

Leiden Law School – Research Assessment Framework (RAF)

Guidelines 2023-2026

The Research Assessment Framework (RAF) of the Leiden Law School sets out the guidelines and procedures for the publication standard and assessment of research output by individual researchers during a multi-year period.

The guidelines set out in this document are applicable as of January 2023, in view of the research assessment that will take place at the start of 2027, comprising the 4-year period 2023-2026.

Scope

- Research at the Leiden Law School is organised in research programmes. All researchers at the Leiden Law School take part in one of its research programmes and become fellow.
- Newly appointed researchers holding a PhD and recent PhD graduates submit a research plan within three months after being appointed, using the **Fellowship Application Form**, to request admission to one (or a maximum of two) research programme(s).
- At least twice a year (in June and December) a review round will be organised, in which researchers can be admitted to a research programme. Researchers may also submit the fellowship application form at any other time of the year and be admitted to a research programme on a rolling basis.
- The RAF applies to any member of academic staff within the Leiden Law School holding a PhD whose employment status includes research responsibilities. As such, it applies to assistant professors/lecturers (UDs), postdoctoral researchers, associate professors/senior lecturers (UHDs), and full professors.
- The RAF does not apply to teaching-only staff or PhD candidates (PhD candidates' research is incorporated by default into the research programme(s) of their supervisor(s)).
- For newly appointed researchers to Leiden Law School and recent PhD graduates the RAF applies as of their employment date.
- Researchers are responsible for acquainting themselves with the RAF, in particular the applicable publication standard, and for discussing (in advance) with their heads of department any (foreseeable) modifications of this standard, in order to meet the minimum required research output in the period 2023-2026.
- The assessment is based on research output as registered in the Leiden University research output database, [Leiden University Current Research Information System \(LUCRIS\)](#). Researchers are responsible for keeping the registration of their research output in LUCRIS up-to-date.

Procedure

- A researcher's head of department and research programme coordinator are jointly responsible for the assessment of a researcher's research output, and for authorising exceptions to the publication standard.

- During the annual Performance and Development Interview (P&D, *Resultaat en Ontwikkelingsgesprek*, *R&O-gesprek*) the head of department discusses with the researcher the quality and quantity of his/her research output. If needed, the head of department and researcher can agree on steps to be taken to ensure that the researcher meets the publication standard at the time of the evaluation, i.e. at the start of 2027.
- At the start of 2027, after finalising the annual report of research output for 2026, the Meijers Research Institute carries out an assessment (the counting) of research output over 2023-2026 as registered by individual researchers in LUCRIS, excluding output that was already counted to fulfil a requirement in the previous assessment, i.e. 2019-2022.
- The assessment results will be finalised in consultation with the research programme coordinators.
- In case the researcher’s output does not meet the publication standard this may call for a reparation trajectory (‘hersteltraject’). If the standard is again not met during the next assessment period, the researcher will receive a negative assessment upon which employment law consequences may follow. The negative outcome of a researcher’s performance and the proposed reparation trajectory are subject to review by the Vice Dean of Research.
- Agreements on any exceptions to the publication standard (see below) are made in advance, i.e. at the start or in the course of the assessment period, and should not be made at the end of the period, at the time of the final assessment.

Overall assessment

- The Research Board is responsible for the overall research assessment of research output in the period 2023-2026, which takes place at the start of 2027.
- The Research Board will announce any additional rules for the practical implementation of the assessment in advance, or as soon as possible upon completion of the previous assessment. Additional rules shall not impose more stringent rules on researchers retroactively.

Publication standard

In the 4-year assessment period, each researcher is required to meet the publication standard. The researcher needs to publish a defined number of scholarly publications proportionate to the fulltime equivalent (fte) employment fraction.

The publication standard for the period 2023-2026 is set out below:

<i>fte</i>	<i>publication standard</i>
1.0	8 scholarly publications, of which at least one international scholarly publication
0.9 / 0.8	7 scholarly publications, of which at least one international scholarly publication
0.7	6 scholarly publications, of which at least one international scholarly publication
0.6	5 scholarly publications, of which at least one international scholarly publication
0.5	4 scholarly publications, of which at least one international scholarly publication
0.4	4 scholarly publications
0.3 or less	3 scholarly publications

An *international scholarly publication* is either a scholarly journal publication, an authored scholarly book or a contribution to a scholarly edited volume in any other language than the Dutch language which convincingly shows that the researcher participates in the relevant international academic discourse.

Adjustments

- The publication standard will be adjusted in proportion to the duration of employment, in case of a starting date in the course of the assessment period (according to the Table Adjustment for not being employed the full assessment period, see Appendix).
- The publication standard can also be adjusted at the time of assessment (according to the Table Adjustment for not being employed the full assessment period, see Appendix) in case of special personal circumstances detrimental to research time, e.g. illness, maternity and parental leave.
- Researchers who are at the start of their career and obtained their PhD in the course of 2022 or later, are entitled to a one-year reduction, starting from the date of the PhD award (according to the Table Adjustment for not being employed the full assessment period, see Appendix).
- The research programme coordinator and head of department are jointly authorised to agree in advance with the researcher on a proportionate reduction (according to the Table Adjustment for not being employed the full assessment period, see Appendix), for instance within the Framework of ‘Erkennen en Waarderen’. The arrangement may be subject to further conditions.
- Any reduction of the publication standard within the framework of ‘Erkennen en Waarderen’ will be agreed upon in advance and not granted afterwards.

Types of publication

The RAF distinguishes two types of publication: scholarly publications (*wetenschappelijke publicaties*) and professional publications (*vakpublicaties*).

Scholarly publications

Scholarly (or academic) publications are publications that increase the body of academic knowledge. They are the result of academic research and are aimed at a forum of peers. The publication fulfils the basic requirements of scholarly rigour generally accepted in the relevant field.

In the context of the RAF, the following publications are considered scholarly:

- **Articles**
A *scholarly journal publication* is a scholarly publication in a scholarly journal edited by peers. The editorial policy of the journal shall explicitly include the scholarly study of the area involved. In this framework non-blind journals, single blind journals and double blind (= refereed in the strictest sense) journals are all considered scholarly.
- **Books**
An *authored scholarly book* is a scholarly book authored by the researcher and published by a reputable publishing house. Each 50 pages of content counts as one scholarly publication with a maximum of six.

In case of a *co-authored book* with author-designated chapters, each chapter authored by the researcher will count as one scholarly publication with a maximum of six.

Second and subsequential editions of an authored scholarly book may count as one scholarly publication under the condition that at least 50 pages of the contents have been substantially altered, renewed or redesigned.

○ **Book chapters**

A contribution to a scholarly edited volume is a chapter in a scholarly volume under scholarly editorship of peers. Such a chapter counts as one scholarly publication. The same applies when the researcher is the editor of a volume and has authored a substantial chapter to this volume. An introductory chapter and/or a concluding chapter to the volume can be counted as a scholarly publication, if they are of comparable size as (or larger than) the substantive chapters.

Exceptions

○ **Editorship**

Editorship of a scholarly edited volume counts as one scholarly publication provided the volume is published by a reputable publishing house and the researcher has obtained agreement from the head of department and programme coordinator in advance of publication.

○ **Three professional publications for one scholarly publication**

The researcher and the head of department may agree that three professional publications in the assessment period are counted as one scholarly publication.

The researcher and the head of department may agree, with the approval of the research programme coordinator, that six professional publications are counted as two scholarly publications, in case more than three professional publications are considered important for the researcher's profile and the societal impact of his/her research.

○ **Research proposal**

The drafting and submission of a substantive research proposal can be counted as one scholarly publication. The research programme coordinator and head of department need to jointly agree upon this in advance. The arrangement may be subject to further conditions.

These substitutes for a scholarly publication cannot fulfil the requirement of an international scholarly publication.

Professional publications

Professional publications are publications that disseminate academic research to a professional audience in order to stimulate the application of existing knowledge.

The following types of publication are considered professional: case notes, book reviews, descriptive digests of current developments, contributions to loose-leaves, statutory commentaries, unpublished research reports, brief observations, textbooks for educational purposes and, generally, all publications below 3,000 words. Unpublished research reports count as professional publications unless their scholarly status is affirmed by rigorous external review, in which case they may be considered a scholarly publication.

Blog entries may count as a professional publication. The following conditions apply:

1. The overall weblog, forum or website should be subject to an independent quality control mechanism that ensures sufficient scientific quality.
2. A proposal that a weblog, forum or website meets these requirements in the respective field is made by the head of department and subject to approval by the programme coordinator.
3. The specific blog contribution should count a minimum of 1,500 words.
4. The specific blog contribution should not be a mere summary or replication of an existing output, but should make an independent substantive contribution.

In exceptional cases, the researcher and head of department may agree that a blog contribution can count as a scholarly publication, approved by the programme coordinator, provided that conditions 1, 2 and 4 are met and it counts a minimum of 2,500 words, including notes and bibliography.

In total, blog contributions cannot account for more than one scholarly publication, either in itself as specified above or as three professional publications that count as one scholarly publication by proxy.

These substitutes for a scholarly publication cannot fulfil the requirement of an international scholarly publication.

Co-authored publications count as one publication per author under the assumption that each of the authors contributed equally.

Questions?

For questions and/or requests for revisions in the research output database [LUCRIS](#), please contact our helpdesk: cris@law.leidenuniv.nl

For other questions, please send an e-mail to: meijersinstituut@law.leidenuniv.nl

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Appendix: Table Adjustment for not being employed the full assessment period (2023-2026)

fte / months	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
1.0	0	0	0	0	1	1	1	1	1	1	2	2	2	2	2	2	3	3	3	3	3	3	4	4	4	4	4	4	5	5	5	5	6	6	6	6	6	7	7	7	7	7	7	8	8			
0.8-0.9	0	0	0	0	0	1	1	1	1	1	1	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4	4	4	4	5	5	5	5	5	5	6	6	6	6	6	6	6	7	7		
0.7	0	0	0	0	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	3	3	3	3	3	3	4	4	4	4	4	4	4	5	5	5	5	5	5	5	5	5	6	6	6		
0.6	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	4	4	4	4	4	4	4	4	4	4	5	5	5	
0.4-0.5	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	3	4	4	4	4		
0-0.3	0	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3		
Employment starting date	12-2026	11-2026	10-2026	9-2026	8-2026	7-2026	6-2026	5-2026	4-2026	3-2026	2-2026	1-2026	12-2025	11-2025	10-2025	9-2024	8-2025	7-2025	6-2025	5-2025	4-2025	3-2025	2-2025	1-2025	12-2024	11-2024	10-2024	9-2024	8-2024	7-2024	6-2024	5-2024	4-2024	3-2024	2-2024	1-2024	12-2023	11-2023	10-2023	9-2023	8-2023	7-2023	6-2023	5-2023	4-2023	3-2023	2-2023	1-2023

Which publication standard applies to your situation?

This table shows the required minimum number of publications by the number of months and the size of your contract (fte), if you were not employed for the full extent of the research assessment period (January 2023 – December 2026).

The final column shows the required minimum number of publications, if you were employed *during the entire assessment period (48 months)*. In case of a 1.0 fte appointment, the publication standard applicable to your situation is 8 scholarly publications.

If your employment starting date is *after the start of the research assessment period (January 2023)*, the publication standard is adjusted according to your situation. Example: in case your employment starting date is October 2023, the publication standard applicable to your situation is 6 scholarly publications (on a 1.0 fte contract), 5 scholarly publications (on a 0.7-0.9 fte contract), 4 scholarly publications (on a 0.6 fte contract), etc.

Are you a recent PhD graduate?

Researchers who are at the start of their career and obtained their PhD *in the course of 2022 or later*, are entitled to a *one-year reduction*, starting from the date of the PhD award. If the time lag between your PhD defense and employment date is longer than one year, you are not entitled to this reduction.

Take the date of your PhD award and add one year, to see the required publication standard applicable to your situation.