



European Social Fund's Project
"Evaluation of Higher Education Programmes and Suggestions for Quality Improvement"

Agreement No. 2011/0012/IDP/1.1.2.2.1/1/1/PIA/VIAA/001

QUESTIONNAIRE

For evaluation of higher education study programmes

Higher education institution (HEI):	Rīga 1.Medicine College
Direction of the study programme being evaluated:	Health Care
Name of the study programme being evaluated:	Medicine (Doctor's Assistant) (41721)
Count of academic staff in the study programme:	17
Name of the branch:	
Experts of the Evaluation Commission:	Prof.emer. Eric A. E. Van Marck Dr. Ieva Egle Jamontaite Dr. Gatis Krūmiņš Mr. Viktors Jaksons Līga Zaķe (LSA)

Explanation of the evaluation points:

Evaluation (points)	Explanation
4	In the context of the criterion being evaluated, the study programme is at an excellent level. The performance is characterised by all evaluated items (within the particular criterion) receiving an "excellent" mark. Still even at this highest level, several minor deficiencies may be observed in the context of the criterion evaluated, but no major improvement is required to eliminate such deficiencies.
3	In the context of the criterion being evaluated, the study programme is at a good level and meets all of the requirements, with its strengths prevailing and no material weaknesses observed. All the deficiencies discovered during the evaluation can be eliminated easily.
2	In the context of the criterion being evaluated, the study programme is at a satisfactory level and meets the minimum requirements. The performance is characterised by a relatively high proportion of deficiencies including several material deficiencies within the respective indicator, although in general the strengths of the programme still prevail. Elimination of the deficiencies discovered requires carefully planned long-term efforts as well as support from the stakeholders, and additional resources.
1	In the context of the criterion being evaluated, the study programme does not reach a satisfactory level, with material deficiencies expressly prevailing. Immediate improvement is necessary, also including the involvement of other stakeholders and additional resources

EVALUATION GROUPS, ASPECTS AND CRITERIA		Evaluation			
		4	3	2	1
1. Evaluation group 1: Quality (19 criteria)					
1.1. Evaluation aspect Aims and tasks					
1.1.1. The aims and tasks of the study programme and study results are clear, attainable and verifiable; in compliance with the aims set by the HEI. R.1.2., R.1.7.		4	3	2	1
<i>Comment:</i>					
1.2. Evaluation aspect Study content and organization					

1.2.1. The study content and the eventually awarded qualification correspond to the title of the study programme. R.1.7. (partly)	4	3	2	1
<i>Comment:</i>				
1.2.2. In the course of implementation of the study programme individual approach and feedback opportunities are provided for the students.	4	3	2	1
<i>Comment:</i>				
1.2.3. Practical training corresponds to and is closely related in its content to the theory section; acquisition of professional skills is included (only applies to the professional study programmes).	4	3	2	1
<i>Comment:</i>				
1.2.4. The study programme has a clear didactic concept, taking into account the student needs, methodological activities are organised aimed at improvement of the concept.	4	3	2	1
<i>Comment:</i>				
1.2.5. The achievements of the students are analysed, the academic staff is informed about them. R.1.3. (partly)	4	3	2	1
<i>Comment:</i>				
1.3. Evaluation aspect Studies and evaluation of knowledge				
1.3.1. The study methods employed are modern, including availability of e-learning (Moodle, Web CT and/or other platforms).	4	3	2	1
<i>Comment:</i>				
1.3.2. The description of the expected learning outcomes is clear, problem-solving skills are developed through practical training.	4	3	2	1
<i>Comment:</i>				
1.3.3. The student knowledge when entering the study programme, and the selection criteria set by the HEI are sufficient for attainment of the planned learning outcomes at the planned quality level and within the planned time. R.1.5.	4	3	2	1
<i>Comment:</i>				

1.3.4. The academic staff provides assistance and consultations for students, the intermediate results are checked in order to ensure both the attainment of the study programme results within the planned time and higher study motivation. Partly R.4.1., R.4.2	4	3	2	1
<i>Comment:</i> <i>Inexistent barriers between teachers and students are to be metioned here!</i>				
1.3.5. The standards, rules and/or requirements for evaluation of student achievement are clear and accessible.	4	3	2	1
<i>Comment:</i>				
1.4. Evaluation aspect Study provision and management				
1.4.1. The democratic principles are observed in management of the study programme, the inter-relationship between representatives of the administration, the academic staff and the students are clearly defined.Students are involved in the decision-making process.	4	3	2	1
<i>Comment:</i>				
1.4.2. Conflict aversion, problem-solving and coordination tools are in place.	4	3	2	1
<i>Comment:</i>				
1.5. Evaluation aspect Scientific research (creative) work of the academic staff and students				
1.5.1. Scientific research (creative) work of the academic staff is closely related to the study courses they teach. R.1.2.	4	3	2	1
<i>Comment:</i> <i>Academic staff and this commission see many possibilities for further research jointly with the industry.</i>				
1.5.2. Scientific research (creative) work of the students is closely related to the aims of the study programme.	4	3	2	1
<i>Comment:</i>				
1.5.3. The academic staff and students participate in scientific conferences and/or creative activities. R. 1.2.	4	3	2	1
<i>Comment:</i>				
1.5.4. The connection of scientific research (creative) work with the study programmes is ensured (involvement of the academic staff in research grants of the relevant field, research programmes; connection of the HEI/study programme with research centres of national significance). R.1.2.	4	3	2	1
<i>Comment:</i>				

1.6. Evaluation aspect Quality assurance and guaranties				
1.6.1. An internal quality assurance system is in place, and it complies with the requirements of the ENQA-developed European Standards and Guidelines for Quality Assurance in Higher Education (ESG).	4	3	2	1
<i>Comment:</i>				
1.6.2. The graduates have an opportunity (a future perspective) of successful work in the acquired profession or by the acquired qualification. The stakeholders (graduates, employers, etc.) confirm that the programme's aims in education are achieved.	4	3	2	1
<i>Comment:</i> <i>Employers are very satisfied about the graduates of this programme.</i>				
K.1. TOTAL EVALUATION OF EVALUATION GROUP 1 Quality (19 criteria)				
K.1.1. Evaluation of evaluation group 1 Quality:	4	3	2	1
<i>Comment:</i>				
2. Evaluation group 2: Resources (11 criteria)				
2.1. Evaluation aspect Aims and tasks				
2.1.1. The opinions of students, academic staff and stakeholders (employers, professional organisations, etc.) on the conformity of the study programme's resources to the aims set by the study programme.	4	3	2	1
<i>Comment:</i>				
2.2. Evaluation aspect Study content and organisation				
2.2.1. Professionalism of the academic staff complies with the content of the study programme. R.1.1.	4	3	2	1
<i>Comment:</i>				
2.2.2. Organisation and administration system of the practical training appropriate for its aims is in place, the tasks of the practical training are clearly formulated, instructions are available and are checked; the proportion of the practical training, laboratory research and seminars is consistent with the aims of the study programme (applies to the professional study programmes).	4	3	2	1
<i>Comment:</i>				
2.3. Evaluation aspect Studies and evaluation of knowledge				
2.3.1. The study equipment uses modern technology; computers, multimedia and the Internet are used. R.2.4., R.2.5.	4	3	2	1
<i>Comment:</i>				
2.4. Evaluation aspect Study provision and management				

2.4.1. The support of the administrative and technical staff is sufficient in order to ensure attainment of learning outcomes.	4	3	2	1
<i>Comment:</i>				
2.4.2. Methodological (teaching aids), informational and technical means allocated for the study programme (including room installations and equipment, study environment, funding for the student self-government) are sufficient and capable to ensure efficient study process. The students have an opportunity to study outside the HEI, there are means of e-studies available, the academic staff is available via use of IT. R.2.4., R.2.5., R.2.6.	4	3	2	1
<i>Comment:</i>				
2.4.3. Libraries, their facilities and services ensure attainment of learning outcomes and create a positive learning environment (including availability of literature in foreign languages). R.2.4.	4	3	2	1
<i>Comment:</i>				
2.4.4. Foreign students and guest professors have a dormitory and other HEI services at their disposal.	4	3	2	1
<i>Comment:</i>				
2.5. Evaluation aspect Scientific research (creative) work of the academic staff and students				
2.5.1. Modern scientific environment including, e.g. scientific equipment, computers, audio/video facilities, office equipment and databases are available. R.2.5.	4	3	2	1
<i>Comment:</i>				
2.6. Evaluation aspect Quality assurance and guaranties				
2.6.1. Financial resources are sufficient to ensure the implementation of the study programme. R.2.1., R.2.2., R.2.3.	4	3	2	1
<i>Comment:</i>				
2.6.2. Financial resources are audited on a regular basis.	4	3	2	1
<i>Comment:</i>				
K.2. TOTAL EVALUATION OF EVALUATION GROUP 2 Resources (11 criteria)				
K.2.1. Evaluation of evaluation group 2 Resources:	4	3	2	1
<i>Comment:</i>				

3. Evaluation group 3: Sustainability (18 criteria)				
3.1. Evaluation aspect Aims and tasks				
3.1.1. The aims of the study programme agree with the HEI's mission and are oriented towards the development and training of specialists. The future vision of the study programme is implemented taking into account the opinions of the students, employers, professional organisations, as well as regional interests.	4	3	2	1
<i>Comment:</i>				
3.1.2. HEI's development is planned on regular basis, including a developed perspective finance programme, providing guarantee for attainment of the aims included in the programme and overcoming of probable risks (including the demographic ones). The HEI has formulated a development programme and a specific action plan aimed at ensuring sustainability for both the whole HEI and individual study directions.	4	3	2	1
<i>Comment:</i>				
3.2. Evaluation aspect Study content and organisation				
3.2.1. The content and implementation of the study programme ensure its sustainable development and meet the four main aims of the higher education (solution of problems related to personality, democratic society and development of science, meeting labour market demands).	4	3	2	1
<i>Comment:</i>				
3.2.2. Academic staff's qualifications are improved on regular basis. R.3.3. (partly), R.1.1.	4	3	2	1
<i>Comment:</i>				
3.2.3. The academic staff's development policy is planned and implemented on regular basis, also in line with regional requirements. R.4.1., R.4.2. (partly)	4	3	2	1
<i>Comment:</i>				
3.2.4. Cooperation agreements have been signed (with Latvian and foreign HEIs) on implementation of the study programmes (except for mobility agreements). R.3.6.	4	3	2	1
<i>Comment:</i>				
3.3. Evaluation aspect Studies and evaluation of knowledge				
3.3.1. The methods for evaluation of knowledge, skills and attitudes (the ability acquired in the study process to perform certain tasks) are objective, related to study results and the changing requirements of labour market.	4	3	2	1
<i>Comment:</i>				

3.4. Evaluation aspect Study provision and management				
3.4.1. Both HEI's academic and administrative staff and students are involved in the improvement of the quality management system, including evaluation of the study process and its results.	4	3	2	1
<i>Comment:</i>				
3.4.2. An efficient study programme management system has been developed and is in place.	4	3	2	1
<i>Comment:</i>				
3.4.3. The execution of the development plan is analysed, and the results of the analysis are used in creation of plans for the next development period.	4	3	2	1
<i>Comment:</i>				
3.5. Evaluation aspect Scientific research (creative) work of the academic staff and students				
3.5.1. The academic staff is involved in scientific research (creative) work, the topics of this research work are in line with the current trends and related to regional interests, the content and future development of the study programme. R.1.2.	4	3	2	1
<i>Comment:</i>				
3.5.2. Publication of research results is performed in internationally available and reviewed editions (or: the results of creative work are shown at exhibitions, shows, performances, etc.); the research results and those of the creative work are practically applied, by involvement in innovative activities. R.1.2.	4	3	2	1
<i>Comment:</i>				
3.6. Evaluation aspect Quality assurance and guaranties				
3.6.1. Annually strengths and weaknesses of the study programme are evaluated, internal self-assessment of opportunities for development, academic resources, material and technological basis and available financial means is carried out.	4	3	2	1
<i>Comment:</i>				
3.6.2. Feedback is gathered at least once every year, including students, graduates, academic and general staff.	4	3	2	1
<i>Comment:</i>				

3.6.3. Study continuation opportunities are provided and there are financial guaranties for the case of study programme's termination, reorganisation or any other changes.	4	3	2	1
<i>Comment:</i>				
3.6.4. Doctoral study programmes (if any) are connected with corresponding funding grants and/or projects. R.1.7., R.3.5.	4	3	2	1
<i>Comment:</i> N.A.				
3.6.5. The development trends observed over the last three years are discussed and compared (dynamics of students and graduates, employment of graduates, the academic staff's qualification and age structure, finances, research results), differences in comparison to other similar study programmes existing in the region are analysed. R.1.3., R.1.4., R.3.1., R.3.2., R.3.4.	4	3	2	1
<i>Comment:</i>				
3.6.6. The academic staff and students of the HEI/ study programme cooperate with education institutions of the lower levels (participation in the research work at schools, continuing education of teachers, attraction of potential students, etc.)	4	3	2	1
<i>Comment:</i>				
K.3. TOTAL EVALUATION OF EVALUATION GROUP 3 Sustainability (18 criteria)				
K.3.1. Evaluation of evaluation group 3 Sustainability:	4	3	2	1
<i>Comment:</i>				
4. Evaluation group 4: Cooperation, overlapping (14 criteria)				
4.1. Evaluation aspect Aims and tasks				
4.1.1. The aims of the study programme and learning outcomes differ from those of other similar study programmes existing in the same HEI or the respective region.	4	3	2	1
<i>Comment:</i>				
4.2. Evaluation aspect Study content and organisation				
4.2.1. Students are provided with an opportunity to study separate modules, subjects and/or receive practical training (complete or partial) within other Latvian HEI study programmes.	4	3	2	1
<i>Comment:</i>				

4.2.2. Students are provided with an opportunity to study certain modules, subjects and/or receive practical training (complete or partial) within other foreign HEI study programmes, for example, there are agreements about joint study programmes and/or modules, about exchange of academic staff. R.4.3.	4	3	2	1
<i>Comment:</i>				
4.2.3. The study content has separate courses, practical training and research that are offered and used for learning by students of other Latvian HEI study programmes.	4	3	2	1
<i>Comment:</i>				
4.2.4. There are joint study programmes (or such being developed) with some HEI.	4	3	2	1
<i>Comment:</i> <i>not applicable</i>				
4.2.5. The HEI has developed plans / projects for student mobility and attraction of foreign students (including a study programme already developed – or being under development -, modules, courses, practical training and research aimed at foreign students in English or other foreign language, there are advertising and other activities aimed at attraction of foreign students), agreements have been signed with foreign HEIs on mobility of students and academic staff members. R.4.3., R.4.4.	4	3	2	1
<i>Comment:</i>				
4.2.6. Plans for student and academic staff mobility are implemented or developed, there are projects aimed at attraction of foreign students and teaching staff.	4	3	2	1
<i>Comment:</i>				
4.2.7. The English language or other foreign language skills of the academic staff are sufficient for preparation and implementation of a study programme in the corresponding language.	4	3	2	1
<i>Comment:</i> <i>Majority of teaching staff lacks sufficient command of English to teach in that language, but 40% of the staff does.</i>				
4.2.8. There are special courses, seminars and other activities, including English courses, for the academic staff teaching foreign students.	4	3	2	1
<i>Comment:</i>				

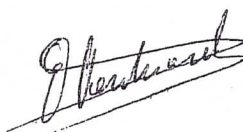
4.2.9. The teaching staff from other Latvian and foreign organisations (excluding HEIs) involved in the HEI on temporary basis participate in the didactic and scientific work of the HEI (including summer schools, excluding HEI).	4	3	2	1
<i>Comment:</i>				
4.3. Evaluation aspect Studies and evaluation of knowledge				
4.3.1. The academic staff of other Latvian and foreign study programmes/ HEIs is involved in the internal evaluation of the study programme's results.	4	3	2	1
<i>Comment:</i>				
4.4. Evaluation aspect Study provision and management				
4.4.1. The partnerships created by the HEI and the study programme within the region and outside it provide tangible contribution towards attainment of learning outcomes, mobility of academic staff and students.	4	3	2	1
<i>Comment:</i>				
4.5. Evaluation aspect Scientific research (creative) work of the academic staff and students				
4.5.1. Opportunities to perform research (creative) work jointly with students and academic staff of other Latvian and foreign HEIs/study programmes are provided and used. Research is linked to the development tasks of the respective region. R.3.7. (partly)	4	3	2	1
<i>Comment:</i>				
4.6. Evaluation aspect Quality assurance and guaranties				
4.6.1. The academic staff involved in the study programme participates in the evaluation and improvement of other study programmes and HEIs (in the capacity of experts and/or guest professors).	4	3	2	1
<i>Comment:</i>				
K.4. TOTAL EVALUATION OF EVALUATION GROUP 4 Cooperation, overlapping (14 criteria)				
K.4.1. Evaluation of evaluation group 4 Cooperation, overlapping:	4	3	2	1
<i>Comment:</i>				

TOTAL EVALUATION OF THE STUDY PROGRAMME BY THE EVALUATION COMMISSION*

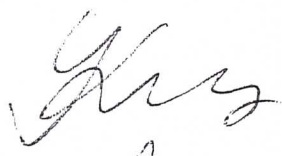
- Programmes considered to be sustainable.

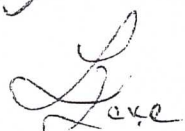
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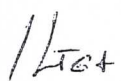
Chairperson of the Evaluation Commission:

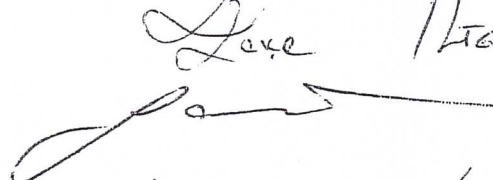
 Eric Van der Meer

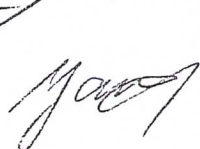
Members:

 / Gert Krumpal

 / Lexa

 / Hiet Zake

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