

ISSUES TO BE CONSIDERED BY EVALUATORS OF THE AVAP FOLLOW-UP PROGRAMME

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**AGÈNCIA VALENCIANA
D'AVALUACIÓ I
PROSPECTIVA**

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ISSUES TO BE CONSIDERED BY EVALUATORS OF THE AVAP FOLLOW-UP PROGRAMME

CRITERION 1.- ORGANISATION AND DEVELOPMENT

Standard: The doctoral programme is student-centred, up-to-date and has been implemented in accordance with the conditions set out in the verified report and/or its subsequent modifications.

Guideline 1.1 The programme has mechanisms in place to ensure that the entry profile of doctoral students is appropriate and their number is consistent with the characteristics and distribution of the programme's lines of research and the number of places offered.

<i>Aspects to consider:</i>	SA	SAP	NSA
The admission criteria ensure that students have the entry profile to begin their studies in accordance with the characteristics and lines of research of the programme, as well as the number of places offered in the verified report and/or its successive modifications.			
Complementary courses fulfil their function in terms of the acquisition of competences and knowledge by students in the different entry disciplines.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 1.2: The programme has adequate mechanisms in place for supervision of doctoral students and, where appropriate, training activities.

<i>Aspects to consider:</i>	SA	SAP	NSA
The academic committee monitors the doctoral student's progress using the documents established by RD 99/2011 (research plan and record of activities carried out by each student).			
The procedure used by the academic committee for assigning the academic staff who will tutor and supervise the doctoral thesis, as well as for their possible change, is adequate.			
Mechanisms have been put in place to prevent fraud and to ensure the originality of the research.			

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In the event that the doctoral programme is taught in several centres and/or is inter-university, the coordination mechanisms between the centres and/or universities participating in the programme.			
The university's regulations on the presentation and defence of doctoral theses are adapted to current state legislation.			
In the case of inter-university doctoral programmes, the regulations applied for the presentation and defence of the doctoral thesis determine the same requirements in all participating universities.			
In the case of an international mention, the necessary coordination and supervision of the stay at the foreign higher education institution or prestigious research centre has been ensured.			
In the case of internationally co-supervised theses, the stays and activities have been reflected in the co-supervision agreements and are adequately fulfilled.			
In the case of the industrial mention, the necessary coordination and supervision has been ensured so that the activities carried out in the company enable the students to acquire the corresponding competences.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 1.3: The institution responds to the possible recommendations made in the Verification Report and, where appropriate, in the possible modification reports, as well as to those that may be contained in successive follow-up reports.

<i>Aspects to consider:</i>	SA	SAP	NSA
Where applicable, the degree of implementation of the recommendations made in the Verification Report and/or in its successive modifications, in the authorisation report.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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Guideline 1.4: Where appropriate, changes made to the doctoral programme which have not been subject to modification do not alter the EQF level 4 and allow it to be updated in accordance with the requirements of the discipline.

<i>Aspects to consider:</i>	SA	SAP	NSA
Where relevant, characteristics and results of changes introduced and not subject to a programme modification report.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

CRITERION 2. INFORMATION AND TRANSPARENCY

Standard: Institutions should publish clear, accurate, objective, up-to-date and easily accessible information about their activities and programmes.

Guideline 2.1 The university publishes objective, complete and up-to-date information on the doctoral programme, its characteristics, its development and the results achieved.

<i>Aspects to consider:</i>	SA	SAP	NSA
The verified doctoral programme report and/or its subsequent modifications are published on the website and are open access.			
The final evaluation report for the verification and the different reports of modifications of the doctoral programme, as well as the resolution of verification by the Council of Universities are published on the web and are open access.			
AVAP's monitoring reports on the doctoral programme are published on the website and are open access.			
The internal monitoring reports of the doctoral programme are published on the website, although access to them is restricted.			
The direct link to the doctoral programme in the Register of Universities, Centres and Degrees is available on the website.			

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The correspondence between the name of the doctoral programme advertised and the name that appears in the RUCT.			
The description of the main aspects related to access to the doctoral programme (objectives, entry profile, exit profile, number of places offered, enrolment period and procedure, admission requirements and criteria, body that carries out the admission process and its composition, procedure and assignment of tutor and thesis supervisor, training complements, and grants and other aid) are published on the website and are open access.			
The description of the main aspects related to the organisation of the doctoral programme (lines of research, training activities, and the procedure for the preparation and defence of the research plan) are published on the website and are open access.			
The description of the main aspects related to the operational planning of the PhD programme (composition of the academic committee, duration of studies and tenure, academic calendar and learning resources) are published on the website and are open access.			
The description of the academic and research staff involved in the doctoral programme is published on the website and is open access.			
Where applicable, the description of the main aspects related to the mobility programmes (objectives, regulations, and grants and scholarships) are published on the website and are open access.			
The academic regulations on the doctoral thesis (evaluation, deposit and defence, international mention, thesis under international co-supervision, and Industrial mention) are published on the website and are open access.			
The main results of the doctoral programme (doctoral theses defended and stakeholder satisfaction) are published on the website and are open access.			
In the event that the information on the doctoral programme is accessible on several websites of the university (universities if it is interuniversity) or of the centres that offer it, the information does not present contradictions.			
Where applicable, the degree of implementation of the recommendations for improvement included in the monitoring reports of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

ISSUES TO BE CONSIDERED BY EVALUATORS OF THE AVAP FOLLOW-UP PROGRAMME

Guideline 2.2 The institution ensures easy access to relevant information about the doctoral programme for all stakeholders.

<i>Aspects to consider:</i>	SA	SAP	NSA
Ease of access to the description of the doctoral programme.			
Ease of access to information on the competences to be acquired by students.			
Ease of access to information on the requirements for access and admission to the doctoral programme and, where appropriate, the additional training that must be undertaken.			
Ease of access to information prior to enrolment (documents to be submitted, places, etc.).			
Ease of access to information on the organisation and operational planning of the doctoral programme.			
Where appropriate, easy access to information on the meaning and implications of the international mention, the international co-supervision thesis and the Industrial Mention.			
Ease of access to information about student support programmes or services and available learning resources.			
Ease of access to the regulations applicable to students on the doctoral programme.			
Where applicable, the degree of implementation of the recommendations for improvement included in the monitoring reports of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 2.3 The institution publishes the SAIC in which the doctoral programme is framed.

<i>Aspects to consider:</i>	SA	SAP	NSA
The Internal Quality Assurance System (IQAS) in which the doctoral programme is framed, including those responsible for it, the procedures and, where appropriate, the improvement actions implemented, is published on the website and is open access.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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CRITERION 3.- INTERNAL QUALITY ASSURANCE SYSTEM (IQSA)

Standard: The institution has a formally established and implemented internal quality assurance system that effectively ensures the continuous improvement of the doctoral programme.

Guideline 3.1. The implemented SAIC ensures the collection of relevant information and results for decision-making and efficient management of the doctoral programme, especially on learning outcomes and stakeholder satisfaction.

<i>Aspects to consider:</i>	SA	SAP	NSA
The implemented SAIC ensures the continuous collection of information and analysis of learning outcomes.			
The implemented SAIC ensures the continuous collection of information and the analysis of the degree of satisfaction of the different stakeholders.			
The procedures for collecting information on an ongoing basis, analysing the results and using them for decision-making and improving the quality of the doctoral programme have been developed in accordance with the established procedures.			
In the case of inter-university doctoral programmes, if the actions carried out as a result of the implementation of the SAIC are coordinated in all the universities or centres participating in the training programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

ISSUES TO BE CONSIDERED BY EVALUATORS OF THE AVAP FOLLOW-UP PROGRAMME

Guideline 3.2. The implemented SAIC has procedures that facilitate the evaluation and improvement of the doctoral programme.

<i>Aspects to consider:</i>	SA	SAP	NSA
The recommendations included in the assessment reports for the verification and, if necessary, modification of the doctoral programme have been analysed within the SAIC and the corresponding actions have been established by those responsible for the doctoral programme.			
The SAIC, based on the analysis of objective and reliable data, provides information for the development of the processes of monitoring, modification and accreditation of the degree and has generated useful information for the groups involved in the doctoral programme.			
Where appropriate, modifications have been made to the initially planned design of the doctoral programme as a result of feedback from the SAIC, and the monitoring of these modifications confirms that they have been effective and have achieved the objectives set.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 3.3. The IQAS in place has adequate procedures for dealing with suggestions, complaints and compliments.

<i>Aspects to consider:</i>	SA	SAP	NSA
The implemented SAIC has adequate procedures for dealing with suggestions, complaints and congratulations.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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CRITERION 4.- ACADEMIC STAFF

Standard: Institutions should ensure the competence of their teaching staff. They should also use fair and transparent processes for the recruitment and development of their staff.

Guideline 4.1. Academic staff meet the levels of academic qualification required for participation in the doctoral programme and accredit their research experience.

<i>Aspects to consider:</i>	SA	SAP	NSA
The teaching and research staff involved in the doctoral programme and the research experience they accredit.			
The involvement of teaching staff in research, development and innovation activities and their impact on the doctoral programme.			
Changes in the structure of the academic staff in the period under consideration.			
The degree of compliance with the commitments made in the verified report and/or subsequent modifications.			
Where applicable, the degree of implementation of the recommendations included in the authorisation and monitoring reports of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 4.2. The academic staff is sufficient and has the necessary dedication to carry out its functions adequately, considering the number of students in each line of research and the nature and characteristics of the doctoral programme.

<i>Aspects to consider:</i>	SA	SAP	NSA
The degree of compliance with the commitments included in the verification report and/or subsequent modifications.			
Changes in the structure of the academic staff in the period under consideration.			
The degree of satisfaction of students with the tutoring received and the supervision of their theses and, where appropriate, the improvement actions established.			

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Where applicable, the degree of implementation of the recommendations included in the verification and authorisation reports of the doctoral programme.

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SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 4.3. The doctoral programme has mechanisms for the recognition of tutoring and thesis supervision.

<i>Aspects to consider:</i>	SA	SAP	NSA
The doctoral programme has mechanisms for the recognition of tutoring work and these are adequate.			
The doctoral programme has mechanisms for the recognition of thesis supervision and these are adequate.			
The degree of satisfaction of the academic staff with the mechanisms for recognition of the tutoring and supervision of doctoral theses.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 4.4. The degree of participation of international experts in the monitoring committees and thesis tribunals is adequate according to the scientific field of the programme.

<i>Aspects to consider:</i>	SA	SAP	NSA
The degree of compliance with the commitments included in the verification report and/or subsequent modifications.			
The degree of participation of international experts in the monitoring committees and thesis tribunals is adequate according to the scientific scope of the programme and the commitments made in the verification report or subsequent modifications.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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CRITERION 5.- SUPPORT STAFF, MATERIAL RESOURCES AND SERVICES

Standard: Institutions should have sufficient funding to develop teaching and learning activities and ensure that students are offered sufficient and easily accessible learning support and resources.

Guideline 5.1 The material resources available are appropriate to the number of students in each line of research and the nature and characteristics of the doctoral programme.

<i>Aspects to consider:</i>	SA	SAP	NSA
The characteristics, if any, of the laboratories, workshops and experimental spaces in relation to the number of students and the training activities programmed.			
The characteristics of the bibliographic and documentary resources in relation to the number of students and the training activities programmed.			
In the event that there are collaborating entities that participate by agreement in the development of research activities, the characteristics of the material resources and other means that they place at the service of the doctoral programme.			
The existence of financial support from the doctoral programme itself, or from the university, for doctoral students to attend conferences and study abroad.			
The degree of compliance with the commitments included in the verification report and/or subsequent modifications.			
Where applicable, the level of implementation of the recommendations included in the verification and authorisation reports of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 5.2 Academic guidance services and support staff respond to the needs of the training and learning process of students as researchers.

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<i>Aspects to consider:</i>	SA	SAP	NSA
The characteristics of academic and, where appropriate, vocational guidance services and/or programmes.			
The degree of compliance with the commitments included in the verification report and/or subsequent modifications.			
Where applicable, the level of implementation of the recommendations included in the verification and authorisation reports of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

CRITERION 6.- LEARNING OUTCOMES

Standard: The learning outcomes achieved by doctoral students correspond to level 4 of the MECES (Spanish Qualifications Framework for Higher Education).

Guideline 6.1 The training activities, their teaching methodologies and the assessment systems used are appropriate and are in line with the objective of acquiring the expected learning outcomes.

<i>Aspects to consider:</i>	SA	SAP	NSA
The training activities and their assessment are coherent with the competences defined for the doctoral programme.			
The number of doctoral theses defended and their evolution are adequate for the characteristics of the doctoral programme.			
The level of requirements for the awarding of <i>cum laude</i> marks to doctoral theses.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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Guideline 6.2 The academic indicators of the doctoral programme and their evolution correspond to level 4 of the MECES.

<i>Aspects to consider:</i>	SA	SAP	NSA
The doctoral theses defended and the scientific contributions derived from them, both prior to their defence and subsequently, demonstrate the acquisition of the basic competences established by the MECES for doctoral programmes, as well as the competences and capacities specific to the programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

SATISFACTION AND PERFORMANCE INDICATORS

Standard: The results of the doctoral programme indicators are appropriate to its characteristics and to the socio-economic and research context, and meet the demands of its environment through periodic evaluation.

Guideline 7.1 Satisfaction of students, teaching staff, graduates and other stakeholders is adequate.

<i>Aspects to consider:</i>	SA	SAP	NSA
The reliability of the results of surveys or other methods used to assess stakeholder satisfaction.			
Stakeholder satisfaction with the competences developed by students.			
Stakeholder satisfaction with the organisation and planning of the doctoral programme.			
Stakeholder satisfaction with the communication channels used by the doctoral programme and the content of the information it provides.			
Stakeholder satisfaction with the material resources available.			
Stakeholder satisfaction with academic and, where appropriate, career guidance services and/or programmes.			
Stakeholder satisfaction with the academic indicators of the doctoral programme.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

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Guideline 7.2 Indicators are appropriate to the profile of the students, in accordance with the scientific field of the programme.

<i>Aspects to consider:</i>	SA	SAP	NSA
The evolution of the number of new students per academic year in relation to the forecasts made in the verified report and/or subsequent modifications.			
If applicable, the results of the application of the admission criteria in relation to the admission profile defined in the verification report and/or subsequent modifications.			
The evolution of the average duration of the programme and the drop-out rate, in accordance with its subject area and the environment in which the doctoral programme is inserted.			

SA (Achieved), SAP (Partially Achieved), NSA (Not Achieved)

Guideline 7.3 The evolution of the indicators is coherent with the forecasts established in the verified report.

<i>Aspects to consider:</i>	SA	SAP	NSA
The evolution of the indicators of the doctoral programme in accordance with the forecasts made in the verified report and/or subsequent modifications.			

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