

# MID-TERM EVALUATION



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# TRAINING PLAN



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- Legal aspects of mid-term evaluation
- Subject of mid-term evaluation
- Schedule of mid-term evaluation
- The course of mid-term evaluation

**PLEASE** keep any questions you may have until the end of the presentation. You can also write them down in chat if you are afraid you are going to forget it.

# FIND US ONLINE :)



- The presentation will be available online: <https://doktoranci.uw.edu.pl/en/events/trainings-2/>
- Should you have any questions feel free to e-mail us: [doktoranci@samorzad.uw.edu.pl](mailto:doktoranci@samorzad.uw.edu.pl)

# LEGAL BASIS OF MID-TERM EVALUATION



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Act of the 20th of July 2018 – The Law on Higher Education and Science (Journal of Laws of 2022, item 574 as amended, hereinafter referred to as: "TLHES"):

Art. 202

2. The realisation of the plan is subject to mid-term evaluation in the middle of the education period specified in the curriculum, and in the case of 6-semester education - during the fourth semester.

# "IN THE MIDDLE OF THE EDUCATION PERIOD"



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- Education in doctoral schools at the University of Warsaw lasts four years, i.e. eight semesters.
- The understanding of "in the middle of the education period" at the University of Warsaw is such, that we consider the state of research (IPB realisation) on the day preceding the half of the education period, i.e. the 30th of September 2022.
  - Such an interpretation was established jointly by the Doctoral Students' Council and the directors of doctoral schools.
  - In case of the doctoral candidates who are enrolled as a laureate of "Preludium BIS" or "implementation doctorate" -> the mid-term evaluation took place in July/August, due to external legal requirements.

# MID-TERM EVALUATION SUBJECT



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- According to the law, the mid-term evaluation covers only the realisation of an individual research plan ("IRP").
- The mid-term evaluation is of a **strictly technical nature** - the mid-term evaluation committee will assess whether the doctoral student carries out the research tasks described in IRP in accordance with the schedule presented in it.
  - If not - it's not the end of the world -> what to do in such a situation, we will tell you in a few moments.
- The mid-term evaluation committee must answer two questions:
  - How does the doctoral student carry out IRP?
  - Has the current activity of the doctoral student proved that he/she is able to continue to implement the IRP efficiently (and hence -> finish the thesis on time)?

# MID-TERM EVALUATION SUBJECT



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- In particular, the following are **NOT** assessed:
  - The quality of the scientific achievements to date;
  - Any element of an IRP, e.g. research hypotheses, research plan, project / dissertation topic etc.
  - Any activity of the doctoral student beyond the realisation of the IRP, e.g. teaching, functions in the structures of the university, other activities in the faculty, professional work, etc.
- This does not mean, however, that such activity cannot be boasted - on the contrary, in accordance with the developed recommendations regarding the course of mid-term evaluation, committees should take it into account any activity if it positively influences the candidate's evaluation - the Commission **CANNOT** negatively assess the lack or quality of such activities.
  - Why? In accordance with the school regulations, it is assessed whether the current activity of the doctoral student foresees further efficient realisation of IRP. If we do a lot + we realise IRP on time -> that's great :)

# EVALUATION SCHEDULE



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- Look for it on the website of your doctoral school:
  - Humanities: <https://szkolydoktorskie.uw.edu.pl/en/mid-term-evaluation-2022/?school=sdnh>
  - Social Sciences: <https://dokumenty.uw.edu.pl/dziennik/DSDNS/Lists/Dziennik/Attachments/125/DSDNS.2022.3.3.ZD.16.pdf> [ONLY IN POLISH]
  - Natural and Exact Sciences: <https://szkolydoktorskie.uw.edu.pl/en/mid-term-evaluation-2022-2/?school=sdnsip>
  - Interdisciplinary Doctoral School: <https://msd.uw.edu.pl/en/in-short/mid-term-evaluation-os/>



# COURSE OF THE EVALUATION



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- The following things are happening in the course of the mid-term evaluation:
  - The doctoral student and the supervisor submit documents for evaluation.
  - The mid-term evaluation committee examines the documents submitted by the doctoral student.
  - The committee conducts an interview with the doctoral student (in-place or online).
  - The committee formulates the result of the evaluation and its justification (within 2 months of the start of the mid-term evaluation).
- In addition, the doctoral student and the mid-term evaluation committee may apply for the appointment of a reviewer within two months from the date of submission of materials by the assessed person. The director may or may not appoint such a reviewer. The director may also appoint a reviewer on his own initiative.
  - If a reviewer is appointed, the evaluation period is extended.

# DOCUMENTS TO BE SUBMITTED



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## DOCTORAL STUDENT submits:

- Report of IRP realisation
- Survey on cooperation with the supervisor

There is **no need** to submit chapters or publications. How to confirm the implementation of IPB?

- By what will be entered in the report
- By what will be in the opinion of the supervisor
- During the presentation and mid-term interview
- If you want, you can submit additional documents

## SUPERVISOR submits:

- Opinion on the doctoral student's progress in the implementation of IRP
- A survey on cooperation with a Doctoral Student

# DOCUMENTS TO BE SUBMITTED



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- Documents should be submitted to the dedicated e-mail address [to be found on the school's website]
- Documents must be signed
- Documents should be sent using only your university e-mail
- E-mail subject: "Name and surname of a doctoral student - discipline"

# REPORT



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- Describe everything you've done in these 2 years (to show you have the ability to complete your dissertation on time) - not just what is directly related to your IRP and/or dissertation
- Highlight what research elements you have implemented and (if you have) describe the material results, such as publications, conclusions, theoretical concept, model for verification etc.
- If something is "in progress" write that it is in progress or is about to be completed
- If something has not been done - it is not the end of the world. Justify the changes that have occurred to IRP.

# WHO EVALUATES US?



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Art. 202 TLHES

4. The mid-term evaluation is carried out by a committee composed of 3 people, including at least 1 person holding the habilitation degree or the title of professor in the discipline in which the doctoral dissertation is being prepared, employed outside the entity running the doctoral school. The supervisor and the auxiliary supervisor cannot be members of the committee.

# WHO EVALUATES US?



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- The Director of the Doctoral School appointed mid-term evaluation committees - in each discipline at least one, in the disciplines of political and administrative science and sociology - two, in law - three.
- The composition of the committees is available online, in the official journal of each doctoral school (unfortunately, only in Polish).
- **IMPORTANT!** The member of the mid-term evaluation committee and the reviewer may not be a person whose impartiality may be doubted, the supervisor or auxiliary supervisor of the evaluated doctoral student. If you have doubts as to the impartiality of any of the persons sitting on the committee that is to evaluate you - report it immediately to the doctoral school ( Doctoral Students' Union ([doktoranci@samorzad.uw.edu.pl](mailto:doktoranci@samorzad.uw.edu.pl))).

# WHO EVALUATES US?

- Each doctoral student has the right to appoint an observer from the Doctoral Students' Council
- The observer has the right to access all documents and participate in all the committee's activities related to the evaluation of a given doctoral student.
- The observer's comments may be valuable for a possible appeal in the event of a negative mid-term evaluation result.
- If you want an observer to participate in your mid-term evaluation -> please do let know your Ph.D. Students' Council of your doctoral school:
  - Humanities: [doktoranci\\_sdnh@uw.edu.pl](mailto:doktoranci_sdnh@uw.edu.pl),
  - Social Sciences: [doktoranci\\_sdns@uw.edu.pl](mailto:doktoranci_sdns@uw.edu.pl),
  - Natural and Exact Sciences: [doktoranci\\_sdnsip@uw.edu.pl](mailto:doktoranci_sdnsip@uw.edu.pl),
  - Interdisciplinary Doctoral School: [doktoranci\\_msd@uw.edu.pl](mailto:doktoranci_msd@uw.edu.pl).

# WHO EVALUATES US?

- In the course of the mid-term evaluation, a reviewer may be appointed for the evaluation of realisation of IRP by a given doctoral student.
- The reviewer may be appointed at the request of the doctoral student, the mid-term evaluation committee or at the initiative of the director of the doctoral school.
- The director of a doctoral school is not obliged to appoint a reviewer.
- The regulations do not specify the minimum requirements, specialization or academic degree that a potential reviewer must have.
- The reviewer has one month to prepare an opinion.
- The opinion prepared by the reviewer is taken into account when issuing the evaluation result and its justification by the committee



# INTERVIEW

- Conducted by a 3-people committee (like the entire evaluation, this is the same committee)
- A supervisor may be invited.
- Probably begins with an about 10-15 minutes presentation prepared by the doctoral student on the progress in the implementation of IRP (such a summary of the report and the possibility of underlining and explaining any changes).

# EVALUATION CRITERIA



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- During the mid-term evaluation, the committee has to establish:
  - Does the doctoral candidate realise IRP without unjustified delays?
  - Does the current activity predict further efficient implementation of IRP?
- In this context, you may be concerned that any deviation will result in a negative mid-term evaluation. **It is not so.** Scientific activity is characterized by the fact that sometimes theoretical concepts evolve, research hypotheses turn out to be false, and a pandemic breaks out, which prevents the scientific research from being conducted.

# EVALUATION CRITERIA



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In accordance with the recommendations formed by the University of Warsaw Doctoral Students' Union and approved by the directors of doctoral schools, justified delays or deviations in the realisation of IRP are considered, for example, changes resulting from:

- the inability to conduct research,
- the inability to conduct queries,
- no possibility of conducting research trips,
- inability to participate in a conference, seminar, summer school, winter school, course, etc.,
- publication delays caused by factors beyond the control of the doctoral student, e.g. due to the inability to conduct research, review delays, extended publication cycle, etc.,
- the occurrence of research risks identified in IRP,

# EVALUATION CRITERIA

- organization of the didactic process at the University, including the apprenticeships,
- the inability to participate in classes organized by the school, in particular due to the failure to start a given course, exhausting the limit of places or postponing the organization of classes over time,
- the progress of scientific research and the resulting development of, among others, the scope of the project, problems and research hypotheses formulated in IRP,
- changes/adding of the supervisor or auxiliary supervisor.

# EVALUATION RESULTS

- POSITIVE RESULT:
  - If the doctoral student's work promises to complete the doctoral dissertation within the prescribed period
  - If the doctoral student realises the curriculum
- Increasing the doctoral scholarship (to PLN 3,653.7) with compensation from the middle of the education period (i.e. from October 2022, if the mid-term evaluation terminates after that date).
- Possibility of employment as an academic teacher or researcher.
  - Please be noted that the doctoral student who is employed more than half-time receives only 40% of the scholarship, which does not pay off financially.
- After the mid-term evaluation is completed, the doctoral student may change the IRP.

# EVALUATIONS RESULTS



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- **NEGATIVE ASSESSMENT:**
- If the dissertation does not promise to be implemented on time and IRP is not carried out and the presented arguments do not justify the lack of implementation of IRP by the doctoral student
- The director is **obliged** to issue a decision on removal from the list of doctoral students
- You can submit an appeal from the decision within 14 days of its receiving
  - **IMPORTANT:** The appeal suspends the execution of the decision (you remain a doctoral student at that time and have the same rights and obligations outside of the scholarship)
  - Limiting the right to a scholarship is, in our opinion, inconsistent with TLHES.
- The mid-term evaluation is conducted again by the new committee
- If the second decision is also negative, you have the right to fill the complaint to the Provincial Administrative Court in Warsaw (within 30 days from receiving of the decision)

# SUBMISSION OF DOCTORAL THESIS



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- Pursuant to the current regulation on awarding degrees at the University of Warsaw, after the mid-term evaluation, a doctoral student may submit a thesis and start the procedure for awarding a doctoral degree.
- The compliance of the dissertation with the topic of the thesis declared in IRP is **NOT** a formal condition for awarding the doctoral degree.
- In our opinion - there is also no obligation to defend the thesis in the discipline in which you were admitted to the doctoral school. You can also defend yourself not in a discipline, but in the field of science (then the defence takes place before the Council of the Scientific Fields).
- Submission of the thesis is a prerequisite for completing education at the doctoral school. Failure to submit the thesis by the deadline declared in IRP is the basis for removal from the list of doctoral students.
- The doctoral student may submit the dissertation earlier. After submitting it, for 6 months (but not longer than until the end of the planned 4th year of doctorate), the student receives a full scholarship.

# EVALUATION OF SCIENTIFIC SUPERVISION



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- In the course of the mid-term evaluation, the committee carries out an evaluation of the supervisor's care.
- The evaluation of the supervisor's care is based on (1) a survey filled in by the doctoral student, (2) a survey filled in by the supervisor, (3) an interview with the mid-term evaluation committee.
- If your cooperation is not going well -> don't be afraid to write about it. The content of the questionnaire is to the knowledge of the school head and the mid-term evaluation committee only; breach of secrecy will result in disciplinary liability.
- As a result of the evaluation, the school head prepares a report that is presented to the school council. The report will be used to improve the quality of scientific supervision at the University of Warsaw.
- In the event of low-quality cooperation with the supervisor, the committee may request his change. In this case, the director is obliged to support the doctoral student in finding a new supervisor.



# SOME STATISTICS :)



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- In the academic year 2021/2022 only 5 people failed the mid-term evaluation.
- Three of them, after the appeal finally got a positive result.

# Q&A

Time for your questions!

# FIND US ONLINE :)



- Training recording and the presentation will be available online: <https://doktoranci.uw.edu.pl/en/events/trainings-2/>
- Should you have any questions feel free to e-mail us: [doktoranci@samorzad.uw.edu.pl](mailto:doktoranci@samorzad.uw.edu.pl)

# THANK YOU!

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