

## Description of the Quality Management Framework of the two Joint PhD programmes

In quality assurance, the **Association DOCTORATE** follows the quality systems of all participating universities and adheres to the quality assurance regulations, adopted by all the partner institutions within the Consortium:

### → Year 1:

#### Step 1:

- Gathering all information and feedback through questionnaire „Evaluation of Teaching Modules“: the permanent and continuous **evaluation** of the **teaching modules/seminars/ tutorial** within the first academic year. At the end of a teaching module, doctoral seminars or tutorials, the doctoral students are asked to provide feedback on organization of the tuition, content of teaching module, the pedagogical and didactic skills of the teacher, his/her overall impression as well as on the technical, content and organizational aspects and for assessment of the increase in knowledge and skills (see Annex 12)
- **Annual Progress Reports**, together with evaluations of supervisors (Annex 7)
- **On-going monitoring** and regular interviews/talks and discussions with students
- **Students' feedback rounds**, organized at the end of a semester, where the students evaluate the organizational, co-ordinational and administrative-related activities, i.e. service, support, schedules, organization of teaching; Infrastructure (e.g. dormitory....), compatibility of studies, work and private life....
- Permanent evidence and **regular evaluation of publication activity and** scientific research work (Annex 5).



**Step 2:** With all these gained information and evaluation results, the Association and the representative (s) of the partner university inform:

- the rector/dean of the partner university
- QM committee of the partner university

At the University, the following measures for improvement are foreseen:

**See the description of measures for each partner university separately, as they have different policies of quality assurance.**



**Step 3:** After decision-making process is concluded, partner university suggests the solution and process improvement to Association and its Programme Director:

Suggestion or decision, taken by the home university of the professor/supervisor, is communicated and accepted within the next regular Consortium Meeting.

If necessary, additional measures can be taken and organized by Association DOCTORATE, e.g.

- Additionally organized coaching or supervision for professors and/ or supervisors (within a supervisory-team: lead- supervisor and co-supervisor)
- Offering and arranging additional pedagogical and didactic trainings , workshops and schoolings for professors and supervisors to improve and upgrade their pedagogical process with innovative approaches
- Organizational improvement(s) and changes in the handling of teaching and counselling, informing and supporting the students during their whole study time, etc.