

STATUTE OF ASSESSMENT SUB-PANELS AND MAIN ASSESSMENT PANELS OF THE PERIODIC ASSESSMENT OF RESEARCH, DEVELOPMENT, ARTISTIC AND OTHER CREATIVE ACTIVITIES

Article 1

Introductory provisions

- (1) This Statute regulates the tasks and composition of the main assessment panels (hereinafter referred to as 'panels') and the assessment sub-panels (hereinafter referred to as 'sub-panels').
- (2) The panels and sub-panels are advisory bodies to the State Secretary for Education, Research, Development and Youth for Higher Education (hereinafter referred to as 'the State Secretary'), which ensure the assessment of the outputs of the creative activities, the social impact of the creative activities and the creative environment of the applicant in accordance with a specific internal management act.¹⁾

Article 2

Tasks of the panels and sub-panels

- (1) The relevant sub-panel shall, in particular
 - a) determine a uniform methodology and criteria for the assessment of the outputs of research, development, artistic and other creative activities, social impact and the creative environment in the relevant research area,
 - b) assess applications for assessment with assessment domains - outputs of research, development, artistic and other creative activities, social impact and creative environment (hereinafter referred to as 'application for assessment') in the relevant research area,
 - c) determine the resulting quality profiles of the research teams of the applicant for the periodic assessment of research, development, artistic and other creative activities in the relevant research area for each of the assessment domains.
 - d) prepare a final report containing comments and recommendations on the quality of science, research and creative activities in the relevant research area.
- (2) The relevant panel shall, in particular
 - a) ensure the coordination of the activities of the relevant sub-panels in the relevant main research group,

¹⁾ Directive No. 03/2025 on the Periodic Assessment of Research, Development, Artistic and Other Creative Activities

- b) control the compliance with a uniform methodology and assessment criteria by the relevant sub-panels in the relevant main research group,
- c) draw the attention of the relevant sub-panel to significant differences in the rigour of the assessment compared to other sub-panels and recommends adjustments to the assessment approach in order to ensure appropriate uniformity within the main research group,
- d) arrange for the reassignment of an application for periodic assessment of research, development, artistic and other creative activities to another sub-panel if the relevant sub-panel concludes that the content of the application does not correspond to the research area to which it was originally submitted,
- e) prepare a final report containing comments and recommendations on the quality of the science, research and creative activities in the relevant group of the research area.

Article 3

Membership in panels and sub-panels

- (1) The members of the panels and sub-panels shall be research evaluators appointed and dismissed by the State Secretary on a proposal from the Council for the Periodic Assessment of Research, Development, Artistic and Other Creative Activities in accordance with a specific internal management act.²) A member of a sub-panel may not be a member of another sub-panel and a member of a panel. A member of a panel cannot be a member of another panel and a member of a sub-panel.
- (2) Each panel and each sub-panel shall have a chair who shall be appointed and recalled by the State Secretary. The duties of the chair of the relevant panel or sub-panel shall be performed by a member of the relevant panel or sub-panel designated by the chair in the absence of the chair from a meeting of the relevant panel or sub-panel.
- (3) The number of members and alternates for each panel and sub-panel is set out in the Annex.
- (4) A member of a panel and sub-panel may be granted a financial remuneration for his/her activities on the panel and sub-panel.
- (5) The list of members of panels and sub-panels is published by the organizational unit of the Ministry of Education, Research, Development and Youth of the Slovak Republic, which is responsible for the strategic development of higher education

²⁾ Statute of the Council of the Periodic Assessment of Research, Development, Artistic and Other Creative Activities

(hereinafter referred to as 'the relevant department') on the website of the Ministry of Education, Research, Development and Youth of the Slovak Republic.

(6) Membership in panels and sub-panels shall cease

- a) on completion of the periodic assessment,
- b) by delivering a written notice of resignation from membership of the relevant panel or sub-panel to the State Secretary,
- c) by recall, even without giving any reason,
- d) the death or declaration of death of a member.

Article 4

Meetings of panels and sub-panels

- (1) The panels and sub-panels shall meet as necessary, at least once a month.
- (2) The meetings of the panels and sub-panels are not public.
- (3) One member of the panel designated by the chair of the panel concerned shall always attend a meeting of the sub-panel.
- (4) The meetings of the panels and sub-panels shall be held by a videoconference or by other means of information and communication technology. An invitation shall be sent to the members of the relevant committee by the chair of the relevant committee at least seven days before the meeting of the committee.
- (5) A quorum of the sub-panel shall be present if at least two thirds of its members and one member of the relevant panel are present.
- (6) A quorum of the panel shall be present if all its members are present.

Article 5

Organization of the work of panels and sub-panels

- (1) The first meeting of the panels and sub-panels shall be organised by the relevant department.
- (2) The working procedure, frequency of meetings and other matters relating to the organisation of the work of the panels and sub-panels shall be determined by the members of the committee concerned at its first meeting.
- (3) In particular, the chair of the committee concerned shall
 - a) direct the work of the relevant committee,
 - b) convene and chair meetings of the relevant committee and propose the agenda for the meeting,

- c) approve the minutes of the meeting of the relevant committee.
- (4) The other members of the committee concerned shall, in particular
 - a) coordinate the preparation of the documents for the meeting of the relevant committee,
 - b) ensure the organisational and administrative preparation of the meetings of the relevant committee,
 - c) ensure the drafting of the minutes of the meeting of the committee concerned,
 - d) coordinate the final adjustment of the resulting quality profiles.

Article 6

Meeting minutes and recordings

- (1) An audio-visual recording shall be made of the meeting of the panel or sub-panel committee.
- (2) The draft minutes of the meeting of the panel or sub-panel shall be drawn up by a member of the committee concerned and approved and signed by the chair of the committee concerned. The draft minutes shall include the attendance register and the adopted resolutions.
- (3) The member of the relevant committee who drew up the draft minutes shall ensure that the draft minutes are circulated to all members of the relevant committee for comment within five working days of the date of the meeting of the relevant committee. The chairman of the committee concerned shall set a period of at least five working days from the date of receipt of the minutes for comments on them.
- (4) The chairman of the committee concerned shall forward the minutes of the meeting of the committee concerned and the audio-visual recording to the relevant department.
- (5) The minutes of the last meeting of the sub-panel shall include the quality profiles referred to in Article 2(1) letter (c).

Article 7

Final provision

Amendments to this Statute shall be made in the form of an addendum.

List of Annexes

Annex 1: Composition of the Panels and Sub-panels

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Panels	Number of members	Sub-panels	Number of members	Number of alternates
Natural Sciences	3	Physical Sciences	5	4
		Chemical Sciences	5	2
		Mathematics	5	3
		Biological Sciences	7	5
		Earth Sciences	5	5
		Environmental and Ecological Sciences	5	3
Technical Sciences	3	Civil Engineering, Architecture, Transport	5	3
		Metallurgy and Materials Science	3	2
		Mechanical Engineering	5	3
		Electrical Engineering	3	2
		Computer and Information Sciences	7	3
Medicine	3	Basic Medicine	5	3
		Clinical Medicine	3	2
		Health Sciences	5	3
Agricultural, Forestry and Veterinary Sciences	1	Agricultural, Forestry and Veterinary Sciences	5	5
Social Sciences	7	Political Science	5	2
		Media and Communications	3	3
		Sociology and Social Anthropology	3	2
		Psychology and Cognitive Sciences	5	3
		Education	11	5
		Social Work	5	2
		Economics and Business	9	4
		Law	3	2
Humanities	3	Philosophy and Theology	7	4
		Languages and Literature	9	4
		History and Archaeology	7	3
Art and Theory of Art	3	Performing Arts and Related Art Fields	3	1
		Visual Arts and Related Art Fields	3	2
Sum	23		146	85
Total				254