

Norms for the process of verification of compliance for LLL programs at the UNIOS

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GENERAL PROVISIONS

- ▶ For the purposes of Lifelong Learning, University and its scientific-educational and artistic/educational components can perform a variety of professional development programs.
- ▶ Such programs are not considered as studies in terms of the Act on Scientific Activity and Higher Education.





VERIFICATION PROCEDURE OF CONDITION COMPLIANCE OF THE LIFELONG LEARNING PROGRAM

The proponent of lifelong learning programs

- ▶ Authorized proponents of lifelong learning programs (LLP) are professional councils (Faculty council, Council of the Academy, Council of the Department) teaching and artistic/educational University units or bodies established by the regulations that were taken by the authorities of the State administration.

The request LLP proposal

- The request for LLP evaluation or amend of the existing LLP is submitted by the scientific-educational and artistic-educational University components (hereinafter referred to as the proponent of the program) to the University Senate via the Commission for compliance verification with the conditions for the implementation of LLP at the University (in hereinafter referred to as the Commission).
- The request is submitted to the Commission at least four (4) months prior to the commencement of the LLP, and the program can start after a positive decision of the University Senate.

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- ▶ Program proponents are obliged during the LLP proposing procedure to submit the following documents to the Commission:
 - Decision of the Professional Council on the proposed LLP
 - Study of the LLP


Study of the LLP

The proponents of LLP have to submit to the Commission the study of the LLP, which includes:

- general part
- the name of the program
- the holder and performer of the program
- the objectives of the program and the learning outcomes i.e. general and specific competencies, skills and knowledge that is acquired through the program
- requirements for enrollment and attendance of the program
- progression and conditions for completion of the program
- forms of delivery
- duration of the program
- human resources
- space and equipment
- feasibility study



Teachers and staff



- The proponent has to have at least 51% own teachers.
 - They have to be in academic titles (depending on the type of education: seminar, workshop, etc.)
 - Other 49% have to be persons with professional and other skills with 5 years of experience
 - CV with the description of activities is obligatory
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Description of the programs

- ▶ LLP must contain elements which define the area, methods and forms of learning:
- ▶ general content, description of each program unit (subjects or module)
- ▶ forms of program performance (lectures, seminars, workshops, etc.)
- ▶ the number of hours of program performance
- ▶ the method of student participation in the program
- ▶ ECTS credit value, if provided
- ▶ assessment methods if planned within the program
- ▶ examination methods if planned within the program
- ▶ list of references
- ▶ completion of the program - for programs with ECTS credits an mandatory knowledge verification by a final exam


The feasibility study

- location of the program
- data on premises and equipment envisaged for the implementation of programs
- information on the program coordinator who must be an assistant professor or a higher scientific-educational or artistic-educational title, or exceptionally the program coordinator may be a person in the teaching profession who's competence meets the needs of the proposed program

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- ▶ information on the educators and associates who participate in the program implementation
 - ▶ optimal number of participants of the program in relation to space, equipment and number of educators and associates
 - ▶ estimation of the total program costs
 - ▶ enrollment fees per participant
 - ▶ quality and performance monitoring methods of the program




Confirmation

- ▶ Name Republic of Croatia and
 - ▶ Name of the University
 - ▶ Name:Confirmation
 - ▶ Name and Surname of the attendant
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COMMISSION

- ▶ The Commission is a competent authority of the Senate that, during the transition period until the establishment of the Lifelong Learning Centre and the adoption of the Ordinance of the Lifelong Learning Centre and the Ordinance of the lifelong learning program evaluation, carries out the verification procedure of conditions for LLP implementation on scientific-educational and artistic-educational components of the University.



At PFOS: Commission for ensuring and improving the quality of education

- Rules and Manual for quality assurance
- Standards and Guidelines for Quality Assurance in the European Higher Education
- NN 45/09 Law on Quality Assurance in Science and Higher Education



Questionnaire

- ▶ Are the lectures held regularly, according to the shedule?
- ▶ Would you recommend that module other students for election? (Yes, anyway; no, no way; probably yes, probably no)
- ▶ Connectivity and compliance theory and praxis?
- ▶ Willingness for disscussion.
- ▶ Teachers' relationship with students?
- ▶ An incentive to actively participate students.
- ▶ Assesment of a techer as a whole (1-5).



➤ Thank you for attention!