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GUIDELINE

**DIRECTIVE OF THE DEAN
OF THE FACULTY OF
PHILOSOPHY IN
RUŽOMBEROK
ON THE EVALUATION OF THE
QUALITY OF TEACHING AND
TEACHERS BY STUDENTS**

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	Title, first name, last name	Feature	Date	Signature
Administrator:	Ivan Koniar, PhD.	Vice-Dean for Education and education FF KU	23. 11. 2022	
Approved and issued:	doc. Mgr. Marek Babic, PhD.	Dean of the Faculty of Arts KU	23. 11. 2022	

The original of the signed directive of the Dean of the Faculty of Arts of the Catholic University in Ružomberok on the evaluation of the quality of teaching and teachers by students No.S-FFKU-11 dated 23 November 2022 is stored and available for inspection at



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the Secretariat of the Dean of the Faculty of Arts of the Catholic University in Ružomberok.

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DIRECTIVE OF THE DEAN OF THE FACULTY OF
PHILOSOPHY IN RUŽOMBEROK
ON THE EVALUATION OF THE QUALITY OF TEACHING AND TEACHERS
BY STUDENTS

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Article 1

1. Pursuant to Section 70(1)(h) of Act 131/2002 Coll. on Higher Education, students have the right to express their opinion on the quality of teaching and teachers at least once a year in the form of an anonymous questionnaire. In accordance with the Standards for the Study Programme, Article 11 *Continuous Monitoring, Periodic Evaluation and Periodic Approval of the Study Programme*, students have the opportunity to express their opinion on the quality of teaching and the teachers of the study programme at least once a year by means of an anonymous questionnaire (SP 11.2.2.).
2. This directive regulates the procedures related to the collection and evaluation of questionnaires on the quality of teaching and teachers at the Faculty of Arts KU in Ružomberok (hereafter FF KU).

Article 2

1. Students of the study programmes of the Faculty of Arts of KU express their opinions on the quality of teaching and teachers through an electronic anonymous questionnaire.
2. The evaluation questionnaire is sent to students in the form of a hyperlink to their university email addresses.
3. Students have the opportunity to comment on the quality of their education twice a year, at the end of the teaching part of the winter term and at the end of the teaching part of the summer term, usually during the last teaching week of the term.
4. The evaluation questionnaire is based on the questionnaire "Evaluation of the Quality of Education" FO-077/0, which is an annex to the internal regulation Policies, Procedures and Rules of Study Programmes at the Catholic University of Ružomberok VP-KU-57. Representatives of lecturers and students of the Faculty of Arts of the KU are invited to comment on the draft content and structure of the individual questions of the questionnaire.

Article 3

1. The questionnaires are evaluated by the Vice Dean for Education and Training. From the data collected, he/she prepares a summary report for the faculty with information on conclusions and measures. The report on the evaluation of the quality of teaching and teachers by students is subsequently discussed with representatives of teachers in the



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of students in the

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Dean of the Faculty of Arts KU. The report is available at the Secretariat of the Dean of the Faculty of Arts KU and on the faculty's website.

2. The evaluation questionnaires collected on the quality of teaching and teachers are sent to individual teachers after the end of the examination period of the respective semester. The evaluation questionnaires are sent to the guarantors of the study programmes and the heads of the relevant departments.
3. Questionnaires on the quality of teaching and teachers are one of the ways in which students can seek to protect their rights or legitimate interests that they believe have been violated or to point out specific deficiencies in the College's activities or inaction.
4. Teaching and teacher quality questionnaires are also used as one of the ways of collecting and processing relevant information about the curriculum, which the college collects, analyses and uses for effective management of the curriculum and other activities.

Article 4

1. The Directive comes into force on 23 November 2022 and becomes effective on 28 November 2022. Upon the entry into force of the Directive, the KU Faculty of Arts Dean's Directive No. 2 on internal evaluation of students' own activities of 15 November 2017 is repealed.

In Ružomberok 23. 11. 2022

doc. Mgr. Marek Babic, PhD., v.
r. Dean of the Faculty
of Arts KU