

Pursuant to Section 36(2) of Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended, the Ministry of Education, Youth and Sports registered, under Ref. No. MSMT-13285/2026-5, the Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice on the date on which the registration was signed.



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RULES FOR THE QUALITY ASSURANCE AND EVALUATION SYSTEM FOR EDUCATIONAL, CREATIVE AND RELATED ACTIVITIES OF THE UNIVERSITY OF PARDUBICE

Part I INTRODUCTORY PROVISIONS

The Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice (hereinafter referred to as the “Rules for the Quality Assurance and Evaluation System”) constitute an internal regulation of the University of Pardubice (hereinafter referred to as the “University”) pursuant to Section 17(1)(j) of Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the “Higher Education Act”), establishing a quality management system comprising quality assurance and internal quality evaluation, including procedures for maintaining and developing this system.

Part II QUALITY MANAGEMENT SYSTEM

Article 1 Vision

- (1) Through quality assurance, the University seeks to contribute to the creation of an internal environment in which creative activities, the content of degree programmes, teaching and the relevant facilities and support are mutually aligned, thereby enabling the University to fulfil its fundamental mission towards society and its students. This mission consists primarily in providing education, advancing scientific knowledge and ensuring that graduates' competencies and knowledge meet the requirements of society and the labour market. In this context, the University shall in particular:

- a) enhance the interconnectedness, objectivity, transparency and relevance of all internal processes with the aim of embedding quality within an internal culture shared by all members of the academic community;
- b) strengthen a creative academic environment, uphold academic integrity and freedom, prevent fraudulent conduct, and ensure protection for students and employees against intolerance and discrimination;
- c) provide students and employees of the University, as well as the professional community and the general public, with information on the quality of the University's activities, thereby enhancing the institution's credibility both internally and externally.

Article 2

Mission

- (1) The Rules for the Quality Assurance and Evaluation System establish a comprehensive system that serves as a coordinating framework supporting and promoting the sustainable quality, competitiveness and development of the University's educational, creative and related activities (hereinafter referred to as the “Quality System”).
- (2) The Quality System lays down rules for the quality assurance of educational, scientific and research, development and innovation, artistic and other creative activities (hereinafter referred to as “creative activities”) and related activities, as well as for the internal quality evaluation of educational, creative and related activities at the University pursuant to Section 77a and the related provisions of the Higher Education Act.
- (3) The Quality System clearly establishes internal rules, transparent arrangements for the University's activities, the regular collection and objective evaluation of information, and the adoption of measures to improve its activities.
- (4) The Quality System is integrated with the University's strategic management.
- (5) The self-governing academic body of the University responsible for monitoring, evaluating, supporting and developing the Quality System is the Internal Evaluation Board of the University of Pardubice (hereinafter referred to as the “Internal Evaluation Board”).
- (6) In implementing the Quality System, the University proceeds in accordance with applicable legislation and takes into account other national, European and international standards governing the activities of higher education institutions. These include, in particular, the following legislation, rules, standards and procedures:
 - a) Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended;
 - b) Act No. 130/2002 Sb., on Support for Research, Experimental Development and Innovation from Public Funds and on Amendments to Certain Related Acts (the Act on Support for Research, Experimental Development and Innovation), as amended;
 - c) Government Regulation No. 274/2016 Sb., on Standards for Accreditation in Higher Education;
 - d) Government Regulation No. 275/2016 Sb., on Fields of Education in Higher Education;
 - e) the Standards and Guidelines for Quality Assurance in the European Higher Education Area, in particular the ESG;
 - f) recommended procedures of the National Accreditation Bureau for Tertiary Education (hereinafter referred to as the “Accreditation Bureau”).

Article 3

Principles and Instruments of the University's Internal Quality Assurance System

- (1) Quality assurance means the systematic and structured management of the quality of educational, creative and related activities, based on responsibility for maintaining and improving their quality.
- (2) The University's internal quality assurance system is based on procedures governed in particular by the Statutes of the University of Pardubice and the statutes of the faculties, other internal regulations and standards, quality standards, methodological guidelines, information-system tools and other documents, supplemented by routine operational materials.
- (3) The rules, procedures and criteria for evaluation, the evaluation results and the measures adopted are published on the University website. The publication information system allows different levels of access to published documents to be set, ranging from general access through group access to individualised access. The Internal Evaluation Board decides on the manner in which a document is published in accordance with Section 21(1)(j) of the Higher Education Act.
- (4) The quality assurance processes applied in individual cases must not inhibit the innovative and creative development of University constituent parts, individuals or activities.
- (5) Quality standards and indicators form part of the underlying documents or methodological guidelines. Standards prescribed by applicable legislation and the recommended procedures of the Accreditation Bureau are considered binding at the University. The Internal Evaluation Board expresses its opinion on the structure and application of quality standards and, where applicable, their target values.
- (6) Quality standards and indicators respect the internal culture and the specific characteristics of the fields of education and academic disciplines pursued at the individual faculties. At the same time, the diversity of the University's constituent parts and the corresponding quality, or where applicable excellence, of their diverse activities are promoted.
- (7) Quality standards and indicators are applied consistently and on the basis of reasoned judgement, in accordance with the principle that comparable cases should be treated comparably so as to uphold the legitimate expectations of both students and employees.
- (8) The strategic determination of the desired direction of changes in quality forms an integral part of the University's Strategic Plan for Educational and Creative Activities (hereinafter referred to as the "University Strategic Plan") and, correspondingly, the strategic plans of its faculties, which are adopted by the University and its faculties in accordance with the Higher Education Act. These documents are prepared by the management of the University and its faculties, approved by the relevant University bodies in accordance with the Higher Education Act, and published on the publicly accessible part of the University website. From the perspective of responsibility for maintaining and developing quality, the strategic plans define in particular:
 - a) the basis for the institutional strategy concerning the quality of activities;
 - b) key areas and priority objectives;
 - c) the principal means by which the strategy is implemented, monitored and adjusted;
 - d) the manner in which students are involved in quality assurance;
 - e) specific requirements of relevant stakeholders and interest groups;

- f) specific indicators for assessing the achievement of objectives.
- (9) The determination of specific changes in quality, their introduction, support for their implementation, continuous monitoring, and evaluation of their progress and outcomes form part, in particular, of the annual updates to the strategic plans of the University and its faculties, the institutional development programme, the implementation of recommendations issued by the Internal Evaluation Board, and operational management.
- (10) The functioning of the Quality System as a whole is regularly evaluated by the Internal Evaluation Board through the preparation of the Report on the Internal Quality Evaluation of Educational, Creative and Related Activities of the University (hereinafter referred to as the “Internal Quality Evaluation Report”), which is updated annually by means of an addendum describing the changes achieved.
- (11) Individual internal quality assurance systems are also subject to external evaluation, both between the University and its faculties and between the University and external entities. External evaluations are conducted by decision of the Rector upon a proposal from the Internal Evaluation Board.

Article 4

Principles and Instruments of Internal Quality Evaluation at the University

- (1) Quality evaluation is conducted transparently using substantive, professional and ethical criteria and consists in a critical assessment of the facts established. It is conducted in accordance with the cycles of the strategic plans, with emphasis placed on the efficiency of the procedures used.
- (2) Quality evaluation draws on qualitative and quantitative data collected centrally. In particular, it is based on:
 - a) strategic, conceptual, review, analytical and other documents of the University and its faculties;
 - b) data from the University's information systems;
 - c) verified data from other public sources;
 - d) evaluation reports;
 - e) expert assessments, questionnaire surveys, facilitated discussions and bibliometric analyses.
- (3) Evaluation also makes use of methodological materials approved by the Internal Evaluation Board specifying the requirements and procedures for internal quality evaluation.
- (4) Academic staff, administrative staff, University students and external evaluators are meaningfully and constructively involved in evaluation processes.
- (5) Evaluation generally also draws on feedback from graduates and other relevant stakeholders, particularly professional chambers, professional associations, employers' organisations and other practitioners.
- (6) Where the activities of faculties or their units are the subject of evaluation, the faculties or units concerned always participate in the evaluation and have the opportunity to comment on its results.
- (7) Recommendations for the further development of the constituent part or activity evaluated form an integral part of every evaluation. Where deficiencies are identified, corrective measures are recommended, together with a deadline for their implementation. Once this deadline has expired, a follow-up evaluation or inspection may be conducted.

Article 5

Responsibility for Quality Assurance and Evaluation at the University

- (1) All University employees are responsible for assuring the quality of educational, creative and related activities. General rules applicable to individual groups of employees are set out in the University's internal regulations and standards. The specific duties of individual employees form part of their job descriptions.
- (2) Within the scope of their authority, managerial employees are required to oversee, in particular, the assurance and continuous evaluation of:
 - a) the strategic management and development of the University;
 - b) the University's international openness;
 - c) internal regulations and standards;
 - d) human resources development and staffing for teaching and creative activities;
 - e) the technical, organisational and material provision for teaching and creative activities.
- (3) All academic staff participate in the continuous evaluation of the quality of teaching and creative activities and in applying the results and conclusions of such evaluation in practice with a view to continuously improving educational and creative processes.
- (4) Upon request, all University employees cooperate with the Internal Evaluation Board and provide it with materials for the evaluation of educational, creative and related activities.

Article 6

Inspection and Audit

- (1) At the University, inspections, the handling of complaints, financial audits, system audits and performance audits form part of the internal control system, which directly influences and complements the Quality System. These activities consist primarily in identifying and evaluating existing and potential risks and making recommendations for their management.
- (2) All managerial employees and organisational units of the University are involved in inspections and audits. The controller and internal auditor may also use, for monitoring purposes, information on findings identified and addressed in connection with the Quality Assurance and Evaluation System.

Part III

QUALITY MANAGEMENT OF EDUCATIONAL, CREATIVE AND RELATED ACTIVITIES

Article 7

Educational Activities in Degree Programmes

- (1) Responsibility for the quality of higher education provided through the degree programmes of the University and its faculties rests with the providers of that education, i.e. the faculties and their departments, institutes or studios that deliver or participate in the delivery of the relevant degree programme. In accordance with the Higher Education Act, the quality of each degree programme is overseen by its degree programme leader.

- (2) The minimum requirements for the quality of educational activities within a degree programme at the University are determined in particular by:
 - a) Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended;
 - b) Government Regulation No. 274/2016 Sb., on Standards for Accreditation in Higher Education;
 - c) Government Regulation No. 275/2016 Sb., on Fields of Education in Higher Education;
 - d) documents and recommended procedures of the Accreditation Bureau;
 - e) the Statutes of the University and the faculties;
 - f) the Accreditation Regulations of the University of Pardubice;
 - g) the University's internal requirements for degree programmes;
 - h) the Study and Examination Regulations of the University of Pardubice;
 - i) the Rules for Habilitation Procedures and Procedures for the Appointment of Professors at the University of Pardubice.
- (3) The development of the quality of educational activities within a degree programme is supported in particular through:
 - a) the University's information system, which is used to monitor the admissions procedure, the rate of study failure and the employment of degree programme graduates in the labour market;
 - b) a degree programme self-evaluation report prepared by the degree programme leader;
 - c) an evaluation of the degree programme initiated by the Internal Evaluation Board.
- (4) The principal basis for evaluating a degree programme is its self-evaluation report prepared by the degree programme leader and covering the period since the accreditation of the degree programme was granted or since authorisation to deliver the degree programme under institutional accreditation was granted. The self-evaluation report generally includes:
 - a) an evaluation of compliance with degree programme standards;
 - b) an evaluation of how related creative activities are reflected in educational activities;
 - c) an evaluation of the admissions success rate, study failure rate, successful completion rate and employment of degree programme graduates;
 - d) depending on the type and profile of the degree programme, an evaluation of student creative activities and/or cooperation with professional practice;
 - e) an evaluation of the international dimension of the degree programme;
 - f) an evaluation of the teaching, academic and technical resources available for the degree programme;
 - g) identification of the strengths, weaknesses, risks and opportunities for the further development of the degree programme.
- (5) The Internal Evaluation Board evaluates each degree programme at least once during the period of validity of its accreditation. The evaluation procedure is governed by an internal University standard. The evaluation is based in particular on:
 - a) the degree programme self-evaluation report;
 - b) the results of student and graduate evaluations;

- c) the results of the evaluation of qualification theses, where such an evaluation has been conducted during the relevant period;
 - d) other evaluation sources specified in these Rules.
- (6) The draft evaluation report is considered at a meeting of the relevant expert committee of the Internal Evaluation Board.
- (7) The evaluation report is subsequently considered and approved by the Internal Evaluation Board at a meeting attended by the degree programme leader and the Dean of the faculty or an employee authorised by the Dean. The outcome of the evaluation is published on the publicly accessible part of the University website.

Article 8

Staffing of Degree Programmes

- (1) Teaching in degree programmes is provided primarily by the University's academic staff. Other experts may also participate in teaching, generally under agreements for work performed outside an employment relationship. The minimum requirements for the structure and quality of staffing for the relevant type of degree programme are determined in accordance with the Higher Education Act and the relevant Government Regulation.
- (2) Each course has a course coordinator who is responsible for preparing its content, participates in teaching and the assessment of students, oversees the quality of teaching provided by any other teachers, evaluates study outcomes and the provision of the course, and proposes any necessary changes to the course. Both the course coordinator and other teachers must be professionally active in the fields in which they teach.
- (3) The University's internal regulations and environment clearly encourage academic staff to enhance their academic qualifications. The internal regulation entitled Rules for Habilitation Procedures and Procedures for the Appointment of Professors at the University of Pardubice establishes general requirements for candidates and procedures for habilitation and the appointment of professors at the University. Specific requirements for candidates are set out in detail in the internal regulations and standards of the faculties.
- (4) The performance and professional development of each academic staff member are comprehensively evaluated by their immediate superior. The results of the evaluation are reflected in the amount of the employee's personal allowance in accordance with the Internal Wage Regulations of the University of Pardubice. The principal data used for the evaluation are obtained through the University's information system.
- (5) Through internal projects and programmes, the University supports academic staff in innovating teaching, focusing not only on innovation of content but also on the application of new methods and the use of new techniques in teaching.
- (6) The University provides and organises support activities enabling the professional development of academic staff and other employees, including activities designed to develop teaching skills.

Article 9

Educational Activities in Lifelong Learning Programmes

- (1) Requirements for the quality of educational activities in lifelong learning programmes are laid down in an internal University standard.
- (2) Internal quality evaluation in this area consists primarily of:

- a) feedback from participants and graduates on the quality of teaching, organisation and facilities of the lifelong learning programme;
- b) a statement from the faculty delivering the lifelong learning programme;
- c) the monitoring and evaluation of data collected primarily in connection with the preparation of the University's strategic documents.

Article 10

Creative Activities

- (1) Quality assurance of creative activities encompasses all procedures, systems and resources used to ensure that creative activities at the University are conducted in accordance with the Higher Education Act, the rules governing projects and the conditions imposed by their providers, and the latest knowledge and good practice in the respective fields and disciplines of creative activity.
- (2) The Code of Ethics of the University of Pardubice applies throughout the University and, in the section concerning principles of scientific, artistic and other creative work, defines rules that are binding on all persons concerned.
- (3) The strategic development of creative activities at the University is supported primarily through programmes and projects promoting creative activities. Details of projects and programmes are announced either by providers outside the University or, in the case of internal projects, by a Rector's measure, which also lays down the conditions and criteria for evaluating their interim and final results.
- (4) A faculty may support the strategic development of creative activities, in particular through programmes promoting excellence, early-career staff and staff with the potential to achieve excellence. Such programmes are established by an internal faculty standard, which may also lay down the conditions and criteria for evaluating interim and final results.
- (5) Evaluation of creative activities at the University is based in particular on:
 - a) the evaluation report on the creative activities of the faculties (hereinafter referred to as the "Creative Activities Report");
 - b) an analysis of the results of creative activities;
 - c) the creative-activity quality indicators specified in the University Strategic Plan and the plans for implementing the University Strategic Plan for the relevant calendar year.
- (6) The fundamental principles governing creative activities at the University are specified in the Code of Good Research Practice of the University of Pardubice, which is updated on the basis of the results of quality evaluations of creative activities.
- (7) The University supports the professional and personal development of students enrolled in doctoral degree programmes, postdoctoral researchers, and early-career academic and research staff through, for example, a mentoring programme.
- (8) The system for supporting young or early-career academic and research staff, including postdoctoral researchers and students enrolled in doctoral degree programmes, is governed by the University's Policy for Supporting Early-Career Researchers and the System of Incentives for Research Activities of Students and Early-Career Academic and Research Staff.
- (9) The faculties prepare a Creative Activities Report once every five years on the basis of data obtained from the University's information systems.

- (10) Following consideration by the Scientific Board of the relevant faculty, the Dean submits the Creative Activities Report to the University's Internal Evaluation Board.
- (11) The Creative Activities Report provides a basis for the development of the faculties, the preparation of strategic documents of both the faculties and the University, and support for creative activities through faculty and University programmes.

Article 11

Other Related Activities

- (1) Quality assurance of related activities means the assurance of all University-wide activities that support, complement and develop educational and creative activities.
- (2) The rules governing their quality assurance are laid down in accordance with the Higher Education Act and the internal regulations and standards of the University and its faculties.
- (3) Other related activities are generally evaluated before preparations for the University Strategic Plan commence. The Rector decides on the requirements for such evaluation on the basis of a proposal from the Internal Evaluation Board.
- (4) The evaluation of other related activities may concern in particular:
 - a) the management and administration of the University and its faculties;
 - b) the use of resources (particularly human, financial and material resources);
 - c) infrastructure development and maintenance;
 - d) the information system;
 - e) supplementary activities and knowledge and technology transfer services;
 - f) information, library and counselling services;
 - g) publishing and editorial activities;
 - h) accommodation and dining services;
 - i) facilities for sports activities.

Part IV

FINAL PROVISIONS

- (1) The internal regulation entitled Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice, registered on 17 January 2022 under Ref. No. MSMT-1354/2022-2, as amended by subsequent registered amendments, is hereby repealed.
- (2) Pursuant to Section 9(1)(b)(3) of the Higher Education Act, this internal regulation, the Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice, was approved by the Academic Senate of the University on 28 April 2026.
- (3) Pursuant to Section 36(4) of the Higher Education Act, this internal regulation, the Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice, comes into force on the date of its registration by the Ministry of Education, Youth and Sports.

- (4) This internal regulation, the Rules for the Quality Assurance and Evaluation System for Educational, Creative and Related Activities of the University of Pardubice, takes effect on 1 September 2026.

prof. Ing. Libor Čapek, Ph.D.

Rector