

Rules of Procedure of the NAB Permanent Committees for Evaluation Methodology

Art. 1

Introductory provisions

1. Permanent Committees for evaluation methodology of the National Accreditation Bureau for Higher Education (hereinafter referred to as "Committees") are advisory bodies of the Board of the National Accreditation Bureau for Higher Education (hereinafter referred to as "Board")
 - a) for the internal evaluation of the NAB,
 - b) for the evaluation of experience from NAB Evaluation Committees,
 - c) for the development of the methodology for the NAB Evaluation Committees.

Art. 2

Establishment and composition of the Committees

1. The Board establishes Committees in accordance with Article 2, paragraph 7 of the Statute of the NAB for Higher Education (hereinafter referred to as the "Statute") for each field of study (see Government Regulation No. 275/2016 Coll.). Where practical, a single joint Committee may be established for more than one field of study.
2. The Chair of the Committee shall always be the rapporteur designated by the Board for the field of study concerned.
3. Only persons registered in the Pool of Evaluators for the given field of study may be members of the Committee.
4. The minimum number of Committee members is 5, the maximum number is 9.
5. Members of the Committee are appointed and dismissed by the Board on the proposal of the Chair of the Committee.

Art. 3

Activities and meetings of Committees

1. The activities of the Committee are managed by the Chair of the Committee.
2. The Committee shall have a quorum if a majority of all members of the Committee is present. A resolution shall be adopted if a majority of the members of the Committee present are in favour of it.
3. The Committee may also adopt resolutions by per rollam (outside the meeting) vote by correspondence (in writing) if the Chair of the Committee so determines.
4. The Committee meets in person typically once a year.

5. Members of the Board and staff of the NAB Office may attend the meeting of the Committee. Other participants, if any, may attend the meeting only if the Committee so decides.
6. The subject of the in-person meeting is in particular:
 - a) evaluation and generalisation of experience from the activities of Evaluation Committees in the relevant field of study,
 - b) preparation of proposals and recommendations to the Board in relation to the work of Evaluation Committees.
7. The resolutions of the Committee shall be submitted to the Board by the Chair of the Committee.