

## Recruitment of Expert Panels

### Panel composition

The panels will consist of the following:

Quantity	Function	Description
3	Experts	<p>The experts must have a high level of scientific competence in the research field in question. One of the experts will be appointed chair of the panel.</p> <p><b>If the assignment only covers research</b>, all experts must be active abroad*.</p> <p><b>If the assignment includes third-cycle courses and study programmes</b>, at least two of the experts must be active abroad and have experience of third-cycle courses and study programmes, as well as supervision of doctoral students. At least one of the experts must have good insight into Swedish third-cycle courses and study programmes*.</p>
1**	Doctoral student representative	<p>The doctoral student must be enrolled at a Swedish higher education institution and in a subject relevant to the third-cycle courses and study programme/s under evaluation. The doctoral student representative should convey the doctoral student perspective in discussions about the assessment criteria regarding the third-cycle courses and study programmes.</p>
1	Labour market representative	<p>The labour market representative must have a high level of scientific competence and be active in Sweden. The role of the labour market representative is to assess collaboration and the relevance of research and third-cycle courses and study programmes for society and the labour market. The labour market representative does not have to participate in all parts of the review.</p>

\*Any exceptions are decided by the faculties after consultation with the Research Council.

\*\*The doctoral student representative is only appointed in cases where the evaluation includes third-cycle courses and study programmes.

When recruiting the expert panels, an even gender distribution must be considered (at least two of each gender). All members of the expert panels must confirm that there is no conflict of interest.

Each faculty decides whether the number of experts should be expanded considering the scope of the evaluation. Costs for additional experts are charged to the faculty in question.

## Fees

Function	Fee (incl. third-cycle)	Fee (research only)
Expert (not chair)	SEK 25,000	SEK 20,000
Expert (chair)	SEK 30,000	SEK 25,000
Doctoral student repr.	SEK 25,000	
Labour market repr.	SEK 25,000	SEK 20,000

Allowances will not be paid. Mid Sweden University pays for dinner on Monday (day 1) and all lunches Monday–Friday.

## Recruitment

It is the faculties' responsibility to determine the composition of the expert panels. This means that the faculties are also responsible for the recruitment of the experts. Appropriate dates for the recruitment are determined by the faculty in question.

## Travel and accommodation

Booking of travel and accommodation is arranged by the faculty in question. This also applies to any travel between campus locations. The site visit is planned as an on-site visit, but preparations for a digital site visit should be made. There will be recommended hotels on each campus location.

## Site visit step 1: Week 39, 2021

### Preliminary program

#### *Monday 27 September*

14.00 Introduction by the vice-chancellor, pro-vice-chancellor, deans, evaluation leaders, etc. (online, link between the locations),  
Presentation of Mid Sweden University, evaluation process, etc.  
Introductory meetings in the panels.

19.00 Dinner in Östersund and Sundsvall respectively

#### *Tuesday 28 September–Thursday 30 September*

Interviews and follow-up work at each campus; travel where needed.

#### *Friday 1 October*

AM Finishing work

13.00–14.30 Vice-chancellor, pro-vice-chancellor and deans hold a closing meeting with the respective chair (online)

## Site visit step 2: Dates to be determined, 2022

### *Monday*

14.00 Introduction by the vice-chancellor, pro-vice-chancellor, deans, evaluation leaders, etc. (online, link between the locations),  
Presentation of Mid Sweden University, evaluation process, etc.  
Introductory meetings in the panels.

19.00 Dinner in Östersund and Sundsvall respectively

### *Tuesday–Thursday*

Interviews and follow-up work at each campus; travel where needed.

### *Friday*

AM Finishing work

13.00–14.30 Vice-chancellor, pro-vice-chancellor and deans hold a closing meeting with the respective chair (online)