



**ST. ELIZABETH UNIVERSITY OF HEALTH AND SOCIAL WORK,
N. O. IN BRATISLAVA**

**Principles for the selection of teachers of individual courses of study
programmes,
approval of thesis supervisors and approval of thesis supervisors within the
scope of the St. Elizabeth University of Health and Social Work
in Bratislava**

**Directive issued by the Rector of the St. Elizabeth University of Health and Social Work,
n. o. in Bratislava**

BRATISLAVA 2022

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N. O. , Bratislava**

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St. Elizabeth University of Health and Social Work St. Elizabeth in Bratislava**

Directive of the St. Elizabeth University of Health and Social Work

Article 1

Subject matter and scope of the regulation

1. Directive *Principles of selection of teachers of individual subjects of study programmes, approval of thesis supervisors and approval of thesis supervisors in the competence of the St. Elizabeth University of Health and Social Work in Bratislava (hereinafter referred to as the "SEU")* contains a specific normative regulation:

- a) the selection of teachers of individual courses of study programmes,
- (b) approval of thesis supervisors and
- (c) the approval of thesis supervisors (hereinafter referred to as the "Directive").

2. The Directive further regulates the policies of the SEU referred to in Article 1 (1) (a) to (c) of this Directive in accordance with the provisions of:

- (a) *269/2018 Coll. on Quality Assurance of Higher Education and on Amendment and Supplementation of Act No. 343/2015 Coll. on Public Procurement and on Amendment and Supplementation of Certain Acts, as amended (hereinafter referred to as the "Act on Quality Assurance of Higher Education")*,
- (b) *Slovak Government Regulation No. 296/2010 on professional competence for the exercise of the health profession, the manner of further education of health professionals, the system of specialisation fields and the system of certified work activities*,
- c) *Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic No. 244/2019 Coll. on the system of fields of study in the Slovak Republic*,
- d) *Standards of the Slovak Accreditation Agency for Higher Education on the study programme of 2 July 2020, etc.*

3. The general normative regulation of the subject of this Directive in the conditions of the SEU is further stipulated by:

- *Directive of the SEU Creation, application and evaluation of the internal quality assurance system of higher education,*
- *SEU Directive No. 07/2011 on the requisites of final, rigorous and habilitation theses, their bibliographic registration, originality control, preservation and accessibility in accordance with Supplement No. 1/2011 of 20 December 2011 (full text),*
- *Directive of the SEU Creation, preparation, approval, modification and termination of study programmes,*
- *Directive No. 10/2011 on doctoral studies at the SEU.*

4. The normative regime in the aforementioned directives of the HSE in paragraph 3 of this Directive shall apply unless otherwise provided for in this Directive.

Article 2

Principles for the selection of teachers of individual courses of study programmes

1. Study programmes implemented at the SEU have for each study programme generally defined compulsory subjects with a fundamental influence on the formation of the graduate profile for the chosen study programme, compulsory elective subjects with a fundamental influence on the formation of students and elective subjects.

2. Subjects of the study programme are mainly provided by university teachers working at the SEU as professor or associate professor in the relevant field of study or related field of study, for a fixed weekly working time, as well as by university teachers who are experienced experts from the relevant sector of health, social sphere, economy or social practice and who work at the university for a fixed weekly working time or shorter working time.

3. SEU guarantees the sustainability of the staffing of the study programme subjects, especially in terms of staff work, especially in terms of the age structure of teachers. Selected topics may also be provided by leading practitioners within the framework of labour relations.

4. The results of the creative activity of teachers providing courses in the relevant study programme are demonstrably achieved at the required level depending on the degree of the study programme and which reach

- (a) at least a significant international level if it is a third-level programme of study,
- (b) at least an internationally recognised level if it is a second cycle programme or a combined first and second cycle programme,
- (c) at least a nationally recognised level if it is a first degree programme.

5. The creative activity of teachers is demonstrated through the most significant outputs of the creative activity of the person responsible for the implementation, development and quality assurance of the study programme and the two teachers providing the profile subjects of the study programme, whereby:

- (a) five outputs per teacher (15 outputs in total) shall be submitted, at least two of which shall be from the six years prior to the year in which the relevant application for accreditation or proposal for the establishment of a new programme of study was submitted,
- b) the availability of records of submitted outputs of creative activity and responses to these outputs in bibliometric and citation databases, registers of publications and artistic activity or other search systems that are accepted as relevant in the relevant field of study is ensured,
- (c) one and the same output shall be submitted only once under the relevant assessment,
- (d) the same person submits outputs in a single creative activity evaluation,
- e) in the case of multi-authored outputs, the same output may be submitted and attributed to other persons in other creative activity evaluations up to three times.

6. To assess the results of the creative activity of a university teacher, his/her results in the relevant field of the habilitation and inauguration procedure, which is assigned to the relevant field of study in which the study programme is carried out, shall be assessed.

7. SEU ensures the activity of teachers of individual subjects of the study programme in accordance with the provisions of Section 75 of the relevant Act on Higher Education,

- (a) whose qualifications, workload distribution, level of performance in creative activities, practical experience, pedagogical skills and transferable competences (competences which are not specifically linked to a particular job or profession but can be used and further developed in different situations and conditions. These are, for example, communication skills, organisational skills, digital skills, analytical skills, interpersonal skills, creativity and abstract thinking skills, critical thinking skills,

mentoring and supervisory skills, entrepreneurial skills, motivation and learning skills, contextual thinking, metacognitive skills. (Article 12, paragraph 17 of the Standards of the Slovak Agency for Higher Education Accreditation for the Study Programme, hereinafter referred to as "SAHEA"), as well as which enable the achievement of learning outcomes, taking into account the specificities of the subject,

(b) whose language skills correspond to the languages of the programme of study and the subject in question,

(c) whose number and staffing capacity are commensurate with the number of students and the staffing requirements of the educational activities.

8. The professional qualifications of teachers delivering the programme of study must be at least one level higher than their attained completed qualification (except for teachers delivering practice, teachers/practitioners, foreign language lecturers, doctoral students, relevant staff with scientific qualifications).

9. In the case of the provision of the subject of the study programme by several teachers, the person responsible for the study programme or the head of the department in the conditions of which the teaching is provided shall designate a responsible person with competences and with the main responsibility for the level and quality of teaching, unification of procedures by other teachers of the subject. The person responsible for the subject shall be listed in the Course Information Sheet and shall have achieved at least national level results in creative activity, focusing on the content of the course.

Article 3

Principles for the approval of thesis supervisors/supervisors and dissertation supervisors

1. Supervisors/supervisors of final theses in professional activity and in practical scope at the level of Bachelor's and Master's studies are appointed by the dean/head of the relevant department of the SEU, who perform creative active activity or have practical activities at the level of the relevant degree of the study programme in accordance with the provisions of Article 6 (5) of the SAHEA Standard for the study programme focusing on the focus of the topics of the supervised final theses.

2. The supervisor of the thesis in the relevant field of study of doctoral studies (3rd level of university studies) may perform this function in the capacity of professor or associate professor of the SEU or other expert after approval by the Scientific Council of the SEU.

3. The thesis supervisor/trainer at level 1 and level 2 is a university teacher, researcher and other expert in research/development activities with published results in relevant publications and at scientific events, having a professional qualification at least one level higher than the qualification to be achieved after the completion of studies at the level at which the thesis is being conducted.
4. The function of supervisor in doctoral studies may be performed by university teachers, researchers and other experts in research and development activities, who are
 - a) university teachers and researchers with the academic title of professor or associate professor,
 - (b) university teachers and researchers with a scientific qualification grade I or IIa,
 - c) university teachers and researchers with the scientific rank of DrSc.,
 - (d) university teachers holding the post of professor or associate professor; or
 - (e) other professionals who hold one of the scientific and pedagogical degrees, scientific qualification degrees or scientific ranks referred to in points (a) to (c).

Article 4

Principles for the approval of thesis supervisors/thesis supervisors

1. The supervisor of the thesis/trainer of the first, second and combined first and second degree of higher education studies is approved by the head of the relevant department of the SEU/dean of the relevant faculty according to the relevant scientific/artistic-pedagogical characteristic, verifying the qualification prerequisites of the proposed person.
2. Supervisors of doctoral studies are approved by the scientific board of the faculty where the respective doctoral study programme is carried out. Proposals are submitted to the faculty's scientific board by the person responsible for the implementation, development and quality of the study programme of the doctoral study programme or by the chair of the departmental committee or the dean.
3. The proposal for the approval of the supervisor shall include the scientific/artistic and pedagogical characteristics of the person proposed for the position of supervisor.
4. The list of approved supervisors is part of the documentation of the accredited doctoral study programme.

5. The dissertation supervisor is obliged to announce the topic of the respective dissertation at least once every two years, which the SEU/Faculty will offer to candidates for doctoral studies.

Article 5

1. The function of the thesis supervisor/scholar is performed in the respective employment relationship with the SEU.

2. The performance of the function of the thesis supervisor/scholar shall be terminated by resignation at his/her own request or by dismissal from the function by the relevant Scientific Council.

3. The relevant Scientific Council shall dismiss the thesis supervisor/trainer who repeatedly fails to fulfil his/her obligations under the relevant legal and other regulations by terminating his/her employment relationship with the SEU or by cancelling the relevant study programme.

Article 6

1. The guideline entitled "Principles of selection of teachers of individual subjects of study programmes and approval of thesis supervisors and thesis supervisors in the competence of the St. Elizabeth University of Health and Social Work in Bratislava

a) discussed by the Academic Senate of the SEU on 6 July 2022

b) approved by the Scientific Council of the SEU on 7 July 2022

2. This Directive shall take effect on 8 July 2022

Bratislava, 8 July 2022

Dr. h. c. prof. MUDr. Juraj Benca, PhD., MPH

Rector