

# **GUIDELINES FOR PREPARING, CONDUCTING AND PUBLISHING INAUGURAL LECTURE**

BULLETIN UMNE, NO. 636/25 from 28.03.2025

## **Inaugural Lecture**

A candidate being appointed to the academic title Full Professor shall be required to deliver an inaugural lecture at the University of Montenegro (hereinafter referred to as: the University) prior to the appointment.

As a rule, the inaugural lecture is a presentation of the candidate's most significant scientific, artistic, or professional achievement, i.e., their contribution to development of the field being appointed to (hereinafter referred to as: the Lecture).

## **Lecture Application Form**

Organisation unit shall deliver to the Scientific Committee title of the lecture in a written form, in addition to title promotion report, in accordance with the prescribed procedure of promoting into title.

## **Lecture Monitoring Commission**

For this purpose the Senate of the University shall appoint commission of three members from line of full professors of the University or from the line of eminent scientists or prominent artists, with academic title of full professor or scientific advisor outside the University in the field of candidate's election.

## **Time Schedule and Place of Lecture**

Lecture announcement (information about the candidate within the field of being elected for, time and names of the members of the Lecture Monitoring Commission) shall be published in the Bulletin of the University.

Lectures are announced also by pinning on the notice board of the University and all its units, or via other means of announcement.

Lecture shall be, as a rule, held within deadline prescribed for public insight into title promotion report.

The lecture shall be held on the University of Montenegro. Exceptionally, a candidate being promoted into title of full professor for artistic disciplines lecture may be held outside the University as well.

## **Procedure and Course of the Lecture**

Lectures are public.

As the lecture starts, one of the committee members introduces the lecture. The introduction includes background information about a candidate and title of the lecture, the manner in which questions and comments may be posed by the committee members and the audience, as well as an invitation to the candidate to begin the lecture.

The prepared lecture is presented in a duration of up to 30 minutes.

After the lecture, committee members and audience participants may ask questions and make comments for up to 30 minutes.

Comments may also be written in the form provided in the annex to the Instructions.

### **Lecture Report**

Commission submits to the University Senate the performance report on inaugural lecture held, in addition to comments made by listeners given on a template.

### **Lecture Publishing**

Within 30 days after the lecture, the candidate shall submit a final version of the inaugural lecture text to the Publishing Council of the University of Montenegro, using the form provided in the annex to these Instructions.

Final text shall be submitted in a format ready for publication. The text shall not exceed 15 pages (A4 format, Times New Roman font, font size 12 pt, with 1.5 line spacing). Illustrative material (photos, drawings, tables, charts, etc.) shall also be submitted in a separate format, in accordance with the technical guidelines for manuscript preparation issued by the Publishing Council.

All lectures are published in the *Collection of Annual Inaugural Lectures* at the University, as part of the publishing activities of the Rectorate.

The Rectorate Editing Board shall publish the *Collection of Annual Inaugural Lectures* held in a previous year by the end of the first quarter (March 30), in both printed and electronic form.

## **Annex 1**

### **TO THE SENATE OF THE UNIVERSITY OF MONTENEGRO** INAUGURAL LECTURE OF A CANDIDATE FOR PROMOTION INTO ACADEMIC TITLE FULL PROFESSOR

CANDIDATE	
FIELD	
LECTURE TIME SCHEDULE	

### **REPORT**

(Statement of the Commission on performance of the lecture)

### **COMMISSION:**

Name and Surname		Handwritten signature
1.		
2.		
3.		

## Annex 2

### TO THE SENATE OF THE UNIVERSITY OF MONTENEGRO INAUGURAL LECTURE OF A CANDIDATE FOR PROMOTION INTO ACADEMIC TITLE FULL PROFESSOR

CANDIDATE	
FIELD	
LECTURE TIME SCHEDULE	

### COMMENT

(Comment by a listener on a lecture held)
-------------------------------------------

### COMMENTATOR:

Name and Surname (academic degree, title)	
Institution: (of employment)	
Handwritten signature	

### Annex 3

**TO THE PUBLISHING COUNCIL OF THE UNIVERSITY OF MONTENEGRO**  
INAUGURAL LECTURE OF A CANDIDATE FOR PROMOTION INTO ACADEMIC  
TITLE FULL PROFESSOR

CANDIDATE	
FIELD	
LECTURE TIME SCHEDULE	

LECTURE TITLE	
LECTURE TITLE IN ENGLISH LANGUAGE	

**Lecture Abstract**

*(Up to 1000 characters, with spacing, in Times New Roman font; font size 12 pt, with 1.5 line spacing.)*

**Lecture Abstract in English Language**

*(Up to 1000 characters, with spacing, in Times New Roman font; font size 12 pt, with 1.5 line spacing.)*

### **Inaugural Lecture Text**

*(Text shall not exceed 15 pages, text shall be formatted in Times New Roman font, font size 12 pt, with 1.5 line spacing. Illustrative material (photographs, drawings, tables, charts, etc.) shall also be submitted in a separate format, in accordance with the Publishing Council's guidelines for technical preparation of manuscripts.*

### **A Candidate Biography**

*(Up to 1000 characters, with spacing, in Times New Roman font; font size 12 pt, with 1.5 line spacing.)*

### **Explanation**

Inaugural lecture represents an integral part of the process of attaining the highest qualifications for independently conducting research and teaching. It is the final component through which the candidate's qualifications for appointment to academic title of full professor are formally evaluated. The inaugural lecture combines the candidate's body of research work, its presentation, and an in-depth discussion of the achieved results. In line with best practices of renowned international universities, inaugural lectures are published as part of publishing activities of home academic institution.

Relying on best models of modern universities and following its own mission of promoting scientific, research, and artistic creativity, the University of Montenegro is establishing the *Collection of Annual Inaugural Lectures of UMNE*.

The proposer's intention is to make the selection process for academic title of full professor not only more visible but also a lasting record of individual contributions to scientific, educational, and artistic theory and practice, both nationally and internationally. Accordingly, the publication of inaugural lectures at the University of Montenegro will henceforth be an integral part of the process of appointment to the academic title of full professor.