

Agenda for the visit to the unit of assessment during the pilot expert assessment of colleges

The visit of the expert group to the unit of assessment (hereinafter – UoA) of the pilot expert assessment of colleges will take place on **15th October, 2025**.

College	Kauno kolegija Higher Education Institution
UoA	Kauno kolegija Fine Arts and Design
Field(s) of science (art) in which the quality of R&D (art) activities is assessed	V 002 Fine Arts V 003 Design Studies
Visit place	A.Mackevičiaus str. 27, Kaunas, 1st floor, auditorium 210
Visit time	10:00-13:00
Contact person(s)	Justina Petrulionytė-Sabonienė, +370 675 02 753
RCL coordinator	Gabrielė Norkūnaitė, +370 684 04 498

Visiting experts	
Rūta Valušytė	Kaunas University of technology, Lithuania
Ilona Gurjanova - chair	Pallas University of applied sciences, Estonia
Silvia Maria Gramegna	Politecnico di Milano, Italy
Margus Meinart	Pallas University of applied sciences, Estonia

Duration	Time	Agenda
5 min	10:00-10:05	Expert discussion
35 min	10:05-10:40	Meeting with the administration of UoA, report writers. UoA presentation (up to 7 minutes), Q&A. Representatives of UoA participating in this meeting do not participate in the subsequent meeting of experts with lecturers and researchers of UoA.
5 min	10:40-10:45	Expert discussion
35 min or more (according to the number of research (art) fields)	10:45-11:30 (45 min)	Meeting with lecturers and researchers of UoA: V 002 Fine Arts V 003 Design Studies This meeting must be attended by representatives of all scientific and artistic fields that make up the UoA, as well as 1-2 students. Additional 10 min are allocated for each additional field of research (art).
5 min	11:30-11:35	Expert discussion
Up to 1,5 h	11:35-11:55	Inspection of the material base (infrastructure for R&D or artistic activities), familiarization with works of lecturers and researchers.
As needed	-	Expert discussion.

Guidelines for the visit to the unit of assessment during comparative expert assessment

Purpose and general provisions of the visit

The expert panel uses the information gathered during the visit to assess the unit of assessment (hereinafter—UoA).

The organization and procedure of the visit to the UoA are defined by the "Procedure of the expert assessment of applied research and experimental development and/or artistic activities of colleges," approved by the Minister of Education, Science, and Sports of the Republic of Lithuania on 24th July 2023, by order No. V-996 "On the adoption of the procedure of the expert assessment of applied research and experimental development and/or artistic activities of colleges" points 19 and 20. The essential provisions of the visit procedure are as follows:

1. During the visit, experts meet with the administration, lecturers and other researchers of the UoA and become familiar with the research or art infrastructure of the UoA;
2. Each employee of the UoA (group representative) participates in only one meeting with the experts;
3. Meetings during the visit to the UoA are led by the group leader of the visit's expert group, appointed by the head of the expert panel;
4. If due to an emergency, extraordinary situation, or other circumstances beyond the Council's control, visits to the UoA's location are prohibited or not recommended, meetings can be organized via electronic communication tools. The institution introduces its research or art infrastructure by providing visual materials.

Duration and procedure of the visit

Typically, the visit lasts 2-3 hours, but its duration may be adjusted depending on the scope of the UoA and the number of scientific or artistic fields and disciplines.

The suggested standard structure of the visit includes:

1. A 35-minute meeting with the administration of the UoA (up to 10 minutes for the presentation of the UoA, with the remaining time allocated for questions and answers);
2. A 35-minute meeting with the lecturers and other researchers of the UoA (with an additional 10 minutes for each extra scientific or artistic discipline whose scientific or artistic activity quality must be assessed separately; however, the maximum meeting duration should not exceed 1 hour);
3. A tour of the research or art infrastructure of the UoA, lasting from 30 minutes to 1 hour. If, in the opinion of the UoA's representatives, a different duration is required, please contact the Science evaluation and data analytics department of the Research Council of Lithuania. Efforts will be made to accommodate the specific needs of the UoA.

Recommendations and suggestions for organizing the visit:

- It is desirable for the experts to have a private space for work discussions after the visit and between interviews with the UoA groups;
- If due to unforeseen circumstances beyond the control of the Research Council of Lithuania, some experts cannot attend the meeting in person, arrangements should be made for the meeting to take place in a hybrid format. The institution will be informed of this as early as possible.