Federal state budget educational institution of higher education "Russian State Hydrometeorological University"

Plan of realisation of IAAR external expert commission recommendations

№	IAAR EEC recommendation	Measures	Dates	Person in charge
1	*Standard 1. QUALITY ASSURANCE POLICY*			
1.1	• develop an internal regulatory document (local act) on the basis of which risks will be identified, their forecast will be carried out, and the implementation of the educational program development plan will be adjusted.	Development, adoption and application of a process passport «EP realization risks management»	December 2020	Head of the Centre for Education Quality Management and Normative Support
1.2	• develop a plan to attract employers, students and teaching staff to the formation of a road map for the development of EP in the context of multi-level training: "bachelor – master –postgraduate».	Development and adoption of plans to attract employers, students and teaching staff to the formation of a road map for the development of EP in the context of multi-level training: "bachelor – master –postgraduate».	September 2020	Faculty Deans/Institute Directors
1.3	• develop and regularly conduct a survey of students' satisfaction with the quality of education at the end of each term in each discipline. Analysis of satisfaction surveys related to all disciplines taught by each professor, specialty, or year of study will provide valuable information for identifying weaknesses and developing corrective measures.	Development of a project of a regulation on education quality monitoring, including polling students.	June 2020	Head of the Centre for Education Quality Management and Normative Support
		Conducting surveys of students' satisfaction with the quality of education and analyzing the results.	Every term	Head of the Centre for Education Quality Management and Normative Support

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2		*Standard 2 PROGRAMME DEVELOPMENT AND APPROVAL*		
2.1	• To create a working group to study the experience of developing educational programs (modules) of partner universities with the subsequent integration of the acquired knowledge in the development plans of the EP.	Establishing working groups at the departments to study the experience of educational programs development and further correction of EP development plans to incorporate the new knowledge.	Annual presentation of innovations in the sphere of EP development and correction at sessions of Academic Councils of faculties and institutes (till the June of the current year)	The heads of the departments
2.2	• To intensify the work on attracting stakeholders to work on determining the impact of disciplines and professional apprenticeships on the formation of learning outcomes.	Cooperating with employers' associations and businesses in order to reveal the up-to-date requirements to graduates via polling, surveys, and meetings. Analising information about stakeholders' demands in terms of training results.	Annual presentation of innovations in the sphere of EP development and correction at sessions of Academic Councils of faculties and institutes (till the June of the current year)	The heads of the departments
2.3	• Involve students in the development of EP and monitor their quality.	Conducting surveys of students' satisfaction with the quality of education and analyzing the results.	Annual presentation of innovations in the sphere of EP development and correction at sessions of Academic Councils of faculties and institutes (till the June of the current year)	Head of the Centre for Education Quality Management and Normative Support The heads of the departments
2.4	• for EP 05.03.05 Applied Hydrometeorology, profile «Applied Oceanology» strengthen the link between the activities of the apprenticeship base and the individual educational trajectory of the student when concluding contracts for professional apprenticeship.	Make correction to apprenticeship programmes in order to make students' educational trajectories more individual taking into account contracts on professional apprenticeship	April 2020	Heads of apprenticeship of EP 05.03.05 05.03.05 Applied Hydrometeorology, profile «Applied Oceanology»
3		*Standard 3. STUDENT-CENTRED LEARNING AND PERFORMANCE ASSESSMENT*		
3.1	• stimulate the activities of the Student Scientific Society to increase the number of scientific publications as a tool to improve the effectiveness of research activities of students.	Organize efficient activity of the Student Scientific Society to increase students' interest in publication of their research results.	September 2020	SSS heads at institutes/faculties/departments
3.2	• To develop and expand the directions of scientific research of the faculty in the field of preparation of author's technologies, various forms and new methods	Develop and adopt a complex of measures to apply distant learning technologies and other innovative educational technologies using cutting	October 2020	Faculty Deans/Institute Directors

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	of teaching disciplines within the framework of the EP.	edge technological advances.		
3.3	• for EP 05.03.05 Applied Hydrometeorology, profile «Applied Oceanology» it is recommended that online discussion forums and other training activities be introduced into the training process.	Application of online discussion forums and other training activities	Decmber 2020	Director of the Institute of Hydrology and Oceanology
4	*Standard 4. STUDENT ADMISSION, PROGRESSION, RECOGNITION AND CERTIFICATION*			
4.1	• Create a Commission and develop a methodology for the harmonization of criteria for evaluating educational achievements of students, applicable to all disciplines of the EP, following the Bologna standards.	Develop, approve and implement in the educational process a grading system for evaluating educational achievements of students, applicable in all disciplines of the EP, following the Bologna standards.	September 2020	Head of the Centre for Education Quality Management and Normative Support
4.2	• To recommend that the Association of graduates of LGMI-RSHU systematically update information about their activities on the University's website.	To develop the Association of graduates of LGMI-RSHU systematically update information about their activities on the University's website	Constantly with the annual presentation of the results of the work for discussion of the educational and methodological Council of the University	Faculty Deans/Institute Directors
4.3	• In monitoring procedures to strengthen the implementation of the mechanism of effective "post-graduate support" of students related to employment and career development of graduates, organization of work with employers.	Conduct an annual survey of graduates and their employers related to their career growth, the need for professional development and new professional competencies.	Constantly with the annual presentation of the results of the work for discussion of the educational and methodological Council of the University	Head of the Centre for Education Quality Management and Normative Support
4.4	• ensure that the credits of the subjects included in EP are recognized in accordance with the principles of the Lisbon Convention, which will help to improve the performance in accordance with international standards	Develop, approve and implement a grading system for evaluating students ' educational achievements in accordance with the principles of the Lisbon Convention.	September 2020	Head of the Centre for Education Quality Management and Normative Support
5	*Standard 5. ACADEMIC STAFF*			
5.1	• Academic mobility of teaching staff should be carried out on a systematic basis.	Establishing new contacts with Russian and foreign scientific organizations and universities to sign Agreements on the development of academic mobility of teaching staff and the successful development of existing Agreements.	Constantly with the annual presentation of the results of the work for discussion of the educational and methodological Council of the University	The director of the Institute of International Relations and International Education Faculty

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5.2	• To create conditions for attracting to the teaching of practitioners and employers.	Establishing new contacts with organizations whose activities are related to the orientation (profile) of the educational program, in order to attract employees to the implementation of the educational program. Development of existing cooperation agreements with relevant organizations.	Constantly with the annual presentation of the results of the work for discussion of the educational and methodological Council of the University	Faculty Deans/Institute Directors
5.3	• To link the level of competence of teachers defined in the University with the professional standard, the industry framework and the European qualifications framework (EQF).	Conducting training and methodological activities for teaching staff to become thoroughly familiar with the professional standard, the industry framework and the NSC (European qualifications framework (EQF).	Annually	Head of Academic Affairs and Curriculum Management Department
6	*Standard 6. LEARNING RESOURCES AND STUDENT SUPPORT SYSTEM*			
6.1	• Create an electronic database (repository) with online access to documentation for all students of EP, where you can get all the information on educational materials, scientific publications, theses, environmental legislation.	create an electronic database (repository) of educational materials (characteristics of the educational program, curricula, work programs of disciplines, methodological materials, texts and presentations of lectures, online courses, scientific publications, legislation required in professional activities, final qualifying works, etc.) for each educational program	June 2020	Faculty Deans/Institute Directors
		Place electronic database (repository) in the electronic information virtual environment of the University	August 2020	Director of SCNIT
6.2	• Improve the mechanism for ensuring copyright compliance when placing educational and methodological material in the public domain	Develop a local regulatory act on the implementation of a security policy that helps ensure copyright compliance when placing educational and methodological material in the public domain	December 2020	Head of the Centre for Education Quality Management and Normative Support
6.3	• Provide support for the course on GIS technologies with modern software tools of an applied nature.	To form a list if necessary software to support a course on GIS technologies.	June 2020	Faculty Deans/Institute Directors

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		Purchase and install the necessary software products in RSHU computer classrooms.	In accordance with the plan of financial and economic activities of the University	Director of SCNIT
7		*Standard 7. INFORMATION MANAGEMENT*		
7.1	• Create an electronic database for undergraduates, undergraduates and postgraduates to periodically obtain information about the proposed research work and its potential connection with the bachelor's degree.	Create an electronic database (repository) of educational materials (characteristics of the educational program, curricula, work programs of disciplines, methodological materials, texts and presentations of lectures, online courses, scientific publications, legislation required in professional activities, final qualifying works, etc.) for each educational program	June 2020	Faculty Deans/Institute Directors
		Place electronic database (repository) electronic information virtual environment of the University	August 2020	Director of SCNIT
7.2	• Consider the widespread use of Sakai and Moodle information resources for effective management of educational programs	Placing learning materials on Moodle in order to manage and control self-guided learning .	Annual presentation of learning materials that are to be placed on Moodle in order to manage and control self-guided learning at the sessions of Academic Councils of faculties and institutes (till the June of the current year)	The heads of the departments
8		*Standard 8. PUBLIC INFORMATION*		
8.1	• Place on the official website of the University full information about the faculty, researchers, providing the activities of accredited EP in the context of specialties.	Provide full information about the teaching staff, researchers who implement the educational programs in the context of specialties according to the developed by Academic Affairs and Curriculum Management Department template	October 2020	Head of Academic Affairs and Curriculum Management Department The heads of the departments
		Place the information on the official site of RSHU	November 2020	Director of SCNIT
8.2	• On the website of the University to provide access	Provide information about the interaction with scientific / consulting organizations and	October 2020	Head of the Centre for Education

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	to information about the interaction with scientific / consulting organizations and educational organizations that implement such projects.	educational organizations that implement such projects according to the template developed by the Centre for Education Quality Management and Normative Support.		Quality Management and Normative Support The heads of the departments
		Place the information on the official site of RSHU	November 2020	Director of SCNIT
8.3	• detailed information about all courses and modules should be available online on the University's website, and staff should periodically update the course content to make the course attractive to students.	Create an electronic database (repository) of educational materials (characteristics of the educational program, curricula, work programs of disciplines, methodological materials, texts and presentations of lectures, online courses, scientific publications, legislation required in professional activities, final qualifying works, etc.) for each educational program	June 2020 Constantly updated	Faculty Deans/Institute Directors
		Place electronic database (repository) the electronic information virtual environment of the University	August 2020 Constantly updated	Director of SCNIT
9	*Standard 9 ON-GOING MONITORING AND PERIODIC REVIEW OF PROGRAMMES*			
9.1	• Systematize criteria for evaluating educational achievements of students in all types of work.	Develop, approve and implement a grading system for evaluating students ' educational achievements.	September 2020	Head of the Centre for Education Quality Management and Normative Support
9.2	• To ensure the completeness of the information field of the site in accordance with the requirements of openness and accessibility of information for persons interested in the development of educational programs	Provide full information about the educational programs being implemented (about forms of education, regulatory training period, the validity of the state accreditation of the educational program, the description of the educational program with the application a copy of the learning plan with the application copies of the annotations to work programs of disciplines (in each discipline, composed of the educational program) along with the copies of academic calendar chart with application copies, on methodological and other documents developed by the educational organization for the	October 2020	Head of Academic Affairs and Curriculum Management Department The heads of the departments

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		educational process)		
		Place the information on the official site of RSHU	November 2020	Director of SCNIT
9.3	• All disciplines of EP should be periodically checked and revised with subsequent correction taking into account the feedback received from surveys of students, employees, other interested parties, including funding bodies and external evaluation bodies.	Analysis of information about stakeholders ' requirements for the content, forms, and results of training. Adjustment of EP.	Annual presentation of innovations in the sphere of EP development and correction at the sessions of Academic Councils of faculties and institutes (till the June of the current year)	The heads of the departments
10	*Standard 10. CYCLICAL EXTERNAL QUALITY ASSURANCE*			
10.1	• Provide information about the implementation of recommendations and requirements in the University based on the results of external evaluation procedures.	Annual publication of the report on self-assessment of the University and the implementation of this plan on the official website.	Annually (April in the ongoing year)	Head of the Centre for Education Quality Management and Normative Support