

Upon the proposal of the Chancellor of the Trnava University dated 6 July 2021 after discussion in the Council for Internal Evaluation of Higher Education of Trnava University on 8 September 2021 and after the statement of the Academic Senate of the Trnava University dated October 1, 2021, the Scientific Council of the Trnava University approved on November 9, 2021 the internal regulation of the Trnava University pursuant to Article 15, Section (1) (b) of the Act No. 131/2002 Coll. on Universities and Colleges Amending Certain Acts, as amended, entitled

Internal Quality Assurance System of Higher Education of the Trnava University

Article 1

Legislative Acronyms

For the purposes of the internal regulation on *Internal Quality Assurance System of the Trnava University* the following legislative abbreviations are used:

- a) Act No. 131/2002 Coll. on Universities and Colleges Amending Certain Acts as amended (hereinafter only referred to as the "the Universities and Colleges Act");
- b) Act No. 269/2018 Coll. on Quality Assurance in Higher Education Amending the Act No. 343/2015 Coll. on Public Procurement Amending Certain Acts as amended (hereinafter only referred to as the "Quality Assurance Act");
- c) internal regulation within the meaning of Article 15, Section 1, Item (b) of the Act on Universities and Colleges entitled Internal Quality Assurance System of the Trnava University (hereinafter only referred to as the "Regulation on the University's Internal System");
- d) the Internal Quality Assurance System for Higher Education of the Trnava University (hereinafter only referred to as the 'Internal System of the University');
- e) the Trnava University (hereinafter only referred to as 'the University');
- f) Chancellor of the Trnava University (hereinafter only referred to as the 'Chancellor of the University');
- g) The Internal Quality Assessment Board of the University (hereinafter only referred to as 'the Internal Quality Assessment Board');
- h) The Academic Senate of the Trnava University (hereinafter only referred to as the 'The University Academic Senate');
- i) The Scientific Council of the Trnava University (hereinafter only referred to as "the

University Scientific Council of);

- j) The Management Board of the Trnava University (hereinafter only referred to as „the University 'Management Board');
- k) Standards and Guidelines for Quality Assurance in the European Higher Education Area (hereinafter only referred to as the 'European standards');
- l) EFQM - European Foundation for Quality Management (EFQM) model of excellence;
- m) Standards for the Internal Quality Assurance System of Higher Education, Standards for the Study Programme and Standards for Habilitation Procedure and Procedure for the Appointment of Professors developed by the Slovak Accreditation Agency for Universities and Colleges (hereinafter only referred to as the "Education Quality Standards");
- n) Standards for the Internal Quality Assurance System for Higher Education (hereinafter only referred to as ' the Internal System Standards');
- o) Statute of the Trnava University dated 20 May 2013, as amended (hereinafter only referred to as “the University Statute”);
- p) The Statute of the Council for Internal Evaluation of the Quality of Higher Education of the Trnava University (hereinafter only referred to as the 'Statute of the Council');
- q) Rules of Procedure of the Council for Internal Evaluation of the Quality of Higher Education of the Trnava University (hereinafter only referred to as the 'Rules of Procedure of the Council').

Article 2

Basic Definitions

For the purposes of the University Internal System Regulation, the terms referred to in this Article shall be used within the meaning of the following definitions:

- a) *creative activity* means a research activity, a development activity, an artistic activity or other creative activity of the University that is relevant to the fulfilment of mission thereof in relation to the objectives and outputs of education;
- b) *standards for the internal system* means a set of requirements for the internal system of the University and the manner of implementation thereof in accordance with Article 2 (a) of the Quality Assurance Act;

- c) the *criterion of the standard for the internal system* of the University shall be a specific requirement of the standard or its partial aspect the fulfilment of which is, to the extent required, a prerequisite for the overall evaluation of the fulfilment of the standard for the internal system;
- d) the *indicative indicator* shall be a quantitative or a qualitative indication of the degree of compliance of the activities of the University in the fields of education, creative activities and other related activities with the criteria of the standards for the internal system of the University;
- e) *University standards for indicative quality assessment indicators* are generally defined at University level and are evaluated on annual basis. The value of the standard shall, as a general rule, be determined on the basis of the average values of the monitored quantity over a period of the last 10 years, taking into account long-term trends and developments in the field;
- f) *quality management of education* shall be systematic regulation of processes in the areas of higher education, creative activities and other related activities of the University through monitoring, ensuring, evaluating and improving the quality of education in order to achieve compliance of these activities of the University with the criteria of standards for the internal system of the University.

Article 3

Subject of the Regulation on the Internal System of the University

- (1) The Regulation on the Internal System of the University regulates the manner of fulfilling the mission of the University and strategic objectives thereof in the field of higher education.
- (2) The University's Internal System Regulations stipulates the rules of
 - a) ensuring the quality of education, creative activities and related activities of the University,
 - b) internal evaluation of the quality of education, creative activities and related activities of the University.
- (3) The internal system regulation of the University in accordance with European standards, the Quality Assurance Act and the standards for the internal system regulates
 - a) policies for ensuring the quality of higher education, the quality of creative activities of universities and the quality of other related activities,

- b) processes for ensuring the quality of higher education, the quality of creative activity and the quality of other related activities,
- c) the principle of the interconnection between higher education and creative activities;
- d) instruments of the University's internal system,
- e) methods of evaluating the quality of education,
- f) the structure of the University's internal system.

Article 4

Scope of the Internal Regulation on the Internal System of the University

The Present Internal Regulation shall be binding for all organizational elements of the University, employees and students thereof as well as for stakeholders performing educational, creative and related activities at the University.

Article 5

Principles of Quality Assurance and Evaluation of Education

- (1) The University ensure and evaluate the quality of higher education, creative activities and other related activities thereof on the basis of the following principles:
 - a) quality is ensured and evaluated in all educational, creative and other related activities,
 - b) quality assurance and evaluation shall reflect evaluations relating to the quality of educational, creative and other related activities of the previous period,
 - c) evaluation by all stakeholders shall put accent on independence, impartiality, objectivity, expertise, transparency and fairness.
 - d) where a lack of quality is identified, the principle of subsidiarity shall be applied to redress;
 - e) new operations or changes shall only be adopted and implemented if there is a reasonable prospect of quality improvement or if the introduction or implementation thereof is indispensable for the maintenance of quality; this rule shall not apply if the changes are caused by *force majeure*,
 - f) the results of the evaluation shall be made public only after full completion thereof;
 - g) the quality assurance and quality evaluation rules and application thereof in practice

shall be regularly evaluated and, where necessary, revised.

Article 6

University Quality Culture

- (1) University quality culture is a set of basic starting points, principles, values, standards of behaviour and attitudes that engage employees and students thereof as well as other stakeholders in achieving a high quality of University activities in the areas of higher education, creative activities and other related activities.
- (2) The University shall in ensuring all its activities systematically develop a culture of quality.
- (3) Employees, students and other stakeholders are motivated to provide feedback and suggestions to improve quality in the areas of education, creative activities and other related activities, in particular through regular questionnaire surveys of students, graduates, employees and employers.
- (4) Employees, students and other parties interested shall be entitled to submit suggestions to improve the quality to members of the Management Board of the University that shall deal with the same, propose possible measures and provide feedback on the suggestions.
- (5) The University implement the principle of transparent evaluation and public access to information on activities thereof in electronic form through a special internal information system.

Article 7

Internal System of the University

- (1) The internal system of the University is an integrated set of policies, structures and processes regulated by a set of rules governing activities thereof through which the University ensure and develop the quality of fulfilling mission thereof in the areas of higher education, creative activities and other related activities.
- (2) The University ensure the quality of the higher education provided by the creation and implementation of the internal system of the University and continuous development thereof.
- (3) The internal system of the University has been systematically built and innovated in

the long term and the main objective thereof is to continuously improve the quality of activities implemented by the University and to develop a culture of quality at all parts and levels of the University.

(4) The internal system of the University at the national level is based on general statutes of the Slovak Republic, in particular the Quality Assurance Act, the Universities and Colleges Act as well as educational quality standards.

(5) The internal system of the University at international level is based on European standards and the concept of the EFQM model.

(6) The internal system of the University includes periodic monitoring and evaluating the quality of all activities thereof on the basis of indicative indicators for quality assurance and evaluation.

(7) Indicative indicators determine the degree of compliance of the implementation of the University's internal system with the standards for the internal system.

(8) Indicative indicators shall be developed in a way to render possible evaluation of the fulfilment of the standard through criteria thereof in all processes of the University's internal system.

(9) Indicative indicators for quantitative evaluation, the method of measurement or calculation thereof and the values of standards thereof are set out in a separate internal regulation of the University entitled *Indicative Indices of Quality Assurance at the Trnava University*.

(10) Evaluation of the quality of higher education, creative activities and other related activities shall be a systematic, independent and documented process of objective evaluation through the provision and acquisition of evidence.

(11) Managing the quality of education consists in

a) in adopting and updating strategic documents of the University,

b) in the application of general statutes, European standards, quality standards for education as well as own specific and development criteria and instruments of the University,

c) the application of appropriate quality assurance and quality evaluation methods,

d) in the annual monitoring and evaluation of the fulfilment of the quality standards of education,

e) responding to feedback from key stakeholders on the problems and risks identified;

f) in the adoption and implementation of measures to remedy the deficiencies identified,

g) monitoring, subsequent removal of deficiencies and examination of the implementation of corrective actions.

(12) The University shall request the Slovak Accreditation Agency for Universities and Colleges to assess the internal system thereof at least once every six years; they shall do so for the first time by December 31, 2022 and for the second time by December 31, 2030.

Article 8

Policies of the University's Internal System

(1) The University's internal system policies are a formalised and implemented set of principles and procedures by which the University continuously guide and improve their processes in order to achieve the strategic objectives resulting from its mission.

(2) The policies of the internal system of the University constitute the basic framework of the internal system of the University in fulfilling the mission thereof and continuous quality assurance and development. They represent the very basic idea of the University's internal system and shall be applied in the structures and processes thereof.

(3) In order to ensure, evaluate and develop the quality and fulfil the mission thereof in accordance with the long-term intention, the University has established the following policies:

a) The primary responsibility of the University for the quality of the higher education provided and for the development of a quality culture.

b) Achieving excellent results and continuous improvement of the University's activities in the field of education, creative activities and other related activities.

c) Interconnection between the internal system of the University and the long-term intent thereof and other strategic documents.

d) Recognition and protection of values in education, creative activity and other related activities the very essence of which are existential starting points as opposed to a relativistic view of the reality of life.

e) Free scientific research, openness, equality and responsibility in education, creative activities and other related activities.

f) Interconnection between education and creative activities.

g) Student-oriented education.

h) Providing an environment that harmonize opportunities for applicants with specific needs in the admission process as well as for students with specific needs in all processes

throughout the student's life cycle.

- i) Support provided to students from disadvantaged backgrounds.
- j) Involvement of students and other external stakeholders in quality assurance and evaluation.
- k) Internationalisation of educational, creative and other related activities.
- l) Protection against intolerance and discrimination of students, employees and applicants.
- m) Effective and transparent mechanisms for reviewing complaints by students seeking protection of their rights or legally protected interests, with the involvement of student representatives.
- n) Adherence to scientific integrity and academic ethics, active suppression of plagiarism and other academic fraud.
- o) Establishing and developing beneficial relationships with stakeholders.
- p) Stabilising and developing the research character of the University with scientific and research impact thereof on the domestic higher education environment and internationalisation thereof in developing partnerships through bilateral and multilateral cooperation, international grant calls and consortiumisation.
- q) Increasing the rate and level of provision of third-level higher education and the subsequent habilitation and inauguration procedures in disciplines corresponding to the scientific research specialization of the University.
- r) Regular monitoring, evaluation and review of the internal system of the University in order to achieve strategic objectives.
- s) Transparency in formalised internal evaluation policies and processes implemented according to clearly defined rules and criteria, is manifestly documented at all stages; outputs thereof are easily accessible to the public.
- t) Implementation of internal evaluation based on an appropriate interconnection between the diagnostic self-evaluation method, feedback and evaluation of relevant data.
- u) Fact-based decision- making with a focus on results.
- v) Procedural approach to quality management of education.
- w) Application of leadership principle in management.
- x) Developing social responsibility and the role of the University in the third mission thereof, including effective and continuous cooperation with students, other stakeholders and the public.
- y) Ensuring compliance of the University's activities with general statutes, European

standards, quality standards of education and internal regulations of the University.

z) Effective performance of administrative activities and reduction of administrative burden in the implementation of the University's internal system.

(4) Activities at all levels of management, in all components and in all aspects thereof shall be carried out in accordance with the policies of the University's internal system.

Article 9

University Internal System Processes

(1) In order to implement mission of strategic objectives and policies thereof, the University has established processes through which the quality of education is ensured and evaluated.

(2) The University's internal system processes constitute groups of interrelated activities in the fields of education, creative activities and other related activities that the University identify, plan, implement, monitor, evaluate and improve through the structures and policies of the University's internal system in order to fulfil the mission and strategic objectives thereof.

(3) The University has in place established processes of quality assurance and internal evaluation in interconnected areas:

- a) Learning
- b) creative activity,
- c) activities related therewith.

(4) The processes in the field of education are:

- a) Creation, approval, implementation and modification of study programmes.
- b) Implementing life-long learning.
- c) Selection of teachers of individual subjects of study programmes.
- d) Admission procedures, course of study, recognition of education and award of academic degrees.
- e) Approval of the final theses heads and final thesis supervisors.
- f) Evaluation of students so as not to create unjustified differences in similar cases.
- g) Continuous monitoring, periodic evaluation and approval of study programmes involving students, employers from the relevant sector of the economy or social practice and other stakeholders involved.
- h) Examination of the claims by which the student seeks protection of his/her rights or

legally protected interests as well as points out specific shortcomings in the University's activities.

- i) Learning, teaching and student-oriented assessment.
- j) Maintaining scientific integrity and adherence to academic ethics, ensuring protection against any kind of intolerance and discrimination against students, employees and applicants.
- k) Supporting the internationalisation of educational, creative and other related activities.

(5) The processes in the field of creative activity are:

- a) Implementation of creative activities of the University, involvement of students therein, especially in the third stage of study and meeting the requirements for the level and scope of creative activities of the University with regard to the mission thereof.
- b) Definition of assessment areas and assessment period.
- c) Assessment of persons in relation to accreditation requirements.
- d) Submission of outputs of creative activities and other documents for evaluation.
- e) Evaluation of the level of creative activity by fields of study, assessment areas and study programmes as well as an overall assessment of the level of creative activity of the University and parts thereof.
- f) Demonstration of the level of the University's criteria for evaluating the fulfilment of the conditions for obtaining the academic degree of Associate Professor and the academic degree of Professor and staffing in the field of habilitation procedures and inauguration procedures.
- g) Determination of the overall quality profile for the assessment area.

(6) The processes in the field of related activities are:

- a) Selection of University teachers and other University staff.
- b) Provision of professional development of University teachers, researchers and artistic staff of the University.
- c) Support to the development of professional, linguistic, digital skills, transferable competences and personal development of all employees.
- d) Premises, material, technical, information and personnel conditions for the implementation of study programmes.
- e) Creating and effectively using financial resources to provide study and support to students.
- f) Care of students including the personal, career, social, cultural, sport and other

aspects of their lives, from their admission through successful completion of studies.

g) Cooperation with institutions of practice and with specialised teaching facilities in practical teaching, including external educational institutions involved in the implementation of the third-level study programme.

h) Collecting, processing, analysing and evaluating information for strategic, tactical and operational management of the implementation and development of study programmes, creative activities and other related activities of the University.

i) Regular publication of up-to-date information on study programmes and the graduates thereof.

j) Publication of up-to-date information on the implementation and functioning of the University's internal system, the results achieved and the measures adopted.

k) Creating, implementing, monitoring and reviewing the University's internal system.

l) Regular external quality assurance.

(6) Processes according to the standards for the study programme related to the study programmes of the University and processes according to the standards for habilitation procedure and inaugural procedures related to the regulations governing habilitation procedures and inauguration procedures regulate the specific internal regulations of the University.

Article 10

Principle of Interconnection of Higher Education and Creative Activity

(1) Creative activities and education are closely interconnected activities of the University.

(2) A University teacher working at the University carries out an authentic educational activity in close connection with his/her own scientific and research activity in which he/she effectively engages a student, in particular a third-level student.

(3) A student shall be entitled to participate in the scientific and research activities of the University applying the principle of student-oriented education which includes the student's participation in basic and applied research and relevant outputs of the University so that he/she be prepared as much as possible for practice in connection with graduation from the University.

Article 11

Instruments of the University's Internal System,

The following tools shall in particular ensure the functionality of the internal system of the University in all processes in the areas of education, creative activities and related activities:

- a) a set of internal regulations, decisions and methodological guidelines of the University and components thereof,
- b) internal evaluation of the University's activities,
- c) regular verification of the functionality of the University's internal system and continuous improvement thereof,
- d) procedures for ensuring the transparency of the internal system of the University and making the results of quality assurance of the University available to the academic community and the public,
- e) targeted support for the continuous improvement of the quality of the University's activities and the development of quality culture.

Article 12

Methods of Evaluating the Quality of Education,

- (1) The basis for quality assurance of the University shall be the internal evaluation of the processes referred to in Article 9.
- (2) Quality assurance management falls within the powers of the University management.
- (3) Monitoring the internal system of the University and decision-making on all evaluation reports in the field of the internal system of the University including proposals for measures on those decisions falls within the powers of the Internal Quality Assessment Board. The proposals for measures of the Internal Quality Assessment Board are of a substantive nature and are also acts of methodological management of the quality assurance and assessment of education. The Internal Quality Assessment Board shall approve the University's application for a decision of the Slovak Accreditation Agency for Universities and Colleges on the compliance of the University's internal system with the standards for the internal system.
- (4) The University's quality assurance and evaluation methods are based on the concepts of comprehensive quality management and the EFQM model. In accordance with the EFQM model concept, the University define indicative indices applied by the

University to improve the quality of processes and evaluation resources (evaluated results of all activities).

(5) Indicators in the field of quality assurance of education, quality of creative activities and quality of related activities are set out in the internal regulation *Indicative Indices of Quality Assurance at the Trnava University*.

(6) There are, in the field of quality assurance of education, the University's evaluation resources which are relevant statistical data and other resources and which in particular include:

- a) assessment of teaching by students,
- b) evaluation of education by life-long learning participants;
- c) assessment by graduates;
- d) evaluation by external partners;
- e) assessment by employees,
- f) evaluation of the performance of teachers in the field of educational activities,
- g) the University's international assessment in University rankings.

(7) The evaluation sources at the University shall in the field of quality assurance of creative activity be relevant statistical data and other sources, in particular:

- a) assessment by employees,
- b) evaluation by external partners;
- c) evaluation of the results of creative activity,
- d) the University's international assessment in University rankings.

(8) The evaluation sources at the University shall in the field of quality assurance of creative activity be relevant statistical data and other sources, in particular:

- a) assessment of teaching by students,
- b) assessment by employees,
- c) evaluation by external partners;
- d) evaluation of the results of related activities, including the third mission of the University.

(9) The basic method of monitoring and evaluating the quality of all activities shall be diagnostic self-assessment.

(10) The basis of diagnostic self-assessment shall be the evaluation of indicative indices as set by the internal regulation *Indicative Indices of Quality Assurance at the Trnava University*. The Present Internal Regulation identifies a set of indicative indices for quantitative and qualitative evaluation in the field of education, creative activities and

related activities, the method of measurement or calculation thereof and the value of the standards thereof.

(11) Internal regulation *Indicative Indices of Quality Assurance at the Trnava University* is approved by the Chancellor of the University.

(12) Quality assessment at the University takes place in two mutually complementary forms:

- a) quantitative evaluation,
- b) qualitative evaluation.

(13) The quantitative assessment shall be carried out as measuring or calculating quality indicators.

(14) The output of the quantitative evaluation shall be a report on the results of the quantitative evaluation, which is the basis for the preparation of periodic evaluation reports at the University level.

(15) The report on the results of the quantitative evaluation (evaluation of individual quality indicators defined by the internal regulation *Indicative Quality Assurance Indices at the Trnava University*) shall be prepared by the Department of Analyses and Strategies for Quality Assurance.

(16) Further quantitative surveys are carried out as necessary. Contents thereof shall be flexible depending on the issue currently being addressed.

(17) Qualitative evaluation is carried out by examining phenomena, analysing causes thereof, relationships and connections that are neither partially, nor fully measurable.

Article 13

Evaluation Reports

The types of evaluation reports are:

- a) Periodic evaluation reports of the University's management and Faculties thereof shall be:
- b) internal evaluation report on the implementation of the internal system pursuant to Article 24, Section 1 or Section 3 in connection with Article 24, Section 4, Item (b) of the Quality Assurance Act,
- c) Reports on the assessment of the level of the University and Faculties thereof during ongoing supervision pursuant to Article 24, Section 2 of the Quality Assurance Act.

Article 14
Periodic Evaluation Reports

- (1) In order to evaluate the internal system of the University, the following periodic evaluation reports are adopted:
 - a) Evaluation report on education.
 - b) Evaluation report on creative activities.
 - c) Evaluation report on related activities.
- (2) At the Faculty level, the following periodic evaluation reports are adopted. The same constitute basis for the periodic evaluation reports of the University pursuant to Section 1:
 - a) Evaluation report on the study programmes provided, the study results and the success rate of the Faculty as well as on the fulfilment of quality requirements according to the standards for the study programme.
 - b) Evaluation report on the creative activity of the Faculty and results thereof.
- (3) Evaluation reports pursuant to Section 1 contain an evaluation of the processes referred to in Article 9, Sections 4, 5 and 6 of the Present Regulation. Indicators as set by the internal regulation entitled *Indicative Indices of Quality Assurance at the Trnava University* are used to evaluate processes.
- (4) The evaluation reports pursuant to Section 1 and 2 shall include proposals for measures to improve the deficiencies identified.
- (5) Preparation of a draft periodic evaluation report on education pursuant to Section 1 is provided by the Vice-Chancellor for Education, Accreditation and Quality; drafting the periodic evaluation report on creative activity pursuant to Section 1 is provided by the Vice-Chancellor for Science, Research and Artistic Activities; drafting of the periodic evaluation report for the area of related activities pursuant to Section 1 is provided by the Vice-Chancellor for Development.
- (6) Draft periodic evaluation reports pursuant to Section 1 shall be drawn up once a year. Vice-Chancellors shall submit the same for the previous calendar year to the Chancellor of the University by 30 April.
- (7) Preparation and adoption of periodic evaluation reports pursuant to Section 2 are provided by the Deans of Faculties once a year. The same for the previous calendar year shall be submitted to the Chancellor of the University as documents for the preparation of

periodic reports pursuant to Section 1 by 31 March.

(8) Draft periodic evaluation reports pursuant to Section 1 shall be submitted by the Chancellor of the University to the University Scientific Council. He/she shall, and, after discussing the same by the Council, submit the same to the Internal Quality Assessment Board.

(9) The University Scientific Council and the Internal Quality Assessment Board may ask the Chancellor or the Dean for additional information on the reports submitted.

(10) Evaluation reports pursuant to Section 1 is approved by the Internal Quality Assessment Board after prior discussion on the same by the University Scientific Council.

(11) The result of discussing periodic evaluation reports of the University and Faculties pursuant to Section 1 is in particular a basis for the monitoring and decision-making of the Internal Quality Assessment Board in the field of the University's internal system.

(12) The periodic evaluation reports shall form the basis for the preparation of the implementation reports and those on the level.

(13) The Internal Quality Assessment Board may request the submission of an extraordinary assessment report.

(14) The Internal Quality Assessment Board receive internal feedback on the University's periodic evaluation reports and deliver the same to the Chancellor of the University.

(15) The Chancellor of the University and on the basis of his/her authorization the Deans of Faculties shall, on the basis of internal feedback, adopt appropriate measures and action plans for improvement.

(16) Periodic evaluation reports are available on the University's website.

Article 15

Internal Evaluation Report on the Implementation of the Internal System

(1) The University adopt, in accordance with the Act, *an Internal Evaluation Report on the Implementation of the Internal System* within the time limits as specified by the Act, namely until 31 December 2022 and until 31 December 2030, respectively.

(2) The report on the implementation of the internal system shall include a list of all accredited study programmes, study programmes with limited internal accreditation and study programmes with cancelled accreditation in a given year.

(3) The preparation of a report on the implementation of the internal system is ensured

by the Chancellor of the University and carried out by the relevant Vice-Chancellor for Education, Accreditation and Quality in cooperation with the Department for Analysis and Strategies in the Field of Quality Assurance of the University as well as in cooperation with individual relevant parts, organizational units and employees of the University.

(4) The report on the implementation of the internal system shall contain information on the analysis carried out of the set rules, standards, methods and procedures for quality assurance and evaluation in the field of education, creative activities and related activities including an overview of identified deficiencies and proposals for actions leading to elimination thereof.

(5) The report on the implementation of the internal system shall be approved by the Internal Quality Assessment Board after prior discussion thereon by the University's Scientific Board.

(6) The Internal Quality Assessment Board receive internal feedback on the report on the implementation of the internal system and shall send the same to the Chancellor of the University.

(7) Internal feedback on the report on the implementation of the internal system shall include a statement by the Internal Quality Assessment Board on the application of the internal system and functionality thereof as well as draft improvement measures.

(8) Internal feedback on the *report* on the implementation of the internal system shall be a basis for the University and Faculty managements to adopt and implement improvement measures and action plans.

(9) The report on the implementation of the internal system is available on the University's website.

Article 16

Reports on the Assessment of the Level of the University and Faculties thereof during Ongoing Supervision

(1) The Agency shall at least every two years carry out on-going monitoring of compliance with the standards for the internal system. The Agency shall do so on the basis of data from reports on:

a) evaluation of the level of University in educational activities and in the field of science, technology or art discussed by the University Scientific Council,

b) evaluation of the level of a Faculty in educational activities and in the field of science,

technology or art discussed by the Faculty's Scientific Council.

(2) Reports on the evaluation of the level pursuant to Section 1 are based on periodic evaluation reports of the University and Faculties thereof pursuant to Article 14.

(3) The adoption of reports on the evaluation of the level of the University and Faculties thereof in continuous supervision shall be governed by analogous rules applicable to the adoption of periodic evaluation reports pursuant to Article 14.

Article 17

Structures of the University's Internal System

(1) In order to implement mission of strategic objectives and policies thereof, the University have in place processes through which the quality of education is ensured and evaluated.

(2) The structures of the internal system of the University constitute a set of bodies, boards, units, positions and contractual partners thereof and their mutual relations with specified powers, competences and responsibilities for the defined scope of implementation of the University's internal system policies.

(3) The powers, scope and responsibilities within the internal system of the University to the extent specified by the Universities and Colleges Act, the Quality Assurance Act, the University Statute, the Statute of the Council, the Present Internal Regulations and other internal regulations of the University are in particular held by the following structures of the University:

- a) the Chancellor
- b) Vice-Chancellors,
- c) the Internal Quality Assessment Board,
- d) the University Scientific Council,
- e) The University Academic Senate
- f) the Management Board of the University,
- g) Faculty Deans,
- h) the Bursar and other senior employees pursuant to Article 10 of the Statute of the University,
- i) the University's Quality Assurance Analysis and Strategies Unit.

Article 18

Chancellor of the University

(1) The Chancellor of the University shall, in accordance with the Universities and Colleges Act, the Quality Assurance Act, the Quality Standards of Education, the Statute of the University and the Statute of the Board, be responsible for:

- a) for the creation and functioning of the University's internal system,
- b) ensuring compliance of the internal regulations and governing acts of the University with the internal system of the University,
- c) determination of the scope and responsibilities of the University's internal system structures,
- d) appointment and dismissal of the members and officers of the Internal Evaluation Board and entrusting them with coordinating the activities of the Board in the areas of the internal system of the University.

(2) A permanent advisory body of the Chancellor of the University for quality assurance of education, creative activities and related activities of the University established pursuant to Article 14, Section 14, Item (d) of the University Statute shall be the Deans' Commission for Quality Assurance of Education, Creative Activities and Related Activities of the University (hereinafter only referred to as the "Deans' Commission"). The Chancellor of the University shall be a member and chairman of the Deans' Commission, while members thereof shall be the Deans of all Faculties of the University.

Article 19

Vice-Chancellors of the University

The Vice-Chancellors of the University shall coordinate the activities of the University and parts thereof related to the internal system of the University within scope of their powers and, on the basis of the regulation on the internal system of the University, shall systematically ensure the implementation of the internal system of the University.

Article 20

The Internal Quality Assessment Board

(1) The Internal Quality Assessment Board shall be a permanent academic body of the

University which is, in accordance with the standards of quality of education, an independent structure of the internal system of the University holding powers and responsibilities established by the Statute of the Board in the field of binding standards and quality of education.

(2) The Internal Quality Assessment Board monitor and evaluate the internal system of the University, study programmes, habilitation and inauguration procedures and related activities thereof in relation to the compliance thereof with the Universities and Colleges Act, the Quality Assurance Act and other general statutes, educational quality standards, European standards as well as the University Statute and long-term objective thereof.

(3) The Internal Quality Assessment Board shall:

a) approve the University's application for a decision of the Slovak Accreditation Agency for Universities and Colleges on the compliance of the University's internal system with the standards for the internal system, ensure internal evaluation and receive internal evaluation reports regarding the creation, functionality, implementation and use of the University's internal system and compliance thereof with the standards for the quality of education,

b) approve proposals concerning study programmes, habilitation procedures and inauguration procedures before the submission thereof to the Slovak Accreditation Agency for Universities and Colleges by the Chancellor of the University,

c) approve proposals concerning study programmes before the decision of the Chancellor of the University is made, if the restrictions on creating, implementing and modifying the same in individual fields and levels of study have been lifted on the basis of a decision of the Slovak Accreditation Agency for Universities and Colleges on the compliance of the University's internal system with the standards for the internal system.

(4) Prior to discussion in the University Academic Senate and before approval by the University Scientific Council the Internal Quality Assessment Board shall discuss:

a) the internal regulation of the University regulating the internal system of quality assurance of higher education as well as any amendments thereto,

b) the internal regulation of the University regulating the rules for the creation, modification, approval and evaluation of the quality of the University's study programmes, habilitation and inauguration procedures as well as any amendments thereto.

(5) Creating the Internal Quality Assessment Board shall, in the human resources area, be based on the principle of the involvement of stakeholders of the University, on the principle of ensuring independent, unbiased, objective and professional assessment and

evaluation as well as on drafting and approval of all resolutions adopted in the areas of creation and implementation of the University's internal system. The creation, modification, modification and cancellation of study programmes and the fulfilment of criteria related to habilitation and inauguration procedures shall also apply.

(6) Other provisions concerning membership as well as other powers of the Internal Quality Assessment Board and members thereof in the field of the internal system of the University shall include the statute of the Board and the rules of procedure of the Board.

Article 21

Scientific Council of the University, The University Academic Senate and Management Board of the University

The competences of the University Scientific Council, the University Academic Senate and the Management Board of the University in the field of quality assurance and internal evaluation of the University are regulated by the University and Colleges Act, the University Statute and the Present Internal Regulation.

Article 22

Dean of the Faculty

Dean of the Faculty shall:

- a) be responsible for the creation and functionality of the internal system at the Faculty,
- b) issue, to the extent specified by the Present Regulation, internal regulations of the Faculty to regulate ensuring the functionality of the internal system,
- c) within the meaning of the Statute of the Board, propose Board candidate members to the Chancellor of the University,
- d) initiate amendments to the internal system of the University and submits the same to the Chancellor,
- e) continuously evaluate the activities of Vice-Deans and executives of the Faculty in the field of quality assurance and internal quality evaluation,
- f) determine the responsibilities of individual Vice-Deans as well as those of other employees for the coordination of activities within the internal system at the Faculty.

Article 23

Bursar and Other Senior Staff of the University

The powers of the Bursar and other senior staff of the University in the field of quality assurance and internal quality evaluation at the University is regulated by the Universities and Colleges Act, the University Statute, other internal regulations of the University and the Present Internal Regulation.

Article 24

The University's Quality Assurance Analysis and Strategies Unit.

- (1) The powers of the University's Analysis and Strategies Unit in the field of quality assurance and internal evaluation at the University shall be determined by the University Statute, the internal regulations of the University and the Present Internal Regulation.
- (2) The University's Quality Assurance Analysis and Strategies Unit shall methodically manage the field of activity and development of the internal system of the University.

Article 25

Final Provisions

- (1) The regulation on the internal system of the University including any amendments thereof shall be approved by the University Scientific Council upon proposal of the Chancellor of the University pursuant to Article 12, Section 12. Item (b) of the Higher Education Act, once the same is discussed by the Internal Quality Assessment Board pursuant to Article 5, Section 3, Item (a) of the Statute of the Board and once the University Academic Senate express themselves of the same pursuant to Article 9, Section 1, Item (1) of the Universities and Colleges Act.
- (2) The regulation on the internal system of the University including any amendments thereto shall enter into force on the day of publication thereof on the official bulletin board of the University after having been signed by the Chancellor of the University, the Chairman of the University Scientific Council and the Chairman of the University Academic Senate.
- (3) The regulation on the internal system of the University including any amendment

thereto is published in the Slovak language and other languages in which study programmes are implemented at the University. The text in the Slovak language shall be considered authentic.

Done at Trnava, this 18th day of November 2021.

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prof. PaedDr. René Bílik, CSc.

Chancellor of the University and Chairman of the University Scientific Council

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doc. prof. doc. JUDr. Peter Varga, PhD., Chairman of the University Academic Senate

The internal quality assurance system of the Trnava University was approved by the Scientific Council of the Trnava University on 9 November 2021 and entered into force and effect on 18 November 2021.