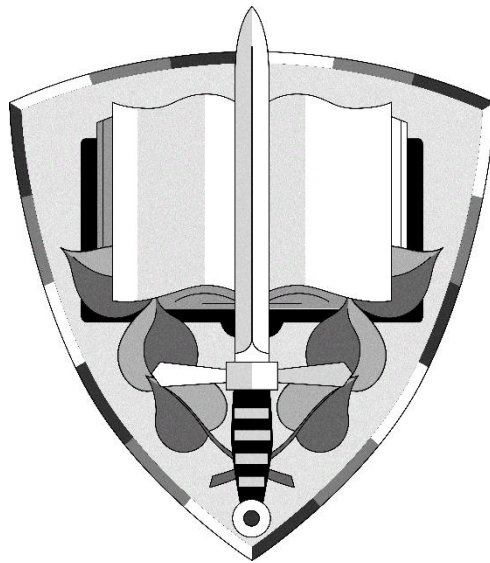


University of Defence

Kounicova 65, Brno, ZIP code 662 10, data box hkraife

REGISTERED INTERNAL REGULATIONS



THE QUALITY ASSURANCE SYSTEM RULES OF EDUCATIONAL, CREATIVE AND RELATED ACTIVITIES AND INTERNAL QUALITY EVALUATION SYSTEM RULES OF EDUCATIONAL, CREATIVE AND RELATED ACTIVITIES AT THE UNIVERSITY OF DEFENCE

Brno 2022

PART ONE
INTRODUCTORY PROVISIONS

Article 1
Fundamental Provisions

- (1) Quality assurance system rules of educational, creative and related activities and internal quality evaluation system rules of educational, creative and related activities at the University of Defence (hereinafter only referred to as "the Rules") are an internal regulation of the University of Defence (hereinafter only referred to as "the University") pursuant to § 17 (1)(j) of the Act no. 111/1998 Coll. (amended and consolidated) on higher education institutions and on amendments and supplements to some other acts (the Higher Education Act), as amended (hereinafter only referred to as "the Higher Education Act"), and pursuant to Article 8 of the Status of the University of Defence, as amended by 1. amendment.
- (2) Quality assurance of educational, creative and related activities and internal quality evaluation of educational, creative and related activities (hereinafter only referred to as "the Quality Assurance and Internal Quality Evaluation") is based on the definition of the mission of the University, the Strategic Intent for educational, creative and related activities of the University of Defence¹⁾ (hereinafter only referred to as "the Strategic Intent") and standards and procedures for quality assurance in higher education in the Czech Republic and abroad.
- (3) For the purposes of the Rules herein, quality means the degree and method of meeting the standards of educational, creative and related activities (hereinafter only referred to as "the Selected Activities") of the University in accordance with its mission and its objectives established by the Higher Education Act and related legal regulation²⁾, internal regulations of the University and measures of the rector³⁾ and described in the Strategic Intent.
- (4) The Quality Assurance is defined as systematic care for the quality of the Selected Activities, its maintaining and improvement.
- (5) The Internal Quality Evaluation means verification of the extent to which the mission and objectives of the University are being met and compliance with the established standards of the Selected Activities of the University.
- (6) In the Quality Assurance and Internal Quality Evaluation, the University cooperates with other universities and scientific institutions in the Czech Republic and abroad, with the academic community, professional chambers, employers' organizations and other institutions of public life.

Article 2
Principles of the Quality Assurance and Internal Quality Evaluation

- (1) Selected activities are subject to the Quality Assurance and Internal Quality Evaluation.
- (2) The objective of the system of Quality Assurance and Internal Quality Evaluation is to achieve the desired results and continuous improvement of the Selected Activities of the University.

¹⁾ § 21 (1)(b) of the Higher Education Act.

²⁾ For example, Government Regulation No. 274/2016 Coll., on standards for accreditation in higher education.

³⁾ Article 43 (3) of the Status of the University of Defence, as amended by 1. amendment.

- (3) In the field of educational activities, the system of Quality Assurance and Internal Quality Evaluation includes
 - a) determination and evaluation of quality indicators of educational activities,
 - b) Internal Quality Evaluation of a study programme,
 - c) Internal Quality Evaluation of a lifelong learning programme,
 - d) determination, implementation and effectiveness evaluation of measures to maintain and improve the quality of educational activities.
- (4) In the field of creative activities, the system of Quality Assurance and Internal Quality Evaluation includes
 - a) determination and evaluation of quality indicators of creative activities,
 - b) determination, implementation and effectiveness evaluation of measures to maintain and improve the quality of creative activities.
- (5) In the field of activities related to educational and creative activities (hereinafter only referred to as “the Related Activities”), the system of Quality Assurance and Internal Quality Evaluation includes
 - a) determination and evaluation of quality indicators of the Related Activities,
 - b) determination, implementation and effectiveness evaluation of measures to maintain and improve the quality of the Related Activities.
- (6) The Internal Quality Evaluation is based on verified relevant qualitative and quantitative data and consists of the critical evaluation of findings.
- (7) The Internal Quality Evaluation is also based on the feedback from members of academic staff, students, graduates and other relevant persons.
- (8) During the Internal Quality Evaluation, the University also takes into account the results of the external evaluation of the Selected Activities of the University performed pursuant to the Higher Education Act⁴⁾.
- (9) The faculty subject to evaluation⁵⁾, another unit⁶⁾ or another workplace of the University⁷⁾ is always involved in the Internal Quality Evaluation and expresses its statement on the results of the evaluation.
- (10) It is the duty of the University, its units and other workplaces to provide in a timely manner all complete and truthful data necessary for the Internal Quality Evaluation.
- (11) The Internal Quality Evaluation includes
 - a) recommending measures for further development of the evaluated organisational unit for improvements and setting deadlines for their implementation,
 - b) in case of identified deficiencies – recommendations for corrective and preventive measures.

⁴⁾ § 84 of the Higher Education Act.

⁵⁾ Article 1 of Annex No. 1 of the Status of the University of Defence in Brno.

⁶⁾ Article 2 and 3 of Annex No. 1 of the Status of the University of Defence in Brno as amended by 1. amendment.

⁷⁾ Article 4 of Annex No. 1 of the Status of the University of Defence in Brno.

- (12) The Internal Quality Evaluation is performed pursuant to the quality evaluation schedule approved by the Internal Evaluation Board of the University of Defence (hereinafter only referred to as “the Board”).

Article 3

Grounds of the Quality Assurance and Internal Quality Evaluation

Grounds for the Internal Quality Assessment include, in particular

- a) the Strategic Intent and other strategic documents of the University, annual activity reports of the University⁸⁾ (hereinafter only referred to as "the Annual Report"), its faculties and other units of the University,
- b) data from the information system of the University or other public sources,
- c) partial and continuous evaluation reports prepared by the University, faculties and other units of the University pursuant to the outline established by the Rules herein and measures of the rector,
- d) expert assessments, data from databases and bibliometric analysis,
- e) results from audit and control activities,
- f) surveys, questionnaires and other forms of inquiry.

PART TWO

SYSTEM OF THE QUALITY ASSURANCE AND INTERNAL QUALITY EVALUATION OF THE SELECTED ACTIVITIES

Article 4

Quality Assurance and Internal Quality Evaluation of Educational Activities

- (1) The Quality Assurance and Internal Quality Evaluation of educational activities include, in particular, activities related to accreditation of study programmes, accreditation for procedures to attain associate professorship and procedures for the appointment of full professorship, institutional accreditation for education and related granting of authorization to implement study programmes under institutional accreditation, the Internal Quality Evaluation of study programmes and lifelong learning programmes including student and graduate evaluation of teaching.
- (2) The minimum requirements for the quality of educational activities of the University are determined primarily by the Higher Education Act, other legal regulations⁹⁾, internal regulations of the University and measures of the rector.
- (3) The conditions for the Quality Assurance of educational activities are created primarily by the decision-making procedures of the University bodies, its units and other workplaces related to the Quality Assurance of educational activities, by the evaluation of study programmes by the feedback from members of the academic community and graduates on the quality of teaching, on the organization of study, on study facilities and infrastructure, by the evaluation of final theses, by monitoring and evaluating conditions, the course and results of the admissions procedure and studies including ensuring equal access to the admissions procedure and studies, tracking of graduates of study programme

⁸⁾ § 21 (1)(a) of the Higher Education Act.

⁹⁾ For example, Government Regulation No. 274/2016 Coll., on standards for accreditation in higher education and Government Regulation No. 275/2016 Coll., on education areas in higher education.

and targeted support for continuous improvement of educational activities of the University and its units.

- (4) The tools of the Internal Quality Evaluation of educational activities consist mainly of the information system of the University, qualitative and quantitative methods of data collection and evaluation, analysis of already established procedures and procedures being established, comparative analysis, expert assessment of the results of educational activities, feedback tools, internal control tools, documented corrective and preventive measures and measures taken to improve educational activities.
- (5) The grounds for the Quality Assurance and Internal Quality Evaluation of educational activities include interim reports on educational activities of faculties, partial evaluation reports on the evaluation of lifelong learning programmes, if such lifelong learning programmes are implemented by other units of the University, and partial evaluation reports on a study programme if such a study programme is implemented by the University.
- (6) The interim report on the educational activities of the faculty shall be drawn up annually by the dean of the faculty and submitted to the Board for consideration. The interim report on educational activities of the faculty shall serve as grounds for the preparation of the report on the Internal Quality Evaluation of educational activities, creative and related activities¹⁰⁾ (hereinafter only referred to as "the Internal Evaluation Report") and its annual annexes. The interim report on educational activities of the faculty contains information on
 - a) the Internal Quality Evaluation of study programmes,
 - b) the Internal Quality Evaluation of lifelong learning programmes,
 - c) effectiveness evaluation of the measures taken after the preparation of the previous interim report on educational activities of the faculty,
 - d) new measures adopted to support the development and improvement of the quality of educational activities.
- (7) In the year when the Internal Evaluation Report is prepared, the interim report on educational activities of the faculty shall also include information on the strengths and weaknesses, opportunities and risks of further development of its educational activities.
- (8) The details of the Quality Assurance and the Internal Quality Evaluation of educational activities are determined by the rector within the rector's measure.

Article 5

Internal Quality Evaluation of the Study Programme

- (1) The partial evaluation report on the study programme, which is prepared at least twice every five years, serves as the grounds for the Internal Quality Evaluation of the study programme. The Board shall determine which study programmes shall be evaluated in a given year.
- (2) The partial evaluation report on the study programme shall be prepared by
 - a) for bachelor's and master's degree programmes of study - the guarantor of the study programme¹¹⁾ who shall submit the report for approval to the dean of the faculty if

¹⁰⁾ § 77b (3)(b) of the Higher Education Act.

¹¹⁾ Article 7 of Annex No. 1 of the Study and Examination Regulations of the University of Defence in Brno.

- it is a study programme implemented by the faculty or to the rector if it is a study programme implemented by the University,
- b) for doctoral study programmes - the subject-area board¹²⁾ which shall submit the report for approval to the dean of the faculty if it is a study programme implemented by the faculty, or to the rector if it is a study programme implemented by the University.
- (3) The interim evaluation report on a study programme shall include, in particular
- a) evaluation of the fulfilment of study programme standards,
 - b) the results of the evaluation by students and graduates and a description of the measures taken to rectify the identified deficiencies,
 - c) evaluation of related creative activities and their incorporation into educational activities,
 - d) evaluation of student creative activities and cooperation with practising professionals depending on the type and profile of the study programme,
 - e) evaluation of the international scope of the study programme,
 - f) results of the evaluation of final theses, if such these were evaluated in the specified period,
 - g) evaluation of the success rate in the admission procedure, dropout rate, regular completion of study rate, evaluation of the progress and results of state final examinations, evaluation of the employability of graduates of the study programme,
 - h) evaluation of the pedagogical, scientific, organizational and technical support of the study programme,
 - i) effectiveness evaluation of the measures taken after the previous partial evaluation report on the study programme has been drawn up,
 - j) information on new measures adopted to support the development and improvement of the quality of the study programme.
- (4) The conclusions and findings of the partial evaluation report on the study programme shall be incorporated by the guarantor of the bachelor's and master's degree programme and by the chairperson of the doctoral programme subject-area board into the study programme during its further implementation, or into the preparation of an application for the extension of validity or scope of the accreditation of the study programme.

Article 6

Internal Quality Evaluation of Lifelong Learning Programmes

- (1) The partial evaluation report on the lifelong learning programme serves as the grounds for the Internal Quality Evaluation of lifelong learning programmes¹³⁾. The Board shall determine which lifelong learning programmes shall be evaluated in a given year.
- (2) The partial evaluation report on the lifelong learning programme shall be drawn up by the guarantor of the lifelong learning programme and submitted to the head of the unit of the University implementing the lifelong learning programme.

¹²⁾ Article 8 of Annex No. 1 of the Study and Examination Regulations of the University of Defence in Brno.

¹³⁾ Article 3 (1) of the Lifelong Learning Regulations of the University of Defence in Brno.

- (3) The partial evaluation report on the lifelong learning programme shall include in particular
 - a) feedback from participants and graduates on the quality of teaching, organisation and other aspects of the lifelong learning programme,
 - b) monitoring and evaluation of data collected, in particular in the preparation of the Annual Report,
 - c) effectiveness evaluation of measures taken following the preparation of the previous partial evaluation report on the lifelong learning programme,
 - d) information on new measures taken to support the development and improvement of the lifelong learning programme quality,
 - e) statement by the entity implementing the lifelong learning programme¹⁴⁾.
- (4) The conclusions and findings of the partial evaluation report on the lifelong learning programme shall be incorporated by the guarantor of the lifelong learning programme into the lifelong learning programme during its further implementation.

Article 7

Quality Assurance and Internal Quality Evaluation of Creative Activities

- (1) The Quality Assurance and Internal Quality Evaluation of creative activities includes, in particular, the preparation and evaluation of elements, tools or components of the long-term conceptual development of individual academic fields, monitoring and evaluation of creative activities, support for the excellence of creative activities including student creative activities.
- (2) The quality of creative activities is assured mainly by
 - a) decision-making procedures of the University bodies and its units related to the Quality Assurance of creative activities,
 - b) targeted support for the continuous improvement of creative activities of the University and its units,
 - c) evaluation of creative activities of the University according to groups of academic fields related to the content of implemented study programmes in individual areas of education and its arrangement to enable their interconnection with faculties and higher education institutions.
- (3) The interim report on the creative activities of the faculty and the interim report on the creative activities of other University units shall serve as the grounds for the Quality Assurance and Internal Quality Evaluation of creative activities.
- (4) The interim report on the creative activities of the faculty and the interim report on the creative activities of other University units shall be drawn up annually by the dean of the faculty or the head of other units and submitted to the Board for consideration. The interim report on the creative activities shall serve as the grounds for the Internal Evaluation Report and its annual annexes. The interim report on the creative activities of the faculty and the interim report on the creative activities of other University units include information on
 - a) the strategic objective of creative activities,

¹⁴⁾ Article 3 (2) of the Lifelong Learning Regulations of the University of Defence in Brno.

- b) fulfillment of the Strategic Intent in the field of creative activities of the faculty or other University units and compliance with the Strategic Intent of the University,
 - c) the quality of the strategic management of creative activities,
 - d) interconnection of creative activities with educational activities,
 - e) the Internal Quality Evaluation of creative activities within doctoral study programmes,
 - f) staffing and qualification development of staff in the field of creative activities,
 - g) national and international cooperation in creative activities,
 - h) the achieved results of publishing activities, the quality of intellectual property protection, technology transfer, economic benefits and relevance of the results of creative activities for the society,
 - i) methodology for the evaluation of creative activities,
 - j) effectiveness evaluation of measures taken following the preparation of the previous interim report on the creative activities of the faculty or other University units,
 - k) new measures taken to support the development and improvement of the quality of creative activities of the faculty or other University units.
- (5) In the year when the Internal Evaluation Report is prepared, the interim report on the creative activities of the faculty and the interim report on the creative activities of other University units shall also include information on the strengths and weaknesses, opportunities and risks of further development of its creative activities.
- (6) The Internal Quality Evaluation of creative activities also evaluates whether the given academic field is comparable internationally or, where appropriate, on a national scale. The Internal Quality Evaluation of creative activities is based on comparisons with major foreign or domestic higher education institutions or research institutions.
- (7) To draw up interim reports on creative activities, information from the information system of the University, the information system for research, development and innovation¹⁵⁾ and from the internationally recognised databases Web of Science, Scopus and, where applicable, other databases relevant to areas not covered by those databases is used.
- (8) Interim reports on creative activities serve as the grounds for the development of academic fields, mainly in relation to the preparation of the Strategic Intent of the University and faculties and to the preparation of faculty programmes to support science and research.
- (9) Details of the Quality Assurance and Internal Quality Evaluation of creative activities shall be determined by the rector's measure.

¹⁵⁾ § 30 of Act No. 130/2002 Coll., on the Support of Research and Development from Public Funds and on the Amendment to Some Related Acts (the Act on the Support of Research and Development)

Article 8

Quality Assurance and Internal Quality Evaluation of Related Activities

- (1) Related activities involve the management and administration of the University, management of marketing activities, management of external relations and support activities. Support activities include the ensuring, management and use of
 - a) personnel, financial and information resources,
 - b) movable and immovable property,
 - c) the electronic information system of the University and information services,
 - d) publishing and editing activities,
 - e) counselling services,
 - f) knowledge and technology transfer and intellectual property protection services,
 - g) catering and accommodation services,
 - h) facilities for cultural, sports and physical education activities.
- (2) Conditions for the Quality Assurance of related activities are created mainly by decision-making procedures of the bodies and managerial staff of the University, its units and other workplaces involved in the Quality Assurance of related activities by ensuring and evaluating the effectiveness of the performance of related activities of the University, the use of resources, the quality of the infrastructure and support services of the University, and targeted support for the continuous improvement of related activities of the University and its units.
- (3) The Internal Quality Evaluation of related activities mainly evaluates the activities of other workplaces of the University. The Board may determine that the Internal Quality Evaluation shall also include the evaluation of related activities at the faculties and other units of the University.
- (4) The tools of the Internal Quality Evaluation of related activities consist mainly of the use of information databases of the University, qualitative and quantitative methods of data collection and evaluation, analysis of already established procedures and procedures being established, internal control tools, documented corrective and preventive measures and measures taken to improve related activities.
- (5) The interim evaluation report on related activities of the University shall serve as the grounds for the Quality Assurance and Internal Quality Evaluation of related activities.
- (6) The interim evaluation report on related activities of the University shall be drawn up annually by the vice-rector designated by the rector in cooperation with other vice-rectors, bursar, deputy rector for military affairs, head of the rector's office, deans of faculties and heads of other units of the University who shall submit the report to the Board for consideration. This report shall serve as the grounds for preparation of the Internal Evaluation Report and its annual annexes. The Interim Evaluation Report on related activities of the University includes information on
 - a) interconnection of related activities with educational and creative activities,
 - b) ensuring the management and administration of the University,
 - c) ensuring marketing activities,

- d) ensuring external relations,
 - e) ensuring, managing and efficient use of support activities,
 - f) effectiveness evaluation of measures taken following the preparation of the previous interim report on the evaluation of related activities,
 - g) new measures taken to support and improve the quality of related activities.
- (7) In the year when the Internal Evaluation Report is prepared the Interim Evaluation Report on related activities shall also include information on the strengths and weaknesses, opportunities and risks of further development of related activities.
- (8) Details of the Quality Assurance and Internal Quality Evaluation of related activities shall be determined by the rector's measure.

PART THREE

ENSURING THE SYSTEM OF QUALITY ASSURANCE AND INTERNAL QUALITY EVALUATION OF THE SELECTED ACTIVITIES

Article 9

Competence, Powers and Responsibilities of the Managerial Staff, Bodies of the University and its Units in the System of Quality Assurance and Internal Quality Evaluation.

- (1) The Quality Assurance and Internal Quality Evaluation of the Selected Activities is ensured in order to meet the requirements of the Higher Education Act, other legal regulations¹⁶, internal regulations of the University and measures of the rector.
- (2) The competence, powers and responsibilities of the managerial staff of the University, units and other workplaces of the University as the elements of the Quality Assurance and Internal Quality Evaluation system are further determined by the measures of the rector and measures of the deans of faculties and heads of other units of the University.
- (3) The competence, powers and responsibilities of the bodies and members of the bodies of the University and its units as the elements of the Quality Assurance and Internal Quality Evaluation system are determined by the Higher Education Act, the Rules herein, internal regulations of the University and internal regulations of the University units.
- (4) The elements of the Quality Assurance and Internal Quality Evaluation system are created by
- a) the rector, members of the self-governing bodies of the University, vice-rectors, bursar, deputy rector for military affairs and the head of the rector's office at the university level,
 - b) deans, vice-deans, secretaries, heads of departments and heads of other units of the University and their designated workplaces and staff, heads of academic departments, guarantors of study programmes and subject-area boards, guarantors of subjects of study¹⁷ and members of self-governing bodies of faculties at the level of faculties and other units of the University,

¹⁶ In particular, Government Regulation No. 274/2016 Coll., on standards for accreditation in higher education and Government Regulation No. 275/2016 Coll., on education areas in higher education.

¹⁷ Article 6 of Annex No. 1 of the Study and Examination Regulations of the University of Defence in Brno.

- c) the managerial staff of other workplaces at the level of other workplaces of the University,
 - d) reference groups - military and civilian students of all types and forms of study, military and civilian graduates of bachelor's and master's degree programmes one to two years after graduation, participants in accredited and non-accredited courses, academic staff and other personnel of the University, employers of the University graduates, representatives of organizations operating in the field of defence and security and practitioners.
- (5) The Board performs activities pursuant to the Higher Education Act¹⁸⁾ and the Status of the University of Defence in Brno¹⁹⁾. The management of the Quality Assurance and Internal Quality Evaluation process performed by the Board consists mainly of
- a) decision-making procedures on the performance of the Internal Quality Evaluation of the Selected Activities,
 - b) identifying recommendations for improvement and development of the Selected Activities.
- (6) In the field of the Quality Assurance and Internal Quality Evaluation, the research board of the University of Defence discusses the draft rules and the draft Internal Evaluation Report and the draft annual annexes to the report.
- (7) In the field of the Quality Assurance and Internal Quality Evaluation, the research boards of faculties and institutes give statements on the matters submitted to them by the dean of the faculty or the director of the institute.
- (8) Activities related to the system of Quality Assurance and Internal Quality Evaluation at the university level are coordinated by the vice-rector designated by the rector.
- (9) In the field of the Quality Assurance and Internal Quality Evaluation, the vice-rectors, bursar, deputy rector for military affairs and the head of the rector's office are responsible, within the scope of their substantive competences, in particular, for
- a) setting standards for the Internal Quality Evaluation,
 - b) introduction, maintenance and improvement of the system of Quality Assurance and Internal Quality Evaluation in its institutional context,
 - c) management of control activities,
 - d) management of documentation for the Internal Quality Evaluation,
 - e) coordination in assuring the overall feedback system for the Internal Quality Evaluation,
 - f) determination of responsibility for the Quality Assurance at subordinate workplaces,
 - g) ensuring communication in the field of the Quality Assurance and Internal Quality Evaluation of the Selected Activities.
- (10) Deans of faculties, heads of other units and other workplaces of the University in the field of the Quality Assurance and Internal Quality Evaluation shall , in particular,

¹⁸⁾ § 12a of the Higher Education Act.

¹⁹⁾ Article 8 of the Status of the University of Defence in Brno, as amended by 1. amendment.

- a) determine responsibilities for the Quality Assurance at the level of University units and relevant workplaces,
 - b) be responsible for the involvement of students and academic staff in the Internal Quality Evaluation at the University unit level,
 - c) implement measures for further development in order to improve quality at the University unit level,
 - d) implement recommended corrective and preventive measures should any deficiencies be identified.
- (11) Activities related to the system of Quality Assurance and Internal Quality Evaluation at the faculty level are coordinated by the vice-dean designated by the dean of the faculty. The head of another University unit follows a similar procedure.
- (12) Heads of other workplaces of the University shall, in the field of the Quality Assurance and Internal Quality Evaluation, ensure, in particular, the Internal Quality Evaluation of activities of the subordinate department according to the determined criteria of quality indicators – within the set deadlines.
- (13) Guarantors of study programmes and subject-area boards are, in the field of the Quality Assurance and Internal Quality Evaluation, responsible mainly for maintaining and improvement of the quality of study programmes guaranteed by them in terms of content, information and, within their competence, also in terms of personnel. Within the process of the Quality Assurance and Internal Quality Evaluation of educational activities, the guarantor of the study programme shall, in particular,
- a) evaluate the quality of the implemented study programme in the form of a partial evaluation report on the study programme,
 - b) submit to the dean of the faculty, in the case of a study programme implemented by the faculty, or to the rector, in the case of a study programme implemented by the University, proposals for measures to improve and develop the study programme,
 - c) methodically leads the heads of workplaces of faculties and other units who ensure the implementation of study subjects within the guaranteed study programme,
 - d) methodically leads the guarantors of study subjects.
- (14) Guarantors of subjects of study are responsible for maintaining and improvement of the quality of subjects of study guaranteed and implemented by them in terms of content, information and, within their competence, also in terms of personnel.
- (15) Members of academic staff
- a) participate in the continuous Internal Quality Evaluation of educational activities, the application of results of creative activities into practice for the continuous improvement of educational and creative activities,
 - b) collaborate in the development and provision of documents for the Internal Quality Evaluation of the Selected Activities.
- (16) Reference groups are, through feedback, involved mainly in the Internal Quality Evaluation at the University. Feedback tools involve mainly evaluation interviews, questionnaire surveys, applications for evaluation of teaching and evaluation of members of academic staff.

Article 10
Strategic and Evaluation Documents

- (1) The system of Quality Assurance and Internal Quality Evaluation of the Selected Activities include strategic and evaluation documents which consist mainly of
 - a) the Strategic Intent, the annual plan for its implementation and evaluation of the Strategic Intent and annual plans for its implementation,
 - b) the Annual Report,
 - c) the Internal Evaluation Report and its annual annexes,
 - d) the self-evaluation report describing and evaluating the fulfilment of individual requirements arising from accreditation standards²⁰⁾,
 - e) similar documents drawn up by faculties and other units of the University.
- (2) The Strategic intent
 - a) is based mainly on the concept of development and interest of the University and the requirements of the Ministry of Defence,
 - b) is drawn up based on the documents of faculties, other units and other workplaces of the University which are also allowed to express their statements on the draft Strategic Intent before its consideration by the Research Board of the University of Defence and its approval by the Academic Senate of the University of Defence,
 - c) serves as the grounds mainly for the preparation of changes in the internal organization of the University, new study programmes and the focus of creative activities,
 - d) serves as the grounds for the preparation of strategic intents of faculties and similar documents of other University units.
- (3) The Annual Report evaluates the University in its entirety as well as its faculties, other units and other workplaces of the University. The conclusions and findings of the Annual Report shall be used in management activities and for the purposes of the Strategic Intent and the Internal Evaluation Report.
- (4) The Internal Evaluation Report shall be drawn up once every five years and shall include mainly the following parts
 - a) description of which Internal Quality Evaluations have been performed,
 - b) achieved qualitative outputs of the University in educational and creative activities,
 - c) effectiveness evaluation of measures taken following the preparation of the previous Internal Evaluation Report and its annual annexes,
 - d) evaluation of strengths, weaknesses, opportunities and risks,
 - e) measures taken to eliminate the identified deficiencies,
 - f) recommendations for further development of the University and improvements of the system of Quality Assurance and Internal Quality Evaluation
- (5) The annex to the Internal Evaluation Report²¹⁾ shall be drawn up annually excluding the year when the Internal Evaluation Report is drawn up. The requirements for

²⁰⁾ § 79 (2)(e) and § 81 (2)(d) of the Higher Education Act.

²¹⁾ § 77b (3)(b) of the Higher Education Act.

the preparation of the Internal Evaluation Report pursuant to (4) shall apply mutatis mutandis to the preparation of annual annexes to the Internal Evaluation Report.

- (6) The Internal Evaluation Report and its annual annexes are made accessible pursuant to the Higher Education Act²²:
 - a) by sending the Report to the Accreditation Office and the Ministry of Defence,
 - b) to the bodies and members of the bodies of the University and their units by sending the Report to the chairpersons of the bodies herein.
- (7) The main results of the Internal Evaluation Report and its annual annexes are published in the public section of the website of the University.
- (8) Further details of the preparation of the Internal Evaluation Report and its annual annexes shall be determined by the rector by the rector's measure.
- (9) Specific conditions of the Quality Assurance and Internal Quality Evaluation at the faculty or another unit of the University shall be regulated by the dean of the faculty and the head of another unit of the University by the head's managerial activity.

Article 11

Ensuring the System of Quality Assurance and Internal Quality Evaluation

- (1) Methodological, technical and administrative support for the faculties, other units and other workplaces involved in ensuring the system of Quality Assurance and Internal Quality Evaluation of the Selected Activities is provided by the relevant workplace of the rectorate.
- (2) The system of Quality Assurance and Internal Quality Evaluation of the University is materially and financially secured from the funds allocated to the University from the budget of the Ministry of Defence.

PART FOUR TEMPORARY AND FINAL PROVISIONS

Article 12

Temporary provisions

The Rules herein shall apply for the first time for the preparation of:

- a) interim reports on educational activities of the faculties for 2022,
- b) partial evaluation reports on study programmes for 2022,
- c) partial evaluation reports on lifelong learning programmes for 2022,
- d) interim reports on creative activities of the faculties and other units of the University for 2022,
- e) interim evaluation reports on related activities of the University for 2022; and
- f) internal evaluation reports for 2022.

²²) § 77b (3)(c) of the Higher Education Act.

Article 13
Annulment Provisions

Following regulations shall be annulled:

1. The quality assurance system rules of educational, creative and related activities and internal quality evaluation system rules of educational, creative and related activities at the University of Defence in Brno, Ref. No. MO 223117/2017-2994, registered by the Ministry of Defence on 23 March 2017 under Ref. No. MO 75491/2018-7542,
2. First amendment to the Quality assurance system rules of educational, creative and related activities and internal quality evaluation system rules of educational, creative and related activities at the University of Defence in Brno, Ref. No. MO 260925/2022-2994, registered by the Ministry of Defence on 7 September 2022 under Ref. No. MO 365878/2022-7542.

Article 14
Validity and Effectiveness

- (1) The Rules herein were approved pursuant to § 9 (1)(b) of the Higher Education Act by the Academic Senate of the University of Defence on 23 November 2022.
- (2) The Rules herein shall come into force pursuant to the provisions of § 36 (4) of the Higher Education Act on the date when registered by the Ministry of Defence pursuant to the provisions of § 95 (8)(a) of the Higher Education Act.
- (3) The Rules herein shall come into effect on the first day of the calendar month following the calendar month in which they come into force.

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Prof. RNDR. Jan KOHOUT, CSc.
Chairman of the Academic Senate
The University of Defence

m. p.

BG Prof. RNDR. Zuzana KROČOVÁ, Ph.D.
Rector of the University of Defence

The Ministry of Education, Youth and Sports declared, pursuant to § 95(8)(a) of the Act No. 111/1998 Coll., on Higher Education Institutions and amendments and supplements to some other acts (the Higher Education Act) on 16 January 2023 under Ref. No. MSMT-35134/2022-2 consent to the registration of the Quality assurance system rules of educational, creative and related activities and internal quality evaluation system rules of educational, creative and related activities at the University of Defence in Brno.

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Mgr. Karolína GONDKOVÁ
Director
of the Higher Education Department

The Ministry of Defence registered pursuant to § 36 (2) and § 95 (8)(a) of the Act No. 111/1998 Coll., on Higher Education Institutions and on amendments and supplements to some other acts (the Higher Education Act) on 24 January 2023 under Ref. No. MO 57638/2023-7542 the Quality assurance system rules of educational, creative and related activities and internal quality evaluation system rules of educational, creative and related activities at the University of Defence in Brno.

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Ing. Petr VANČURA
State Secretary at the Ministry of Defence