

**J. Selye University**



**INTERNAL SYSTEM FOR ASSURANCE OF  
HIGHER EDUCATION QUALITY  
AT J. SELYE UNIVERSITY**

**Komárno 2021**

## **Introduction**

Pursuant to Act No 131/2002 on higher education and amendments to certain laws, as amended (“Higher Education Act”), the task of higher education institutions is to provide higher education programmes. J. Selye University (“JSU” or “University”) aims to develop harmonious personality, knowledge, wisdom, goodness, and creativity in man and to contribute to the development of education, science, culture, and health for the welfare of the whole society. Due to JSU’s specific focus on providing education to Slovak citizens of Hungarian nationality, the University’s mission can be summarized as follows:

- to create preconditions for provision of higher education in the mother tongue;
- to increase the number of Slovak citizens of Hungarian nationality with tertiary education; and
- to create preconditions for development of scientists and researchers from the Hungarian community.

JSU’s basic objectives include organization, implementation, management, and evaluation of educational processes to ensure provision of high-quality education which will benefit graduates and assist, through quality assessment processes, university teachers.

Act No 269/2018 on assurance of higher education quality, amendments to Act No 343/2015 on public procurement, and amendments to certain laws, as amended (“Higher Education Quality Act”), regulates the internal higher education quality assurance system and its reviews, establishment and status of the Slovak Accreditation Agency for Higher Education (“Agency”) and its activities, and grant of accreditations for study programmes and habilitation and inauguration proceedings.

All the above facts necessitated development of a new internal system for education quality assessment in compliance with the Higher Education Quality Act and implementation of education quality assessments that will become integral part of the higher education management at JSU. In this context, JSU’s Academic Senate will discuss, in compliance with Section 15 of the Higher Education Act, this internal regulation governing assessment of quality of the education provided by the University.

# PART I

## QUALITY ASSURANCE AND ASSESSMENT AT JSU

### Article 1

#### Principles of Education Quality Assurance and Assessment

European standards and directives regulating higher education quality are based on several fundamental principles of assurance of higher education quality, which also apply to JSU and have been incorporated in the Higher Education Quality Act and related regulations. JSU's internal system for assurance of higher education quality is governed by the Act and may be modified and supplemented by several separate internal regulations in compliance with Section 15 (1)(m) of the Higher Education Act.

The basic pillars of JSU's internal quality assurance system:

1. Quality assurance principles and procedures - *the University has a policy and related procedures in place to assure the quality and high standard of its study programmes. To achieve this goal, the University has developed and implemented a continuous quality enhancement strategy. These principles guide activities of JSU and its staff, students, and external stakeholders to achieve continuous assurance and improvement of the higher education provided by JSU. The strategy, policy, and procedures have been formalized, are publicly available, and envisage participation of both students and other stakeholders.*
2. The set of rules for internal accreditation of study programmes and habilitation proceedings at JSU - Development, approval, monitoring, and regular assessment of delivery of study programmes and habilitation proceedings - *the University has established an internal quality assurance system structure and defined steps that are to be taken within preparation of proposals for internal accreditation of study programmes, preparation of study programme modifications, preparation of proposals for cancellation of a restriction to internal accreditation of a study programme or cancellation of a study programme. Such procedures and processes have also been developed for internal accreditation of habilitation proceedings at JSU along with the definition of competences of individual bodies forming parts of the internal quality assurance system structures.*
3. Creative activity quality assurance - *the University has implemented procedures to clearly assess qualifications and competences of university teachers based on results of their creative activities, which should be scientifically measurable. Scientific and research activities are*

*the priority activities of the University and are becoming an increasingly important criterion for assessing its quality both at home and internationally. The development of creative activities is conditioned by skilled and competent human resources, expertise, financial security, modern infrastructure, language skills, awareness, and a well-thought-out and long-term strategy in this area.*

4. The JSU Quality Assurance Council (“QAC”) - *the Quality Assurance Council is the supreme body within JSU’s internal quality assurance system structure, which prepares, coordinates, controls, and assesses development, implementation, and application of the internal quality assurance system at the University. The Rules of the JSU Quality Assurance Council form an internal regulation of the University drawn up in compliance with Section 15 (1)(m) of the Higher Education Act that regulates activities of the JSU Quality Assurance Council.*

## **Article 2**

### **Definition of Terms**

1. Pursuant to the Higher Education Quality Act and the Standards of the Slovak Accreditation Agency for Higher Education (“Standards of the SAAHE”) and for the purposes of this internal regulation of JSU, the following terms shall have the meanings below:
  - a) *Quality* means compliance with the Standards and arrangement and control of the processes to implement the Standards at JSU in compliance with JSU’s mission and objectives.
  - b) *Quality assurance* is a consistently interconnected set of policies, structures, and processes through which the University ensures fulfilment of its mission in the area of higher education, creative activities, and other related activities.
  - c) *Quality assurance/internal system policy* is a purposefully created set of principles governing activities of JSU and its staff, students, and external stakeholders to achieve continuous assurance and enhancement of quality of the higher education provided by JSU and related activities.
  - d) *Internal system processes* are rules, regulations, codes, formalized procedures, and the sequence of steps serving to secure and improve the quality of higher education and related activities.
  - e) *Study programme standards* are requirements conditioning the grant of accreditation for the given study programme.
  - f) *Methodology for evaluation of standards* is a set of procedures, criteria, and indicators

based on which working groups of the Executive Board of the Agency (“the Working Group”) and its staff assesses compliance with the standards and measures and compliance of the internal system, or its implementation, with the Internal System Standards.

- g) *Internal system structures* are collective bodies, units, institutions, contractual partners, and/or persons with assigned competencies and responsibility for a defined scope of higher education quality assurance and related activities.
- h) *Quality assessment* means measuring of the progress achieved within fulfilment of objectives and assessment of compliance with the Standards through performance of the activities set in advance for the University and governed by this regulation, which may be further modified and supplemented by other separate internal regulations.
- i) *Study programme accreditation* is the grant of the authorization to deliver a study programme and to award its graduates related academic degrees. Accreditation of habilitation proceedings and inauguration proceedings means the authorization to carry out habilitation proceedings and inauguration proceedings in relevant fields.
- j) *Study programme modification* means adding or removal of compulsory courses or compulsory elective course, change in the requirements conditioning due completion of studies, or amendments to information sheets concerning compulsory courses or compulsory elective courses.
- k) *Learning outcome* is a detailed characterization of what the learner knows, understands, and is able to do after completing studies so that the individual learning objectives of the relevant study programme are met. It usually is developed as a structure combining knowledge, skills, and competencies. Unlike a programme objective, a learning outcome is fixed and achieved progress is measurable and verifiable. Learning outcomes are set both for a study programme as a whole and for its parts and individual courses.
- l) *Academic staff - teachers* are all the persons securing delivery of study programmes regardless of whether they are employed as university teachers or researchers for fixed weekly hours or for a shorter period of time.
- m) *Person responsible for the study programme* is the person with relevant competencies and main responsibility for the delivery, development, and assurance of quality of the study programme or otherwise specified integral part thereof. Such persons are professors in the relevant fields of study, working for fixed weekly hours; as concerns bachelor study programmes, responsible persons are either professors or associate professors in the relevant fields of study, working for fixed weekly hours. They do not

bear the main responsibility for delivery, development, and assurance of quality of a study programme at any other higher education institution in the Slovak Republic. The same person may be responsible for the delivery, development, and assurance quality of three study programmes a maximum.

- n) *Stakeholders* are university actors, persons, associations, and/or organizations who may influence the educational process and creative and other related activities or be influenced thereby. Those include both internal stakeholders (students and university staff) and external stakeholders (employers and representatives of relevant sectors of the economy and society, domestic and foreign partners of the University, etc.).

### **Article 3**

#### **Principles for Development of JSU's Quality Assurance and Assessment Policy**

1. Pursuant to academic self-government and subsidiarity principles, the University and its Faculties bear the primary responsibility for the quality, and its assurance, of the education provided by them. In the context of those principles and relevant processes, the following principles applicable to the development of JSU's quality assurance and assessment policy are defined as follows:
  - a) support JSU's staff and students in increasing their interest in higher education quality and participation in quality assessments by active engagement of those groups at all levels of management and activities;
  - b) transparency and consistency of quality assurance processes in compliance with professional and ethical principles contained in relevant internal regulations of the University;
  - c) development of quality assurance processes is to include defining of the organizational structure of the University's internal quality assurance system along with assignment of quality assurance responsibilities among individual parts of JSU;
  - d) quality assurance processes should factor in specific features of individual Faculties along with specific features of the study programmes they offer; Faculties must participate in quality assurance and assessment processes concerning their activities and study programmes and provide opinions on results of such assessments;
  - e) quality assurance processes should make use of verified and verifiable information sources and data to assess processes in terms of their quality and quantity and should also

- contain constructive criticism elements;
- f) quality of study programmes is to be developed and improved for both students and other higher education recipients; this process should include the feedback from academic staff, students, graduates, and other stakeholders (e.g. employers); the labour market success rate of JSU's graduates may serve as one of feedback forms;
  - g) implemented procedures should not suppress diversity or innovation; quality assessment processes are intended to support continuous improvement in learning process and creative activities - to achieve these objectives, measures and recommendations were already adopted and have been subsequently assessed, after respective deadlines, by competent internal structure bodies;
  - h) JSU's quality assurance and assessment principles and procedures are published at JSU's website and regularly updated.
2. JSU has developed its quality assurance and assessment policy ("JSU Quality Assurance Policy") based on the principles defined in Article 3 (1) hereof. The policy also contains the organizational structure of the JSU Quality Assurance System and defines the quality assurance principles and procedures designed to assure quality of:
- a) the education provided by JSU;
  - b) development and internal accreditation of study programmes at JSU;
  - c) creative activities at JSU;
  - d) internationalization of education at JSU;
  - e) supporting activities within education and creative activities (study resources, student care, information sources, information services); and
  - f) assessment of cooperation with external stakeholders.

#### **Article 4**

##### **Starting Points for Development of the JSU Quality Assurance Policy**

1. The strategic external legislative, development related, and conceptual documents that served as starting points for development of the JSU Quality Assurance Policy include:
  - a) Higher Education Act, Higher Education Quality Act, and related legal regulations;
  - b) Standards of the SAAHE;
  - c) Annual reports on higher education progress in the SR covering the years 2015 to 2019;
  - d) updated Research and Innovation Strategy for Smart Specialization of the SR for the years 2021 – 2027;

- e) Long-term plan of educational, research, development, and other creative activities for higher education institutions for the years 2016- 2021; and
  - f) Recovery and Resilience Plan of the SR.
2. The internal legislative framework of the JSU Quality Assurance Policy and the documents serving for assessment include:
- a) internal regulations under Section 15 (1) of the Higher Education Act;
  - b) other strategic, planning, or assessment documents and related regulations of JSU and relevant documents of Faculties and other units of the University;
  - c) evaluation reports on educational activities and activities in various areas of sciences, technology, and research approved by the Scientific Council of the University or relevant Faculties;
  - d) annual reports on activities of JSU and individual Faculties, annual reports on management of JSU, and JSU's Long-Term Plan for the years 2016 – 2021;
  - e) JSU's learning outcomes for the years 2014 - 2019; the document also contains the results and evaluation of a student questionnaire survey.
3. The sectoral and university information sources serving for the purposes of the JSU Quality Assurance Policy include:
- a) Academic Information System AIS2;
  - b) Library Information System DAWINCI;
  - c) Central Register of Publication Activities (CREPČ and CREUČ);
  - d) Central Register of Students;
  - e) Central Register of Final and Qualification Theses;
  - f) Central Financial Information System for Higher Education Institutions SOFIA;
  - g) Central Register of JSU's projects;
  - h) Register of archived documents under the directive on archiving of the documents evidencing compliance with learning outcome objectives;
  - i) Register of employees of higher education institutions PortalVŠ; and
  - j) other information sources available at the University, individual Faculties, and other units of the University, other publicly available information sources of the Ministry of Education, Science, Research, and Sports of the SR and other institutions.



## **Part II**

# **JSU's QUALITY ASSURANCE AND ASSESSMENT POLICY**

### **Article 5**

#### **Organizational Structure of JSU's Internal System**

1. Based on the defined principles of development of the JSU Quality Assurance Policy under Article 3 (2) of the Internal Education Quality Assurance System, JSU's internal system consists of the following processes serving to assure and assess the quality of:
  - a) the education provided at JSU;
  - b) internal accreditation of study programmes;
  - c) creative activities pursued by JSU's staff;
  - d) internalization of education;
  - e) education supporting activities (study resources, student care, information sources);  
and
  - f) cooperation with external and other stakeholders.
2. The Rector is responsible for quality assurance and assessment at the University level. For this purpose, the Rector has established the JSU Quality Assurance Council that prepares, coordinates, controls, and assesses development, implementation, and application of the internal quality assurance and assessment system at JSU. The JSU QAC's chairperson is the Vice-Rector for Accreditation and Quality Assurance. The composition and competencies of the QAC are set out by the internal regulation entitled "Rules of the JSU Quality Assurance Council".
3. The competencies, powers, and responsibilities of individual bodies of the academic self-governments of the University, Faculties, and other internal system bodies are defined by the Higher Education Act and the Higher Education Quality Act, Rules of JSU, and JSU's internal regulations. At the level of JSU, it means the following academic self-government bodies and other senior employees:
  - a) Rector;
  - b) JSU Quality Assurance Council;
  - c) Vice-Rectors;
  - d) working groups established by the JSU Quality Assurance Council, and external assessors and consultants;

- e) Academic Senate of JSU;
  - f) Scientific Council of JSU;
  - g) Management Board of JSU;
  - h) Deans of Faculties;
  - i) Questor; and
  - j) heads of JSU units.
4. Deans are responsible for quality assurance and assessment at the level of their respective Faculties. For this purpose, Deans have established the JSU Faculty Quality Assurance Councils that prepare, coordinate, control, and assess development, implementation, and application of the internal quality assurance and assessment system at respective Faculties. The Dean of a Faculty appoints the chairperson of the Faculty’s Quality Assurance Council. The composition and competencies of the QAC are set out by the Faculty’s internal regulation entitled “Rules of the JSU Faculty Quality Assurance Council”.
5. The competencies, powers, and responsibilities of individual bodies of the academic self-governments of Faculties, and other internal system bodies are defined by the Higher Education Act and the Higher Education Quality Act, Rules of JSU, Rules of individual Faculties, and internal regulations of JSU’s Faculties. At a Faculty level, it means the following academic self-government bodies and other senior employees:
- a) Dean;
  - b) Vice-Deans;
  - c) JSU Faculty Quality Assurance Council;
  - d) heads of the Faculty’s departments;
  - e) Academic Senate of the JSU Faculty;
  - f) Scientific Council of the JSU Faculty;
  - g) persons responsible for study programmes delivered by the Faculty; and
  - h) other persons responsible for profile courses within individual study programmes delivered by the Faculty.

## **Article 6**

### **Processes for Assurance of Quality of Education and Development of Internal Accreditation of Study Programmes at JSU**

1. The legislative framework for JSU’s process of assurance and assessment of education quality includes the Higher Education Act, Higher Education Quality Act, Standards of the

SAAHE, and JSU's internal regulations regulating studies related issues, i.e.:

- a) Rules of Studies at JSU;
  - b) Ethical Code of JSU;
  - c) approved accreditation files of individual study programmes;
  - d) other generally binding legislation with a lower legal force than laws issued by the National Council of the Slovak Republic;
  - e) JSU's internal regulations under Section 15 (1) of the Higher Education Act;
  - f) evaluation reports on educational activities approved by the Scientific Council of the University or relevant Faculty;
  - g) evaluation reports on creative activities at individual Faculties; and
  - h) annual reports on learning outcomes quality at JSU for the years 2014 – 2019, containing results and evaluation of a student questionnaire survey.
2. To ensure and assess the quality of the development and implementation of study programmes, the University shall issue, pursuant to Section 15 (1)(m) of the Higher Education Act, an internal regulation – Directive on JSU's internal quality assurance system processes, which shall determine the rules for the development, modification, approval, and cancellation of study programmes at Faculties of JSU and the rules and procedures for submitting study programme accreditation applications for the fields and levels of study in respect of which the University is not authorised to develop new study programmes.
3. JSU's internal system for education quality assurance and the related internal regulation under Article 5 (2) hereof focus, in compliance with the Higher Education Quality Act and the Standards of the SAAHE, primarily on:
- a) development, approval, monitoring, and regular assessment of study programmes;
  - b) development and evaluation of the feedback provided by students and graduates from individual study programmes and external stakeholders and collected in order to achieve continuous assurance and enhancement of the higher education and related activities provided by JSU;
  - c) evaluation of arrangement of material, technical, and information sources to support education of students, which meet requirements of individual study programmes;
  - d) collection, analysis, and evaluation of the data related to the final theses of graduates;
  - e) collection and analysis of the data about the progress and results of the admission procedure and studies, taking into account the need to secure equal access to the admission procedure; further collection and analysis of the data concerning the

- progress within studies and on graduates' success in the labour market by study programme. It shall be assessed whether the content and level of qualifications meet sector-specific expectations of employers and other external stakeholders. The evaluation of such data and processes is necessary for the effective management of implementation of study programmes; and
- f) regular publication of up-to-date, objective, quantitative, and qualitative information on study programmes and their graduates.
4. The University seeks to ensure transparent, fair, expert, objective, and independent monitoring and ongoing assessment of study programmes while avoiding conflicts of interest and possible bias. Persons responsible for study programmes assess educational activities within their respective study programmes through internal study programme assessment reports drawn up at least once in two years throughout the term of the study programme accreditation.
  5. The sources of information for assessing the progress and results of the admission procedure are the Academic Information System (AIS2), the feedback from applicants, and the evaluation of the admission minutes.
  6. The sources of information for assessing the implementation of study programmes by JSU's Faculties are the Academic Information System - AIS2 and other information sources referred to in Article 4 (3), the feedback from students and graduates from individual Faculties of JSU, and feedback from employers and external stakeholders.
  7. The University will draw up a report on employability of graduates in compliance with Article 18 of the Standards Evaluation Methodology of the SAAHE

## **Article 7**

### **Processes for Assurance and Assessment of Quality of Habilitation and Inauguration Proceedings at JSU**

1. For the purposes of accreditation of habilitation and inauguration proceedings, the University shall issue, in accordance with Section 15 (1)(m) of the Higher Education Act, an internal regulation - directive on the processes within the JSU Internal Quality Assurance System, which shall determine the rules for the development, modification, approval and cancellation of habilitation and inauguration proceedings at the individual Faculties of JSU and the rules for submitting applications related to habilitation and inauguration proceedings to the Slovak Accreditation Agency for Higher Education.

## **Article 8**

### **Processes for Assurance and Assessment of Quality of Creative Activities at JSU**

1. JSU's concept for development of research and creative activities is based on the approved JSU Long-Term Plan for the years 2016-2021. JSU's task in the area of science and research is to carry out basic research and applied research and development, use the latest knowledge acquired in various scientific disciplines and areas of technology in educating students, and engage students in creative scientific activities. The research at JSU is directed towards and focuses on the areas related to JSU's mission and scientific and educational orientation.
2. JSU's academic staff carries out basic research in all areas of sciences related to the fields of study and accredited study programmes delivered at JSU, or related study programmes. The applied social science research carried out at JSU focuses mainly on the needs of the Hungarian national minority in Slovakia due to the fact that JSU was established to provide higher education opportunities primarily for members of the Hungarian national minority, who form the basic group of applicants interested in studying at JSU. The secondary target group of the beneficiaries of applied research results includes businesses, firms, schools, and religious communities in the regions for which the University educates future graduates according to their requirements.
3. JSU is fully aware of the importance of interconnecting science and research with higher education and therefore:
  - a) within educational activities, the University relies on the latest knowledge in the scientific areas in which it delivers study programmes;
  - b) the University has experts to deliver individual courses who actively carry out scientific research in relevant and related fields; and
  - c) JSU's Faculties may also cooperate with experts from other Faculties to secure quality teaching within individual courses of their study programmes to meet the requirements set out in Article 6 (1)(b) hereof.
4. Careful selection of members of JSU's academic staff is an integral part of assurance of quality of the creative activities carried out at JSU. In selecting academic employees, JSU acts in accordance with the law and the internal regulation "The principles of the selection procedure to fill posts of university teachers, research workers, to appoint professors and associate professors and senior employees at JSU", and the internal regulation applicable to Faculties "General criteria for filling positions of professors and associate professors

and specific requirements of the selection procedures to fill posts of professors at individual Faculties”.

5. The selection of university teachers in compliance with the Standards of the SAAHE is a transparent, objective, and professional procedure taking place based on in advance defined requirements and criteria that comply with the mission and long-term plan of the University, generally binding legislation, and the Standards of the SAAHE.
6. Workloads of academic employees of JSU in the area of education and creative activities are laid down by a directive defining university teacher workloads issued by the Rector after it had been discussed by the JSU Rector’s Council.
7. The distribution of university teacher workloads under the Standards of the SAAHE assures and enhances the quality of study programmes, teaching processes and other related educational activities and facilitates evaluation of students, instruction and evaluation of final theses, participation in creative activities and other activities related to their professional development and contributes towards fulfilment of the University’s mission.
8. The directive also includes the academic staff remuneration strategy to promote scientific and research activities and to streamline publishing activities in terms of the quality of publications.
9. JSU pays particular attention to maintaining scientific integrity, respect for academic ethics, and vigilance against plagiarism and other academic fraud in accordance with the Code of Ethics and the Principles of JSU regulating the invalidation of a state examination, or part thereof, and the invalidation of a rigorous examination, or part thereof, withdrawal of scientific-pedagogical or artistic-pedagogical degrees, proposals to dismiss professors, and academic degree renunciation.
10. To assure quality of creative activities, individual Faculties shall ensure, in accordance with the Standards of the SAAHE, that individual creative activities are in line with learning outcomes and that results of creative activities comply with the level of the qualification framework of the education provided at JSU.
11. The quality of the creative activities carried out at JSU is assessed based on the fields of study accredited for individual Faculties of the University and other scientific disciplines related to the study programmes delivered by the University.
12. For the purposes of assurance and assessment of the quality of creative activities, summary creative activity assessment reports are drawn up by Faculties at least every two years (always by 31 March of any given year), assessing such activities based on the fields of study accredited for individual Faculties of the University and other related scientific

disciplines. To define the content details and method of preparation by Faculties of creative activity assessment reports, the University shall issue a relevant internal regulation.

13. A creative activity assessment report is to be drawn up by the Faculty concerned and the Dean of the Faculty shall submit the report the Faculty's Quality Assurance Council for discussion. Details concerning the procedure for approval of creative activity assessment reports are set out in the Directive on Internal Quality Assurance System Processes at JSU.
14. At the request of the Chairperson of the JSU Quality Assurance Council, the JSU Academic Council may also express an opinion on the Faculty's creative activity assessment report following a discussion.

## **Article 9**

### **Processes for Assurance and Assessment of Quality of Educational Internalisation**

1. JSU's main objective in the area of internationalisation has been to make contacts and develop international cooperation in compliance with the University's mission while taking into account improvement in the quality of its activities in the area of education, sciences, research, and organization. Internalisation is also aimed at contributing towards enhancement of quality of the educational and creative activities carried out by the University and at inviting internationally renowned scientists to act as lecturers and partners in the area of education, research, and projects related activities at JSU. One of the key programmes in this regard is the ERASMUS+ programme, which supports the development of students' language skills, as multilingualism and multilingual communication is one of the cornerstones of the European project and an important symbol of the EU's efforts to achieve unity in diversity.
2. JSU's Quality Assurance Policy supports the internationalisation of educational, creative, and other related activities to match JSU's mission and strategic objectives, learning objectives and outcomes, and the needs of stakeholders.
3. Within quality assessment, JSU systematically monitors and assesses the scope of internationalisation of the activities carried out by the University.
4. JSU's strategic objectives in the area of internationalisation include:
  - a) support for international activities of students and JSU's staff;
  - b) increase in the number of foreign students at JSU; and
  - c) support for internationalisation of science and research improving thereby the quality of the education provided by JSU.

5. In view of the strategic research and development plans, the internationalisation element is indispensable within this process. JSU's mission is to participate in research activities concerning the regions of southern Slovakia and interstate cooperation between the Slovak Republic and Hungary. The projects under the INTERREG SK-HU invitations, as well as other related project invitations, are the means to address such research activities.
6. JSU also promotes the internationalisation of science by supporting research teams that participate in EU-funded programmes.
7. For the purposes of assuring and assessing the quality of the internationalisation of education, the University annually draws up an evaluation report on international cooperation and development, which includes an assessment of the internationalisation of educational activities, involvement of students, academic and non-academic staff in mobility programmes, and proposals for measures to improve mobility opportunities and conditions.
8. In the context of the internal accreditation processes of joint study programmes implemented at various Faculties, JSU uses the structures and processes described in Article 5 for internal accreditation of joint study programmes developed together with foreign higher education institutions, which guarantee, in accordance with the Standards of the SAAHE, implementation of the principles of the European Approach for Quality Assurance of Joint Programmes applicable to the development, adaptation, and approval of joint study programmes with higher education institutions abroad.<sup>1</sup>
9. The Vice-Rector for Education and External Relations, in cooperation with JSU's Faculties, draws up assessment reports on international cooperation, which are subsequently submitted by JSU's Rector to the JSU Scientific Council for discussion.

## **Article 10**

### **Process of Assurance and Assessment of Quality of Educational Support**

#### **Activities at JSU**

1. JSU and its Faculties continuously monitor the financial, material, technical and informational preconditions for studies at JSU. This monitoring focuses primarily on:
  - a) funds allocated to secure individual study programmes;

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<sup>1</sup> European Approach for Quality Assurance of Joint Programmes; available at:  
[https://www.eqar.eu/assets/uploads/2018/04/02\\_European\\_Approach\\_QA\\_of\\_Joint\\_Programmes\\_v1\\_0.pdf](https://www.eqar.eu/assets/uploads/2018/04/02_European_Approach_QA_of_Joint_Programmes_v1_0.pdf)



- b) technical conditions of buildings and teaching facilities;
  - c) functioning of contractual partnerships with specialised teaching facilities and other institutions necessary to achieve learning outcomes, in particular practical training for the relevant professions;
  - d) availability of study and scientific publications;
  - e) ICT support for teaching processes, computer network quality, internet connection;
  - f) access to consultancy and other support services and administration sources;
  - g) social support for students; and
  - h) accommodation for students.
2. Efficiency in ensuring the implementation of measures to improve the material preconditions for studying, social support, accommodation, and catering for students of JSU referred to in clause 1 of this Article shall be ensured by various organisational units, sections, commissions, and boards of JSU.
  3. These organisational units, sections, committees, or boards shall ensure full-scale fulfilment of the tasks aimed at sustainability and improvement of the material, technical, and information related preconditions that are to support student learning. In addition, JSU's University Library and the JSU Information Services Centre provide comprehensive library services and ICT management services for students and staff of JSU. Relevant organisational units of JSU shall cooperate in the development of process schemes to assure quality of these services.
  4. JSU has developed and currently operates its own information systems (website, e-mail server, access to integrated wireless Wi-Fi, e-learning, distance learning support systems, etc.) and also operates and uses other information systems provided by external suppliers (Academic Information System - AIS2, SOFIA financial information system, DAWINCI library information system, entry system, telecommunications system, catering system, printing system, etc.). The primary objective of the University in this area is to make efficient use of the possibilities and electronic services of the said information systems and to develop or actively participate in the development of such information systems and, where necessary, to introduce new information systems.
  5. The evaluation and results of monitoring of material, technical, and information related preconditions serving to support student education shall be part of the annual reports of JSU and its Faculties and shall be discussed at least once a year by the competent authorities of JSU's self-government.
  6. To assess the quality of educational support activities at JSU, an evaluation report shall be

drawn up at least every two years in cooperation with the Faculties, the Questor, and the Vice-Rector for Development and subsequently submitted by the Rector to the JSU Quality Assurance Council for discussion.

7. The quality assessment report concerning the support activities at JSU shall, on the basis of the objectives defined in the JSU Long-Term Plan, focus in particular on:
  - a) control and management of the University;
  - b) human resources of the University;
  - c) financial and material preconditions to secure provision of education at JSU;
  - d) information systems supporting education provisions and learning of students;
  - e) information systems supporting administration of educational processes;
  - f) the assessment of quality of the services provided by dedicated facilities of JSU, i.e. the JSU University Library, JSU Information Services Centre, and the Čajka Student Home;
  - g) support for student leisure activities, e.g. services and opportunities provided by JSU's Sports Centre and the Čajka Student Home; and
  - h) career counselling support services provided by the JSU Career Counselling Centre.

## **Article 11**

### **Publication of Information about Study Programmes and JSU's Internal Quality Assurance System**

1. JSU and its Faculties and other organizational units publish all information about studies at their websites.
2. JSU's Quality Assurance Policy and implemented internal quality assurance system processes in compliance with the Standards of the SAAHE guarantee that
  - a) published quantity and quality data concerning study programmes and respective graduates are clear, adequate, and up-to-date; information about other related activities in line with the mission of the University, which are relevant to prospective students, students, staff, employers and other external stakeholders, and the general public, is available as well;
  - b) the published information about implementation and functioning of the internal system, achieved results and implemented measures is up to date;
  - c) information about study programmes is published in all languages of instruction in which they are delivered; and

d) also handicapped people have easy access to the published information.

## **Article 12**

### **External Evaluation of JSU's Internal Quality Assurance System**

1. JSU's internal higher education quality assurance system is evaluated by the Slovak Accreditation Agency for Higher Education in relation to the Standards of the SAAHE.
2. JSU's internal higher education quality assurance system may also be evaluated by other external experts from other higher education institutions and/or scientific research institutions or other experts (evaluation team). This process is organised by the University or a Faculty's Quality Assurance Council so that the team evaluates individual elements and processes of the internal quality assurance system, considering the Standards of the SAAHE and compliance with these standards in comparison with other higher education institutions in Slovakia and abroad.  
f) The principles of external evaluation of JSU's internal quality assurance system under Article 3 (1)(f) will be specified in greater detail in the Rules of the Quality Assurance Council of JSU.

## **Article 13**

### **Final Provisions**

1. On the date of entry into force of this Regulation, the Internal Regulation on the Internal System for Quality Assurance of Education at JSU of 19 December 2013 approved by the Academic Senate of the UJS on 19 December 2013, Amendment No 1 of 24 April 2018 approved by JSU's Academic Senate on 9 May 2018, and Rules of the JSU Quality Assurance Council of 12 December 2013, including Amendment No 1 of 17 March 2021 shall be repealed.
2. This internal regulation was discussed at a meeting of the Academic Senate held on 1 July 2021.
3. This internal regulation was approved at a meeting of JSU's Scientific Council held on 8 July 2021.

4. This internal regulation shall become valid and take effect on the date of its approval by JSU's Scientific Council.

Komárno, 17 May 2021

Dr. habil. PaedDr. György Juhász, PhD.  
Rector of J. Selye University