



National Accreditation Bureau
for Higher Education

National Accreditation Bureau for Higher Education

2016–2017 Annual Report

I. Introduction

Legal basis

The National Accreditation Bureau for Higher Education (hereinafter “NAB”) was established on 1 September 2016 by the Act No. 137/2016 Coll. that amended the Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (the Higher Education Act). The mandate of NAB is stipulated particularly in its Part Nine and further by the Statute of NAB.

According to Section 83 (2) h) of the Higher Education Act and Article 24 of the Statute, NAB releases its annual report every year. This annual report covers the period between 1 September 2016 and 31 August 2017.

Mandate of NAB

In accordance with the Higher Education Act, NAB decides on accreditations of degree programmes, institutional accreditations of higher education institutions (hereinafter “HEIs”) and accreditations of habilitation procedures and procedures for appointment of professors. It also carries out external evaluations of HEIs’ educational, creative and related activities, performs audits of compliance with legal regulations in carrying out accredited activities, and subsequently publishes the results of the evaluations. It is also responsible for issuing binding standpoints to determination of the type of a HEI. Furthermore, NAB issues standpoints to granting state approval to legal entities wishing to operate as private HEIs, and provides the Ministry of Education, Youth and Sports (hereinafter “MEYS”) with standpoints to granting domestic permits/authorisations to non-European HEIs and their branches. Last but not least, NAB renders standpoints to matters related to higher education (hereinafter “HE”) requested by the Minister.

II. Structure of NAB

Board of NAB

The executive body of NAB is the 15-member Board that consists of a Chair, two Vice-Chairs and twelve other members. Five members of the Board including the Chair are appointed from persons nominated by MEYS, other central bodies of the State Administration, professional and employers' organisations, or by other bodies involved in educational and creative activities. Ten members of the Board, including a student member, are appointed by the Government from persons proposed by the representative bodies of HEIs. The Board members are appointed for a period of six years, the student member is appointed for a period of two years. They may be appointed for a maximum of two terms. When appointing the Board members for the first time, the Government appointed a part of the Board for only two-year and four-year terms to ensure regular turnover in the composition of the Board.

Composition of the Board between 1 September 2016 and 31 August 2017:

prof. Ing. Stanislav Labík, CSc. – Chair
RNDr. Tomáš Jelínek – Vice-Chair
JUDr. Ivan Barančík, Ph.D. – Vice-Chair
MUDr. Josef Fontana
prof. RNDr. Libor Grubhoffer, CSc.
prof. PhDr. Dušan Lužný, Dr.
doc. PaedDr. Iva Málková, Ph.D.
doc. Ivo Mathé
prof. RNDr. Ivan Netuka, DrSc.
doc. Ing. Tomáš Pavelka, Ph.D.
prof. Ing. Jaroslav Petr, DrSc.
prof. Ing. Jindřich Petruška, CSc.
Radek Špicar, M.Phil.
prof. RNDr. Eva Táborská, CSc.
prof. Ing. Zdeněk Vintr, CSc.
Mgr. Michal Zima

The Board duly convened three times and once in a non-scheduled meeting in 2016, then seven times duly and once in a non-scheduled meeting in 2017.

Appeals Committee

The main task of the Appeals Committee of NAB is to decide on appeals against decisions of the Board in administrative proceedings. The members of the Appeals Committee are appointed by the Government from persons with a higher education degree in Law; three of them are appointed by the Government on the proposal of the representative bodies of HEIs.

Composition of the Appeals Committee between 1 September 2016 and 31 August 2017:

prof. JUDr. Josef Bejček, CSc.
prof. JUDr. Aleš Gerloch, CSc.
prof. JUDr. Milana Hrušáková, CSc.
JUDr. Stanislav Kadečka, Ph.D.
JUDr. Ing. Josef Staša, CSc.

The Office of NAB

As stipulated by the Higher Education Act, MEYS secures the operation of NAB materially and financially. Tasks related to professional, administrative and technical support of the NAB activities are carried out by the Office of NAB (hereinafter “the Office”), which is a department of MEYS – a unit falling directly under the Minister.

Pool of Evaluators

In accordance with the Higher Education Act, NAB administers a Pool of Evaluators as a database of persons eligible to be appointed to evaluation committees. Evaluation committees are advisory bodies of NAB; according to the Statute, the Chair appoints them for the preparation of standpoints in individual administrative proceedings, to evaluate applications for state approval to operate as a private HEI and for the preparation of reports on external evaluation of HEIs. The Pool of Evaluators is divided according to fields of study stipulated by the Government Regulation No. 275/2016 Coll., On Fields of Study in Higher Education.

From 1 September 2016 to 31 August 2017, NAB launched three calls for nominations of persons to be included in the Pool of Evaluators in accordance with Section 83e (4) of the Higher Education Act and enrolled 1,487 new evaluators in it.

Field of study*	Number of evaluators
Architecture and Urbanism	25
Security Sector Fields	49
Biology, Ecology, and Environmental Studies	44
Transportation Sciences	34
Economic Disciplines	76
Electrical Engineering	44
Energetics	40
Pharmacy	30
Philology	56
Philosophy, Religious Studies, and Theology	32
Physics	45
History	45
Chemistry	49
Informatics	45
Cybernetics	35
Forestry and Wood Sciences	43
Mathematics	39
Media and Communication Studies	21
Non-teaching Pedagogy	47
Political Sciences	34
Food Science	35
Law	39
Psychology	30
Social Work	31
Sociology	33
Civil Engineering	34
Mechanical Engineering, Technology and Materials	46
Physical Education and Sport; Kinanthropology	24
Mining and Mineral Processing	33
Pedagogy	72
Art	48
Art and Culture Sciences	37
Earth Science	44
Veterinary Medicine, Veterinary Hygiene	20
General Medicine and Dentistry	41
Healthcare Fields	38
Agriculture	49
Total	1,487

* In the order stipulated by the Higher Education Act (alphabetical order in Czech)

III. Activities of NAB

Development of internal regulations

One of the first tasks of NAB after its establishment on 1 September 2016 was the drawing up of its Statute. The Board discussed its draft with bodies of representation of HEIs and MEYS and passed it at its first meeting. The Minister subsequently submitted the Statute to the Government, which approved it by Resolution No. 923 on 17 October 2016.

Furthermore, the Board approved the **Rules of Procedure of the Evaluation Committees** that stipulate the ways of operation of evaluation committees. It adopted also the **Principles for Performing Audit of Compliance with Legal Regulations in Carrying Out Accredited Activities**, which NAB performs pursuant to the Act No. 255/2012 Coll., On Inspection (Code of Inspection). The **Code of Ethics** was also developed to lay down the ethical standards imposed on persons involved in NAB's activities.

Preparation of methodical and conceptual documents

One of the key tasks of NAB was also the elaboration of the **Methodical guidelines for preparation and assessment of applications for accreditation of degree programmes**. These methodical guidelines consist of recommended structure of an application for accreditation along with information on its preparation and provide a detailed guide for members of evaluation committees.

In addition, NAB drafted the **Recommended Procedures for Designing Degree Programmes**, which present various models of degree programmes including alternatives for a new accreditation of the existing double-area studies¹. The document aims to provide options to transfer the existing degree programmes divided into areas of study to degree programmes not divided into them, as the new legislation does not allow such a division.

NAB also worked out the **Methodical guidelines for preparation and assessment of applications for institutional accreditation and for accreditation of fields for habilitation procedures and procedures for appointment of professors**. Similarly to methodical guidelines for accreditation of degree programmes, the guidelines serve to give recommendations to HEIs on preparation of applications in line with the requirements of the Higher Education Act, and also to specify and interpret requirements of the accreditation standards to evaluators.

In matters to which NAB gives its standpoint under the Higher Education Act, recommended procedures and methods were also adopted. The Board approved the **Methodical Guideline for Preparation and Assessment of Applications for Standpoint to Determination of the Type of HEI** and the **Methodical Guideline for Preparation and Assessment of Applications of non-European HEIs for Domestic Permits/Authorisations** to provide education in the Czech Republic. **Methodical Guidelines for Preparation and Assessment of Applications for State Approval** were prepared in cooperation with MEYS.

The adopted the **Procedures for Assessment of Functionality of the Internal Quality Assurance and Evaluation System of HEIs** summarized the requirements laid down in the Higher Education Act and the accreditation standards. NAB hereby defined basic principles for assessing the system as well as the key elements of the system necessary for its functioning.

Finally, NAB stipulated requirements and rules for fulfilling the informatin duty of HEIs according to Section 85 c) of the Higher Education Act in the **Methodical Guidelines for**

¹ Double-area studies can be compared to a double major. Students typically choose two areas of study to pursue in parallel within one degree programme.

Duty of HEIs to Inform about Changes in Accredited Activities. The document includes a definition of substantial changes that necessitate expansion of accreditation in order to be implemented.

Training of evaluators

NAB also focused on training of persons enrolled in the Pool of Evaluators. Ten training sessions took place; two of them involved exclusively students. During the trainings, the evaluators became acquainted with the process of administrative proceedings conducted by NAB, with the procedures and methods of assessment as well as the role and tasks of the evaluation committees. A total of 933 persons were trained between 1 September 2016 and 31 August 2017.

Other activities

Chair, Vice-Chairs and other members of the Board held meetings with **members of the representative bodies of HEIs** (Czech Rectors Conference, Council of HEIs), **associations of deans, representatives of MEYS and other partners**. They visited and met with the management of 18 public and state HEIs, 5 private HEIs and with the Chamber of Private HEIs of the Czech Rectors Conference. Along with Office staff they also took part in thematic seminars focused on accreditation and quality assurance.

Administrative proceedings

Application-based administrative proceedings

a) Accreditation of degree programmes:

In the reporting period from 1 September 2016 to 31 August 2017, NAB received the following numbers of applications for accreditation of degree programmes. The figures relate to the number of degree programmes that were applied for.

Applications	Accreditation granted	Accreditation denied	Proceedings terminated	Proceedings unfinished
Bachelor programmes	0	0	28 (28)	5
Short Master programmes	0	0	33 (33)	1
Long Master programmes	0	0	0	0
Doctoral programmes	0	0	9 (9)	0
Programmes in cooperation with another legal entity	0 4	0 0	5 (5) 2	2 (2) 19

The numbers in brackets refer to the number of applications (out of the total) that had been submitted to MEYS prior to the Act No. 137/2016 Coll. that amended the Act No. 111/1998 Coll. (the Higher Education Act). MEYS passed these applications on to NAB after it had been established by the Act.

b) Accreditation of fields for habilitation procedures and procedures for appointment of professors:

From 1 September 2016 to 31 August 2017, NAB received the following number of the applications. The figures relate to the number of fields that were applied for.

Applications	Accreditation granted	Accreditation denied	Proceedings terminated	Proceedings unfinished
fields of habilitation procedure	0	0	6 (5)	4 (4)
fields of procedure for appointment of professors	0	0	2 (2)	6 (6)

The numbers in brackets refer to the number of applications (out of the total) that had been submitted to MEYS prior to the Act No. 137/2016 Coll. that amended the Act No. 111/1998 Coll. (the Higher Education Act). MEYS passed these applications on to NAB after it had been established by the Act.

c) Institutional accreditation²:

From 1 September 2016 to 31 August 2017, NAB did not receive applications for institutional accreditation.

Administrative proceedings instigated by NAB

a) Proceedings towards revocation of accreditation³:

From 1 September 2016 to 31 August 2017, NAB did not conduct any administrative proceedings towards revocation of accreditation.

b) Proceedings towards restriction of accreditation⁴:

From 1 September 2016 to 31 August 2017, NAB conducted the following number of administrative proceedings towards restriction of accreditation of a degree programme. The figures relate to the number of degree programmes (or areas of study in the cases where the degree programme accredited under the previous Higher Education Act is divided into areas of study) that were subject of the proceedings towards restriction.

	Accreditation restricted	Proceedings terminated	Proceedings unfinished
Proceedings towards restriction of accreditation	0	1 (1)	21 (15)

The numbers in brackets refer to the number of applications (out of the total) that had been submitted to MEYS prior to the Act No. 137/2016 Coll. that amended the Act No. 111/1998 Coll. (the Higher Education Act). MEYS passed these applications on to NAB after it had been established by the Act.

² An institutional accreditation is granted to a HEI for individual fields of study and types of degree programmes.

³ Revocation of accreditation means final termination of all teaching, examination and other activities in the degree programme.

⁴ Restriction of accreditation means a ban on admission of new students to a degree programme.

From 1 September 2016 to 31 August 2017, NAB received the following number of requests to abolish a restriction of accreditation of a degree programme. The figures relate to the number of degree programmes (or areas of study in the cases where the degree programme accredited under the previous Higher Education Act is divided into areas of study) that were subject of the abolition request.

	Requests to abolish restriction where proceedings were not instigated	Proceedings instigated and restriction of accreditation abolished	Proceedings instigated and then terminated	Proceedings instigated and unfinished
Proceedings towards abolition of restriction of accreditation	2	2	7	2

Standpoints

Standpoints to applications for state approval

In the period from 1 September 2016 to 31 August 2017, the Board decided on the following number of applications for state approval to operate as a private HEI. Both applications had been submitted prior to the 2016 amendment to the Higher Education Act.

Applications	Affirmative standpoint	Negative standpoint	Standpoint not yet released
for state approval	0	2	0

Standpoints to granting domestic permits/authorisations to non-European higher education institutions and their branches

From 1 September 2016 to 31 August 2017, the Board decided on the following number of applications for domestic permits/authorisations to non-European HEIs and their branches.

Applications	Affirmative standpoint	Negative standpoint	Standpoint not yet released
for standpoint to granting domestic permits /authorisations	0	0	2

Standpoints to determination of the type of a higher education institution

From 1 September 2017 to 31 August 2018, the Board decided on the following number of applications for determination of the type of a HEI.

Applications	Affirmative standpoint	Negative standpoint	Standpoint not yet released
for standpoint to determination of the type of a HEI	0	0	1

Standpoints to follow-up reports and reports on changes

From 1 September 2016 to 31 August 2017, the Board examined 152 follow-up reports or their supplements related to degree programmes (or areas of study in the cases where the degree programme accredited under the previous Higher Education Act is divided into areas of study) and 3 follow-up reports/supplements related to habilitation procedures or procedures for appointment of professors. These were follow-up reports on the realization of educational activities requested by the Accreditation Commission prior to the amendment of the Higher Education Act in 2016. The mechanism of submitting and examining follow-up reports enables monitoring of the quality of degree programmes and fields of habilitation procedures and procedures for appointment of professors in the course of the accreditation period.

In addition, the Board examined 94 reports on changes in degree programmes (or areas of study where the degree programme accredited under the previous Higher Education Act is divided into areas of study) and 1 report on changes in habilitation procedures and procedures for appointment of professors between 1 September 2016 and 31 August 2017. These reports had been submitted to NAB on the basis of the information duty stipulated for HEIs by the Higher Education Act.

IV. International Cooperation

Membership in international associations

NAB became an affiliate of ENQA (European Association for Quality Assurance in Higher Education), which brings together accreditation agencies at the European level and acts as a partner for other European bodies in HE. The affiliate status in ENQA enables NAB to take part in its activities, attend its seminars and other events as well as to benefit from opportunities to exchange good practice and experience with the member agencies.

NAB was accepted as a member of CEENQA (The Central and Eastern European Network of Quality Assurance Agencies in Higher Education), which serves as a platform for cooperation of accreditation agencies in the Central and Eastern European region. A representative of the Office was elected to the association's Board to her second term.