Trier University of Applied Sciences
Campus Gemstones & Jewellery

Declaration of Participation in the Peer Review Process (Peer Model) as part of the internal (re)accreditation of degree programmes at Trier University of Applied Sciences for external stakeholders

Article 1 Subject matter

Mr/Ms.....

hereby declares her/his participation in the peer review model as part of the internal (re)accreditation process for the degree programme(s) Edelstein und Schmuck (BFA) and Gemstones and Jewellery (MFA) in the Department of Art and Design

Article 2 Tasks

(1) The tasks include active participation in the internal (re)accreditation process for the degree programmes referred to in Article 1 during the preparation, implementation and follow-up phases of the on-site visit.

(2) The performance of these duties includes preparing for the on-site visit on the basis of the self-assessment reports provided for the degree programmes referred to in Article 1, or drafting the report as part of the written procedure. Any additional documents required shall be requested by the parties involved from the faculty referred to in Article 1 in good time.

(3) The performance of these duties includes an on-site visit to the university.

(4) The tasks include the drafting of a joint written assessment (report) based on the visit, which must cover at least the subject areas set out in the list of guiding questions. The report must be drawn up within four weeks of the conclusion of the on-site visit and submitted to the department referred to in Article 1.

(5) By participating in the peer review model, the participant also gives their consent for an evaluation of the degree programmes referred to in Article 1 to be published on the Accreditation Council's website in the form of a written contribution to the final report of the programme's internal re-accreditation process. To this end, the participant agrees to jointly draft, on the basis of the site visit, a descriptive text (contribution) evaluating the degree programmes referred to in Article 1. This text contribution forms part of the expert report referred to in (4) and must be marked as 'approved for publication'.

(6) The participant in the peer review model gives their consent to be named (first name, surname, title, role) in the final report to be published in relation to the text contribution referred to in (5) – subject to any legal requirements.

(7) The participant in the peer review model agrees to clarify in writing, at least once, the findings, points of criticism and recommendations contained in the report, should this be requested by the department referred to in Article 1. Such clarifications and elaborations shall be deemed an integral part of the report.

(8) The information provided by the university for the purpose of carrying out the tasks shall be treated as confidential.

Article 3 Conflict of interest

(1) A conflict of interest precludes participation in the peer model. A conflict of interest in connection with participation in the peer model would exist, in particular, if participants are in a programme-specific cooperative relationship (including, amongst others, cooperation partners in dual study programmes, higher education institution partners in cooperative study models) and/or have an employment or enrolment relationship with the higher education institution (this also includes teaching or service contracts with the university, an ongoing appointment procedure or an unsuccessful application for a professorship at the university) and, for representatives of the professional sector and the alumni, the completion of an examination or the award of a degree at the university within the last two years. Furthermore, participation in the peer model and future activities under teaching or service contracts at the relevant department within two years of participating in the peer model are mutually exclusive. In addition, family ties to a member or members of the department offering the degree programmes referred to in Article 1 constitute a conflict of interest.

Article 4 Expense Allowance

(1) An expense allowance of 500 € (including VAT) shall be paid upon completion of the proceedings. The participant shall issue an invoice to the university for this purpose.

(2) Travel and accommodation costs shall be reimbursed in accordance with the Rhineland-Palatinate State Travel Expenses Act.

....

Place, date:

.....

Signature of the assessor