**

The supplement can be awarded to research assistants who make a special effort and demonstrate special quality in the performance of tasks. The supplement is awarded for the extraordinary effort during the employment period.

#### **Amount**

The supplement can be awarded as small installments of min. DKK 5,000 and max. DKK 20,000.

### **1.2. Assistant professor/postdoc**

The following qualification supplements may be awarded to assistant professors and postdocs in addition to the fixed annual supplement.

#### **Criteria**

The supplement can be awarded to postdocs and assistant professors who have made a particularly qualified contribution to research and/or teaching over several years. Emphasis is placed on the overall effort corresponding to what can reasonably be expected to eventually qualify as associate professor. Examples are extraordinary research publications, securing external research funding, a significant contribution to the research environment, and active participation in teaching, including, for instance, development or revision of teaching activities.

#### **Amount**

The supplement can be awarded as small installments of min. DKK 5,000 and max. DKK 25,000. As a rule, the supplement is DKK 15,000 at the Department of Political Science.

### **1.3. Associate professor/senior researchers**

In addition to the fixed annual supplement, associate professors/senior researchers can be awarded associate professor A, B and C supplements. Qualification supplements are awarded to retain qualified associate professors and to encourage continued development of their qualifications and competences within research, teaching and administration. Progressing from an associate professor A to a B supplement requires that the framework of the associate professor A supplement has been fully utilized, and progressing from an associate professor B to an associate professor C supplement requires that the framework of the B supplement has been fully utilized. Multiple supplements can be granted simultaneously.

## ***Associate professor A supplement***

### **Criteria**

Qualification for a complete or partial associate professor A supplement requires a work effort and productivity in research, teaching and public sector consultancy that correspond at a minimum to the performance that formed the basis of the associate professor/senior research assessment.

Moreover, it requires a qualitative and quantitative performance in teaching/public sector consultancy, dissemination and administrative tasks that matches the position.

### **Amount**

The supplement can be awarded as small installments of min. DKK 10,000 and max. DKK 45,000.

## ***Associate professor B supplement***

### **Criteria**

The assessment of the employee's qualifications will be comprehensive, and the employee's list of publications must be assessed in the context of their *other qualifications and contributions* as an employee at the department/center, specifically a) ability to obtain external funding; b. contribution to and flexibility in covering the department's/center's overall teaching/public sector consultancy; c) administrative tasks; d) dissemination.

### **Amount**

The supplement can be awarded as small installments of min. DKK 10,000 and max. DKK 55,000.

## ***Associate professor C supplement***

Associate professors/senior researchers may be awarded a complete or a partial associate professor C supplement after a request for salary improvement and negotiation. The associate professor C supplement is awarded for an effort in teaching/public sector consultancy, research and administrative work that exceeds what can normally be expected internationally from associate professors/senior researchers. Nomination for a complete or a partial associate professor C supplement *may* be based on a positive professor assessment or a doctoral degree that satisfies Aarhus University's requirements. The C supplement can only be awarded to associate professors who have achieved full A and B supplements, which means that a positive professor assessment does not automatically trigger a C or, for that matter, a B supplement if it is obtained within the first three-year period in an associate professorship.

The committee will make a comprehensive assessment of the associate professor's list of publications as well as *additional qualifications and contributions* as employee at the department/center, especially a) ability to obtain external funding; b) contribution to and flexibility in covering the department's/center's overall teaching/public sector consultancy (e.g. reflected in number and weight of tasks in the task portfolio in terms of public sector consultancy,

supervision of PhDs, project management of research projects and public sector consultancy);  
c) administrative tasks; d) dissemination.

An account of these qualifications must be included in the submitted self-recommendation in addition to professor assessment or award of doctoral degree, if relevant.

**Amount**

The supplement can be awarded as small installments of min. DKK 10,000 and max. DKK 45,000.

## **2. One-off bonuses**

(Apply to all academic staff except PhD students.)

One-off bonuses can only be granted upon agreement with the head of department after a negotiation between the head of department and the union representative/chief pay negotiator. Examples of what may trigger one-off bonuses include:

### **External funding**

Employees who obtain funding for teaching, public sector consultancy or research for the department that exceeds DKK 500,000 are awarded a one-off bonus of 2% of the funding (up to a max. DKK 45,000). If the funding is obtained by more than one person, they share the bonus. Additional rules:

- a. The funding must include min. 2% overhead.
- b. Postdocs for whom the department is funding the 3rd year cannot receive one-off bonuses.
- c. One-off bonuses are calculated based on the share of the external funding that goes to the department, i.e., overhead-bearing shares that leave the department must be deducted before the bonus is calculated.
- d. Multiple grants, e.g., in the form of extensions for the same research project cannot overall trigger one-off bonuses of more than DKK 45,000.
- e. For funding obtained by other institutions, only the share that goes to the department and carries overhead can trigger a one-off bonus.
- f. One-off bonuses are only given for funding/shares of funding that individually amount to min. DKK 500,000. In other words, the individual grant, not the sum of grants, has to be at least DKK 500,000.
- g. One-off bonuses are only paid when a grant has been obtained.
- h. CFA is not comprised by the general rules for one-off bonuses in connection with external funding due to its commercial activities (public sector consultancy tasks) equivalent to student FTEs at the Department of Political Science. Consequently, external funding under sub-account 2 (revenue-generating activities) does not generally trigger a one-off bonus, while the external research grants under sub-account 4 trigger a one-off bonus according to the same criteria as for the Department of Political Science. However, CFA has decided that one-off bonuses triggered by external funding are shared equally among the Centre's assistant professors/postdocs and associate professors/senior researchers employed on a group contract basis.

### **Publications**

- a. Employees who publish an article in a level-2 journal from the Ministry of Higher Education and Science's bibliometric list of recognized journals are awarded a one-off bonus of DKK 6,000 on the condition that the department receives the publication's BFI points. For publications with more than one author, the bonus for each author is multiplied by 2/3 for two authors, 1/2 for three authors, and 1/3 for four or more authors. Bonuses for inter-organizational collaboration: Publications with several Danish authors at least one of whom is not employed at the Department of Political Science, Aarhus University, trigger a bonus for inter-organizational national collaboration as follows: The points earned for an article, a contribution to an anthology or a monograph are multiplied by 1.1 before fractionation. Publications with several authors one or more of whom are employed at

international (not Danish) research institutions trigger a bonus for inter-organizational collaboration as follows: The points earned for an article, a contribution to an anthology or a monograph are multiplied by 1.25 before fractionation. In other words, the bonus of DKK 6,000 is multiplied by either 1.1 or by 1.25 before fractionation.

- b. Employees who publish in especially attractive journals (see list below) are awarded a one-off bonus of DKK 10,000. For publications with several authors, the bonus to each author is multiplied by  $\frac{2}{3}$  for two authors, by  $\frac{1}{2}$  for three authors, and by  $\frac{1}{3}$  for four or more authors. Bonuses for inter-organizational collaboration: Publications with several Danish authors at least one of whom is not employed at the Department of Political Science, Aarhus University, trigger a bonus for inter-organizational national collaboration as follows: The points earned for an article, a contribution to an anthology or a monograph are multiplied by 1.1 before fractionation. Publications with several authors one or more of whom are employed at international (not Danish) research institutions trigger a bonus for inter-organizational collaboration as follows: The points earned for an article, a contribution to an anthology or a monograph are multiplied by 1.25 before fractionation. In other words, the bonus of DKK 10,000 is multiplied by either 1.1 or by 1.25 before fractionation.
- c. Employees who publish a book (research monograph) with a recognized international (foreign-language) publisher (not textbooks) are awarded a one-off bonus of DKK 20,000. Recognized international publishers are listed by the Ministry of Higher Education and Science along with the bibliometric system. For books with several authors, the above rules regarding fractionation and inter-organizational bonuses apply.
- d. Employees who edit a book (anthologies, i.e., not books and special issues of journals) with a recognized international (foreign-language) publisher (not textbooks) are awarded a one-off bonus of DKK 6,000. Recognized international publishers are listed by the Ministry of Higher Education and Science along with the bibliometric system. For books with several editors, the above rules regarding fractionation and inter-organizational bonuses apply (the rules apply in relation to editors and not to contributors).

Bonuses for books are paid once publication has occurred or is imminent. Only first editions earn a bonus.

Recommendations for payment of one-off remuneration and bonuses for acquisition of external funds are made on an ongoing basis. A form prepared for this purpose must be used (see Appendix 1), and documentation of publication or “accepted for publication” must be attached.

### 3. Implementation and termination

The agreement shall enter into force when the parties sign the agreement until it is amended due to a new agreement or terminated with three months' notice by one of the parties. The agreement shall lapse upon amendment of the Aarhus BSS salary catalog at the latest.

Dato: 25/8 2025



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Christoffer Green-Pedersen, institutleder

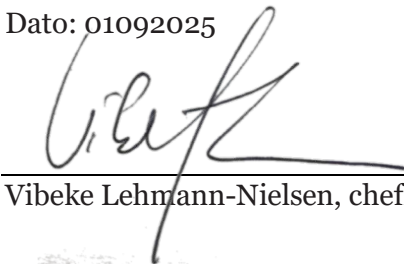
Dato: 29/8 2025



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Martin Vinæs Larsen, tillidsrepræsentant

Dato: 01092025



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Vibeke Lehmann-Nielsen, cheflønforhandler



## **Appendix 1.**

As of September 1, 2025, the list of especially attractive journals comprises the following 34 journals:

1. American Journal of Political Science
2. American Journal of Sociology
3. American Political Science Review
4. American Sociological Review
5. British Journal of Political Science
6. British Journal of Sociology
7. Comparative Political Studies
8. Environmental Politics
9. European Journal of International Relations
10. European Journal of Political Research
11. Free and Equal
12. International Journal of Press-Politics
13. International Organization
14. International Studies Quarterly
15. Journal of European Public Policy
16. Journal of Peace Research
17. Journal of Politics
18. Journal of Public Administration Research and Theory
19. Perspectives on Politics
20. Political Analysis
21. Political Behavior
22. Political Communication
23. Political Philosophy
24. Political Psychology
25. Policy Studies Journal
26. Public Administration
27. Public Administration Review
28. Public Opinion Quarterly
29. Review of International Organizations
30. Review of International Political Economy
31. Research Evaluation
32. Research Policy
33. Science, Technology and Human Values
34. World Politics

Deselected journals:

1. Governance
2. Regulation and Governance
3. West European Politics
4. International Security
5. Journal of Political Philosophy
6. Socio Economic Review
7. Theory Culture and Society
8. Journal of Conflict Resolution
9. Philosophy and Public Affairs

If you have submitted an article to one of these nine journals before October 1, 2024, you can still earn a bonus. When you apply, you must document that an article accepted in one of these journals was submitted before October 1, 2024.

The list will be revised next time effective October 1, 2029. However, the section for Political Theory has the option to add one more journal during this period provided that the journal meets the criteria for updating. As of February 1, 2025, the journal *Free and Equal* has been added.

The BFI system is no longer updated centrally, which means that journals can be moved from BFI 1 to BFI 2 when the list of especially attractive journals is updated. As a counterbalance, a journal within the same field must be moved from BFI 2 to BFI 1. As of October 1, 2024, the following journals have been moved:

Journals moved from BFI 1 to BFI 2:

1. Perspectives on Public Management and Governance
2. Journal of Behavioral Public Administration
3. Nature Human Behavior
4. Public Performance and Management Review
5. Public Personnel Management

Journals moved from BFI 2 to BFI 1:

1. Evidence and Policy
2. Journal of Economic Policy Reform
3. American Journal of Evaluation
4. Social policy and Society
5. Administration and Society

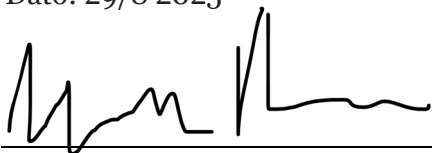
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Christoffer Green-Pedersen, institutleder

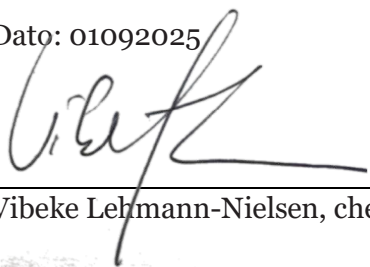
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