

Detailed rules for the mid-term evaluation at the Doctoral School of Exact and Natural Sciences (year 2021)

According to § 7. "Regulations of the doctoral school of the Nicolaus Copernicus University in Toruń" (RESOLUTION No. 159 of the Senate of the Nicolaus Copernicus University in Toruń of December 17, 2019, BP UMK Year 2019; item 429), the subject of the assessment is the implementation of the individual plan research. Assessment is carried out on the basis of materials submitted by doctoral students, confirming the implementation of an individual research plan and their interviews with committee members.

Council

The Council which will conduct the mid-term evaluation is appointed by the school head in agreement with the chairman of the relevant discipline council. Members of the committees dedicated to individual disciplines include 3 people, including at least 1 person with a doctoral degree habilitated doctor or the title of professor in the field and discipline in which a doctoral dissertation is prepared, employed outside the Nicolaus Copernicus University. A person in the Council, employed outside the Nicolaus Copernicus University is entitled to remuneration in the amount of 20% of the professor's remuneration. Contract is signed by the rector at the request of the school principal. People from the Nicolaus Copernicus University who are members of the commission receive a lump sum bonus to their salary in the amount of 10% of the professor's salary.

Sending the names of the candidates by the school head to the chairman of the council of a given discipline starts the procedure for appointing the composition of the Council. The supervisor or supervisors can send the Director the proposals for candidates for members of the Council. The selection of people sitting in the Council should take into account the

research specialties of doctoral students. The chairman of the Council is appointed by the director of AST.

PhD students materials

According to the regulations of the doctoral school, doctoral students submit the following for evaluation materials:

- 1) Report on the implementation of an individual research plan (IPB). It contains a precise and documented information on the implementation of tasks and should be described by individual (IPB) points (tasks), the Gantt graph included in IPB might prove to be useful:
 - a. Characteristics of the research results obtained, including the indication and justification of the changes to the IPB questionnaire,
 - b. the status of implementation of research tasks and organizational undertakings provided in project schedule,
 - c. implementation of plans for the internationalization of the project, in particular cooperation in preparation of joint publications, internships in foreign research centers, participation in international workshops and seminars,
 - d. internships or research in domestic and foreign scientific institutions,
 - e. participation in conferences, specifying the form of participation,
 - f. possible achievements in organizing conferences,
 - g. submitting applications to external institutions and / or NCU for support for a research project with a description of the effects of these efforts,
 - h. apprenticeships,
 - i. classes carried out as part of the 3rd module of the "Framework education plan",

j. other forms of the doctoral student's research activity related to education and project implementation.

2) List of scientific works:

(i) published, (ii) accepted for publication, (iii) submitted for publication, which were created in international cooperation.

Copies in pdf of the published texts or a link to the DOI should be attached to the list for open access articles, and confirmation of the publication status.

3) List of research internships in external research centers, in particular abroad, in which the doctoral student participated.

4) List of applications submitted by the doctoral student in competitions of universities or to other external entities financing trips abroad or scientific research, along with documentation confirming their submission and the result of applying for funds for research.

5) List of classes or workshops carried out outside the compulsory study program, which contributed to the development of the doctoral student's soft skills. Failure to meet this point does not will negatively affect the assessment.

6) List of publications announced in highly scored publishers (> 100), please point those that were created in international cooperation;

7) List of research works conducted by the doctoral student for external entities; (patents, spin-offs);

8) The supervisor's or supervisors' opinion on the doctoral student's progress in preparing the dissertation.

9) It is possible to submit additional opinions (maximum two) about the doctoral student, prepared by scientists from other research centers involved in the research conducted by the doctoral student.

The indicated materials should be delivered in a digital copy (file or pdf files) to the address ast@umk.pl, after approval by the promoter, by August 20, 2021 (at least 2 weeks before the date of the interview).

Interviews with the Council

During the interview, the doctoral student has the opportunity (15 minutes) to present his/her scientific achievements and explain external circumstances that prevented him/her from fully implementing their IPB or changed it. The Council members ask questions about achievements and progress of the research project, the conditions for the implementation of the project and other issues related to education and scientific development of the doctoral student.

The interviews will be held on September 6-9, 2021. Due to the threat of COVID-19, the meetings will be organized via the internet. The type of the messenger and information about addresses / passwords will be decided and provided by the chairmen of individual Councils. If there is such a need the AST office will help to inform the doctoral students about the dates and technical details via e-mail. Detailed timetable for mid-term talks will be given (by e-mail) at least one month in advance. In case of technical difficulties the Council chairman sets a new date for the meeting / interview - by 15 September 2021.

Assessment criteria

The submitted materials and the interview will be the basis for the evaluation. The following criteria will be the most relevant for its formulation:

- 1) advancement of the research project according to the schedule (IPB),
- 2) publication of scientific papers, quality of scientific papers, applying for research grants, disseminating the effects of the project,
- 3) the course of the presentation of the progress in the implementation of the project and the related discussion

The auxiliary criteria are:

- 4) opinions of the promoter (s) or other researchers,
- 5) implementation of the education program, both the school's framework program and individual internships and courses.

The Commission also takes into account individual criteria in formulating the mid-term evaluation, resulting from the topic, discipline and nature of the conducted research.

Committee is also obliged to take into account the limitations resulting from the Covid-19 pandemic, which may have caused delays or changes in the implementation of IPB.

Assessment

The Council issues a positive or negative assessment in writing in the form of a resolution of the Council along with justification (in case of a negative assessment). A positive assessment results in an increase in the minimum amount of the doctoral scholarship. In case of receiving a negative evaluation, the doctoral student appeal to the rector within the administrative period of 14 days from the receipt of the decision.

The result of the assessment with justification is open. The content of the assessment and the justification will be sent to the person subject to assessment by post with acknowledgment of receipt.