

*The Ministry of Education, Youth and Sports registered, in accordance with Section 36(2) and (5) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), on under ref. no. MSMT- /2019, an amendment to the Rules of the System for Ensuring the Quality of Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities of the Silesian University in Opava dated 25 August 2017.*

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*Mgr. Karolína Gondková*  
*Director of the Higher Education Department*

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# **I. Amendment**

## **to the Rules of the Quality Assurance System for Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities at Silesian University in Opava dated 25 August 2017**

# **I. Amendment**

## **Rules of the quality assurance system for educational, creative and related activities and internal evaluation of the quality of educational, creative and related activities of Silesian University in Opava dated 25 August 2017**

### **Article 1**

The Rules of the Quality Assurance System for Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities of the Silesian University in Opava dated 25 August 2017 are amended as follows:

1. In Article 2, new paragraphs 8) and 9) are inserted after paragraph 7), which read as follows:

"8) Quality assurance and internal evaluation are further based on standards and procedures for quality assurance in the European higher education area and take into account other national, European or international standards for the activities of higher education institutions.<sup>1</sup>

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<sup>1</sup> E.g. Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG).

- 9) Quality assurance and internal evaluation shall also take into account the outputs of external evaluations of the university pursuant to Section 77a(4) of the Act, from evaluations of research organisations carried out in accordance with Act No. 130/2002 Coll. on the support of research, experimental development and innovation from public funds and on amendments to certain related acts (Act on the Support of Research, Experimental Development and Innovation), as amended, and from other similar evaluations.
2. In Article 4, paragraph 3) is deleted and replaced by a new paragraph 3), which reads as follows:
- "3) The Internal Evaluation Council approves methodological materials and more detailed requirements for matters entrusted to its competence by law and the statutes."
3. In Article 5, paragraphs 4) and 5) are deleted and replaced by new paragraphs 4) and 5), which read as follows:
- "4) The university's constituent parts shall participate in the preparation of the university's strategic plan and plans for its implementation, and through them, individual departments, institutes and faculties and other workplaces shall have the opportunity to submit suggestions or express their opinions. As a rule, major employers in the region, providers of work experience, relevant professional chambers, trade associations or employers' organisations, public research institutions, state and local government institutions, entrepreneurs operating in the industrial and commercial spheres, business associations and other relevant actors in the region and beyond. Before being discussed by the university's scientific council, the draft strategic plan and its implementation plans are also discussed by the rector's collegium.
- 5) The strategic plans of the university's constituent parts and the annual plans for their implementation are based on the relevant documents at the university level and develop them with regard to the specific characteristics of the individual constituent parts. Paragraphs 3) and 4) shall apply *mutatis mutandis* to their preparation.
4. In Article 6, paragraph 5) is deleted and replaced by a new paragraph 5), which reads as follows:
- "5) The evaluation of a study programme shall be carried out at least once during the period of validity of its accreditation or approval for implementation."
5. In Article 9, paragraphs 5) and 9) are deleted and replaced by new paragraphs 5) and 9), which read as follows:
- "5) The evaluation of studies by graduates shall be carried out as a questionnaire survey either upon the regular completion of studies or usually once every 3 to 5 years through the university's graduate portal or using the contact details in the university's information system. Graduates have the right to participate in the survey anonymously. Further details are set out in the relevant questionnaire survey project. The results are available to the rector and vice-rectors (hereinafter referred to as "university management"), study programme guarantors and faculty management.
- 9) In addition to the evaluation referred to in paragraph 1, the results of questionnaire surveys (especially international ones) organised by the ministry or other entities in which the university participates shall also be used.<sup>2</sup> "
6. In Article 11, paragraph 3) is repealed and replaced by a new paragraph 3), which reads as follows:

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<sup>2</sup> E.g. EUROSTUDENT, ABSOLVENT, etc.

“3) Based on internal evaluations, suggestions from university bodies and their components, or its own considerations, the Internal Evaluation Board shall propose to the Rector

- a) preventive measures and measures for improvement in the area of quality assurance and internal evaluation of relevant university activities,
- b) recommendations aimed at improving the system for quality assurance and internal evaluation.”

7. In Article 12, paragraphs 1) and 2) are deleted and replaced with new paragraphs 1) and 2), which read as follows:

"1) The internal evaluation report is prepared on the basis of evaluations carried out at the university over the past five years or in the period since the previous internal evaluation report was prepared. In accordance with Section 77b(3)(b) of the Act, the internal evaluation report describes the qualitative outputs achieved by the university in the area of educational and creative activities and the measures taken to remedy any identified shortcomings.

2) The internal evaluation report consists mainly of the following parts:

- a) a description of the qualitative outputs achieved by the university in the areas of educational, creative and related activities,
- b) a description of the evaluations that have been carried out,
- c) the main results of these evaluations,
- d) preventive or corrective measures taken,
- e) an assessment of strengths, weaknesses, opportunities and risks,
- f) recommendations for the further development of the university and the system of quality assurance and internal evaluation of the university.

8. In Article 13, paragraph 4) is deleted and replaced by a new paragraph 4), which reads as follows:

"4) The rector shall, as a rule, entrust the coordination of activities related to quality assurance and internal evaluation at the university to one of the vice-rectors or the vice-chair of the internal evaluation council. The head of the unit shall, as a rule, entrust the coordination of activities related to quality assurance and internal evaluation at the unit to one of the vice-deans or deputy directors."

9. In Article 15, paragraph 3) is deleted and replaced by a new paragraph 3), which reads as follows:

"3) The guarantor of the study programme is responsible for coordinating the content preparation of the study programme and for implementing the study programme in accordance with the standards on the basis of which the study programme was accredited or approval for its implementation was granted. In particular, they are obliged to immediately inform the heads of the departments involved in the implementation of the study programme and the head of the relevant unit

- a) about any circumstances that cause the study programme to fail to meet or may soon fail to meet the standards on the basis of which it was accredited or approved for implementation within the framework of institutional accreditation.
- b) about significant changes pursuant to Section 85(c) of the Act, as defined by the methodological material of the National Accreditation Authority<sup>3</sup> (hereinafter referred to as "significant change") during the implementation of the study programme.

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<sup>3</sup> NAÚ Methodological Material No. 60/2017 on the obligation of higher education institutions to provide information on changes in the implementation of accredited activities.

The head of the relevant unit is also obliged to forward this information to the rector without undue delay.

10. In Article 21, paragraph 3) is repealed and replaced by a new paragraph 3), which reads as follows:

"3) Consent to implement a study programme may only be granted to a unit that has submitted a relevant proposal for the given field of education in accordance with Article 19(2), approved by the Scientific Council of the University in accordance with Article 19(3). Other units may obtain consent to implement the relevant study programmes only after submitting and approving a proposal in accordance with the previous sentence."

11. In Article 22, paragraph 3) is repealed and replaced by a new paragraph 3), which reads as follows:

"3) In the case of approval for a study programme that is already being implemented at the relevant constituent, the application shall always include a report by the guarantor pursuant to Article 6(3)."

12. In Article 23, paragraph 4) is deleted and replaced by a new paragraph 4), which reads as follows:

"4) In justified cases, the Internal Evaluation Board may suspend the discussion of an application for approval to implement a study programme and request the applicant to supplement or amend the application. The Board may set a deadline for the applicant to supplement or revise the proposal. This deadline may be extended."

13. In Article 26, paragraph 2) is deleted and replaced by a new paragraph 2), which reads as follows:

"2) The rector shall review the compliance of the resolution of the internal evaluation council and its justification with legal regulations and internal regulations."

14. In Article 27, paragraphs 1) and 2) are deleted and replaced by new paragraphs 1) and 2), which read as follows:

"1) During the implementation of a study programme, the submitter may request

- a) an extension to include another form of study,
- b) an extension to include another part of the university at which the study programme is to be implemented,
- c) extension to include cooperation with a workplace of the Czech Academy of Sciences pursuant to Section 81d(2)(b) of the Act,
- d) an extension of the consent to implement the study programme,
- e) extension to include the authorisation to award academic degrees pursuant to Section 46(5) of the Act,
- f) a change in the focus of the study programme so that it will now be a study programme whose completion directly fulfils the professional requirements for the pursuit of a regulated profession or a study programme focused on the training of experts in the field of security of the Czech Republic,
- g) granting consent to implement this study programme in another language of instruction,
- h) the addition of another study plan to the study programme.

2) The head of the department shall notify the internal evaluation board of any substantial changes to the study programme during its implementation without undue delay.

15. In Article 30, paragraph 1) is repealed and replaced by a new paragraph 1), which reads as follows:

"1) If the university has been granted institutional accreditation for at least one area of education, the rector may, by means of an internal regulation approved by the internal evaluation board, lay

down rules, principles and process for assessing the fulfilment of the prior education requirement for admission to a study programme pursuant to Section 48(4)(d) or Section 48(5)(c) of the Act."

16. In Article 31, paragraphs 2) to 5) are repealed and replaced by new paragraphs 2) to 6), which read as follows:

"2) An application for accreditation of a study programme pursuant to paragraph 1 shall be submitted to the rector

- a) by the dean after consultation with the academic senate of the faculty and approval by the scientific council of the faculty,
- b) the director of the university institute after consultation with the academic senate of the university and approval by the scientific council of the university institute and the scientific council of the university.

3) The rector shall submit the application to the university's internal evaluation council for its opinion, which shall assess its compliance with the law, accreditation standards, internal university regulations, internal university standards for study programmes and the university's strategic plan; it may establish a working group for this assessment in accordance with Article 23(2).

4) In justified cases, the Internal Evaluation Board may suspend consideration of the application and ask the submitter to supplement or amend the application. The Internal Evaluation Board may set a deadline for the submitter to supplement or revise the proposal. This deadline may be extended. The Internal Evaluation Board shall decide on its opinion on the application or on the request to the applicant to supplement or amend the application within 75 days of the submission of the application. The assessment of the supplemented or amended application shall again be governed by the procedure set out above in this paragraph.

5) If the Internal Evaluation Board gives its approval, the rector shall submit the application for accreditation of the study programme to the National Accreditation Authority.

6) If the Internal Evaluation Board does not approve the application, the rector shall return it to the submitter with an explanation.

17. In Article 32, paragraph 2) is deleted and replaced by a new paragraph 2), which reads as follows:

"2) Substantial changes to the study programme during its implementation shall be reported without undue delay by the head of the unit to the rector, who shall submit them for assessment to the Internal Evaluation Board and, based on its opinion, report them to the National Accreditation Authority."

18. In Article 33, paragraphs 1) to 3) are deleted and replaced by new paragraphs 1) to 3), which read as follows:

"1) The accreditation of a study programme shall expire upon the withdrawal of accreditation, upon notification by the university of the cancellation of the study programme, or upon the expiry of the period for which the accreditation was granted.

2) A proposal for the termination of the accreditation of a study programme by notification of the university of the cancellation of the study programme shall be submitted to the rector

- a) by the dean after discussion by the scientific council and academic senate of the faculty,
- b) the director of the university institute after discussion by the scientific council of the university institute and the academic senate of the university.

- 3) The accreditation of a study programme shall expire in accordance with paragraph 2 on the day on which this fact is announced by the rector in the public section of the university's website after approval by the scientific council of the university.
19. In Article 34, paragraphs 1) and 2) are deleted and replaced with new paragraphs 1) and 2), which read as follows:
  - “1) Applications for accreditation of habilitation proceedings or proceedings for appointment as a professor in a given field shall be submitted to the rector by the head of the relevant faculty after approval by the faculty’s scientific council.
  - 2) The rector shall submit the application to the scientific council of the university and, if approved, shall submit the application to the National Accreditation Authority.”
20. In Article 36, paragraph 2), letter i) is deleted and replaced with a new letter i), which reads as follows:

“(i) approves the intention to submit an application for accreditation, extension of accreditation or renewal of the validity of accreditation of a study programme pursuant to Article 31(3) and Article 32(1),”
21. In Article 39, paragraph 1) is deleted and replaced by a new paragraph 1, which reads as follows:

" 1) Part Three shall not apply to study programmes that were accredited before 1 September 2016, and Article 6(5) shall not apply to them."

## **Article 2**

### **Final provisions**

- 1) This amendment to the Rules of the System for Quality Assurance in Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities at the Silesian University in Opava of 25 August 2017 was approved in accordance with Section 9(1)(b)(3) of Act No. 111/1998 Coll., on higher education institutions and on amendments and supplements to other acts (the Higher Education Act), as amended, by the Academic Senate of Silesian University in Opava on 16 October 2019.
- 2) This amendment shall enter into force pursuant to Section 36(4) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), as amended, on the date of its registration by the Ministry of Education, Youth and Sports.
- 3) This amendment shall take effect on the date of its entry into force.

doc. Ing. Pavel Tuleja, Ph.D., v. r.  
Rector

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