



BEING AN EXPERT AT HCÉRES HIGHER EDUCATION INSTITUTION EVALUATION DEPARTMENT

The Main Principles Governing the Evaluation of Higher Education Institutions

Evaluations are conducted by peer review panels composed, depending on the size of the institution concerned, of four to ten experts (including a panel chair). These panels include academics and researchers, administrative and technical staff, students and doctoral candidates, as well as representatives from the social, economic and cultural sectors, thereby ensuring a diversity of experience and expertise.

Each panel is responsible for the institutional evaluation of higher education, research and innovation institutions (HERI institutions), including universities, engineering schools, art and design schools, schools of architecture, State recognised non-profit higher education institutions serving the public interest (EESPIGs), and similar institutions.

The evaluation consists of analysing the strategy, governance and principal outcomes of the institution in relation to its various activities (research, innovation, education and training, student success, etc.) over the period covered by the most recent five-year agreement concluded with the institution's supervising ministries.

Non-prescriptive in nature, the evaluation is designed to assist the institution under review to position itself, identify areas for improvement, and develop and implement its strategy for the years ahead. Conducted one year before signing the new multiannual agreement between the institution and its supervising ministries, it is also intended to inform the decisions of these ministries.

Responsibilities of Experts

Preparing the Evaluation

- Familiarise themselves with Hcéres' evaluation methodology and evaluation standards, and attend expert training sessions;
- Analyse the documents required for the evaluation and provided by the institution;
- Participate in preparatory meetings and discussions prior to the interviews;
- Prepare the documentation required for the interviews.

Participating in Discussions with the Evaluated Stakeholders (interviews lasting from one to three days) and with the Expert Panel

- Participate in and/or lead interviews with the stakeholders being evaluated;
- Take part in the expert panel's briefing and debriefing sessions;
- Share information within the expert panel;
- Participate in the panel's synthesis and feedback sessions.

Producing the Final Documents

- Draft the evaluation report, or contribute to its drafting, in accordance with the drafting guidelines and timetable established by the Department.

Required Skills and Qualities

- Good knowledge of the French higher education system;
- Scientific expertise in a specific theme or discipline (for academics and researchers);
- Ability to contribute to collective work;
- Strong drafting skills;
- Analytical and synthesis abilities;
- Rigour and compliance with procedures;
- Respect for the confidentiality of the information handled;
- Good listening and communication skills.

Proficiency in English may be an asset.

Expected Experience

- For Experts with an Academic Profile
 - Experience in institutional leadership, including headship of higher education institutions, positions as President of universities or research organisations, vice-presidential responsibilities (institutional councils, education and training, research, etc.).
- For Representatives from the Social, Economic and Cultural Sectors
 - Experience in public administration or public service institutions;
 - Experience in the implementation of public policies;
 - Recognised professional experience, particularly in the business sector and in areas related to higher education, research and innovation.
- For Student and Doctoral Candidate Experts
 - Responsibilities held within institutional governing bodies or local or national student associations.
- Previous experience of carrying out evaluations for an organisation other than Hcéres.