



Rules for continuous monitoring, periodic evaluation and periodic approval of study programs at the School of Management

University of Management with headquarters in Bratislava (hereinafter referred to as "VŠM") in accordance with § 48 par. 1 letter b) Act no. 131/2002 Coll. on universities and on amendments to certain laws, as amended, issues an internal regulation "*Rules for continuous monitoring, periodic evaluation and periodic approval of study programs at VŠM*".

Art. 1 Introductory provision

(1) The internal regulation "Rules for continuous monitoring, periodic evaluation and periodic approval of study programs at VŠM" (hereinafter referred to as "internal regulation") is an integral part of the internal regulation "*Internal system for ensuring the quality of higher education at VŠM*"¹.

(2) The internal regulation regulates procedures for continuous monitoring, periodic evaluation and periodic approval of study programs at VŠM.

Art. 2 Continuous monitoring of study programs

(1) Continuous monitoring of study programs includes processes such as the collection and analysis of information (feedback) from the implementation of study programs from relevant stakeholders.

(2) Activities in point (1) of Art. 2 are under the jurisdiction of the Study Program Council at VŠM² (hereinafter referred to as the Study Program Council) of the study department and the rector of VŠM.

(3) VŠM publishes quantitative/indicative indicators on individual study programs in the scope according to the Methodology for evaluating standards issued by the Slovak Accreditation Agency for Higher Education³.

(4) through the indicators of VŠM evaluates:

- a. success rate and reasons for failure in study programs,
- b. rate of proper completion of studies in study programs,
- c. degree of student satisfaction with the implementation of study programs and the availability of resources necessary for study,
- d. degree of applicability of study program graduates,
- e. degree of satisfaction of employers and other external stakeholders with the quality of graduates of study programs,
- f. degree of internationalization of the educational activity of the school.

(5) Concrete indicators of quality and its way of tracking for respective academic years are shown in the non-public part⁴ of the internal system of quality and are being evaluated each academic year.

(6) For the purpose of ongoing monitoring of study programs, VŠM collects the necessary data mainly from the following sources:

- a. the ESO information system,
- b. the results of conducted surveys among students,
- d. information provided by external stakeholders,
- c. information from publicly available sources of the Ministry of Education, Science, Research and Sports of the Slovak Republic, the Center for Scientific and Technical Information of the Slovak Republic, the Social Insurance Agency, the Social Affairs and Family Labor Offices, etc.

(7) all activities listed in point (1) of Art. 2 are implemented in accordance with regulations on personal data protection⁵.

Art. 3

Periodic assessment of study programs

(1) Periodic evaluation of study programs includes evaluating information from their continuous monitoring, determining strengths and weaknesses and taking measures for improvement.

(2) Periodic assessment of study programs is carried out once a year after each trimester.

(3) Periodic assessment of the educational process and teachers within individual study programs by students is carried out 3 times a year after each trimester.

(4) Periodic evaluation of study programs is attended by:

- a. Study Program Board,
- b. Council for the Internal System of Quality Assurance of Higher Education at VŠM (hereinafter referred to as the "Quality Council"),
- c. Scientific Council of VŠM.

(5) Based on the results of ongoing monitoring, the study program board periodically evaluates the study program according to Art. 9 of the internal regulations of the Study Program Council at VŠM.

(6) The result of the periodic evaluation of the study program by the Study Program Board is a report that contains:

- a. assessment of the level of implementation of the study program and any identified deficiencies,
- b. proposals for measures to eliminate identified deficiencies with the names of persons responsible for the implementation of improvement measures,
- c. if necessary, suggestions for adjusting the study program,

(7) The Scientific Council of VŠM periodically evaluates study programs and their implementation as part of the assessment of the level of educational activity at VŠM based on a report prepared by the Vice-Rector for Pedagogical Activities based on the results of continuous monitoring of study programs.

(8) The Quality Council periodically evaluates and approves study programs according to Article 19 of the internal regulation "*Internal system for ensuring the quality of higher education at VŠM*".

(9) The result of the periodic assessment of study programs by the quality council is information on the level of the study programs provided and their compliance with the standards for the internal quality system and the standards for the study program.

(10) Reports from the periodical assessment of study programs will be published on the website of VŠM.

Art. 4

Periodic approval of study programs

(1) During periodic approval of study programs, the Quality Council assesses the compliance of study programs with the standards for the internal quality system and the standards for the study program, while proceeding according to Article 19 of the internal regulation "*Internal system for ensuring the quality of higher education at VŠM*".

(2) Periodic approval of study programs is carried out by the Quality Council for each study program in a period corresponding to its standard length of study.

(3) The study program board proceeds with periodic approval of the study program according to Article 9 of the internal regulation "*Study program board at VŠM*".

Art. 5

Regular evaluation of research, development and other creative activities

(1) The Quality Council evaluates the quality of ensuring research, development and other creative activity (hereinafter referred to as "creative activity") of university teachers within the periodic approval of study programs according to Article 4 of this internal regulation.

(2) VŠM will provide materials for the regular evaluation of the creative activity of each university teacher through the Scientific/Artistic-Pedagogical Characteristics (VUPCH), the correctness of which is the responsibility of the vice-rector for science and research.

(3) VŠM will ensure, as part of the documents for the regular assessment of creative activity, the Characteristics of the submitted outputs of creative activity (VTC) of each university teacher from the list of teachers providing profile subjects of the study program, the correctness of which is the responsibility of the vice-rector for science and research.

Art. 6

Final provisions

(1) This internal regulation was approved by the Academic Senate of VŠM on August 26, 2022 after the positive statement of the Scientific Council of VŠM on August 11, 2022 and the Quality Council on August 15, 2022.

(2) This internal regulation takes effect on the day of its approval by the Academic Senate of VŠM and takes effect on September 1, 2022.

Dr.h.c. prof. Ing. Edita Hekelová, PhD.⁶

VŠM Rector

¹ Internal regulation "*Internal system for ensuring the quality of higher education at VŠM*"

² Internal regulation "Study Program Council at VŠM"

³ Methodology for evaluating the standards of the Slovak Accreditation Agency for Higher Education

⁴ Indicators of quality at VŠM (<https://www.vsm.sk/svk/o-skole/vnutorny-system-kvality/vnutorny-system-kvality.html>)

⁵ Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016 on the protection of natural persons in the processing of personal data and on the free movement of such data and Act no. 18/2018 Coll. on the protection of personal data and on the amendment of certain laws, as amended.

⁶ The original of the signed internal regulation "*Rules of continuous monitoring, periodic evaluation and periodic approval of study programs at VŠM*" in printed form is available at the secretariat of the Rectorate of VŠM