

**RULES FOR THE SYSTEM OF QUALITY ASSURANCE OF EDUCATION,
CREATIVE AND RELATED ACTIVITIES
AND INTERNAL EVALUATION OF EDUCATION QUALITY,
CREATIVE AND RELATED ACTIVITIES
COLLEGE OF ENTREPRENEURSHIP AND LAW**



Article I.

Introductory provision

The Rules of the Quality Assurance System for Educational, Creative and Related Activities and the Internal Quality Assessment of Educational, Creative and Related Activities of the College of Entrepreneurship and Law as on Higher Education Institutions and on Amendments to Other Acts (Higher Education Act), as amended (hereinafter referred to as the “Act”), the procedure for evaluating and ensuring quality and approving and implementing study programs of VŠPP.

Article II.

Scope of internal regulation

1. Rules of the Quality Assurance System for Educational, Creative and Related Higher Education Institutions and the Internal Quality Assessment of Educational, Creative and Related Activities of the Higher Education Institutions (hereinafter referred to as the “Quality Assurance System Rules”) and evaluating the quality of educational, creative and related activities under the conditions of the VŠPP, defining the responsibilities, powers and procedures of the Internal Evaluation Council.
2. Responsibility for ensuring and evaluating the quality of educational, creative and related activities is enshrined at all levels of university management and is in line with Article V. The internal regulation is binding for all academic staff and employees of the VŠPP, and is reflected in the job descriptions of the relevant academic staff. staff, affects cooperation with both students and graduates, including practitioners.

Article III.

Internal Evaluation Council

1. The Internal Evaluation Council (hereinafter referred to as the “Council”) focuses on the evaluation of the results of the VŠPP in politics, strategy and management of the university, human resources development, educational activities, research and other creative activities, university management and results in relation to key areas of higher education. The information provided gives feedback necessary to improve the quality of study programs and serves to identify the strengths and weaknesses of the institution. The evaluation is also used for the continuous improvement of the teaching and development of study materials, the development of academic staff and the technical and organizational provision of the study.
2. The Rector is the Chairman of the Council.
3. The Vice-President of the Council shall be appointed by the Rector from the VŠPP academic staff who are professors or associate professors.
4. The Chairman of the Academic Council of the VŠPP is a member of the Council. The other members of the



Council are appointed by the Rector on the proposal of the Rector's Board, of which one member of the Council is always appointed from among the students.

5. The term of office of the Vice-President and other members of the Council shall be three years.
6. The Council discusses and approves the draft rules and methodology of the quality assurance system for educational, creative and related activities and the internal quality assessment of educational, creative and related activities submitted by the Rector before submitting the proposal to the Academic Council of the VŠPP (hereinafter referred to as the "Academic Council").
7. The Council prepares and discusses a draft report on internal quality evaluation of the educational, creative and related activities of the VŠP submitted by the President of the Council prior to submitting the proposal to the Academic Council and proposals for amendments to this report.
8. The Council manages the internal quality evaluation of educational, creative and related activities of VŠPP.
9. The Council keeps continuous records of internal quality assessment of educational, creative and related activities of VŠPP.
10. The Council discusses the draft report on internal quality assessment of the educational, creative and related activities of the VŠPP before submitting the proposal to the Academic Council.

Article IV.

Assessment and quality assurance of educational, creative and related activities

1. Quality assurance means the systematic care of the quality of educational, creative and related activities, its maintenance and improvement by fulfilling or increasing the standards of activities of the VŠPP in accordance with its mission and its objectives as described in the strategic plan, statute, internal regulations of VŠPP and internal guidelines of VŠPP.
2. The evaluation of the quality of educational, creative and related activities takes place at the VŠP in a transparent and continuous way through an internal evaluation system to provide feedback. The feedback system is attended by members of the academic community and graduates. Feedback system evaluates areas:
 - a. Structure of study programs (study plans, appropriateness of enrollment)
 - b. training, available materials, their quality,
 - c. course of teaching
 - d. technical organization,
 - e. learning outcomes
 - f. teacher quality
 - g. information system
 - h. science and research
 - i. timeliness of teaching in relation to labor market preferences,
 - j. an ethical aspect.



3. Feedback documents are used for evaluation by the Council. The resulting documents are provided to the course and program guarantors, to the managers and are used to create periodically published assessment reports.
4. The integrated internal evaluation system is complemented by partial forms of feedback and quality assessment at the university.
5. In order to ensure the quality assurance system and internal quality assessment of all activities of VŠPP, funds are created in the VŠPP budget.
6. Every 5 years, the college publishes a report on the internal quality evaluation of educational, creative and related activities of the higher education institution with possible additions and publishes an update of the report annually.

Article V.

Responsibility for quality assurance and internal quality assessment of educational, creative and related activities

1. All senior employees, members of VŠPP bodies, guarantors and all other employees are responsible for ensuring the quality and internal evaluation of the quality of educational, creative and related activities in accordance with the adopted Code of Ethics.
2. Managers are required to check compliance with the quality principles of educational, creative and related activities. In particular, they monitor continuous assessment:
strategic leadership and planning of the university
b. the international openness of the college
c. all study programs undertaken,
d. teaching staffing
e. technical-organizational provision of teaching,
f. development of university human resources
g. outputs and results of studies,
h. creative output.
3. Study Program Guarantors are responsible for adhering to and continually improving the quality of their guaranteed programs in terms of content, personnel and information.
4. All academics and staff are involved in the ongoing evaluation of the quality of teaching and the application of results to the continuous improvement of the learning and creative process.
5. All academics and staff shall cooperate and provide input to the Council for the evaluation of educational, creative and related activities and shall be involved in regular evaluation and discussion of ongoing evaluation results.



Article VI.

Cooperation with external entities

1. The VŠPP cooperates and uses for the quality assessment system the employers of graduates, entrepreneurs operating in the industrial and commercial spheres, business associations and other persons or bodies performing, supporting or using the educational or creative activities of the university or its results. Similarly, VŠPP continuously cooperates with other universities, municipalities and external institutions engaged in the evaluation of higher education institutions.
2. When adopting measures to improve quality, the Council shall communicate with external bodies.

Article VII.

Standards and procedures for internal evaluation of the quality of educational, creative and related activities

1. The VŠPP evaluates at least once a year the continuous outputs and feedback mechanisms of the evaluated areas pursuant to Article IV.
2. The outputs of internal quality evaluation are mutually compared with the aim of continuous improvement of the quality and excellence of VŠPP.
3. The monitored areas are standardized to achieve at least 80% success rate at an adequate level of quality. Quality is measured by outputs from the area of educational, creative and related activities of VŠPP with a focus on learning outcomes, ability to apply acquired knowledge, knowledge, skills, skills and competences. Learning outcomes are already measurable in the development of study programs and plans.
4. The aim is to provide the quality of educational, creative and related activities and thus prepare graduates in an optimal way for the successful performance of the profession.

Article VIII.

Corrective and preventive measures

1. The VŠPP through the Council, at least once a year on the basis of feedback mechanisms, responds to identified shortcomings of the problem area and submits suggestions and measures for their removal to the guarantors, managers and individual academic staff and employees.
2. The submitter of such corrective and preventive measures shall receive within 30 days the statement of the relevant academic or employee with a proposal to address the identified deficiency or problem.
3. The Council prepares the Preventive Action Plan through the Council and takes further measures to improve quality.
4. The plan is submitted by the Council at least once a year.
5. The Council supervises the elimination of specific shortcomings and the implementation of the solution plan for



problem areas.

Article IX.

Internal evaluation documents

1. The VŠPP prepares and publishes the following quality assurance documents:
 - a. Report on Internal Quality Assessment of Educational, Creative and Related Activities
 - b. Annual update of the report on internal quality assessment of educational, creative and related activities
 - c. VŠPP internal regulations and documents that provide an internal evaluation system.
2. The Report on Internal Quality Assessment of Educational, Creative and Related Activities describes the achieved qualitative outputs of VŠPP in the area of educational, creative and related activities and measures taken to remedy any identified shortcomings.
3. The report on internal evaluation of the quality of educational, creative and related activities of VŠPP and amendments to this report is available on the website of VŠPP and is handed over to the bodies and members of the bodies of VŠPP and its parts, the National Accreditation Office for Higher Education and the Ministry of Education, Youth and Sports.

Article X.

Final Provisions

These rules of the quality assurance system acquire pursuant to Section 36, clause (4) and Section 41, clause (2) of the Act of Validity and Effective on the date of registration by the Ministry of Education, Youth and Sports.