



# UNIVERSITY OF MOSTAR

## WAYS-PROCEDURES OF ADOPTION AND EVALUATION OF NEW CURRICULA

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1. Completely new study at the existing Faculty (study of computing at the Faculty of Mechanical Engineering)
2. A new course in the existing study (tourism and environment protection in the study of geography)
3. Change of curricula (change of system 3,5+1,5 into the system 3+2, study of mechanical engineering at the Faculty of Mechanical Engineering and Computing)

No.	Activity	Faculty	University
1.	Making of decision	Faculty Council	Introducing with the initiative
2.	Forming of professional commission for making of initiating solution (feasibility study)	Representatives of the faculties in consultation with representatives of the economy, authorities (ministries) – result - initiating solution	
3.	Analysis of the initiating solution	<ul style="list-style-type: none"> <li>- Faculty council</li> <li>- Possibility for teachers and associates to give remarks and suggestions</li> <li>- Getting of opinions from the economy (stakeholders)</li> </ul>	
4.	Making of final proposal of a curriculum	Adoption in the Faculty Council and making of decision about new curricula for all courses and making of final version of feasibility study about justification of opening	

No.	Activity	Faculty	University
4.	Analysis of the feasibility study and its adoption	Faculty Council	
5.	Sending of request to the University Senate for giving approval to opening new study		University Senate
6.	Representing at the University fair Announcement of competition	On the basis of feasibility study the Faculty council defines enrolment quotas and conditions of enrolment	Decision about quotas and announcement of competition - Senate
7.	Enrolment and beginning of holding lectures		

# ELEMENTS OF FEASIBILITY STUDY

- Reasons of initiating study
- Justification of the study (Name, Holder and performer of the study, number of students and conditions for enrolment, academic title gained after finishing the study, competences, structure, space and equipment, teachers and associates, comparability of study with related studies, funds, *courses which can be conducted in a foreign language*).

# ELEMENTS OF FEASIBILITY STUDY

- ✘ Curricula
- ✘ Curricula of each course (description, aim, necessary foreknowledge, methods, number of classes, course performer, ECTS, conditions of taking exams, ways of testing knowledge, literature, etc.

# EVALUATION

- Permanent monitoring of teaching process – Vice-Dean for teaching – students – representatives of the Faculty Council
- Analysis of teaching and exams after each semester – Faculty councils – discussion in the Senate
- Student survey – at least once a year – results are analyzed electronically and delivered to the Dean of the Faculty for further steps

Thank you for your attention!