

The Code of Assessment of Teaching at FAMO in Písek

Article 1

Introductory provisions

This Code sets out the rules for student assessment of teaching at FAMO in Písek

Article 2

Objectives of the assessment

Objectives of the evaluation are

- a) to provide evidence for the evaluation of FAMO's activities in Písek
- b) to contribute to the consolidation of the academic environment by improving the pedagogical activities at FAMO in Písek and to improve the preparation, organization, content and course of studies, as well as to strengthen the accountability of academic staff and students for the quality of teaching.

Article 3

The nature of the assessment

The assessment of teaching by students is a generally accessible survey and it is organized and guaranteed by the FAMO management in Písek. It takes place periodically and can be attended by all students.

Article 4

Assessment of teaching in the Bachelor's and follow-up Master's degree program of study

1. Each study subject is subject to evaluation.
2. Each subject is evaluated at least once per academic year. The evaluated period is usually the past semester or two past semesters. Assessment can also take place during the semester if the course is completed for specific students.

Article 5

The subject-matter of evaluation

1. The evaluation relates to

- a) the quality of the study subject,
- b) the quality of pedagogical activity of individual teachers and the school as a whole

Article 6

1. The student has the right to participate in the evaluation anonymously.
2. The student can only evaluate the subjects in which he / she was enrolled and participated in the lessons.

Article 7

1. Hodnocení má písemnou podobu. The evaluation is in writing.
2. Numerical scaling or free verbal expressions in the form of comments and remarks are used for evaluation.

Article 8

Organization of teaching evaluation

1. The FAMO study department in Písek is responsible for the preparation of the evaluation and the creation of the survey.
2. The course, the organization of the data collection, the processing of the acquired data is ensured by the study department in cooperation with the school management.

Article 9

Survey

1. Questionnaires must be formulated in accordance with the objectives set out in Article 2 and fulfill the subject matter of the assessment referred to in Article 5.
2. The questionnaire survey is conducted in writing.

Article 10

Report on the assessment of teaching

1. The report is based on the results of the assessment.
2. The report always includes:

a) the results of the evaluation where is clearly indicated how many people participated in the evaluation and the number of enrolled students,

b) processing of the survey outcomes,

c) outcomes relating to individual teachers,

d) an opinion on the shortcomings identified from the outcome of the evaluation and proposals for their elimination

4. Individual teacher assessments are provided to the school management and to the teachers directly involved in the assessment process together with the report. Other members of the FAMO Academic Community in Písek can have a look into these assessments at the study department.

5. Teachers are guaranteed the right to publish their comments on the results of their assessment in the report.