
In accordance with Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on the Modification and Amendment of Other Acts (Higher Education Act), the Ministry of Education, Youth and Sports registered the Masaryk University Degree Programme Quality Regulations under Ref. No. MSMT-6301/2024-2 as of the date of signing the registration.

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MASARYK UNIVERSITY DEGREE PROGRAMME QUALITY REGULATIONS

(in the version effective from 1 May 2024)

Part One **Basic Provisions**

Section 1 **Basic Provisions**

The Masaryk University Degree Programme Quality Regulations (hereinafter referred to as the "Regulations") are an internal regulation of Masaryk University (hereinafter referred to as the "MU") in accordance with Section 17(1)(k) of Act No. 111/1998 Coll., on Higher Education Institutions and on Modification and Amendment of Other Acts (Higher Education Act), as later amended (hereinafter referred to as the "Act"), which stipulates the details of quality assurance of degree programmes at MU on the basis of government decree No. 274/2016 Coll., on Standards for Accreditation in Higher Education (hereinafter referred to as the "Decree on Standards").

Section 2 **Degree Programme Quality Assurance Principles**

The quality assurance of degree programmes is based on the following principles:

- a) continuous improvement of MU educational activities and achievement of sustainable excellence in line with the public interest and interests of the parties involved;
- b) active involvement of students, employers and other partners in the design, implementation and evaluation of degree programmes;
- c) open discussion about the quality of education among the MU community.

Part Two

Degree Programme and Course

Section 3

Degree Programme

- (1) Authorization for degree programme implementation ensues from:
 - a) degree programme approval by the MU Internal Evaluation Board (hereinafter referred to as "MUIEB") on the basis of institutional accreditation for a relevant field of education, or
 - b) degree programme accreditation granted by the National Accreditation Bureau for Higher Education (hereinafter referred to as "NAB").
- (2) The entity authorized to implement a degree programme (hereinafter referred to as the "authorized entity") is a faculty. Together with the authorized entity, a degree programme may be implemented in collaboration with:
 - a) another MU faculty;
 - b) a university institute of MU;
 - c) another higher education institution;
 - d) another legal entity.
- (3) A list of degree programmes implemented at Masaryk University, including their specifications, is published by MU in the public section of its website.
- (4) The study in a degree programme is implemented on the basis of the study plan. Rules governing the development of degree programmes and study plans are defined in an MU regulation.

Section 4

Degree Programme Specification

- (1) The main document concerning a degree programme is the degree programme specification; it is written in Czech and in English and, as the case may be, in other languages in which the degree programme is taught.
- (2) The content of a degree programme specification ensues from the authorization for degree programme implementation; if authorization has not been granted, then it ensues from an intent to establish a degree programme.
- (3) A degree programme specification contains:
 - a) degree programme name and code;
 - b) degree programme type, in the case of bachelor's and master's degree programmes also their profile;
 - c) mode of study and language in which the degree program is implemented;
 - d) period of the authorization to implement the degree programme or degree programme accreditation;
 - e) authorized entity and other entities or MU constituent parts participating in the degree programme implementation;
 - f) degree programme guarantor and a list of programme board members or doctoral board members in the case of doctoral degree programmes;
 - g) study objectives specifying the subject matter of the degree programme and its place within the relevant field, the definition of its values and mission;

- h) graduate's profile, which includes:
 1. anticipated learning outcomes including the specific knowledge, skills and general competences acquired through study;
 2. description of the nature of professions which a graduate is to be trained for, description of the nature of a future application sector or prospective employers;
- i) academic degree awarded;
- j) requirements to be met during the studies in order to achieve successful completion;
- k) standard duration of study;
- l) rules and requirements governing the development of study plans and the period of practical training in a bachelor's or master's degree programme, if applicable;
- m) rules and requirements governing the development of individual study plans in the case of doctoral degree programmes;
- n) a study plan or more study plans in the case of bachelor's or master's degree programmes, defining:
 1. compulsory courses, selective courses, elective courses, key profile courses and key theoretical profile courses of the degree programme, parts of state examinations;
 2. temporal and content-related course succession, mode of studies and manner of study results verification;
- o) a study plan or more study plans in the case of doctoral degree programmes, defining study obligations and research activities;
- p) information on whether the degree programme is designed to prepare graduates for the performance of a regulated profession;
- q) field(s) of education to which the degree programme belongs and their percentage in the degree programme;
- r) continuity with other degree programmes in the same or related field of education.

Section 5 Course

- (1) A course is:
 - a) compulsory if it has to be passed for the due completion of studies;
 - b) selective if it is part of a compulsory group of courses. A compulsory group of courses is a set of courses of which a student is required to complete a certain number or is required to gain a given number of credits for the due completion of studies; or
 - c) elective.
- (2) A key profile course is a compulsory or selective course whose learning outcomes are the profile knowledge or skills in the basic thematic areas of the degree programme, which correspond to learning outcomes of the degree programme and are verified by a state examination.
- (3) A key theoretical profile course is a key profile course whose learning outcomes include theoretical and methodological fundamentals of a relevant field of education.

- (4) A specification of each course contains:
- a) course name and code;
 - b) language of instruction;
 - c) course load expressed in credits;
 - d) unit implementing the course;
 - e) guarantor and course teacher;
 - f) course objectives;
 - g) learning outcomes;
 - h) syllabus, i.e. a list of taught, thematically delimited areas;
 - i) compulsory or recommended study literature;
 - j) teaching form;
 - k) teaching methods;
 - l) course completion and termination modes,
 - m) assessment methods;
 - n) special requirements, support tools and other information for distance and combined modes of studies.
- (5) The course specification referred to in subsection 4 is recorded in the MU Information System (hereinafter referred to as "IS MU") in the language of instruction and in Czech or English.
- (6) The list of courses and their specifications are posted in the public part of the MU website.

Part Three

Degree Programme Quality Assurance Bodies

Section 6

Degree Programme Guarantor

- (1) The degree programme guarantor is appointed by the dean following approval by the faculty scientific board (hereinafter referred to as "SB") which is an authorized entity. The proposal for approval of the intention to appoint a degree programme guarantor pursuant to the first sentence contains a reasoning summarizing the candidate's professional and organizational qualifications to perform the role of guarantor and other facts crucial for meeting the requirements of the Act, the Decree on Standards and MU regulations.
- (2) Subsection 1 shall accordingly apply to replacement of the guarantor; such a change shall be communicated by the dean to the MUIEB within thirty days after the guarantor's appointment.
- (3) The degree programme guarantor may be dismissed by the dean upon prior consent of the faculty SB. This consent is not required if the guarantor is dismissed at their own request or because they do not meet the requirements of the Act, the Decree on Standards or MU regulations; in such case, the dean shall immediately inform the faculty SB of the dismissal. The dean simultaneously proceeds in accordance with subsection 2.

- (4) The role of the degree programme guarantor is incompatible with that of the Rector or dean; this does not apply in case the degree programme cannot be otherwise implemented.
- (5) Regarding degree programme quality assurance processes, the degree programme guarantor or the proposed degree programme guarantor of a degree programme that is being prepared in particular:
- a) is responsible for the preparation of the proposal for degree programme establishment, its expansion, modification or extension (Sections 14 to 17);
 - b) is responsible for the documents associated with the internal degree programme evaluation and supervises the fulfilment of objectives arising from the degree programme development plan (Section 13);
 - c) is responsible for the preparation of the degree programme specification (Section 4);
 - d) supervises the fulfilment of requirements established by the *MU Degree Programme Quality Standards*;
 - e) keeps track of current developments in the educational field concerned and uses the latest knowledge to improve teaching content and methods; develops proposals for modifications in the implementation of the degree programme (Section 16);
 - f) in cooperation with course guarantors, organizes the course teaching content and methods in order to achieve the study objectives and meet the graduate's profile (Section 4(3)(g) and (h));
 - g) informs the dean about the approaching expiration of the degree programme authorization (Section 14(18) and Section 17(7)(a));
 - h) is responsible for discussing the intention to extend the authorization under Section 17;
 - i) participates in regular teaching evaluation;
 - j) provides the degree programme or doctoral board with information and assistance (Sections 8 and 9);
 - k) is responsible for the strategic development of the degree programme on the basis of regular internal evaluation results (Section 13);
 - l) attends meetings on degree programmes held by the relevant bodies of MU and its constituent parts pursuant to Part Four hereof;
 - m) processes motions, requests, and queries associated with the degree programme;
 - n) cooperates with the dean, the relevant vice-dean and heads of units delivering the teaching;
 - o) approves the intent to establish an associated lifelong learning programme (hereinafter referred to as "LLL") if stipulated so by the MU Lifelong Learning Regulations; informs the programme board of this approval at its closest meeting;
 - p) cooperates with the guarantor of the associated LLL programme.

Other authorizations and responsibilities of the degree programme guarantor and their relationship to the relevant vice-dean and heads of departments delivering the teaching are determined by the dean.

Section 7

Course Guarantor

- (1) The course guarantor is appointed by the head of the department delivering the teaching in accordance with the Decree on Standards and MU regulations, taking into account the proposal of the degree programme guarantor.
- (2) Regarding degree programme quality assurance processes, the course guarantor based on the guidelines by the degree programme guarantor in particular:
 - a) is responsible for the preparation and continuous updates of the course specification (Section 5);
 - b) organizes the teaching of the course;
 - c) supervises the professional level of teaching of the course, its content, the development of its quality and compliance with the study objectives and graduate's profile;
 - d) ensures that the content of the course is consistent with other courses in the degree programme (Section 4(3)(g) and (h));
 - e) is responsible for the administration of studies related to the course.
- (3) Other authorizations and responsibilities of the course guarantor and their relationship to teachers and heads of departments delivering the teaching are determined by the dean.

Section 8

Programme Board

- (1) The programme board is established as per the date of authorization to implement a master's or bachelor's degree programme; it forms an advisory body to the programme guarantor.
- (2) The chair of the programme board is identical with the degree programme guarantor. The guarantor of an associated LLL programme is a member of the programme board. Other members of the programme board are appointed by the dean no later than within three months after the start of the new degree programme (Section 14) as follows:
 - a) at least two academic employees teaching in the degree programme, upon a proposal submitted by the degree programme guarantor;
 - b) at least one student or graduate of the given degree programme enrolled in active studies at MU on the basis of a direct nomination by students of the degree programme through the IS MU, or as the case may be, upon a nomination by the Student Chamber of the faculty Academic Senate (hereinafter referred to as "AS");
 - c) at least one representative of the employers of degree programme graduates who is not a member of the authorized entity's academic community, upon a proposal submitted by the degree programme guarantor;
 - d) at least one participant in an associated LLL programme under Section 2(4)(c) of the LLL Regulations, upon a proposal submitted by the associated LLL programme guarantor.
- (3) In the case of a degree programme implemented in collaboration with another entity (Section 3(2)(a) to (d)), the dean shall ensure that such entity is represented in the programme board.
- (4) The guarantors of follow-up or related degree programmes may agree on a shared programme board; such agreement shall contain the determination of the chair of the shared board and proposal for members under subsection 2(a) and (c). In such

case, the members of the programme board under subsection 2(b) and (d) are appointed by the dean for each of the degree programmes. The programme board members also include the degree programme guarantor, who is not the chair of the board.

- (5) Membership of the programme board is terminated:
 - a) by the expiry of the authorization for degree programme implementation;
 - b) by the delivery of the resignation by a board member;
 - c) by the expiry of the condition pursuant to which a member of the programme board was appointed under subsections 2(a) to (d);
 - d) by the dean's dismissal of a member of the programme board appointed under subsections 2(a) to (d).
- (6) Membership of the programme board shall not expire to a student who duly completes studies in the degree programme of which he/she is a programme board member and who is admitted to another degree programme at MU. In case the programme board member does not enrol in studies at MU, their membership shall expire; programme board membership shall also expire after the vain lapse of the deadline for enrolment.
- (7) As part of quality assurance processes, the programme board specifically:
 - a) continuously monitors and evaluates teaching in a relevant degree programme;
 - b) evaluates the professional level of a degree programme against the current level of scholarship;
 - c) continuously monitors and evaluates the teaching and professional level of an associated LLL programme;
 - d) discusses the intention to expand, modify or extend the authorization for degree programme implementation as well as the intention to cancel a degree programme at the initiative of the faculty;
 - e) discusses self-assessment reports on the fulfilment of requirements arising from the *MU Degree Programme Quality Standards* (Section 13(5));
 - f) evaluates the degree programme development plan on an annual basis (Section 13(13)).
- (8) Programme board meetings are convened by the chair as required, but no less than once per year; the chair decides on the use of remote communication means during the meeting. The meeting may be held if at least half of the programme board members are present. In accordance with subsection 7, programme board activities are summed up once per year using a structured record, which constitutes part of the documentation located in the IS MU.

Section 9

Doctoral Board

- (1) The doctoral board is established as per the date of authorization to implement a doctoral degree programme; it forms an advisory body to the programme guarantor.
- (2) The chair of the doctoral board is identical with the degree programme guarantor. No later than within three months after the date of authorization to implement a degree programme, the dean upon a substantiated proposal submitted by the degree programme guarantor and academic staff with the relevant competences, as determined by the dean, and upon prior approval of this proposal by the faculty SB, shall appoint further members of the doctoral board:

- a) at least two members of academic staff employed by MU whose qualifications meet the requirements set out in the regulation on standards and any other requirements set by the dean, as applicable, and
 - b) at least two experts in a relevant research area who are not employed by MU.
- (3) Changes to the composition of the doctoral board are decided by the dean of the faculty after prior approval of the faculty SB, either upon a proposal of the doctoral board or without a proposal after prior discussion with the chair of the doctoral board.
 - (4) The guarantors of doctoral degree programmes within the same area of studies may agree on a shared doctoral board; such agreement shall contain the determination of the chair of the shared board and proposal for members under subsection 2. The doctoral board members also include the degree programme guarantor, who is not the chair of the board.
 - (5) A proposal for a change to the composition of the shared doctoral board under subsection 3 requires the consent of all degree programme guarantors. A change to the composition of the shared doctoral board without a proposal shall be discussed by the dean and all degree programme guarantors.
 - (6) Section 8(5) apply accordingly to the termination of the doctoral board membership.
 - (7) In quality assurance processes, the doctoral board executes the competences of the programme board (Section 9) accordingly. Additional authorizations and responsibilities of the doctoral board are set out in the MU Study and Examination Regulations.
 - (8) Doctoral board meetings are convened by the chair as required, but no less than once per year; the chair decides on the use of remote communication means during the meeting. The doctoral board constitutes a quorum in case at least half of its members are present; a shared doctoral board constitutes a quorum in case at least half of its members and the guarantors of all degree programmes are present. The doctoral board decides by a two-thirds majority vote of the present members; a proposal for a change to the composition of the doctoral board under subsection 3 requires the consent of an absolute majority of all members. In accordance with subsection 7, doctoral board activities are summed up once per year using a structured record, which constitutes part of the documentation located in the IS MU.
 - (9) If there is an urgent matter or proposal to be discussed and a meeting is impossible or unreasonable to convene, the doctoral board chair may announce a per rollam voting. In such case, the doctoral board decides by a two-thirds majority of all members' votes. Per rollam voting cannot be announced for discussing quality assurance processes of doctoral degree programmes (subsection 7).

Section 10

MU Internal Evaluation Board

- (1) The legal status and powers of the MUIEB are determined by Section 12a of the Act, MU Statutes and other MU internal regulations.
- (2) The MUIEB for the purposes of quality assurance in particular:
 - a) approves intents to establish a degree programme (Section 14(2));
 - b) approves proposals for degree programme establishment (Section 14(5));
 - c) approves proposals for substantial degree programme modification (section 16(3));
 - d) approves proposals for degree programme expansion (section 15(2));

- e) approves proposals for degree programme extension (section 17(1));
- f) approves LLL programmes, if stipulated so by the MU LLL Regulations;
- g) takes measures to remove any identified deficiencies in degree programme implementation and imposes remedies under Section 19;
- h) expresses an opinion regarding the intention to cancel a degree programme, submitted by the dean or the Rector (Section 18(3) and (4));
- i) accepts motions associated with degree programme implementation;
- j) prepares reports on the internal quality evaluation of educational, creative and related activities of MU as well as supplements to such reports (Section 12a(4)(c) of the Act);
- k) keeps records of internal quality evaluation of educational, creative and related activities of MU (Section 12a(4)(d) of the Act);
- l) approves the draft of the MU Educational, Creative and Associated Activities Quality Assurance and Internal Evaluation System Guidelines;
- m) provides methodological assistance in quality assurance processes for degree programmes at MU;
- n) inspects the fulfilment of quality assurance requirements associated with MU activities arising from legal regulations and MU internal regulations;
- o) formulates an opinion regarding documents for submission to the National Accreditation Bureau (hereinafter referred to as "NAB"), (Section 20(4));

The MUIEB gets information necessary for the evaluation of degree programme quality, in particular through reports prepared by experts in the relevant field of education, visits of the relevant units and classes, opinion of the dean, guarantor and students of the degree programme, and coordinates its activities with other persons and bodies involved in the system of degree programme quality assurance and evaluation.

- (3) The MUIEB rules of procedure and decision-making are defined in the MUIEB Rules of Procedure.

Section 11 Evaluators

- (1) Evaluators contribute to high-quality design of a degree programme or to the establishment of degree programme development objectives. An evaluator must be a person who provides a guarantee of moral quality, credibility and responsibility.
- (2) Evaluators are instituted especially to:
 - a) evaluate proposals for degree programme establishment (Section 14(6));
 - b) conduct regular internal evaluation of currently implemented degree programmes (Section 13).
- (3) Evaluators may also participate in other quality assurance processes; in such cases, they are authorized to do so by the dean upon a proposal of the degree programme guarantor.

Part Four

Degree Programme Quality Assurance Processes

Section 12

Degree Programme Quality Assurance Processes

- (1) The internal quality assurance system of educational, creative and associated activities of MU, created for the purpose of verifying and ensuring that newly prepared and currently implemented degree programmes comply with requirements stipulated by the Act, the Decree on Standards and the *MU Degree Programme Quality Standards* includes the process of:
 - a) internal degree programme evaluation under Section 13;
 - b) establishment, expansion, modification, extension and discontinuation of authorization for degree programme implementation under Sections 14 to 18;
 - c) taking measures to remove any deficiencies in degree programme implementation and imposing remedies under Section 19;
 - d) internal evaluation of LLL programmes in accordance with the MU LLL Regulations;
 - e) establishment, expansion, modification, extension and discontinuation of authorization to implement LLL programmes in accordance with the MU LLL Regulations.
- (2) Unless otherwise specified by these Regulations or by the dean, documentation in accordance with these Regulations is processed by the degree programme guarantor.
- (3) The dean and the degree programme guarantor cooperate in providing assistance to MU bodies in the processes under this Part Four.

Section 13

Internal Degree Programme Evaluation

- (1) Internal degree programme evaluation processes include in particular:
 - a) evaluation of the degree programme establishment under Section 14;
 - b) regular internal evaluation of currently implemented degree programmes under subsections 2 to 16.
- (2) Regular evaluation of bachelor's, master's and doctoral degree programmes implemented at MU includes:
 - a) internal evaluation of a degree programme under subsections 4 to 11 at least once in five years, unless the dean or MUIEB decide on a shorter period. Internal evaluation of doctoral degree programmes is interconnected with the regular evaluation of research at MU, whereas doctoral degree programmes may also be evaluated jointly in predefined groups determined for such purpose by the dean;
 - b) continuous updates of the degree programme development plan under subsection 15.

A schedule of planned internal evaluations of degree programmes for a calendar year, including the determination of groups of jointly evaluated doctoral degree programmes, is approved by the MUIEB upon a proposal of the dean before the end of the previous calendar year.

- (3) In case there are no active studies in a degree programme, if a proposal to cancel a degree programme under Section 18(2) exists or if the authorization to implement a degree programme is to expire in the next calendar year and the faculty does not

request its extension, the evaluation under subsection 2(a) is not conducted in the same calendar year.

- (4) In case a degree programme is evaluated in accordance with subsection 2(a), no updates under subsection 2(b) are conducted in the same calendar year.
- (5) The preparation of a structured report on the fulfilment of requirements arising from the MU Degree Programme Quality Standards (hereinafter referred to as the "self-evaluation report") is the responsibility of the degree programme guarantor. The self-evaluation report prepared by the degree programme guarantor is based on:
 - a) the structured data attachments generated from the IS MU;
 - b) the most recent internal evaluation of the degree programme including the course opinion poll results and other evaluation outputs.
- (6) The evaluators for the purposes of internal evaluation of a bachelor's and master's degree programme are approved by the dean upon a proposal of the degree programme guarantor. The evaluators include at least one student or graduate of the degree programme evaluated, one representative of the employers of graduates of the degree programme evaluated, and one academic employee active in a given or related field who is not involved in the implementation of the degree programme evaluated.
- (7) The evaluators of a doctoral degree programme are approved by the Rector upon a proposal of the dean. The evaluators include at least two academic employees active in a given or related field who are not employed by MU and of whom at least one has relevant and up-to-date professional experience gained outside the Czech Republic and Slovak Republic. The evaluators may jointly evaluate a group of doctoral degree programmes.
- (8) The guarantor shall make the following accessible to the evaluators:
 - a) the self-evaluation report;
 - b) the structured data attachments generated from the IS MU.
- (9) Within 30 days after obtaining the documents under subsection 8, the evaluators shall prepare recommendations for further degree programme development, in which they assess the fulfilment of the requirements arising from the *MU Degree Programme Quality Standards* and propose measures for improving the degree programme quality; this applies to the evaluation of a bachelor's or master's degree programme.
- (10) The internal evaluation results shall be discussed in an evaluation meeting convened by the degree programme guarantor. The degree programme guarantor shall provide – in a timely manner, no less than one week before the meeting – all evaluators and other participants of the meeting under subsection 11 with access to:
 - a) the self-evaluation reports;
 - b) the structured data attachments generated from the IS MU;
 - c) recommendations for further degree programme development prepared by the evaluators; this applies to the evaluation of a bachelor's or master's degree programme.
- (11) The following persons are present in the evaluation meeting:
 - a) for bachelor's and master's degree programmes, at least two evaluators and the dean. The evaluation meeting is usually also attended by a MUIEB member, programme board members and heads of departments delivering the teaching in the degree programme. The evaluation meeting may also be attended by a

representative of the MU Rector's Office, representatives of the Dean's Council or the Rector's Council, a representative of the faculty AS and other persons proposed by the degree programme guarantor;

- b) for doctoral degree programmes, evaluators and guarantors of all jointly evaluated doctoral degree programmes. The evaluation meeting is usually also attended by a MUIEB member and doctoral board members. The evaluation meeting may also be attended by a representative of the MU Rector's Office, representatives of the Dean's Council or the Rector's Council, a representative of the faculty AS and other persons proposed by the degree programme guarantor. The evaluation meeting has a separate part attended solely by the evaluation panel and at least one student of each evaluated degree programme.
- (12) In the case of doctoral degree programmes, the evaluators shall prepare the recommendations for improving the degree programme quality within 14 days after the evaluation meeting.
 - (13) On the basis of documents specified in subsection 8, the evaluators' recommendations under subsection 9 or 12, and the outcomes of the evaluation meeting, the degree programme guarantor shall prepare a degree programme development proposal which defines long-term goals of the degree programme for the next five years and an action plan for the upcoming year. The degree programme development proposal uploaded into IS MU is deemed to have been approved by the dean.
 - (14) The documentation of the internal evaluation process consists of the self-evaluation report, data attachments, recommendations for further degree programme development and the approved degree programme development plan. The documentation is stored in the IS MU and is available to the programme or doctoral board members, MUIEB members, faculty SB members, MU Scientific Board (hereinafter referred to as "MU SB") and AS MU, faculty senior management and MU senior management members. The degree programme development plan is also available to the academic employees and students of the degree programme evaluated.
 - (15) The degree programme development plan is continuously, at least once a year, evaluated and updated by the programme board or the doctoral board. The degree programme guarantor is responsible for recording structured minutes of the meeting, which include assessment of degree programme implementation throughout the past year.
 - (16) The minutes of the meeting are stored in the IS MU and are available to the programme or doctoral board members, MUIEB members, faculty SB members, MU SB and AS MU, faculty senior management and MU senior management members.

Section 14

Establishment of Authorization for Degree Programme Implementation

- (1) An intent to establish a new degree programme is prepared by the future authorized entity (Section 3(2)).
- (2) A degree programme establishment proposal includes:
 - a) a proposed degree programme specification (Section 4(3));
 - b) a reasoned proposal for appointment of the degree programme guarantor;
 - c) a structured feasibility study;
 - d) a proposal for at least two evaluators who are experts in a given or related field and are not employed by MU and who have relevant and up-to-date professional experience gained at an academic workplace outside the Czech Republic and Slovak Republic. In the case of an intent to establish a degree programme taught

in Czech, the professional experience under the previous sentence is required from at least one of the evaluators.

- (3) The intent to establish a degree programme is submitted by the dean to the MUIEB, which shall assess whether the intent conforms to the strategy in the field of education and to the strategic plan of MU's educational and creative activities (hereinafter referred to as the "MU strategy"); the MUIEB shall also assess the proposal for evaluators under subsection 2(d).
- (4) In case the intent to establish a degree programme meets the requirements of subsection 3, the MUIEB shall approve it. Otherwise, the MUIEB shall return the intent to establish a degree programme for overhaul and shall provide reasons for doing so.
- (5) On the basis of the intent to establish a degree programme approved in accordance with subsection 4, the proposed guarantor shall prepare a draft proposal containing:
 - a) in the case of a degree programme to be implemented under institutional accreditation:
 1. a structured application for the degree programme approval which includes the degree programme specification;
 2. a self-evaluation report;
 3. a list of staff for the proposed degree programme;
 4. a draft agreement on cooperation in the implementation of the degree programme; this applies to a degree programme implemented in collaboration with a foreign higher education institution or legal entity;
 5. draft of framework agreements on cooperation in providing practical training with entities where practical training of students is to be implemented, this applies to a career-oriented degree programme;
 - b) in the case of a degree programme to be implemented pursuant to accreditation granted by the NAB:
 1. a structured application for accreditation in accordance with Section 79(2) of the Act;
 2. a self-evaluation report in accordance with Section 79(2)(e);
 3. a draft agreement on cooperation in the implementation of the degree programme; this applies to a degree programme implemented in collaboration with another higher education institution or legal entity;
 4. draft of framework agreements on cooperation in providing practical training with entities where practical training of students is to be implemented; this applies to a career-oriented degree programme.
- (6) The proposal for the establishment of a degree programme is presented to evaluators, who subsequently prepare structured evaluation reports.
- (7) The proposal for the establishment of a degree programme is discussed at an evaluation meeting attended by the dean, the proposed degree programme guarantor and at least one evaluator of the proposal. The evaluation meeting may also be attended by the head of the department delivering the teaching, a representative of the Dean's Council or the Rector's Council, a member of the MUIEB, a representative of the MU Rector's Office, a representative of the faculty AS and other persons invited by the senior management of the faculty or MU.
- (8) The proposed degree programme guarantor shall provide the participants with the following sufficiently in advance of the evaluation meeting:

- a) the proposal for the establishment of a degree programme;
 - b) evaluation reports in accordance with subsection 6;
- (9) Structured minutes of the evaluation meeting under subsection 7 shall be taken. The proposed degree programme guarantor shall adjust the proposal based on the conclusions of the meeting and shall attach to it the minutes under the previous sentence and the evaluation reports.
- (10) The proposal for the establishment of a degree programme under subsection 9 is submitted by the dean to the faculty AS and, along with its statement, for approval to the faculty SB, which shall discuss the proposal with the proposed degree programme guarantor.
- (11) The proposal for degree programme establishment shall not be approved by the faculty SB in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the faculty's educational and creative activities (hereinafter referred to as the "faculty strategy");
 - c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b).

The faculty SB shall provide reasons for such a decision. Otherwise, the faculty SB approves the proposal, which is thus deemed submitted for approval to the MUIEB.

- (12) In case the faculty SB does not approve the proposal for degree programme establishment, it shall decide whether the proposal is to be returned for overhaul or rejected.
- (13) The proposal for degree programme establishment approved in accordance with subsection 11 is subsequently presented to the MUIEB by the Rector. In case the proposal is for a degree programme whose successful completion directly fulfils professional prerequisites for the pursuit of a regulated profession, the proposal also includes:
- a) the statement of a body approving the preparation of graduates for a regulated profession in the case of a degree programme to be implemented outside of institutional accreditation;
 - b) the permission of a body approving the degree programme implementation in the case of a degree programme to be implemented under institutional accreditation.
- (14) The proposal for degree programme establishment shall be discussed by the MUIEB in the presence of the proposed degree programme guarantor and the dean.
- (15) The proposal seeking degree programme establishment shall not be approved by the MUIEB in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the MU mission and strategy;
 - c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b).

The MUIEB shall provide reasons for such a decision. Otherwise, the proposal shall be approved by MUIEB.

- (16) In case the MUIEB does not approve the proposal for degree programme establishment, it shall decide whether the proposal is to be returned for overhaul or rejected.
- (17) In case the MUIEB approves a proposal for the establishment of a degree programme

- a) which MU is authorized to implement on the basis of institutional accreditation, the authorized entity is thereby entitled to implement the degree programme from the date of the approval;
 - b) which MU is not authorized to implement on the basis of institutional accreditation, it thereby approves the intention to submit an application for accreditation (Section 12(1)(c) of the Act) which the Rector shall immediately submit to the NAB; authorization for degree programme implementation shall arise once the decision on granting accreditation comes into force.
- (18) Authorization to implement a degree programme in accordance with the procedure under subsection 17(a) may be granted by the MUIEB for a period of up to seven years, taking into account, in particular, the degree programme type and standard duration of study.
- (19) By granting the authorization for degree programme implementation, the faculty SB is deemed to have:
- a) approved the degree programme guarantor (Section 6(1));
 - b) approved the doctoral board composition for a doctoral degree programme (Section 9(2));
 - c) approved proposals for the appointment of doctoral students' supervisors from among associate professors, full professors and independent researchers, unless a faculty regulation stipulates another procedure for the approval of such proposals in accordance with the MU Study and Examination Regulations.
- (20) The provisions of subsections 1 to 9 shall not apply to a proposal for establishment of a degree programme taught in a foreign language which has the same subject matter as a degree programme taught in Czech; in such case, the proposal to be discussed under subsection 10 et seq. shall include:
- a) a structured application for the degree programme approval which includes the degree programme specification;
 - b) a part of the self-evaluation report on the fulfilment of requirements arising from the *MU Degree Programme Quality Standards* concerning specific requirements for degree programmes taught in a foreign language;
 - c) a list of staff for the proposed degree programme.
- (21) The provisions of subsections 1 to 9 shall not apply to a proposal for establishment of a degree programme created by merger of two or more currently implemented degree programmes, unless a period longer than two years has passed since the evaluation meeting during internal evaluation of either of them on the date when the proposal was submitted to the faculty AS; the MUIEB may prolong this period in justified cases upon a proposal of the faculty. In such case, the proposal to be discussed under subsection 10 et seq. shall include:
- a) a structured application for the degree programme approval which includes the degree programme specification;
 - b) documents from the internal evaluation of the original degree programmes (self-evaluation reports, reports submitted by evaluators, and minutes from evaluation meetings).
 - c) a list of staff for the proposed degree programme.

Section 15

Expansion of Authorization for Degree Programme Implementation

- (1) In the course of degree programme implementation, a proposal for the expansion of degree programme implementation (hereinafter referred to as "degree programme expansion") may be sought with respect to the implementation of:

- a) an additional study mode;
 - b) an additional study plan;
 - c) in the case of a master's degree programme, also authorization for the implementation of an advanced master's state examination (Section 78(10) of the Act)).
- (2) The intent to expand a degree programme shall be discussed by the programme board of a given degree programme. Following the discussion by the programme board, the degree programme guarantor shall draft a proposal for the expansion of the degree programme, which:
- a) in the case of a degree programme implemented pursuant to institutional accreditation shall contain:
 - 1. a structured application for degree programme expansion which includes the degree programme specification;
 - 2. a self-evaluation report;
 - 3. a list of staff for the degree programme;
 - 4. internal degree programme evaluation documents for the past five years;
 - b) in the case of a degree programme implemented pursuant to accreditation granted by the NAB shall contain:
 - 1. a structured application for the accreditation expansion in accordance with Section 80(4) of the Act;
 - 2. an attachment to the self-evaluation report;
 - 3. internal degree programme evaluation documents for the past five years.
- (3) The proposal for degree programme expansion is submitted by the dean to the faculty AS and, along with its statement, for approval to the faculty SB, which shall discuss the proposal with the degree programme guarantor.
- (4) The proposal seeking degree programme expansion shall not be approved by the faculty SB in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the faculty strategy;
 - c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b);
- and the faculty SB shall provide reasons for doing so. Otherwise, the faculty SB approves the proposal, which is thus deemed submitted for approval to the MUIEB.
- (5) In case the faculty SB does not approve the proposal for degree programme expansion, it shall decide, based on the nature of deficiencies, whether the proposal is to be returned to the initial stage or rejected.
- (6) A proposal for degree programme expansion approved by the faculty SB is subsequently presented to the MUIEB by the Rector.
- (7) A proposal seeking degree programme expansion shall be discussed by MUIEB in the presence of the degree programme guarantor and the dean, in accordance with the MUIEB Rules of Procedure.
- (8) A proposal seeking degree programme expansion shall not be approved by MUIEB in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the MU mission and strategy;

- c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b).

The MUIEB shall provide reasons for such a decision and decide whether the proposal is to be rejected or returned for overhaul. Otherwise, the proposal shall be approved by the MUIEB.

- (9) In case the MUIEB approves a proposal seeking the expansion of a degree programme
 - a) which MU is authorized to implement on the basis of institutional accreditation, it thereby expands authorization for degree programme implementation for a period for which authorization for degree programme implementation had originally been granted;
 - b) which MU is authorized to implement pursuant to accreditation granted by the NAB, it has thereby approved the intention to submit an application for degree programme accreditation expansion in accordance with Section 80(4) of the Act, which the Rector then immediately submits to the NAB; authorization for the expansion of degree programme implementation shall arise once a decision on the accreditation expansion comes into force.
- (10) The degree programme guarantor shall, without undue delay, ensure that the degree programme specification in the IS MU is adjusted in accordance with the approved expansion.
- (11) This section shall apply mutatis mutandis to a cancellation of a study plan. This procedure shall not be considered degree programme modification under Section 16.

Section 16

Modification of Authorization for Degree Programme Implementation

- (1) An intent to modify a degree programme shall be discussed by the programme board. The modification of authorization for degree programme implementation (hereinafter referred to as "substantial degree programme modification") means deviation from an existing degree programme specification which does not constitute an expansion of authorization for degree programme implementation in accordance with Section 15.
- (2) In the case of substantial degree programme modification, the degree programme guarantor shall prepare a proposal in accordance with subsection 3.
- (3) A proposal for substantial degree programme modification:
 - a) in the case of a degree programme implemented pursuant to institutional accreditation shall contain:
 - 1. a structured request for degree programme modification, including the degree programme specification;
 - 2. internal degree programme evaluation documents for the past five years;
 - 3. a draft agreement on cooperation in the implementation of the degree programme; this applies to a degree programme implemented in collaboration with a foreign higher education institution or legal entity;
 - b) in the case of a degree programme implemented pursuant to accreditation granted by the NAB shall contain:
 - 1. a structured application prepared in accordance with NAB requirements, including the degree programme specification;

2. internal degree programme evaluation documents for the past five years;
 3. a draft agreement on cooperation in the implementation of the degree programme; this applies to a degree programme implemented in collaboration with another higher education institution or legal entity.
- (4) Degree programme modification is approved by the MUIEB upon a proposal under subsection 3 submitted by the dean. The discussion over the proposal shall be joined by the dean and the degree programme guarantor. The MUIEB shall not approve the modification and shall return the proposal for overhaul, in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the MU mission and strategy;
 - c) does not exhibit sufficient quality enabling assessment by the MUIEB in accordance with clauses a) and b).
- The MUIEB shall provide reasons for such a decision. Otherwise, the modification shall be approved by the MUIEB, and it applies that the approved modification is valid for the period of authorization to implement the degree programme.
- (5) The degree programme guarantor shall, without undue delay, ensure that the degree programme specification in the IS MU is adjusted in accordance with the approved modification.

Section 17

Extension of Authorization for Degree Programme Implementation

- (1) In case the authorized entity intends to continue in degree programme implementation after the expiry of the period for which the authorization was granted, the programme board shall discuss the intention to extend the authorization for degree programme implementation (hereinafter referred to as "degree programme extension") no later than one year prior to the expiry of the authorization. Following the discussion by the programme board, the degree programme guarantor shall draft a proposal for the extension of the degree programme, which shall include:
- a) in the case of a degree programme implemented pursuant to institutional accreditation:
 1. a structured proposal seeking extension;
 2. structured data attachments from the IS MU;
 3. links to internal degree programme evaluation documents for the past five years;
 - b) in the case of a degree programme implemented pursuant to accreditation granted by the NAB:
 1. a structured application for accreditation extension in accordance with Section 80(3) of the Act, including the degree programme specification;
 2. internal degree programme evaluation documents for the past five years.
- (2) The proposal under subsection 1 is submitted by the dean to the faculty AS and, along with its statement, for approval to the faculty SB, which shall discuss the proposal with the degree programme guarantor.
- (3) The MUIEB shall not approve the proposal for degree programme extension and shall return it for overhaul in case it:
- a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the faculty strategy;

- c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b).

The faculty SB shall provide reasons for such a decision. Otherwise, the faculty SB approves the proposal, which is thus deemed submitted for approval to the MUIEB.

- (4) The proposal for degree programme extension approved by the faculty SB is subsequently presented to the MUIEB by the Rector. In case the proposal is for a degree programme whose successful completion directly fulfils professional prerequisites for the pursuit of a regulated profession, the proposal also includes:
 - a) permission of a body authorizing the degree programme implementation in the case of a degree programme implemented pursuant to institutional accreditation if such permission is older than ten years, or
 - b) the statement of a body approving the preparation of graduates for a regulated profession in the case of a degree programme implemented pursuant to accreditation granted by the NAB.
- (5) The proposal shall be discussed by the MUIEB in the presence of the degree programme guarantor and the dean.
- (6) The proposal seeking degree programme extension shall not be approved by MUIEB in case it:
 - a) fails to meet the requirements of the *MU Degree Programme Quality Standards*;
 - b) is not consistent with the MU mission and strategy;
 - c) does not exhibit sufficient quality enabling assessment in accordance with clauses a) and b);
 - d) modifies the degree programme in such a substantial way as to require the procedure set out in Section 16.

The MUIEB shall provide reasons for such a decision and, based on the nature of deficiencies, shall decide whether the proposal is to be returned for overhaul or whether to recommend to the Rector that the degree programme be cancelled in accordance with Section 18(1)(d). Otherwise, the proposal shall be approved by the MUIEB.

- (7) In case the MUIEB approves a proposal for the extension of a degree programme:
 - a) implemented pursuant to institutional accreditation, it thereby extends the authorization for degree programme implementation; at the same time, the MUIEB shall decide, taking into account, in particular, the degree programme type, standard duration of study and internal degree programme evaluation so far, about the extension period, which shall not exceed ten years, and shall determine its start date;
 - b) implemented pursuant to accreditation granted by the NAB, it has thereby approved the intention to submit an application for accreditation extension in accordance with Section 80(3) of the Act, which the Rector then immediately submits to the NAB; authorization for degree programme implementation in accordance with a decision on the degree programme extension shall arise once the decision comes into force.
- (8) Authorization to implement an associated LLL programme is extended together with the degree programme extension.
- (9) The degree programme guarantor shall, without undue delay, ensure that the degree programme specification in the IS MU is adjusted in accordance with the approved extension.

Section 18

Discontinuation of Authorization for Degree Programme Implementation

- (1) Authorization for degree programme implementation is discontinued:
 - a) upon the expiry of the period for which it was granted;
 - b) by discontinuation of institutional accreditation in a relevant field of education;
 - c) upon approval of a proposal of the dean to cancel a degree programme;
 - d) upon approval of a proposal of the Rector to cancel a degree programme, submitted upon a recommendation under Section 19(2)(c) or Section 19(5)(b);
 - e) by withdrawal of degree programme accreditation or withdrawal of institutional accreditation for a relevant field of education;
 - f) for other reasons according to the Act.
- (2) A structured proposal for cancellation of a degree programme is prepared by the degree programme guarantor or a person authorized by:
 - a) the dean in the case of a procedure under subsection 1(c);
 - b) the Rector in the case of a procedure under subsection 1(d).
- (3) A proposal under subsection 1(c) shall be discussed by the dean and the programme board of the degree programme, and subsequently submitted to the faculty AS, faculty SB and MUIEB for comments.
- (4) A proposal under subsection 1(d) is submitted by the Rector to the faculty AS, faculty SB and MUIEB for comments.
- (5) The MU SB shall discuss the proposal together with comments under subsection 3 or 4; the discussion may be joined by the degree programme guarantor and the dean. The MU SB shall not approve the proposal and shall return it for overhaul, in case it:
 - a) does not provide sufficient guarantees for resolving study-related, personnel-related and financial consequences associated with degree programme discontinuation;
 - b) does not exhibit sufficient quality enabling assessment in accordance with clause a).

The MU SB shall provide reasons for such a decision. Otherwise, the proposal shall be approved by the MU SB, which shall determine the date of degree programme discontinuation; if this date differs from the proposal, the MU SB shall provide reasons.
- (6) An associated LLL programme is discontinued together with the degree programme.
- (7) The discontinuation of a degree programme is registered in the IS MU without undue delay after the decision under subsection 5.

Section 19

Remedies for Deficiencies

- (1) In case the MUIEB identifies, either through its own activities or when acting upon a motion of a third party, deficiencies in degree programme implementation where:
 - a) the degree programme is implemented in violation of authorization for degree programme implementation (Section 3) or in violation of the *MU Degree Programme Quality Standards* or
 - b) the authorized entity failed to conduct internal degree programme evaluation in accordance with the procedure set out in Section 13;

the deficiencies shall be discussed in the presence of the degree programme guarantor and the dean.

- (2) Based on the outcome of this discussion, the MUIEB shall:
 - a) impose a remedy within a reasonable time;
 - b) decide by remedial action to restrict the authorization to implement the degree programme by prohibiting the admission of further candidates to study or by prohibiting the holding of state examinations and the awarding of academic degrees; the issued decision shall also specify:
 1. the nature of the remedial action;
 2. the first day of the remedial action;
 3. the conditions of the remedial action;
 - c) recommend to the Rector to propose the cancellation of the degree programme;
 - d) suspend the matter in case the deficiencies have not been proved or have been remedied.
- (3) In case the matter is not remedied within the time determined by the MUIEB in accordance with subsection 2(a), the MUIEB shall discuss further action and adopt a decision in accordance with subsections 2(b) to (d); the discussion may be joined by the degree programme guarantor and the dean.
- (4) In case the authorized entity considers all deficiencies to be remedied in accordance with subsection 2(b), it shall submit a substantiated proposal for the termination of the remedy action to the MUIEB, which shall then discuss it in the presence of the degree programme guarantor and the dean.
- (5) In case all deficiencies have been remedied, the MUIEB shall issue a decision on the termination of the degree programme remedy action. Otherwise:
 - a) the MUIEB shall issue a decision to keep the remedy action in force and, if necessary, to modify the conditions of its termination, or
 - b) the MUIEB shall recommend to the Rector to propose the cancellation of the degree programme in accordance with Section 18(1)(d).

Part Five

Common, Transitional and Final Provisions

Section 20

Common Provisions

- (1) In case the guarantor or the proposed guarantor of a degree programme or the dean waives their participation in the sessions of the faculty SB, the MUIEB or the MU SB where the presence is required by these Regulations, the session may be held in their absence; in case the guarantor's participation becomes necessary during the discussion, the session shall be adjourned.
- (2) Rules governing the structure of degree programmes are defined in an MU regulation. Rules for the design of degree programmes to be implemented in collaboration with a foreign higher education institution are determined by the vice-rector authorized under the MU Organizational Regulations.
- (3) In case the procedures under Part Four are joined by a person whose insufficient command of Czech precludes them from the performance of a required activity, the authorized entity or the future authorized entity shall provide documentation and hold talks in English or in the language of the degree programme concerned.

- (4) Any and all submissions to the NAB concerning degree programmes are made by the authorized entity through the MUIEB.
- (5) The form and structure of the documents prescribed by these Regulations shall be determined by the MUIEB.

Section 21

Transitional Provisions

- (1) The transformation of a field of study implemented as of 31 August 2016 into a degree programme pursuant to a proposal submitted by the faculty SB by 31 August 2021 shall be completed in accordance with the internal regulation entitled Masaryk University Degree Programme Quality Approval, Management and Evaluation Regulations, registered with the Ministry of Education, Youth and Sports on 2017 under Ref. No. MSMT-15991/2017, as later amended and supplemented.
- (2) The processes under Part Four commenced prior to the effective date hereof shall be completed in accordance with these Regulations.
- (3) In case MU regulations refer to the internal regulation entitled Masaryk University Degree Programme Quality Approval, Management and Evaluation Regulations, it applies that they refer to a similar provision hereof.

Section 22

Final Provisions

- (1) The Masaryk University Degree Programme Quality Approval, Management and Evaluation Regulations registered with the Ministry of Education, Youth and Sports on 2 June 2017 under Ref. No. MSMT-15991/2017, as later amended and supplemented, are hereby repealed.
- (2) An integral part hereof is Appendix No. 1 – Masaryk University Degree Programme Quality Standards.
- (3) The MUIEB chair is entrusted with the interpretation of these Regulations.
- (4) These Regulations were approved in accordance with Section 9(1)(b)(3) of the Act by the AS MU on 8 April 2024.
- (5) In accordance with Section 36(4) of the Act, these Regulations shall enter into force on the day of registration with the Ministry of Education, Youth and Sports.
- (6) These Regulations shall enter into effect on 1 May 2024.

Masaryk University Degree Programme Quality Standards

Section 1

Basic Provisions

The MU Degree Programme Quality Standards define the rules and procedures governing the design, implementation and evaluation of MU degree programmes on the basis of internationally recognized procedures, legal regulations, MU internal regulations and MU strategic documents.

Section 2

Degree Programme Definition

- (1) A degree programme has a clearly defined degree programme specification and exists in accordance with the MU strategic plan.
- (2) Degree programme learning outcomes are in consistent with the type, profile and objectives of a degree programme and are based on current developments in the relevant field of education.
- (3) A degree programme, with respect to its type and profile, features a clearly structured study plan(s) which allows for the achievement of planned learning outcomes and constitutes a logical whole.

Section 3

Teaching and Learning

- (1) Course objectives, load, methods and assessment correspond to expected learning outcomes.
- (2) With respect to teaching forms and methods utilized in the course of a degree programme, students are provided with access to learning materials as well as electronic and other study resources.
- (3) Depending on type and profile, a degree programme enables students to engage in scientific projects, grants and other creative activities.
- (4) Depending on type and profile, a degree programme cooperates with the application sector and regularly evaluates all such activities.
- (5) Student evaluation is based on transparent, objective and predetermined criteria.
- (6) Students are provided with feedback during their studies, which enables them to improve and achieve planned learning outcomes.
- (7) Students are provided with high-quality support regardless of potential social or health-related impairments.

Section 4

Staffing

- (1) The staffing corresponds to degree programme type and profile as well as requirements for academic employee quality and expertise. Staffing continuity is ensured for the entire period of degree programme implementation.
- (2) Academic employees are provided with sufficient opportunities for developing their pedagogical and research-related competencies.

Section 5

Creative Activities

MU implements creative activities in a given educational area with regard to the type and profile of the implemented degree programme.

Section 6

Internationalization

A degree programme is involved in international cooperation facilitating both academic and student mobility.

Section 7

Support Processes

- (1) A degree programme is provided with material and financial means necessary for the implementation of high-quality education.
- (2) Information on a degree programme is comprehensible, up-to-date and publicly available.
- (3) A degree programme conducted in a foreign language provides information on studies as well as related support activities in the foreign language concerned.
- (4) A degree programme regularly evaluates information which is key to its implementation, and works with feedback from relevant stakeholders.