

*The Ministry of Education, Youth and Sports registered the Rules Governing the System of Quality Assurance of Educational, R&D, Creative and Related Activities and Internal Evaluation of Quality of Educational, R&D, Creative and Related Activities at Tomas Bata University in Zlín in compliance with § 36 Paragraph 2 of Act No. 111/1998 Coll., on Higher Education Institutions and on Alterations and Amendments to Other Acts (Higher Education Act) under Ref. No. MSMT-1809/2026-2 on the date of signing the registration.*

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*Mgr. Vojtěch Tomášek*  
*Director of the Higher Education Department*

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**RULES GOVERNING THE SYSTEM OF QUALITY ASSURANCE OF  
EDUCATIONAL, R&D, CREATIVE AND RELATED ACTIVITIES  
AND INTERNAL EVALUATION OF QUALITY OF EDUCATIONAL,  
R&D, CREATIVE AND RELATED ACTIVITIES AT TOMAS BATA  
UNIVERSITY IN ZLÍN**

*The Academic Senate of Tomas Bata University in Zlín has agreed to adopt the following Rules Governing the System of Quality Assurance of Educational, R&D, Creative and Related Activities and Internal Evaluation of Quality of Educational, R&D, Creative and Related Activities at Tomas Bata University in Zlín in compliance with § 9 Paragraph 1 Letter b) Clause 3 and § 17 Paragraph 1 Letter j) of Act No. 111/1998 Coll., on Higher Education Institutions and on Alterations and Amendments to Other Acts (Higher Education Act), as amended:*

**PART ONE  
BASIC PROVISIONS**

**Article 1  
Basic provisions**

(1) The Rules Governing the System of Quality Assurance of Educational, R&D, Creative and Related Activities and Internal Evaluation of Quality of Educational, R&D, Creative and Related Activities at Tomas Bata University in Zlín (hereinafter referred to as “rules governing the system of quality assurance and internal evaluation”) are internal regulations issued by Tomas Bata University in Zlín (hereinafter referred to as “TBU”) in compliance with § 17 Paragraph 1 Letter j) of Act No. 111/1998 Coll., on Higher Education Institutions and on Alterations and Amendments to Other Acts (hereinafter referred to as “Act”).

(2) Quality assurance and internal evaluation is based on the specification of the sphere of expertise and long-term orientation of TBU in accordance with Article 2 of the Statute of TBU (hereinafter referred to as “Statute”), activities and support for activities carried out at TBU in accordance with Article 3 of the Statute, and is built in accordance with the concept of

development of TBU formulated in its strategic plan for educational, scientific, R&D, innovation, artistic and other creative activity at TBU (hereinafter referred to as “strategic plan”).

(3) Quality shall be understood as the fulfilment or enhancement of the standards of the activities of TBU in accordance with its mission and objectives.

(4) Quality assurance shall be understood as the systematic maintenance and continuous improvement of the quality of educational, R&D, creative, and related activities.

(5) Quality evaluation shall be understood as the verification of the extent to which the mission and objectives of TBU are fulfilled and the standards of its activities are observed.

(6) Quality assurance and internal quality evaluation shall further be based on standards and procedures for quality assurance in higher education in the Czech Republic and abroad.

(7) In ensuring and internally evaluating the quality of its activities, TBU shall cooperate with other higher education institutions and research institutions in the Czech Republic and abroad, as well as with public authorities, professional chambers, organisations of graduate employers, and other institutions of public life.

## **Article 2**

### **Principles for quality assurance and internal evaluation**

(1) Quality assurance and internal evaluation include the following:

- a) in the sphere of educational activities mainly accreditations of degree programmes, accreditations of habilitation procedure and professorial appointment procedure, institutional accreditation of the spheres of education, granting authorisation to carry out degree programmes within institutional accreditation, internal evaluation of the quality of degree programmes that includes evaluation of degree programmes by students, graduates and employers of graduates, internal evaluation of the quality of lifelong learning programmes;
- b) in the sphere of science and research, development, innovations, artistic and other creative activities (hereinafter referred to as “R&D and creative activities”) mainly preparation and evaluation of elements, tools or components of a long-term conceptual development of particular scientific disciplines including student scientific activity, support of excellence in R&D and creative activities, evaluation of scientific and other creative activities, supporting activities, particularly evaluation of the efficiency of assurance of activities carried out at TBU, the use of resources, as well as the quality of TBU infrastructure and supporting services;
- c) other spheres according to the decision issued by the Rector.

(2) The rules, procedures and evaluation criteria shall be published in the public section of the TBU website.

(3) Evaluation shall be conducted transparently in accordance with substantive, academic and ethical criteria. Faculties and other component parts of TBU are obliged to provide, in a timely, complete and truthful manner, all data necessary for the evaluation.

(4) Evaluation shall be based on verified, relevant qualitative and quantitative data and shall consist in a critical assessment of the findings.

(5) The evaluated faculty or other TBU component part shall always participate in the evaluation and shall express their opinion on its results.

(6) Evaluation shall, as a rule, also draw on feedback from academic staff, students, graduates, employers of graduates, and, where appropriate, other persons.

(7) Each evaluation shall always include recommendations for the further development of the evaluated unit and, where deficiencies are identified, the adoption of corrective and preventive measures, as well as measures aimed at improvement, which must be implemented within a specified time limit. Upon expiry of this time limit, a follow-up evaluation or subsequent review may be carried out.

### **Article 3**

#### **Supporting documents for evaluation**

(1) Supporting documents for the evaluation of activities include mainly the following:

- a) strategic plans and annual activity reports issued by TBU, its faculties and other component parts,
- b) data from the information systems of TBU, its faculties and other component parts, or from other public sources,
- c) expert assessment,
- d) questionnaire surveys,
- e) bibliometric analyses.

(2) The supporting documents for evaluation also include methodological materials approved by the TBU Internal Evaluation Board (hereinafter referred to as “Board”) for particular activities.

## **PART TWO**

### **SYSTEM OF ASSURANCE AND INTERNAL EVALUATION OF THE QUALITY OF ACTIVITIES CARRIED OUT AT TBU**

#### **Article 4**

##### **Internal evaluation of educational activity in degree programmes**

(1) The minimum requirements for the quality of educational activities carried out at TBU are specified mainly in:

- a) the Act,
- b) government decree pursuant to § 82a of the Act (hereinafter referred to as “government decree”),
- c) Rules Governing the Creation, Approval, Implementation of and Alterations to Degree Programmes Carried Out at TBU,
- d) Study and Examination Regulations of TBU,
- e) Rules Governing Habilitation Procedures, Professorial Appointment Procedures and Adjunct Professorial Appointment at TBU,
- f) Rules for Proceedings Concerning the Statement of Invalidity of State Examinations or Parts Thereof, or Doctoral Thesis Defence and for Proceedings Concerning the Statement of Invalidity of Appointment as Associate Professor at TBU.

- (2) The quality of educational activities is assured mainly through:
- a) evaluation of degree programmes,
  - b) feedback from the members of the academic community, graduates and employers of graduates about the quality of classes, organisation of studies, facilities for students and infrastructure,
  - c) assessment of academic qualification theses or advanced post-Master's (rigorosum) theses,
  - d) monitoring of the requirements, process and results of admission procedure and studies, including the provision of equal access to admission procedure and to studies, monitoring of the success of the relevant degree programme's graduates in the labour market.

### **Article 5** **Evaluation of degree programmes**

(1) The background material for the evaluation of a degree programme is the degree programme evaluation report submitted by its guarantor. This report covers the period from the granting of accreditation by the National Accreditation Bureau for Higher Education, or from the granting of authorisation to deliver the degree programme within the framework of institutional accreditation. The report shall include, in particular:

- a) an evaluation of compliance with the standards for the accreditation of the degree programme;
- b) the results of student, graduate and employer evaluations;
- c) an overview and evaluation of related R&D and creative activities and their integration into educational activities, in accordance with the type and profile of the degree programme;
- d) overview and evaluation of the student scientific activity or cooperation with business and industry;
- e) an evaluation of the international dimension of the degree programme;
- f) the method of assessment of theses and, where applicable, advanced post-Master's theses;
- g) an evaluation of success rates in the admissions process, student dropout rates, rates of successful completion of studies within the standard period, and the employability of graduates of the degree programme;
- h) an evaluation of the teaching, academic and technical provision of the degree programme;
- i) identification of the strengths and weaknesses, threats, and opportunities for the further development of the degree programme.

(2) The data for the processing of an evaluation report available from the TBU information system shall be provided to the guarantor of the degree programme by the relevant Vice-Rector in cooperation with the relevant faculty or other TBU component part.

(3) On the basis of the evaluation report on the degree programme, a Board member authorised by the Chairperson of the Board in accordance with Paragraph 5 shall prepare a proposal of the evaluation report on the degree programme. Before the proposal of the report

is discussed by the Board, the authorised Board member shall submit the proposal for consideration to the guarantor of the degree programme and to the Dean of the faculty that carries out the evaluated degree programme or to the Rector in case of degree programmes carried out at TBU.

(4) The evaluation report shall be discussed at a meeting of the Board, attended by the guarantor of the degree programme under evaluation or by a person authorised by the Dean or, where applicable, the Rector. Minutes of the meeting shall be taken.

(5) The preparation of a draft evaluation report on a degree programme may be entrusted to a member of the Board only if the matter under consideration does not specifically concern the faculty or other component part of TBU to which they are organisationally assigned, and does not concern them personally.

(6) Following discussion, the draft evaluation report on the degree programme shall be approved by the Board. After approval of the evaluation report on the degree programme, a summary of its findings shall be published in the public section of TBU website.

(7) The evaluation of a degree programme shall take place at least once during the period of validity of its accreditation.

(8) The guarantor of the degree programme shall reflect the conclusions of the evaluation report referred to in Paragraph 1 Letter h) in the continued delivery of the degree programme or, where applicable, in the preparation of an application for the extension or expansion of the degree programme's accreditation.

(9) Detailed arrangements for the organisation and conduct of degree programme evaluations shall be laid down in an internal regulation of TBU, on which the Board shall provide its opinion.

(10) The rules for the evaluation of educational activities by students and graduates of TBU shall be laid down in an internal regulation of TBU, on which the Board shall provide its opinion.

(11) The conditions, process and outcomes of the admissions procedure shall be monitored primarily through the annual admissions report.

(12) The progress and outcomes of studies shall be monitored primarily on the basis of data from the student information system.

## **Article 6**

### **Internal evaluation of the quality of lifelong learning programmes**

The evaluation of lifelong learning programmes usually includes:

- a) feedback from participants and graduates on the quality of the lifelong learning programme, through which various aspects of educational provision are monitored, such as the organisation and facilities of the lifelong learning programme and the quality of teaching;
- b) the monitoring and evaluation of data collected, in particular, for the preparation of TBU's annual activity report;
- c) discussion by the Board of a summary evaluation report on the delivery of lifelong learning programmes.

## **Article 7**

### **Internal evaluation of R&D and creative activities**

(1) The evaluation of R&D and creative activities carried out at TBU is carried out by groups of academic disciplines in a way that enables their linkage to faculties and other component parts of TBU.

(2) The evaluation of R&D and creative activities takes into account the differing publication and citation practices of individual academic disciplines and is usually conducted as an international comparison.

(3) The evaluation of R&D and creative activities also assesses whether the given academic discipline is comparable at the international level. This includes benchmarking against significant foreign, and where relevant domestic, higher education institutions or research institutions.

(4) Evaluation of R&D and creative activities carried out at TBU is usually based on:

- a) the very evaluation report on R&D and creative activities of faculties and other component parts of TBU (hereinafter referred to as “report on R&D and creative activities”),
- b) bibliometric analysis of the results,
- c) expert assessment of outputs by independent, internationally recognised experts, where such an assessment has been carried out.

(5) The report on R&D and creative activities shall take into consideration specific features of the faculty or other component parts of TBU and scientific disciplines. It shall include in particular:

- a) strategic vision and aims of R&D and creative activities carried out at TBU and its component parts,
- b) fulfilment of the strategic plan in the sphere of R&D and creative activities,
- c) interconnection of R&D and creative and educational activities,
- d) staffing arrangements and the professional development of employees in the area of R&D and creative activities;
- e) internal, national and international R&D and creative projects being carried out;
- f) the standard of strategic management of R&D and creative activities;
- g) outstanding achievements in publication activity, intellectual property, technology transfer, economic impact and social benefit;
- h) the methodology for evaluating R&D and creative activities;
- i) the evaluation of international cooperation in R&D and creative activities;
- j) the evaluation of the quality of R&D and creative activities within doctoral programmes;
- k) the evaluation of measures adopted to develop R&D and creative activities and their outcomes;

1) strengths and weaknesses, opportunities and threats.

(6) The report on R&D and creative activities shall be prepared by the faculties and other TBU component parts once in five years.

(7) The preparation of the R&D and creative activities report shall use information available in the University's information systems, including the personal bibliographic database (OBD), the Register of Information on Results, the Register of Artistic Outputs, and internationally recognised databases such as Web of Science, Scopus, and, where applicable, other databases relevant to areas not covered by the aforementioned databases.

(8) Before the Dean or the head of another component part submits the R&D and creative activities report to the Rector, the relevant scientific or artistic board shall provide its opinion on the report. If the component part does not have its own scientific or artistic board, the R&D and creative activities report shall be submitted to the Scientific Board of TBU for comment.

(9) On the basis of the materials referred to in Paragraph 4 and other supporting documents, a University-wide R&D and creative activities report shall be prepared. The Rector shall submit this report to the Board for its opinion. The Rector may also request an opinion from the Scientific Board of TBU.

(10) The main findings of the report on R&D and creative activities shall be posted on the publicly accessible section of the TBU website.

(11) Reports on R&D and creative activities shall serve as a background material for the development of scientific disciplines, and that mainly in relation to the preparation of the TBU strategic plan and preparation of its programmes intended to support research and development.

(12) A bibliometric analysis shall be used for the evaluation of results of R&D and creative activities only in the event that the collection of results registered in an international database that serves as its support platform does not constitute only a very small part of the results in the relevant area of education or the relevant scientific discipline.

(13) In cases where bibliometric analysis does not provide sufficient data, expert assessment by independent, internationally recognised experts shall be used.

(14) Details of the internal evaluation of R&D and creative activities including its assurance shall be specified in an internal regulation issued by TBU, on which the Board is entitled to provide its opinion.

## **Article 8**

### **Internal evaluation of the quality of related activities**

(1) Related activities refer to such activities that support educational and R&D and creative activities carried out at TBU.

(2) The evaluation of the quality of related activities refers to:

- a) TBU management and administration,
- b) use of resources, mainly human, financial and information resources,
- c) infrastructure,
- d) information systems,
- e) services in the sphere of knowledge and technology transfer and intellectual property protection,

- f) Library services,
- g) information and counselling services for students,
- h) editorial and publishing activities,
- i) services provided by the Halls of Residence and Refectory.

(3) The decision regarding the date and formal requirements of the evaluation of related activities shall be issued by the Rector.

### **Article 9 Strategic documents**

(1) The strategic documents that form part of the system of quality assurance and internal evaluation at TBU include in particular:

- a) TBU strategic plan and its annual implementation plan in accordance with § 9 Paragraph 1 Letter i) and § 21 Paragraph 1 Letter b) of the Act,
- b) annual activity report issued by TBU in accordance with § 9 Paragraph 1 Letter d) and § 21 Paragraph 2 of the Act, which includes an evaluation of the implementation of the Strategic Plan implementation plan;
- c) annual economic report issued by TBU in accordance with § 9 Paragraph 1 Letter d) and § 21 Paragraph 3 of the Act,
- d) report on internal evaluation of the quality of educational, R&D and creative and related activities carried out at TBU (hereinafter referred to as “internal evaluation report”) in accordance with § 77b Paragraph 3 Letter b) of the Act and Article 32 of the Statute,
- e) self-evaluation report describing and evaluating the fulfilment of particular requirements ensuing from the standards set for the institutional accreditation in accordance with § 81a Paragraph 2 Letter d) of the Act,
- f) documents defined in Article 28 of the Statute,
- g) similar documents prepared by the faculties or other TBU component parts.

(2) Strategic plan in accordance with Paragraph 1 Letter a):

- a) is prepared by virtue of supporting documents provided by the faculties and other TBU component parts, which are also entitled to express their opinion of the strategic plan proposal through the head of the component part before it is discussed by the TBU Scientific Board and approved by the TBU Academic Senate,
- b) serves as a background material particularly during the preparation of changes to the internal organisation of TBU, new degree programmes and orientation of R&D and creative activities,
- c) serves as a background material for the preparation of the strategic plans issued by the faculties and similar documents issued by other TBU component parts.

(3) The annual activity report and the annual economic report shall be processed on the basis of supporting documents provided by TBU, its faculties and other component parts; they also contain evaluations of the faculties and other component parts from the TBU’s perspective as a whole. The findings of annual reports shall be used in management and for strategic purposes or for internal evaluation reports.

(4) The internal evaluation report shall be processed on the basis of evaluations carried out at TBU in the course of the last five years and is comprised mainly of the following parts:

- a) a listing of evaluations that have been carried out,
- b) achieved qualitative outputs in educational and R&D and creative activities,
- c) measures adopted in order to remove possible deficiencies,
- d) assessment of strengths, weaknesses, opportunities and threats,
- e) recommendations for further development of TBU and enhancement of the system of quality assurance and internal evaluation.

(5) In accordance with § 77b Paragraph 3 Letter b) of the Act and Article 32 of the Statute, the annual amendment to the internal evaluation report shall be generally processed together with the TBU annual activity report. In accordance with Paragraph 4, the requirements on the internal evaluation report shall apply appropriately to its amendments.

(6) General results of the internal evaluation report and its amendments shall be described in the annual activity report issued by TBU.

### **PART THREE**

## **GUARANTEEING THE SYSTEM OF QUALITY ASSURANCE AND INTERNAL EVALUATION AT TBU**

### **Article 10**

#### **Activities carried out by TBU bodies, faculties and other component parts**

(1) The scope of activities, competences and duties of TBU bodies, faculties and other component parts in the system of quality assurance and internal evaluation at TBU shall adhere to the Act, the Statute and other internal regulations issued by TBU.

(2) Quality assurance and internal evaluation at faculties or at other TBU component parts shall be guaranteed in such a manner as to meet all the requirements of the Act, the government decree and other legal regulations<sup>1)</sup>, internal rules issued by TBU and internal regulations issued by TBU.

(3) Particular requirements for quality assurance and internal evaluation at faculties or at other TBU component parts shall be specified in an internal regulation issued by the relevant faculty or in an internal regulation issued by the relevant TBU component part.

### **Article 11**

#### **Guaranteeing the system of assurance and internal evaluation of the quality of activities carried out at TBU by means of human and financial resources**

(1) The Rector shall authorise a TBU employee, generally the Vice-Rector, to coordinate activities related to the system of quality assurance and internal evaluation at the TBU level.

(2) The Dean shall authorise an employee of the faculty, generally the Vice-Dean, to coordinate activities related to the system of quality assurance and internal evaluation at the faculty level. The heads of the other TBU component parts shall proceed likewise.

(3) Resources have been allocated from the TBU budget to guarantee the system of assurance and internal evaluation of the quality of activities carried out at TBU.

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<sup>1)</sup> *E.g. Act No. 130/2002 Coll., on the Support of Research, Experimental Development and Innovations from Public Funds, and on Alterations to Some Other Related Acts, as amended (until 31 December 2026). Act No. 328/2025 Coll., on Research, Development, Innovation, and Knowledge Transfer (until 1 January 2027).*

**PART FOUR**  
**FINAL PROVISIONS**

**Article 12**  
**Final provisions**

(1) The Rules Governing the System of Quality Assurance of Educational, R&D, Creative and Related Activities and Internal Evaluation of Quality of Educational, R&D, Creative and Related Activities at Tomas Bata University in Zlín registered by the Ministry of Education, Youth and Sports on 28 June 2017 under Ref. No. MSMT-18488/2017 are hereby repealed.

(2) In accordance with § 9 Paragraph 1 Letter b) Clause 3 of the Act, the Rules were approved by TBU Academic Senate on 13 January 2026.

(3) In accordance with § 36 Paragraph 4 of the Act, these Rules shall enter into force on the date of their registration by the Ministry of Education, Youth and Sports.

(4) These rules shall take effect on the date of their registration by the Ministry of Education, Youth and Sports.

doc. Ing. Martin Sysel, Ph.D. m. p.  
Chairman of the TBU Academic Senate

Prof. Mgr. Milan Adámek, Ph.D. m. p.  
Rector of TBU

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