



REPUBLIC OF SLOVENIA
**MINISTRY OF EDUCATION,
SCIENCE AND SPORT**



University of Nova Gorica

Monitoring, assessment and quality assurance

Report for academic year 2010/2011

with the analysis of all the areas of functioning of UNG from all they years since the last
accreditation

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1 BASIC INFORMATION ON THE UNIVERSITY OF NOVA GORICA

1.1 Presentation of the institution

University of Nova Gorica (UNG) is a non-state, research and student friendly institution where knowledge is created through a harmonious cooperation of students and researchers, and where the knowledge is transferred to younger generations and applied in a business environment.

The activities of UNG involve higher education at the undergraduate and graduate level, supplementary education, training of researchers, education in different professional, scholarly and research activities, as well as expert work. Research and expert activities are conducted at UNG institutions, laboratories and centres, while the pedagogical work is performed at UNG schools.

Our activities began in the academic year of 1995/1996 under the name of *Faculty of Environmental Sciences*, which was, at the time, the first international postgraduate school in Slovenia, founded by *the Municipality of Nova Gorica* and *The Jožef Stefan Institute* from Ljubljana. Due to the introduction of new study programmes and the expansion of scholarly and research activities, the faculty was restructured and renamed into *Nova Gorica Polytechnic*. In academic year 2003/2004, the Nova Gorica Polytechnic signed two additional co-founding contracts. The existing two founders were joined by the Municipality of Ajdovščina and the Research Centre of the Slovenian Academy of Sciences and Arts (ZRC SAZU). The new co-founders played an important role in the future development of Nova Gorica Polytechnic. The Municipality of Ajdovščina undertook to provide the infrastructure required for the expansion of activities to the area of the Ajdovščina municipality, while ZRC SAZU, being the biggest Slovenian institute in the field of humanities, undertook to provide support and personnel for the development and implementation of new study programmes and research activities in the field of humanities. With the consent of the Council for Higher Education of the Republic of Slovenia, issued on 18 March 2006, Nova Gorica Polytechnic acquired the status of university and was renamed into the University of Nova Gorica on 21 April 2006. UNG is a private university institution. This status enables flexible organization and operations, as well as faster adaptation to demands of the modern society. On 15 January 2009, it became a member of the European University Association (EUA), whereas in May 2011, it also became a member of the EUA Council for Doctoral Education. In 2010, the Senate of the University of Nova Gorica supported the membership of the University of Nova Gorica in the Magna Charta Univeristatum association. UNG is also a member of the Slovenian Rectors' Conference, of the Danube Rectors' Conference (DRC) and of the Alps Adriatic Rectors' Conference (AARC).

On 23 June 2010, the UNG Governing Board approved the amendment to the UNG Statutes, by means of which some organizational changes were implemented. The appointment of members of the International Advisory Council was amended so as to make it possible for members to be appointed individually or as representatives of the

University's statutory members. The appointment of members of the Governing Board is not done on the basis of the system of representatives but on the basis of a system of personally liable individuals. Proposal for the appointment of all members of the Governing Board is drawn up by the International Advisory Council, and submitted for approval both to the founders and the University. The Governing Board is thus the managing body of the University, consisting of top experts from the fields of science, art, technology and economy, as well as from fields related to the activities of the University. The Rector of the University is responsible for professional work and management.

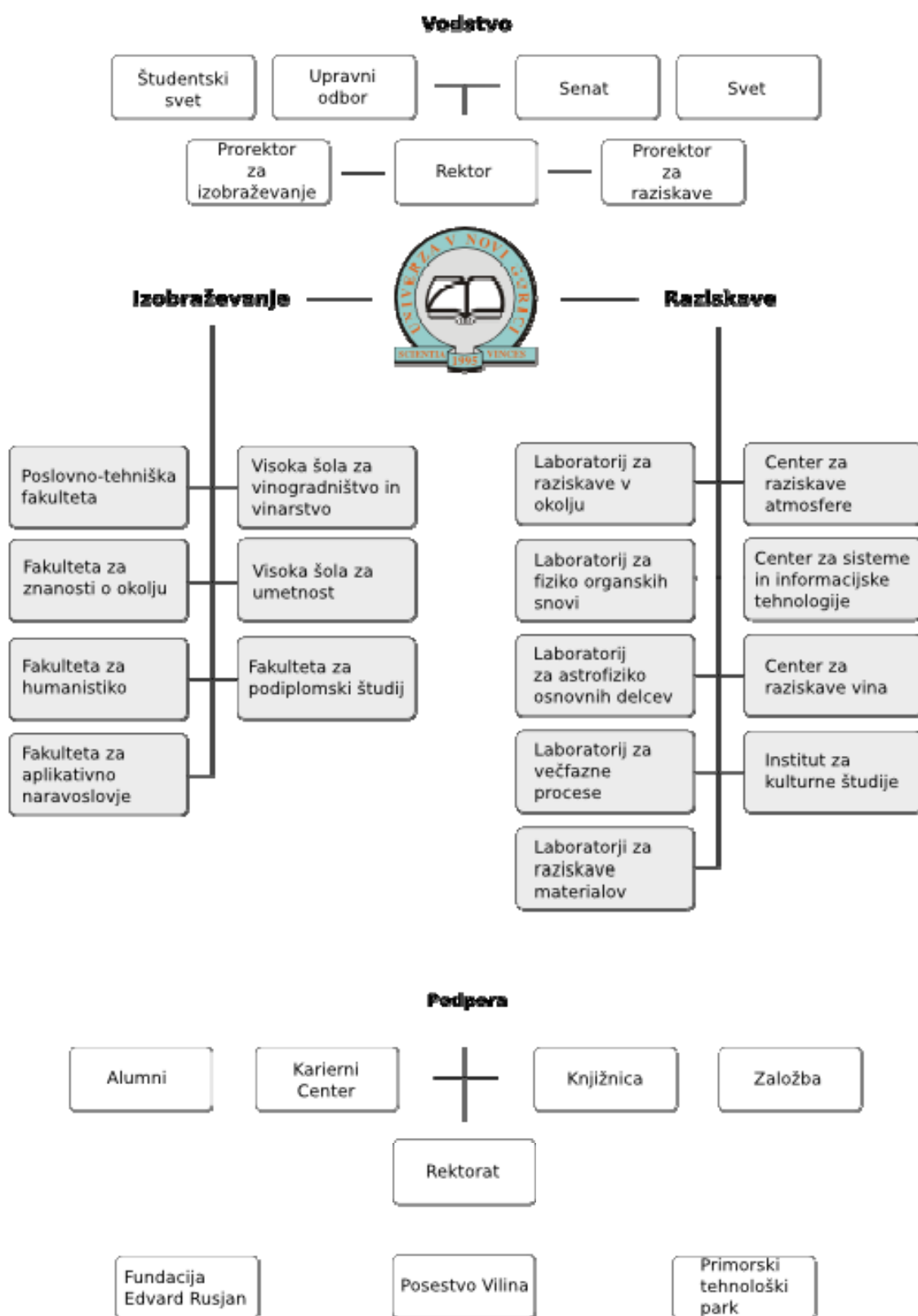
Pedagogical activities in the academic year of 2010/2011 were conducted at seven schools: School of Environmental Sciences, School of Applied Sciences, School of Humanities, School of Engineering and Management, Graduate School, School for Viticulture and Enology, and School of Arts. Research activities were conducted within five laboratories, three research centres and one institute. (Laboratory for Environmental Research, Laboratory for Astroparticle Physics, Laboratory of Organic Matter Physics, Materials Research Laboratory, Laboratory for Multiphase Processes, Wine Research Centre, Centre for Atmospheric Research, Centre for Systems and Information Technologies, Institute for Cultural Studies).

The particularity of the organization of the study programmes is the Graduate School that joins and carries out all graduate doctoral study programmes (third level) of the University of Nova Gorica, regardless of their scientific discipline: from science and engineering to humanities and interdisciplinary sciences.

The bodies of the University are as follows: the Senate, the Governing Board, the International Advisory Council, the Rector, two Vice Rectors and the Student Council. The bodies of the schools are the school Senate and Dean. In case there are several study programmes conducted at the school, one of the bodies of the school is also the Director of the study programme. The bodies of the Graduate School are the Dean, Directors of the study programmes and Scientific Councils of the study programmes. The Graduate School does not have its own Senate. All its competencies are assumed by the Senate of the University of Nova Gorica. Institutes, laboratories and centres are managed by heads of institutes, laboratories and centres.

The Senate of UNG is an expert body that adopts the study programmes, the guidelines for the improvement of research activities, establishes whether the higher education teachers meet the required conditions, performs the selection of teachers, researchers and faculty assistants, awards pedagogical and academic titles, defines the procedure, evaluates doctoral dissertations and performs other tasks. The University Senate consists of higher education teachers, selected among the employees of the University and among those that are employed at other higher education institutions and research organizations. The teachers are appointed by the Governing Board upon the proposal of the Rector. All academic disciplines and professional fields are represented in the University Senate. Members of the University Senate by their function are as follows: the Rector, Deans of schools, academies and higher education institutions, as well as representatives of the Student Council. Representatives of the Student Council are appointed among students, attending undergraduate or graduate studies. There shall be at least one and not more than two student representatives in the Senate. The sessions of the Senate are convened and

chaired by the Rector. Vice Rectors participate in the work of the University Senate, but have no voting right.



Organizational structure of the University of Nova Gorica

The Governing Board is the managing body of the University. It consists of the founders' representatives, representatives of employees conducting higher education activities and research, and one representative of the Student Council. Rector and Vice Rectors participate in the work of the Governing Board, but have no voting rights. The Governing Board of the University decides primarily on the matters of economic nature and ensures a smooth functioning of the University. It controls the expenditure of financial resources of the University, discusses work programmes, adopts the financial plan and financial statement, adopts, with prior consent of the University, the University Statutes and rules of its organization and operation, and performs other tasks.

The International Advisory Council is a consultative body of the University. It consists of renowned experts from different scientific and engineering disciplines, who are representatives of the University's statutory members. A statutory member of the University may be a Slovenian or foreign university or a science institute with an interest in a long-term development of the University. The member shall enable the participation of the University in international scholarly and educational activities. The International Advisory Council monitors the operation and activities of the University, provides counsel and support in the development guidelines, provides support to related science and research institutions, provides support in the participation of experts in the work of the University, offers opinion on planned amendments of the Statutes or other changes that may have a long-term effect on the development of the University. It provides counsel and opinion in the selection of new statutory members. It offers opinion on the selection and appointment of the Rector of the University.

The Rector is the academic chair, the managing body and the legal representative of the University. The Rector is responsible for the implementation and coordination of educational and research activities, for the management, organization and legality of University's actions. He or she also participates in the selection of higher education teachers, researchers and faculty assistants, participating in the activities of the University. The Rector conducts the promotions of the doctors of science, presents the awards and commendations of the University, proposed by the Senate and the Governing Body. The Rector is also responsible for conducting other duties in accordance with the law, the Statutes and other general acts of the University. The Rector reports on his/her work to the Senate and the Governing Board. The Rector is appointed by the Governing Board. The term of office for the Rector is four years. The Rector is eligible for re-election. One or several Vice Rectors may be appointed for the purpose of providing professional support in the field of higher education and research work. Vice Rectors are appointed by the Rector. In 2010, two Vice Rectors were appointed: Vice Rector for Research and Vice Rector for Education.

Resources services and other support activities are conducted at University level. Resources services of UNG include the Student Office, the International Office, the Career Centre, the Alumni Club and the two UNG libraries. The UNG Publisher is responsible for the publishing of textbooks, study materials, proceedings and other works, while the UNG International Office is responsible for all international cooperation within

educational and research units of UNG. The Quality Assurance Committee of UNG is responsible for quality assurance at the university. Resources services also include the accounting services, legal services, human resource department and other specialist services.

The establishment of the Primorska Technology Park has enabled the university to cooperate with the industry. The Park incorporates technologically innovative companies that enable the transfer of development initiatives and expertise into a business environment. In 2010, the University Incubator was established with the financial help of the Municipality of Nova Gorica and within the programme supported by the Government Office of the Republic of Slovenia for Regional Development. Through its Technology Transfer Office and various subjects within the study programmes of the schools, the University of Nova Gorica is educating and stimulating young researchers to participate in the activities of the University Incubator and make use of the opportunities provided by the available equipment. Moreover, the Technology Transfer Office associates with entities that have access to venture capital that could enable the establishment of new companies, whose activities will be related to products and processes where the high-quality expertise of researchers from university laboratories could be applied.

Since we are aware of the importance of stable and predictable provision of funds for the implementation of higher education, the Edvard Rusjan Foundation was established. Its mission is to provide a quality and constant development of activities, conducted by the University of Nova Gorica.

The International Office

The international office of the University of Nova Gorica manages and organizes the international activities and international projects at UNG. It is intended for students, professors, researchers and other employees.

It monitors and publishes links to current international tenders and other useful information. The links are available at the UNG website (<http://www.ung.si/si/o-univerzi/mednarodna-pisarna/>). The Office also provides help and support in project applications, in the implementation of contractual obligations and in the preparation of financial reports. It provides support in establishing and facilitating cooperation with institutions from abroad. It is responsible for obtaining membership in various international networks, and for the implementation of the Erasmus - Lifelong Learning Programme, in which UNG has been participating since 2003.

The Office is also responsible for keeping a record of the »List of projects and contracts of the University of Nova Gorica« and for keeping a database of all contracts, cooperation and projects that the University of Nova Gorica participated in together with different domestic and foreign institutions. The office shall also keep a record of all the implemented student mobility programmes within the Erasmus programme (<http://pung.ung.si/index.php?module=info>) and blog "Students Mobility Blog", intended for students who have been abroad and for those that have come to the University of Nova Gorica as a part of their exchange programme (<http://students-mobility.ung.si/>).

The office hours of the Office are every day, from 8 a.m. to 12 p.m. and from 12.30 p.m. to 4 p.m.

The Student Office

The Student Office of the University of Nova Gorica is intended for undergraduate and graduate students, as well as for all who might be interested in the studying at UNG. The purpose of the Office is to provide support to students and student candidates regarding the studies and extracurricular activities. The Student Office conducts its activities in Nova Gorica, in an office of 25 m², and in Ajdovščina, where the size of its office totals 30 m². Its office hours are every day, from 9 a.m. to 11 a.m. and from 1 p.m. to 3.30 p.m. At the University Centre of Ajdovščina, the Office is open every Tuesday, from 1 p.m. to 3.30 p.m.

The main tasks of the Student Office are as follows:

- to provide information on applications, general admission requirements, different study programmes and other matters related to the studies at the University of Nova Gorica;
- to provide information unrelated to studies, but nevertheless important for students, such as courses, events, etc.;
- to arrange all the application- and enrolment-related procedures at the University;
- to organize and conduct all enrolment procedures;
- to issue different certificates;
- to prepare diploma certificates;
- to maintain and manage the student database;
- to process and analyse student data for statistical purposes;
- to provide student data to various bodies (Ministry of Higher Education, Science and Technology; Statistical Office of the Republic of Slovenia; the Higher Education Application and Information Service of the University of Ljubljana; etc.);
- to collect applications and provide accommodation in the dormitory;
- to provide support and counsel regarding the student accommodation: database of available accommodation facilities;
- to inform students of scholarships, student accommodation options, student dining options, healthcare services, etc.
- to arrange and conduct various student activities (e.g. new year's exchange of gifts among students and parents);
- to provide counsel and information on further education;
- to provide support to students experiencing difficulties in their studies;
- to help foreign students participate in the study process.

1.2 Mission

The University of Nova Gorica strives for the creation of new knowledge through a harmonious cooperation of students and researchers, and for the transfer of knowledge to younger generations and into a business environment. The mission of the University is also to provide high employability of its graduates. Regardless of the fact that UNG is a non-state institution, it strives to make its study programmes accessible to students of all backgrounds. It strives for the participation of professors, researchers, experts and students in international research processes and projects. It also facilitates specific research and educational activities that strengthen the position of Slovenians on the westmost national border. With its wide range of activities that complement and enrich each other, the University of Nova Gorica strives to achieve the highest quality level of educational, scholarly and research activities, and their integration in the regional, Slovenian and international sphere.

1.3 Vision of development

University of Nova Gorica (UNG) strives to be a non-state, research and student friendly institution where knowledge is created through a harmonious cooperation of students and researchers, and where the knowledge is transferred to younger generations and applied in a business environment.

STATUS

UNG is a private university institution. This status enables flexible organization and operations, as well as faster adaptation to demands of the modern society.

INTERNAL ORGANIZATION

UNG is a compact and internally strongly connected university. Research and expert work is conducted in laboratories, centres and institutes. Schools are open units where the educational activities are performed by researchers and experts from different research units and external institutions. Therefore, UNG shall strive in the following years to create a harmonious relation between experts and students from various academic and professional disciplines. At the same time, UNG shall try to relocate its activities to one location, i.e. one campus. Resources services are performed at University level. The operation of UNG has to be similar to that of a modern company, rather than to that of a classic academic institution.

RESEARCH WORK

Research and expert work is the basis for the implementation of the educational process. Researchers at UNG must devote special attention to their participation in international research processes and projects. It is expected from researchers and teaching staff that they are well-informed scientists and experts with international experience and broad knowledge. Therefore, candidates that wish to get a permanent employment are required to have completed a post-doctoral training programme abroad.

EDUCATIONAL WORK

UNG strives to be a university institution providing high-quality educational activities and being internationally competitive. Thus, our professors must be internationally

renowned researchers or experts. The undergraduate and graduate educational work should include as much research and practical activities as possible. Therefore, UNG shall strive for the optimum student-professor ratio in all its study programmes, and for the optimum ratio between research and educational work. It is expected, in the long run, that all disciplines will obtain the 1:1 ratio between educational and research work. UNG shall particularly strive to include experts from industry in the educational process. Special attention will be devoted to international exchange programmes for students and professors. The teaching language, especially at graduate level, shall also be adapted accordingly. Regardless of its international orientation, UNG shall facilitate specific research and educational activities that will strengthen the position of Slovenians on the westmost national border.

TRANSFER OF KNOWLEDGE TO BUSINESS ENVIRONMENT

Cooperation with industry and business environment must be something all employees of UNG strive for. It is in this manner that conditions for the transfer of knowledge from academic institutions to a business environment are created. Moreover, the University of Nova Gorica and its activities will become more recognizable, resulting in better employment opportunities for our graduates. UNG was the initiator and one of the founders of the Primorska Technology Park that should, among other things, contribute to the creation of an business environment for graduates with bachelor's, master's and doctoral degrees. UNG has also established the Technology Transfer Office and the University Incubator.

STUDENTS

UNG shall strive to attract the best students and provide them with optimum study conditions as far as possible. Regardless of the fact that UNG is a non-state institution, it shall strive to make its study programmes accessible to students of all backgrounds through various scholarship programmes. The particularity of UNG shall be learning from practical problems. Therefore, students shall be included in practical and research work within the institution or at partner research institutions, at higher education institutions or in industry. UNG shall strive to provide high employability of its graduates. Therefore, it has established the UNG Career Centre, providing help in search for employment. The objective of UNG is that 80% of its graduates find employment in six months after finishing their studies.

FINANCE

UNG sees its advantage in dispersed financing of its activities. Therefore, it shall further strive that its financing shall not depend on the state resources alone. An important proportion of funding has to come from international resources, local communities, industrial sector, tuition fees, donations, etc. UNG is the founder of the Edvard Rusjan Foundation. It is the only university foundation in Slovenia and one of the few in Europe. The purpose of the foundation is to collect donor funds the yield of which is used for the growth and expansion of UNG and for the implementation of its activities. In the following two decades, UNG shall strive that the funding provided by the Edvard Rusjan Foundation will represent 20 to 25% of all the funding of UNG activities.

1.4 Strategic plan

On 16 September 2009, the Senate of the University adopted The Programme of Activities of the University of Nova Gorica: development plan for period 2010-2015. The programme includes the presentation of the current situation, a development plan for the period of 2010-2015 and a vision of development for the long-term period of 2016-2025. The UNG Development Plan is enclosed to this report.

At the strategic panel session of UNG, held on 20 August 2010, the following measures for the improvement of activities of UNG in the following period were adopted:

- In the field of humanities, the amount of research activities should be increased. Other fields must upgrade the quality and excellence of research work and research staff.
- UNG must strive to become an elite higher education institution, which shall only be possible by attracting the best students and personnel. Study programmes will have to be updated and the teaching methods modernized (introduction of media and distance study courses, tutorship, lectures and practical classes for new students with insufficient knowledge, less ex-cathedra teaching, more individual work with students).
- Suitable methods for promotion of UNG among the young should be found, since an external poll conducted among the young revealed that the main disadvantage of UNG is the fact that young people and students do not know about UNG, so it is impossible that they would consider it an elite university.
- UNG has to find a strategic partner that will be willing to invest a significant amount of funds in UNG. These funds could then be used for tuition fees for talented students, which would then finance the activities of the schools. Franchises of foreign universities could also be interesting for UNG. The hitherto method of financing the pedagogical work at UNG from state resources has prevented UNG to try to develop into an elite institution.
- UNG requires new premises and new student dormitories. Therefore, the acquisition of funds and the preparation of projects for the Park of Knowledge should be facilitated. An important element of these activities was to attract influential individuals that would be interested in the creation of strategic guidelines and development policy of UNG.
- The existing study programmes have to be updated, and new, more attractive and unique programmes implemented. The teaching methods should be modernized, while the programmes should have an international appeal. The objective to realize plans and programmes from the past remains (strategic orientation of the School of Engineering and Management; pedagogical module at the School of Humanities; ecological viticulture at the School of Environmental Sciences). New study programmes related to the veterinary discipline and ageing population are especially interesting.

2 QUALITY ASSURANCE OF PEDAGOGICAL AND RESEARCH WORK

Quality assurance and international competitiveness in the field of pedagogical and research activities are of primary consideration or the commitment of our institution. The University of Nova Gorica strives for the creation of new knowledge through a harmonious cooperation of students and researchers, and for the transfer of knowledge to younger generations and into a business environment. Study programmes are focused on cooperation with industry and business environment. This is also something all employees of UNG strive for. The main characteristic of undergraduate and graduate study programmes at UNG is learning from practical problems. Therefore, students are included in practical and research work within our institution or at partner research institutions, at higher education institutions or in industry. It is in this manner that conditions for the transfer of knowledge from academic institutions to a business environment are created, while the employment opportunities for our graduates are improving.

The evaluation intended for the assurance of quality of the implementation of study programmes is conducted every year within the schools of UNG. The annual self-evaluation report of a school is reviewed by the Dean of the respective school and by its Senate. The study conditions are monitored by the Senate of an individual school, which then submits proposals regarding possible improvements to the Rector of the University of Nova Gorica. The evaluation of research work is conducted at university level. It includes all research laboratories, institutes, UNG centres and individual researchers. The report on the research work is reviewed by the UNG Governing Board. Abstracts of all school and research reports are included in the Annual Report on Monitoring and Assurance of Quality of Pedagogical and Research Work at the University of Nova Gorica. The university report is reviewed by the Senate of UNG. Abstracts of the university report and of all UNG school reports are annually published on the UNG website.

External supervision with the purpose of quality assurance is conducted through an external school or UNG evaluation performed by the national body for external evaluation (NAKVIS).

Quality management at UNG is incorporated in the management of the university. Internal organization and management of UNG are similar to those of a modern company, rather than to those of a classic academic institution. Important role in the quality assurance is played by the Rector of UNG, both Vice Rectors, Deans of schools, and by heads of research units. Key decisions in the organization and management of issues related to the quality of pedagogical and research work are made at university level. Current issues regarding the personnel, material, facilities and other working conditions and support activities, required for the assurance of high-quality pedagogical and research work in all UNG units, are discussed at regular weekly meetings of the Rector, Vice Rectors, Deans and heads of research units. Proposals for the improvement and elimination of discovered shortcomings are thus constantly collected, while the effects of implemented measures are monitored.

All activities related to the monitoring and quality assurance at the University are performed by the *Quality Assurance Committee of the University of Nova Gorica*. Professional support is provided to the Committee by resources services at UNG. The duties and activities of the Committee are explained in detail in the Quality Manual of the Quality Assurance Committee of the University of Nova Gorica (Annex 1). Activities related to the quality assurance at individual schools of UNG are performed by *Quality Coordinators*, who are, by their function, also members of the *University Quality Assurance Committee*.

2.1 Methodology of monitoring and assurance of quality of pedagogical and research work at UNG

The methodology of monitoring and assurance of quality of pedagogical and research work at the University of Nova Gorica is in accordance with the Criteria for monitoring, assessing and assuring the quality of higher education institutions, study programmes and research, art and professional activities (OG RS, No. 124/40). The methodology takes into account the *Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes*, *Criteria for Transferring between Study Programmes*, *Criteria for the Allocation of Credits to Study Programmes under ECTS*, *Minimum Standards for the Appointment of Higher Education Teachers, Researchers and Faculty Assistants at Higher Education Institutions*, adopted by the Council of NAKVIS at the 11th session on 18 November 2010, and published in the Official Gazette of the Republic of Slovenia, No 95/2010, on 29 November 2010. Acts adopted by the Council at the 18th session on 17 February 2011 and published in the Official Gazette of the Republic of Slovenia, No 17/2011, on 11 March 2011, are also complied with.

Self-evaluation of UNG study programmes is conducted at all UNG schools and at the University as a whole, applying a uniform methodology, covering the following fields:

- presentation of the programming concept, vision and main objectives of a study programme; presentation of a list of indicators that will be used to monitor and evaluate the attainment of objectives;
- analysis of the study programme implementation (compliance with the accredited content and scope of programme, admission requirements, methods of studies, teaching methods, curriculum, course contents, regular modernization of course contents, study rules, methods of testing and assessing of knowledge, sufficient provision of elective components within a programme);
- monitoring and analysis of the implementation of the practical training of students in companies;
- statistics of the studies (information on the studies prior to enrolment, enrolment in the first year, student transition rate, accomplishments by individual courses, number of graduates and average period of studying, the ratio between students and teaching staff);
- monitoring and facilitation of student mobility and sufficient provision of elective components within study programmes on the basis of the European Credit Transfer and Accumulation System ECTS;

- monitoring the employment of graduates and a compilation of information from graduates on the applicability of obtained knowledge in the labour market;
- structure of academic and administrative personnel (selection and habilitation of teachers, professional qualifications of the administrative personnel, provision of the suitable ratio between the number of pedagogical staff and the number of students, monitoring and facilitation of scientific and professional advancement, and training of academic and administrative personnel);
- premises and teaching aids (lecture theatres, computer room, library, study material, websites, equipment required for classes);
- funding of study activities (sources, structure);
- cooperation with industry and integration in the regional context and wider;
- organization of students;
- learning about the opinion of students regarding the quality of the studied contents and the implementation of the programme through student surveys on various topics;
- assessment of current state and orientation.

The annual report on the monitoring, assessment and assurance of quality includes all the findings regarding the strengths and weaknesses of the study programmes. Proposals for the improvement of quality in the implementation of study processes are also given. Proposals on the improvement of the contents and quality of the study programmes are presented every year by our teaching staff. Occasionally, seminars and workshops are organized for the teaching staff to discuss the current issues, important for a quality implementation of the pedagogical work. Occasional seminars are also an opportunity for the training of our professional staff.

The University Quality Assurance Committee is the body responsible for the implementation and improvements of the described methodology applied at the University of Nova Gorica. Members of the University Quality Assurance Committee are appointed by the UNG Senate for the period of four years (Annex). Activities related to the quality assurance at individual schools of UNG are performed by *Quality Coordinators*, who are, by their function, also members of the *University Quality Assurance Committee*.

The obtained results are reviewed by Deans of individual schools and by the school Senate. The study conditions are monitored by the Senate of an individual school, which then submits proposals regarding possible improvements to the Rector of the University of Nova Gorica. The obtained analysis results are summarized in the short report, included in the annual report on the monitoring, assessment and assurance of quality at the University of Nova Gorica. This report is then reviewed by the Senate of the University of Nova Gorica. Its findings are taken into consideration in the annual work programme.

The academic staff of the University of Nova Gorica are actively involved in the process of the assurance of quality of high education in Slovenia as external evaluators. There were two representatives of UNG in the Slovenian Quality Assurance Agency for Higher Education. The chairman of the University Quality Assurance Committee is a member of the Working Group of university quality assurance committees and has been its chairman

since 2010. UNG is also actively involved in the process of the adaptation of the higher education system in Slovenia to the principles and guidelines of the Bologna Declaration. One of five national promoters of the Bologna process in Slovenia in year 2004/2005 was UNG. One representative of UNG was a member of the National Team of Bologna Experts for period 2009-2011, whereas there are two UNG representatives in the Team for the period of 2011-2013.

In addition to standard indicators, the quality of research work of graduate students is also monitored. At its 8th session on 16 May 2007, the Senate of the University of Nova Gorica adopted uniform formal procedures for the application for doctoral dissertation and its defense at the Graduate School, formally introducing a system for the assurance of high quality standards in doctoral dissertations for all doctoral study programmes at the Graduate School (FPŠ). Study rules (item 2a) were complemented at the Senate's regular 16th session on 21 May 2008, whereas the amendments and modifications of rules were adopted by the UNG Senate at its regular 32nd session on 15 September 2010.

The committee for the assessment of a doctoral dissertation consists of three members, whereby one of the members has to be from a foreign university. It is in this manner that the quality of master's and doctoral degrees is comparable to standards established throughout the world. All members have to be habilitated higher education teachers with appropriate academic titles. Mentors to students in doctoral study programmes can only be habilitated higher education teachers (assistant professor, associate professor, full professor), researchers or experts holding a doctoral degree. The mentor cannot be in the committee for the assessment of the doctoral dissertation. The mentor has to be present at the defense of the doctoral dissertation, but has no voting rights.

2.2 Important elements in the quality assurance process

An important element in the long-term assurance of quality of pedagogical and research work at UNG are the *Regulations for the determination of conditions and appointment procedures for research and teaching positions at the University of Nova Gorica*, adopted and amended in 2010 by the Governing Board of UNG.

The control of the quality of pedagogical work at UNG is conducted in the form of regular supervisions of the performance of pedagogical activities in undergraduate and graduate study programmes, whereby the supervisors are the Rector and two Vice Rectors of UNG. On 31 March and 15 April 2011, the Rector, Prof. Danilo Zavrtanik, PhD, and Vice Rectors, Prof. Gvido Bratina, PhD, and Prof. Mladen Franko, PhD, conducted a quality control review of pedagogical activities in the undergraduate study programmes at the following schools: School of Applied Sciences, School of Humanities (FH), School of Environmental Sciences (FZO), School of Engineering and Management (VPTŠ), and School for Viticulture and Enology (VŠVV). The main objective of the control was to determine the compliance of the performance of pedagogical activities with the adopted timetables. The control was conducted in all study programmes on two different days.

Some irregularities were detected during the control. Some of the timetables were not kept up to date (the timetable was not changed according to the semester (FZO); it was not evident from the timetable whether students were having lectures or practical classes (FH). Distribution of hours was inappropriate in some cases (especially in the afternoons (VŠVV); high daily quotas for individual courses (FH); free Fridays for some students (FH, FZO)). In some cases, the performance of the activities was inadequate (the activities were not performed by the anticipated lecturers (VPTŠ); the hour and the duration of the lecture were not consistent with the timetable, the school office was not informed of any changes (FH)).

Deans of schools were informed of the findings on the college of 21 April 2011 and were tasked with rectifying the irregularities as soon as possible. They were also asked to take into consideration all the comments for the following academic year when preparing timetables and plans for the implementation of pedagogical activities.

The enrolment in the first year of study is limited in all study programmes. Thus, the optimum number of students in view of the number of professors is guaranteed together with the execution of practical classes in small groups. It is in this manner that the quality of the implementation of the programme is preserved. Lectures and practical classes for part-time students are executed to the same extent as for full-time students. The objective of part-time studies is to enable the completion of studies and the acquisition of qualification to those students who had been enrolled as full-time students, but were unsuccessful and would now like to acquire additional knowledge and formal education within the framework of lifelong learning (employed students).

In professional higher education study programmes, special attention is devoted to the monitoring of the quality of the practical training of students in companies, and to improving the relation between the mentor at the higher education institution, the student and the mentor in company during the training. Practical training of students is conducted on the basis of contracts on practical training, concluded with partner companies.

The UNG Senate has adopted uniform study rules for all first- and second-level study programmes within UNG, as well as the above mentioned uniform rules for the application for doctoral dissertation and its defense at 3rd level programmes, increasing the transparency of procedures. The rules also include some measures for the assurance of quality and effectiveness of study programmes, such as the payment of exam fees on the basis of a progressive price scale for students who have not been able to pass the exam three times in a row. This measure should act as an incentive for students to better prepare for exams. Students can apply for exams through the UNG electronic system that provides students with individual access to their study results. To stimulate students to achieve better performance in their studies, UNG awards the best graduates from the 1st and 2nd level programmes with the *Alumnus Primus* commendation. This commendation is awarded to students who regularly passed their exams and graduated among the first from their generation. The *Alumnus Optimus* award is presented to graduates who have the best average grade among all the students, graduating in a certain academic year.

The facilitation of regular study habits throughout the academic year should be emphasized as it is one of the measures that should improve the transition rate of students, reduce the dropout rate, and contribute to a higher quality of student knowledge.

In certain courses, knowledge is assessed by means of midterm exams, where students are able to assess their knowledge of the discussed topics during the year. Midterm exams with positive grades replace the final written part of the exam for that course. In some courses, students can complete some of their study requirements by means of seminar papers, submitted and presented during the course. The lecturer and assistant hold regular weekly contact hours, during which students are invited to come and discuss the potential difficulties they are having with the understanding of the discussed topics.

The amount of student work is examined in all study programmes of the 1st, 2nd and 3rd level. This is done by means of a Student Work Evaluation Form. The results of these surveys show where corrections of the implementation of study programmes are required, in terms of the scope and distribution of student work during the academic year.

Special attention is devoted to the monitoring of the employment of graduates and the compilation of information from graduates on the applicability of obtained knowledge in the labour market. Analyses show that 84 % of graduates find employment during the first six months after graduation (analysis of 8 November 2011). The objective of all UNG study programmes is to achieve and retain high employment rate (above 80%). Therefore, since the academic year of 2010/2011, the Career Centre has been providing support to graduates in finding their first employment. The specificity of individual profiles in the search for employment is evident from the Diploma Supplement, issued by UNG in Slovenian and English.

In 2004, the Alumni Club was established to connect all graduates with bachelor's, master's and doctoral degrees from all UNG study programmes. Members of the club are an important source of information on the employment of graduates and on the applicability of knowledge obtained during their studies at UNG. Some of this information is also obtained through surveys in companies where students carry out their practical training.

2.3 Data on the employment of graduates

Data on employment of graduates. Number of graduates that employment during the first six months after graduation and during one year (12 months) after graduation (analysis of August 2012)

Zaposljivost diplomantov, magistrantov in doktorantov UNG Avgust 2012

Fakulteta ali šola	Program	6 mesecev (%)	Št. zajetih dipl. (6 mesecev)	12 mesecev (%)	št. zajetih dipl. (12 mesecev)	Število izvzetih diplomantov, ki študirajo dalje
PTF	Ekonomika	88.17%	279	93.68%	269	13 -6 mes, 10-12 mes
PTF	GI1	60.00%	10	100.00%	1	11-6mes, 8-12 mes
PTF	GI2	100.00%	21	100.00%	20	0
FZO	OkoljeUN	50.60%	81	71.42%	70	8-6 mes, 5-12 mes
FZO	Okolje 1. st.	50.00%	2	0.00%	0	4-6 mes, 4-12 mes
FH	Slovenistika UN	47.05%	17	66.60%	12	5-6 mes, 4-12 mes
FH	Slovenistika 1. st.	42.80%	7	33.30%	3	9-6mes, 5-12 mes
FH	Kult. Zgod. 1. st.	20.00%	5	0.00%	0	2-6 mes, 1-12 mes
FH	Slovenistika. 2. st.	66.60%	3	66.60%	3	0
FH	Migracije in medk.	100.00%	1	100.00%	1	0
FAN	Fizika 1. st.	100.00%	1	100.00%	1	2-6 mes, 1-12 mes
FAN	Fizika 2. st.	0.00%	0	0.00%	0	1-6 mes
VSVV	Vinog. In vinar.	85.70%	7	100.00%	4	0
VSU	Digitalne um .	50.00%	6	60.00%	5	0
MAGISTRANTI STARI	VSI	100.00%	46	100.00%	41	0
DOKTORANTI	VSI	96.10%	77	98.40%	66	0

Povprečje fakultet	6 mesecev	12 mesecev
PTF	82.72%	97.89%
FZO	50.30%	71.42%
FH	55.29%	66.62%
FAN	100.00%	100.00%
VSVV	87.50%	100.00%
VSU	50.00%	60.00%
MAGISTRANTI STARI	100.00%	100.00%
DOKTORANTI	96.10%	98.40%
SKUPAJ VSI	77.74%	86.79%

Data on the employment of graduates within the field of profession of their study.

**Zaposljivost diplomantov, magistrantov in doktorantov UNG v stroki
Avgust 2012**

Fakulteta ali šola	Program	Zaposleni v stroki 6 mes.	Zaposleni v stroki 12 mes.
PTF	Ekonomika	90.60%	92.00%
PTF	GI1	100.0%	100.0%
PTF	GI2	100.0%	100.0%
FZO	OkoljeUN	87.80%	68.00%
FZO	Okolje 1. st.	100.00%	-
FH	Slovenistika UN	62.50%	75.00%
FH	Slovenistika 1. st.	66.66%	100.00%
FH	Kult. Zgod. 1. st.	0.00%	-
FH	Slovenistika. 2. st.	50.00%	50.00%
FH	Migracije in medk.	100.00%	100.00%
FAN	Fizika 1. st.	0.00%	0.00%
FAN	Fizika 2. st.	-	-
VSVV	Vinog. In vinar.	100.00%	100.00%
VSU	Digitalne um .	100.00%	100.00%
MAGISTRANTI STARI	VSI	100.00%	100.00%
DOKTORANTI	VSI	100.00%	100.00%
SKUPAJ VSI		77.2%	83.5%

2.4 Formal procedures for dissertation at Graduate school

Formal procedures for the submission, examination and defence of the dissertation
(Graduate school, University of Nova Gorica)

1) The approval of the dissertation topic and the nomination of the commission for the evaluation of the dissertation

- a) The proposal of the dissertation topic with the motivation, assumptions and proposed solution must be delivered to the secretariat of the graduate school. The proposal of the topic must be approved and undersigned by the candidate's supervisor. The deadline is defined by the regulations of each study programme.

(If more than 5 years have passed since the date of the candidate's enrolment in the doctoral program, or more than 3 years since the enrolment in the master's study programme, the candidate must submit the request for the study extension approval. The request is considered by the Scientific Board and by the director of the study programme, which will examine if the contents (subject matter) of the examinations passed and the corresponding ECTS are still valid. In case that the contents do not correspond to the present (current) study programme, additional study engagement and the corresponding ECTS will be assigned to the candidate).

- b) The director of the study programme, with the approval of the Scientific Council of the programme, proposes the commission for the evaluation of the dissertation together with the nomination of the supervisor or supervisors. In case that the candidate has more than one supervisor, they are considered at the same rank.
- c) The commission for the evaluation of the dissertation consists of three members: at least one of them must come from a foreign university (the member can be of Slovenian nationality if he/she lives and works in a foreign country). All members must be habilitated university teachers with an appropriate academic title.
- d) The supervisor of the thesis cannot be a member of the commission for the evaluation of the dissertation. In the capacity of the supervisors, they may attend the dissertation defence but they are not eligible to vote.
- e) The director of the study programme submits to the Senate of UNG:
- i. the dissertation title proposal,
 - ii. the proposal on the composition of the members of the evaluation commission for the dissertation and the supervisors. The proposal is undersigned by the director of the study programme and by the dean of the graduate school. The proposal encloses the students' topic, motivation, assumptions and the proposed solution.
- f) The Senate of UNG approves the dissertation topic, the evaluation commission and the supervisors.

2) The dissertation formulation:

- a) As a rule the language of the dissertation is English.
- b) In cases, when the candidate has already published the results of his dissertation in an international scientific review that is ranking in upper half of the reviews on the field of the dissertation, then the dissertation can be written in Slovene language, with previous approval of the Senate of UNG.
- c) The form and the elements of the thesis front page are prescribed. The front-page sample is provided by the Graduate school secretariat, and can also be obtained at the UNG library.
- d) The dissertation cover is prescribed. Each candidate receives ten covers free of charge, any additional cover is charged. The bookbinding cover may be individually selected on condition that the cover font corresponds to the requirements of UNG.
- e) The dissertation must enclose an abstract of the thesis and keywords. If the dissertation is written in English, the abstract with the title translated in Slovenian must be enclosed.
- f) The dissertation is printed front/back; format A4 with following edge margins (inner margin 3.5 cm, upper and external margins 3 cm, bottom margin 2 cm).
- g) Formal recommendation: font- size 12 pt., Times New Roman or similar; line spacing- one and half; text-align- justify; page number- centred; front page is not numbered.

3) The dissertation submission:

- a) The students are required to provide the final version of the dissertation in three spiral or ring binding copies and in the electronic PDF version.
- b) The secretariat provides the evaluation commission with the dissertation received from the candidate. Each member of the commission submits the written evaluation of the dissertation.
- c) The commission's evaluations are revised by the programme director and by the Scientific Board. If the commission points out any errors or suggests further corrections or improvements, the director of the study programme submits a written report to the student and to the respective supervisors, about the necessary dissertation improvements. Further on the final binding of the dissertation may be done.
- d) The student supplies ten copies of the dissertation and an electronic PDF version to the graduate school secretariat. The secretariat submits the copies to the evaluation commission.
- e) The members of the evaluation commission, who have suggested further improvements of the thesis work, submit a written report indicating the observations for correction and the appropriateness of the dissertation for defence.

- f) After having ascertained the positive evaluation of all commission members, the director of the programme and the Scientific Board submit to the Senate of UNG the application for the approval of the dissertation defence. The dean of the graduate school signs the application. The dissertation evaluation committee reports are attached to the application form.
- g) The commission's evaluations may be negative. The evaluation is negative also in cases when the member of the evaluation commission, who have suggested further improvements of the thesis work, indicates in his written report that his observations for correction and the appropriateness of the dissertation were not properly taken into account. The dissertation is assessed as negative and the procedure is closed if two of three evaluations are negative. In the case of a single negative evaluation, the director of the study programme proposes and the Senate of UNG nominates the forth independent member the evaluation commission. If the evaluation of the fourth member is positive, then the procedure continues as in case of the three positive evaluations. In case the evaluation of the fourth member is negative the dissertation is assessed as negative and the procedure is closed.

4) The thesis defence:

- a) The Senate of UNG examines the applications for the dissertation defence and approves the pertinent statement.
- b) After a positive statement of the Senate of UNG, the dissertation defence is announced and accomplished.
- c) The candidate's dissertation defence is public and attended by the examination committee. The director of the programme chairs the defence. The candidate presents his work in 45 minutes. The questions of the commission, the supervisor and the public follow. Afterwards the commission gathers in a private session in order to evaluate the dissertation defence. The dissertation defence is concluded after the inscription in the PhD book of the University of Nova Gorica.
- d) After the successful dissertation defence, the student concludes the doctoral study and thus passes the ultimate condition for the achievement of the PhD title.

Same procedures are valid for the submission, examination and defence of the master's thesis.

Formal procedures for the submission, examination and defence of the dissertation were confirmed by the Senate of the University of Nova Gorica on May 16. 2007. The supplement (2a) was confirmed by the Senate of the University of Nova Gorica on May 21. 2008.

The changes and supplements (2a, 2b, 3e, 3f in 3g) were confirmed by the Senate of the University of Nova Gorica on September 15. 2010. These changes and supplements are valid for all proposals of the dissertation topic submitted to the Senate of UNG after September 15 2010.

2.5 Recognition of ECTS points

All study requirements within all study programmes are evaluated with credits under the European Credit Transfer and Accumulation System - ECTS, as stipulated by the *Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes* and EU regulations ((**ECTS users guide**, Brussels, 6. February 2009, http://ec.europa.eu/education/lifelong-learning-policy/doc48_en.htm). The ECTS credit system is a transfer and accumulation system. This means that, on one hand, it is used as the basis for the recognition of study requirements undertaken in Slovenia or abroad by a mobile student (e.g. student exchange within the Lifelong Learning Programme - Erasmus), while, on the other hand, it enables students to choose the study contents within a programme more freely. The specificity of individual profiles in search for employment is evident from the Diploma Supplement.

The student may choose the optional studying contents at other programmes in the maximal amount prescribed by the program. The list of exams to be taken outside the programme is to be approved in writing by the student's committee, composed of professors nominated at the school. In the case of the Erasmus programme student exchange, a trilateral agreement signed by the two universities and the student participating in the exchange programme stipulates the topics or subjects the student covers at the visiting university as well as the ECTS points related to the subjects chosen. The knowledge obtained at the visiting university are recognised as successfully completed study requirements of the programme the student has enrolled at the University of Nova Gorica.

Recognition of students' knowledge obtained at other accredited study programmes and at other higher education institutions that follow the policy of the ECTS system, is regulated in accordance with Regulations for transferring from one study programme to another and Regulations for recognising study programmes according to the ECTS system as endorsed by The Slovenian Quality Assurance Agency for Higher Education (Slovene abbreviation of the agency: NAKVIS). The recognition procedures rely, as appropriate, on the EU advice on the ECTS system (ECTS users guide, Brussels, 6 February 2009, at http://ec.europa.eu/education/lifelong-learning-policy/doc48_en.htm).

The recognition procedure is as follows:

- ✱ The student submits his application concerning recognition of his knowledge and competences obtained at other programmes to the students committee of the respective programme or school.
- ✱ The student's committee of the respective programme, or a professional committee of the programme's university teachers appointed by student's committee, ascertains whether the obtained knowledge and competences, in their appropriateness and relevance, meet wholly or partially the general or subject specific competences as defined in the respective study programme.

- ✱ Based on these considerations, the student's committee proposes to the Senate to recognise the student's obtained knowledge, evaluated according to the ECTS system, as a completed study requirement within the University's own respective programme. At the same time, the student's committee defines which studying contents the student still needs to cover according to the programme, that is, which studying contents from the programme need not be taken by the student, as the contents are appropriately covered by the knowledge obtained elsewhere.

Decision concerning the recognition of obtained competences and ECTS points, as proposed by the student's committee lies with the Senate.

A similar procedure is applied when it comes to recognising the student's knowledge, competences, training or capabilities obtained before enrolling one of the University of Nova Gorica programmes, the knowledge being obtained through non-formal education or at summer schools and other programmes that do not follow the policy of the ECTS system. In these cases, the student's committee of the respective programme, or a professional committee of the programme's university teachers set up specifically for this purpose and appointed by the student's committee, shall, on the basis of the submitted evidence, ascertain whether the obtained knowledge and competences, in their content and appropriateness, meet the general or subject specific competences as defined in the respective study programme. The Council shall assess the obtained knowledge and competences according to the ECTS system and shall accordingly propose to the University of Nova Gorica Senate to recognise the student's obtained knowledge as a completed study requirements within the respective programme. Decision concerning the recognition of obtained competences and ECTS points, as proposed by the student's committee, lies with the Senate.

Recognition of ECTS points on doctoral programs

The procedure concerning examinations and recognition of ECTS points for studying contents done outside the enrolled University of Nova Gorica doctoral study programme of the third degree level, within other programmes of the University of Nova Gorica Graduate School, or at doctoral programmes outside the University of Nova Gorica

A student enrolled at one of the University of Nova Gorica Graduate School doctoral study programmes of the third degree level may, during his studies, do some of his optional, organised forms of study obligations outside the study programme enrolled.

The student may choose optional subjects at other study programmes within the Graduate School up to 30 ECTS points.

Within the chosen 30 ECTS points, the student may choose subjects within the accredited doctoral study programmes at other universities in Slovenia or abroad, and this within the limit of 24 ECTS points, which is 40% of the 60 ECTS points allocated for the organised

forms of studying. Out of these 24 ECTS points, the student may, within the optional studying contents, obtain parts of his knowledge at summer schools or at other programmes that do not have studying units described according to the ECTS system; this may be done up to 10 ECTS points, which is a limit set for the student's free optional choices as legally defined for the organised forms of studying.

Examinations procedure at other study programmes within the Graduate School

The student may choose the optional studying contents at other doctoral programmes within the Graduate School in agreement with his mentor and study programme director; if the mentor has not been selected, the student should then agree on the issue with the respective study programme director. The list of exams to be taken outside the programme is to be approved in writing by the student's mentor and the study programme director, or solely by the study programme director in case a mentor has not been selected. The written agreement concerning the choice of optional subjects, signed by the study programme director (and the mentor, if already selected), shall be kept in the student's personal file in the University's Student Office.

Taking examinations outside the University of Nova Gorica

The following elements should be considered when selecting subjects outside the University of Nova Gorica:

- the contents of the chosen subjects should be thematically relevant for the student's doctoral orientation;
- the contents of the chosen subjects cannot be obtained within the doctoral programmes run by the University of Nova Gorica Graduate School;
- the student's mentor should confirm in writing that he or she agrees on the choice of subjects;
- to take examinations outside the University of Nova Gorica, the student should apply to the University of Nova Gorica doctoral programmes scientific council to approve in writing the student's choice of subjects;
- in case there is a fee to be paid for taking of examinations outside the University of Nova Gorica, the payment of examinations may be covered by the University of Nova Gorica, and this up to the amount of the reciprocal part of the tuition fee of the University of Nova Gorica, considering the number of the ECTS points involved. The payment of external examinations by the University of Nova Gorica should be in advance approved by the Doctoral programme scientific council to which the student has enrolled. In case the student fails his examination, the examination fee shall be covered by the student himself.

(Taking examinations by our students at another Slovene university is normally regulated by bilateral university agreements on students exchange; these agreements normally do not incur examination fees.)

In the case of the Erasmus programme student exchange, a trilateral agreement signed by the two universities and the student participating in the exchange programme shall stipulate the topics or subjects the student will cover at the visiting university as well as the ECTS points related to the subjects chosen. The knowledge obtained at the visiting university will be recognised as successfully completed study requirements of the programme the student has enrolled at the University of Nova Gorica.

Other forms of professional training outside the University of Nova Gorica and ECTS recognition of the training

Other forms of professional training outside the University of Nova Gorica, at summer schools or at other programmes which do not have studying units according to the ECTS system, are carried out according to the following procedure:

- After completing a professional training outside the University, the student is required to submit an application to the Scientific council of the respective programme to recognise the student's obtained knowledge and competences as well as to ascribe appropriate ECTS points to the obtained studying contents. The application should contain written evidence on the contents of the student's education and a confirmation that the education has been successfully completed. In case the training did not include knowledge testing, the student is required to submit his own written report on the undertaken training (eg. a seminar paper, an article), based on which the Scientific council of the respective programme may assess whether the student has obtained the required knowledge and competences.
- The Scientific council of the respective programme, or a professional committee of the programme's university teachers set up specifically for this purpose and appointed by the programme director, shall, on the basis of the submitted evidence, ascertain whether the obtained knowledge and competences, in their content and appropriateness, meet the general or subject specific competences as defined in the respective study programme; shall recognise the obtained knowledge and competences according to the ECTS system, and shall accordingly propose to the University of Nova Gorica Senate to recognise the student's obtained knowledge as a completed study requirements within the respective programme.

Decision concerning the recognition of the obtained competences and ECTS points, as proposed by the Scientific council and study programme director and as agreed with the Dean of the Graduate School, lies with the University of Nova Gorica Senate.

Recognition of ECTS points for studying contents the student has obtained before entering a doctoral study programme at the University of Nova Gorica Graduate School

Recognition of students' knowledge obtained at other accredited doctoral study programmes and at other higher education institutions that follow the policy of the ECTS system, is regulated in accordance with Regulations for transferring from one study programme to another and Regulations for recognising study programmes according to the ECTS system as endorsed by The Slovenian Quality Assurance Agency for Higher Education (Slovene abbreviation of the agency: NAKVIS). The recognition procedures rely, as appropriate, on the EU advice on the ECTS system (ECTS users guide, Brussels, 6 February 2009, at http://ec.europa.eu/education/lifelong-learning-policy/doc48_en.htm), and as defined in the document the *Methodology of teaching and research quality assurance at the University of Nova Gorica*.

The recognition procedure is as follows:

- The student submits his application concerning recognition of his knowledge and competences obtained at other programmes to the Scientific council of the respective programme and to the programme director.
- The Scientific council of the respective programme, or a professional committee of the programme's university teachers appointed by the programme director, shall ascertain whether the obtained knowledge and competences, in their appropriateness and relevance, meet wholly or partially the general or subject specific competences as defined in the respective study programme. Additionally, a regulation approved by the University of Nova Gorica Senate is considered, namely, that the student may proceed to his doctoral dissertation defence only if he has obtained grade 8 or more in each subject taken within the respective study programme, the subjects being graded according to the existing grading system. This means that only those subjects in which the student has achieved at least 70% of the highest grade will be recognised; the 70% being at least grade 8 according to the existing Slovenian grading system from 1 to 10.
- Based on these considerations, the Scientific Council shall propose to the University of Nova Gorica Senate to recognise the student's obtained knowledge, evaluated according to the ECTS system, as a completed study requirement within the University's own respective programme. At the same time, the Council shall define which studying contents the student still needs to cover according to the programme, that is, which studying contents from the programme need not be taken by the student, as the contents are appropriately covered by the knowledge obtained elsewhere.

Decision concerning the recognition of obtained competences and ECTS points, as proposed by the Scientific council and study programme director and as agreed with the Dean of the Graduate School, lies with the University of Nova Gorica Senate.

A similar procedure is applied when it comes to recognising the student's knowledge, competences, training or capabilities obtained before enrolling one of the University of Nova Gorica Graduate School programmes, the knowledge being obtained through non-formal education or at summer schools and other programmes that do not follow the policy of the ECTS system. In these cases, the Scientific council of the respective programme, or a professional committee of the programme's university teachers set up specifically for this purpose and appointed by the programme director, shall, on the basis of the submitted evidence, ascertain whether the obtained knowledge and competences, in their content and appropriateness, meet the general or subject specific competences as defined in the respective study programme. The Council shall assess the obtained knowledge and competences according to the ECTS system and shall accordingly propose to the University of Nova Gorica Senate to recognise the student's obtained knowledge as a completed study requirements within the respective programme. Decision concerning the recognition of obtained competences and ECTS points, as proposed by the Scientific council and study programme director and as agreed with the Dean of the Graduate School, lies with the University of Nova Gorica Senate.

The procedures concerning examinations and recognition of ECTS points for studying modules done outside the enrolled University of Nova Gorica doctoral study programme of the third degree level, within other programmes of the University of Nova Gorica Graduate School, or at doctoral programmes outside the University of Nova Gorica were approved by the University of Nova Gorica Senate at its 47th regular meeting on 7 November 2012.

2.6 Involvement of students in the process of monitoring and quality assurance

Students are involved in the process of monitoring and quality assurance on several levels. Cooperation between UNG and students takes place through the UNG Student Council. Students have their representative in the Governing Board and Senate of the University of Nova Gorica, as well as in Senates of individual UNG schools.

All UNG students are directly involved in the monitoring and assurance of quality of pedagogical process through student surveys.

Student surveys

The quality assurance process also involves the students. In all study programmes conducted within the University of Nova Gorica, regular evaluation of pedagogical work is performed through student surveys. We learn about the opinion of students regarding the quality of the studied contents and the implementation of the programme through five thematic surveys:

- Course Evaluation Questionnaire for Students

- Study Programme Evaluation Questionnaire for Students
- Practical Training Evaluation Questionnaire for Students
- Questionnaire on Provision of Information to Candidates Prior to Enrolment
- Student Work Evaluation Form

Surveys are anonymous.

Through *Course Evaluation Questionnaire for Students*, student opinion on the quality of pedagogical work in individual courses is obtained. There are two versions of student surveys for this purpose: one of them is intended for the evaluation of quality of pedagogical work of lecturers, who hold regular lectures, while the other survey is conducted in cases when the course is conducted in the form of consultations (when less than five students enrol in the course). When all the lectures have been held, prior to examination period, students evaluate the pedagogical work of each individual lecturer and assistant. Survey results are not public, and are available to school management only. Each lecturer has access to the results of survey related to his or her work. This information provides lecturers with feedback on their work. They can learn about the weaknesses and strengths of their pedagogical work, as seen by students, and are thus stimulated to improve their work. At the end of an academic year, the Dean of the school and the Rector hold individual interviews with lecturers, whereby the survey results serve as the starting point for improvements in the pedagogical process. *Student opinion on the pedagogical work of lecturers*, provided and used in the process of appointment for teaching positions, are obtained on the basis of results of these surveys.

Study Programme Evaluation Questionnaire for Students includes questions regarding the study programme, as well as questions related to the library, computer rooms, student office, student council and student extracurricular activities. The survey is conducted each year at the admission of students to the next year of study. On the basis of survey results, schools try to eliminate possible weaknesses and retain the positive qualities of the study programme.

Practical Training Evaluation Questionnaire for Students is conducted among the students in professional higher education study programmes after they have completed the practical training. There are two versions of student surveys for this purpose: one of them is intended for the evaluation of practical training in companies, and conducted at the School of Engineering and Management, while the other is intended for the evaluation of practical training within the programmes at School for Viticulture and Enology, where practical training takes place in different partner wine cellars and wine-growing farms. Through these two surveys, schools are able to collect information on the quality of practical training. Additional information on the implementation of practical training is obtained from mentors in companies or partner institutions. Thus, schools can form an opinion on this part of pedagogical programme that takes place outside the schools.

Information on study programmes is provided to candidates or prospective students in following ways: with promotional brochures, websites, information days, with presentations at secondary schools and with direct provision of information to candidates and their parents. The suitability and effectiveness of candidate informing is reviewed

each year by means of the *Questionnaire on Provision of Information to Candidates Prior to Enrolment*, which is filled out by all the students of the first year upon enrolment.

In compliance with the *Criteria for the Allocation of Credits to Study Programmes under ECTS*, adopted by the Council of NAKVIS at the 11th session on 18 November 2010, and published in the Official Gazette of the Republic of Slovenia, No 95/2010, on 29 November 2010, the work load of students enrolled in a new study programme should be monitored every year until the first enrolled generation graduates. Afterwards, this should be monitored every two years. Student work load is monitored through a student survey conducted after they pass their exams, namely through the *Student Work Evaluation Form*. In 2011, this survey was experimentally conducted in an electronic form to increase the efficiency of data collection and to automate the analysis.

2.7 The Procedure Manual of the University of Nova Gorica Quality Committee

On its meeting of 19 May 2008, The University of Nova Gorica Quality Committee agreed on the following

PROCEDURE MANUAL OF THE UNIVERSITY OF NOVA GORICA QUALITY COMMITTEE

GENERAL PROVISIONS

Article 1

This procedure manual defines the work of the University of Nova Gorica Quality Committee (herewith: „the committee“), which is a permanent professional committee of the University of Nova Gorica Senate appointed for a period of four years.

Article 2

The committee is represented by its president.

THE COMMITTEE'S RESPONSIBILITIES

Article 3

The Quality Committee is in charge of the following:

- ✖ performing all activities connected with quality assurance issues at the University;
- ✖ preparation of annual reports on quality assurance issues at the University;
- ✖ co-ordination and proposal of procedures and measures for ensuring quality at the University, and coordinating these with legal criteria and directions as created by the Slovenian Quality Assurance Agency for Higher Education.

The committee shall perform its tasks in accordance with the University of Nova Gorica internal rules and accepted policy.

The committee shall annually report on its work to the University Senate.

COMMITTEE MEETINGS

Article 4

The Committee shall act and reach decisions at its regular, irregular and correspondence meetings.

The meetings are called by the president of the committee as a need arises or upon a proposal by a member of the committee.

Meeting invitations are sent to the committee members and others who are expected to attend the meeting at least three days before the meeting. The invitation should include an agenda proposal.

Article 5

The president of the committee may invite to the meetings the persons who have proposed materials, views and suggestions included in the agenda. If necessary, the president may invite other experts who may contribute to a successful resolution of certain issues.

Persons who take part in the committee meetings and who are not members of the committee have the right to take part in the discussion yet do not have the right to vote.

Article 6

The meeting agenda is proposed by the president of the committee.

The contents assigned to particular points of the agenda are prepared by the persons who have proposed the points for discussion.

Article 7

The president of the committee commences and ends the meeting, leads the discussion, gives the right to speak to committee members and others who would like to take part in the discussion as well as creates and issues agreements reached at the meeting.

The committee meeting has a quorum if more than half of all members are present.

The committee passes its agreements with the majority of all votes of the members present at the meeting. Voting at the meeting is public.

Article 8

A record about the work of the meeting is written and signed by the president of the committee and the recorder.

The record contains the meeting's number, place and time of the meeting, those who are present or absent, the agenda, and agreements reached at the meeting.

A draft of the record is sent to the committee members within 14 days at the latest.

Article 9

The president of the committee shall ensure that the decisions of the committee are put into action.

The president of the committee may ask a committee member, another person or a university office, to ensure the realisation of a particular decision.

ORGANISATIONAL, ADMINISTRATIVE AND OTHER SERVICES

Article 10

Administration offices of respective schools, library, student office and other professional offices of the University of Nova Gorica, within their jurisdiction, may take part in organisational, administrative and technical services needed for the work of the committee.

FINAL PROVISIONS

Article 11

Issues related to the work and decision-making of the committee that are not defined in this manual shall be dealt with, as appropriate, by the members of the committee with a special agreement.

Amendments and completion of this manual are accepted by the committee in the same procedure as the manual itself.

Article 12

This manual becomes valid a day after it is accepted by the committee. The same goes for the manual's amendments and completion.

Nova Gorica, 14 May 2008.

2.8 Monitoring and assurance of quality of research work

Research work at UNG is conducted in research laboratories, centres or UNG institutes. Research and pedagogical work at UNG are closely linked. Our teaching staff is involved in the research work, executed in laboratories, centres and institutes, or outside UNG, while our researchers are involved in the pedagogical work at individual UNG schools. Postgraduate students are also included in research work. Material conditions and the quality of research work performed at UNG are monitored by the management and the Governing Board of UNG. External control of the quality of our scholarly research work is conducted by the Council for Higher Education of the Republic of Slovenia, by founders of the University of Nova Gorica and through international cooperation. General public is informed of the UNG research and pedagogical activities through the UNG website, promotional brochures and through doors open days.

Self-evaluation of UNG research activities is presented in detail in the Annual Report of the University of Nova Gorica, published annually in a printed and electronic form.

2.9 Reformation of study programmes in accordance with the guidelines of the Bologna Declaration

In 2004, UNG started with the reformation of all undergraduate and graduate study programmes in accordance with the guidelines of the Bologna Declaration. At the same time, we also started with the design of new Bologna study programmes. The implementation of reformation was set out comprehensively, including a coordinated preparation of programmes in all three Bologna levels of studies. Thus, six first-level study programmes were designed, two of them being professional higher education study programmes, two second-level programmes and six third-level doctoral study programmes. The reformation of all study programmes was completed in 2007. The first Bologna study programmes began to be implemented in 2005/2006.

The acquired education after each of the three levels of studies should enable employability of graduates (in Slovenia and EU) and better transition rate between individual levels in both university and professional higher education study programmes. UNG strives for its reformed and new study programmes to be in accord with the requirements of the business environment and new social challenges, together with strengthening the position of Slovenians on the westmost national border. Graduates should acquire the competence and skills that will enable them to upgrade their knowledge in practice and in the process of lifelong learning. Programmes were established in accordance with the requirements of the industry and new social challenges. The pedagogical approach is also adapted accordingly. One of the main characteristics of the UNG study programmes is learning from practical problems. Students are therefore included in practical and research work within UNG, at partner research institutions or in industry.

Study programmes should also enable sufficient percentage of elective components within a programme so that students are able to create their own professional profile. They should also facilitate student mobility. For this purpose, the study requirements within all study programmes will be evaluated with credits under the European Credit Transfer and Accumulation System - ECTS, as stipulated by the *Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes*. The ECTS credit system is a transfer and accumulation system. This means that, on one hand, it is used as the basis for the recognition of study requirements undertaken in Slovenia or abroad by a mobile student (e.g. student exchange within the Lifelong Learning Programme - Erasmus), while, on the other hand, it enables students to choose the study contents within a programme more freely. The specificity of individual profiles in search for employment is evident from the Diploma Supplement.

Evaluation of Bologna study programmes is conducted by uniform UNG methodology. In addition to standard indicators of quality of Bologna programmes, student workload in individual study units is also estimated. Special attention is devoted to effective organization of the writing of diploma thesis in the last semester, so that students can complete their studies in the allocated time (in three years in the first-level programme, in two years in the second-level programme). The organization of the third-level study programme was also optimized. However, it was established that it would be better to

extend the duration of doctoral studies from three to four years, enabling a more thorough and quality research work of doctoral students.

Based on experience to date, the programmes are well-designed, which is evident from the results of the first generations of graduates that have completed their studies in these programmes.

UNG strives to obtain and retain high employability of its graduates. Therefore, UNG graduates are provided with support in finding their first employment. Analyses show that the employment rate among the graduates is very high in the first six months after graduation (over 80%). The objective of UNG is to also achieve such an employment rate among the graduates of new study programmes on the 1st, 2nd or 3rd level of studies.

UNG strives for the creation of new knowledge through a harmonious cooperation of students and researchers, and for the transfer of knowledge to younger generations and into a business environment. Study programmes are focused on cooperation with industry and business environment. This is also something all employees of UNG strive for. The main characteristic of undergraduate and graduate study programmes at UNG is learning from practical problems. Therefore, students in new study programmes are even more included in practical and research work within our institution or at partner research institutions, at higher education institutions or in industry. It is in this manner that conditions for the transfer of knowledge from academic institutions to business environment are created, while the employment opportunities for our graduates are improving.

The existing graduate (master and doctoral) study programmes have been transformed into second- and third-level study programmes. During the design of third-level study programmes, great emphasis was placed on the modularity and interchangeability among individual doctoral programmes within UNG and among other programmes in Slovenia and abroad. This enables doctoral students a high proportion of elective courses by means of which they are able to design their individual doctoral study programmes. All UNG doctoral programmes are closely linked to UNG research laboratories and to other research institutions in Slovenia and abroad. Graduate students are thus able to conduct their own research work, required by their studies. In order to make the doctoral study programmes as efficient as possible, a connected and uniform Graduate School (FPŠ) was established. Uniform study rules for all third-level study programmes within FPŠ were adopted. Such an internal organization of FPŠ enables maximum electiveness and interdisciplinarity in designing individual doctoral study programmes, since each student is able to choose from a wide range of courses offered by complementary study programmes, and decide for those that are most closely related to their research subject. Individual study programmes are closely linked to UNG research laboratories, centres or institutes, and to other research institutions in Slovenia and abroad. Graduate students are thus able to conduct their research work, required by their studies, and to participate in international research projects. Thus, the transfer of knowledge to younger generations is enabled, while new knowledge is created through a harmonious cooperation of students, professors and researchers in laboratories. The Graduate School is thus a creative environment where students, researchers and experts from different departments and external institutions come together with the purpose of creating new knowledge and transferring it into a business environment.

In view of a relatively short period allocated for the completion of doctoral studies (3 years or 180 ECTS), the doctoral study programmes are organized very efficiently in order to immediately direct students to research work. A student is allocated a mentor at the beginning of studies, at the very enrolment. The mentor helps the student decide on the research topic and on the elective courses, closely related to the topic. Organized forms of study in all doctoral study programmes represent 60 credits. In the first year, the student has to write a seminar paper in cooperation with the mentor. The paper is related to the student's research topic and includes an overview of bibliography, and presentation of global research of the topic. Other study requirements are to be met by the student through elective courses. In agreement with the mentor, the student may freely choose from elective courses within doctoral programmes at Graduate School that are most closely related to their research subject. The student may also fulfil these requirements within doctoral programmes of other universities in Slovenia or abroad, if the desired contents are not covered by any of the courses available at FPŠ.

The specificity of individual profiles in search for employment is evident from the Diploma Supplement, issued by UNG in Slovenian and English to each graduate with doctoral degree.

The existing system of monitoring and assurance of quality of study programmes was extended and upgraded with elements, specific to the new doctoral study programmes, where greater emphasis is placed on student's individual study and research work. Quality assurance and international competitiveness in the field of pedagogical and research activities will also be of primary consideration or the commitment of our institution in the future.

Cooperation with industry and business environment within the doctoral study programmes is also very important. Students in new study programmes are also included in practical and research work within our institution or at partner research institutions, at higher education institutions or in industry. It is in this manner that conditions for the transfer of knowledge from academic institutions to business environment are created, while the employment opportunities for our graduates are improving.

The reform of study programmes was partially funded by the European Union.

2.10 Assessment of current state and orientations (2010/2011)

Strengths

UNG monitors and assures the quality of pedagogical and research work on the basis of a uniform methodology in all pedagogical and research units, as well as in UNG as a whole. Work guidelines are encompassed in the methodology of monitoring and assurance of quality of pedagogical and research work at the University of Nova Gorica. Self-evaluation procedures are in accordance with the Criteria for monitoring, assessing

and assuring the quality of higher education institutions, study programmes and research, art and professional activities (OG RS, No. 124/40). The methodology takes into account the *Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes*, *Criteria for Transferring between Study Programmes*, *Criteria for the Allocation of Credits to Study Programmes under ECTS*, *Minimum Standards for the Appointment of Higher Education Teachers, Researchers and Faculty Assistants at Higher Education Institutions*, adopted by the Council of NAKVIS at the 11th session on 18 November 2010, and published in the Official Gazette of the Republic of Slovenia, No 95/2010, on 29 November 2010. Acts adopted by the Council at the 18th session on 17 February 2011 and published in the Official Gazette of the Republic of Slovenia, No 17/2011, on 11 March 2011, are also complied with.

A systematic central record of research projects and other indicators of research work is maintained at UNG. The record is enclosed to the annual report of UNG on research and pedagogical work. The central record of UNG research projects is maintained by the UNG International Office, which also keeps records of UNG international projects and cooperation.

Student representatives and Student Council are actively involved in the preparation of self-evaluation reports of schools and of UNG as a whole.

In 2011, UNG again entered the Thomson Reuters University Ranking System that facilitates the recognizability of our university throughout the world and provides some useful feedback on the operation of UNG. This information is used by UNG in the process of improving the quality of pedagogical and research work in the future.

Weaknesses

On 31 March and 15 April 2011, regular control was conducted of the implementation of pedagogical activities in undergraduate and graduate study programmes, the purpose of which was to evaluate the compliance of pedagogical activities with the adopted timetables. The control was performed by the Rector, Prof. Danilo Zavrtanik, PhD, and Vice Rectors, Prof. Gvido Bratina, PhD, and Prof. Mladen Franko, PhD, at the following schools: School of Applied Sciences, School of Humanities (FH), School of Environmental Sciences (FZO), School of Engineering and Management (VPTŠ), and School for Viticulture and Enology (VŠVV). Some irregularities were detected during the control.

Timetables: not kept up to date (the timetable was not changed according to the semester (FZO); it was not evident from the timetable whether students were having lectures or practical classes (FH);

Distribution of hours: mainly in the afternoons (VŠVV); high daily quotas for individual courses (FH); free Fridays for some students (FH, FZO));

Performance: The activities were not performed by the anticipated lecturers (VPTŠ); the hour and the duration of the lecture were not consistent with the timetable, the school office was not informed of any changes (FH);

Deans of schools were informed of the findings on the college of 21 April 2011 and were tasked with rectifying the irregularities as soon as possible. They were also asked to take

into consideration all the comments for the following academic year when preparing timetables and plans for the implementation of pedagogical activities.

Opportunities for improvement:

In 2011, the procedure for the improvement of the student survey methodology was initiated. Gradual transition to electronic surveys began. Students could fill in the questionnaires through the UNG websites. Such an approach was first introduced for Student Work Evaluation Forms for individual courses, since the method of filling in the printed questionnaires was rather time-consuming and inefficient. An electronic system for an automated analysis of surveys is also under development. In view of the experience gained, the process will be extended to other surveys as well.

Quality coordinators at individual UNG schools are responsible for informing the students of the importance of these surveys, of evaluation processes and results, published in self-evaluation reports.

This year, the UNG Quality Assurance Committee again invited the UNG Student Council to actively participate in the UNG quality assurance processes. The Student Council should also get actively involved in the work of the Quality Assurance Committee, namely through a student representative in the Committee. Student representatives should be more involved in the preparation of self-evaluation reports of schools and UNG as a whole, as well as in the quality assurance processes.

2.11 Assessment of current state and orientations for period 2006-2010

Opportunities for improvement:

UNG monitors and assures the quality of pedagogical and research work on the basis of a uniform methodology in all pedagogical and research units, as well as in UNG as a whole. In the following academic year, the criteria will be harmonized with the new criteria for the accreditation and external evaluation of higher education institutions and study programmes, as well as with other acts, adopted by the Council of the Slovenian Quality Assurance Agency for Higher Education on 18 November 2010.

The student survey methodology is under preparation. Gradual transition to electronic surveys that students could fill in through the UNG websites is anticipated. Such an approach is especially required for Student Work Evaluation Forms for individual courses, since the method of filling in the printed questionnaires was rather time-consuming and inefficient. Quality coordinators at individual UNG schools will be responsible for informing the students of the importance of these surveys, of evaluation processes and results, published in self-evaluation reports.

A systematic central record of research projects and other indicators of research work is maintained at UNG. Such records were previously kept at individual UNG laboratories, centres and institutes. The record is enclosed to the annual report of UNG on research and pedagogical work. The central record of UNG research projects will be maintained by the

UNG International Office, which also keeps records of UNG international projects and cooperation.

The UNG Quality Assurance Committee invited the UNG Student Council to actively participate in the UNG quality assurance processes. The Student Council should also get actively involved in the work of the Quality Assurance Committee, namely through a student representative in the Committee. Student representatives and Student Council should be actively involved in the preparation of self-evaluation reports of schools and of UNG as a whole.

In view of the recommendations of the external evaluation of PTF and FZO, a UNG Career Centre should be established within UNG, offering counsel to future graduates and employees. The activities of such a career centre will be coordinated with the activities of the UNG Alumni Club.

UNG has entered the Thomson Reuters University Ranking System that facilitates the recognizability of our university throughout the world and provides some useful feedback on the operation of UNG. This information will be used by UNG in the process of improving the quality of pedagogical and research work in the future.

Proposed measures for elimination of discovered shortcomings and for improvements related to UNG quality assurance, adopted by the University Quality Assurance Committee at its 6th session on 30 September 2009

Following the institutional external evaluation of the School of Engineering and Management (PTF), conducted in November 2008, and external evaluation of the School of Environmental Sciences (FZO) in May 2009, two External Institutional Evaluation Reports were produced. The reports state in detail the strengths and weaknesses in the quality of the implementation of pedagogical and research work at Schools and UNG as a whole, and give recommendations for elimination of shortcomings. Proposals for elimination of discovered shortcomings and for improvements related to the activities of UNG as a whole are presented below. Proposed measures for elimination of discovered shortcomings regarding the work of the evaluated schools will be presented separately.

Recommendations:

In self-evaluation reports, on websites and other UNG documents, a clearer distinction should be made between the institution's vision and mission.

Proposed measures:

Self-evaluation reports of schools and UNG as a whole shall contain their own vision and mission, while the strategy of UNG remains joint. The UNG self-evaluation report shall also contain the strategic plan of UNG, including strategic plans of individual UNG schools and research centres.

Recommendations:

Within the framework of the external evaluation of PTF, a recommendation was given to pool all the databases on research work into one single UNG database.

Proposed measures:

A systematic central record of research projects and other indicators of research work will be maintained within UNG. Such records were previously kept at individual UNG laboratories, centres and institutes. The record will be enclosed to the annual report of UNG on research and pedagogical work. The central record of UNG research projects will be maintained by the UNG International Office, which also keeps records of UNG international projects and cooperation.

Recommendations:

Within the framework of the external evaluation of FZO, a recommendation was given to improve the Student Work Evaluation Form.

Proposed measures:

In this academic year, more attention will be focused on the improvement of methodology for monitoring the student workload within the Bologna programmes. In view of the experience with the implementation and analysis of the Student Work Evaluation Form, gained in the Bologna programmes and conducted in 2008/2009 or before (PTF, FZO, VVV), the UNG Quality Assurance Committee shall propose measures for improvement of surveys and result analysis. The analyses of student workload at Bologna programmes are a constituent part of self-evaluation reports of UNG schools.

Recommendations:

Within the framework of the external evaluation of FZO, a recommendation was given to amend the existing student questionnaires and to better inform the students of the importance of these surveys and their consequences.

Proposed measures:

The UNG Quality Assurance Committee shall discuss the analyses of all student surveys, conducted in all UNG schools on the basis of a uniform methodology. In view of the analysis results, it shall introduce measures to amend the questionnaires in cases where this has proven necessary for a more effective acquisition of information from students. Quality coordinators at individual UNG schools will be responsible for informing the students of the importance of these surveys, of evaluation processes and results, published in self-evaluation reports.

Recommendations:

Some of the findings of the external evaluation of PTF and FZO were related to the shortcomings of the work and organization of the UNG Student Council, and to insufficient involvement of students in school and University bodies, in quality assurance and in the preparation of the implementation of student surveys.

Proposed measures:

The UNG Quality Assurance Committee will invite the UNG Student Council to actively participate in the UNG quality assurance processes. The Student Council should also get actively involved in the work of the Quality Assurance Committee, namely through a student representative in the Committee. Student representatives and Student Council should be actively involved in the preparation of self-evaluation reports of schools and of UNG as a whole. Self-evaluation reports of UNG and schools shall contain reports on student activities and on the work of UNG Student Council, drawn up by the UNG Student Council. Student representatives in the senates of schools and in the UNG Senate should submit their comments on self-evaluation reports and analyses of student surveys.

Recommendations:

Within the framework of the external evaluation of PTF and FZO, a recommendation was given to establish a career centre within UNG, offering counsel to future graduates and employees. The activities of such a career centre should then be coordinated with the activities of the UNG Alumni Club.

Proposed measures:

The UNG Quality Assurance Committee shall submit a proposal for the examination of possibility of establishing a career centre that would cooperate with the UNG Alumni Club.

3 EDUCATIONAL ACTIVITY

3.1 Organization and implementation of study programmes

UNG offers undergraduate and graduate study programmes at seven schools.

- **School of Environmental Sciences** offers a first-level bachelor's study programme in Environment and a second-level master's programme in Environment. Both study programmes have replaced the previous undergraduate university study programme in Environment, lasting four years. The reform of the Environment study programme according to Bologna guidelines was completed in 2007. The two new programmes were approved by the Senate of the University of Nova Gorica on 14 March 2007. Proper accreditation by the Council for Higher Education was obtained on 12 October 2007, for the 1st-level programme in Environment, and on 15 February 2008, for the 2nd-level programme in Environment. The new first-level study programme in Environment began to be implemented in academic year 2008/2009. It was in this year that enrolment in the first year of the old university study programme was discontinued. There are 40 positions available in the first-level study programme, and 30 in the second-level programme. The title after completion of the first-level Bachelor's programme in Environment is Bachelor of Environmental Technology. The title after completion of the second-level Master's programme in Environment is Master of Science in Environment.
- **School of Engineering and Management** has been offering first-level Bachelor's programme in *Engineering and Management* since academic year 2007/2008, and second-level Master's programme in *Engineering and Management* since the academic year of 2006/2007. The title after completion of the first-level Bachelor's programme in Engineering and Management is Bachelor of Science in Engineering and Management. In 2010/2011, there was a total of 60 admissions to the first year of the first-level study programme in *Engineering and Management*. There was a total of 30 admissions to the first year of the second-level study programme in *Engineering and Management*. The old professional higher education study programme in *Economics and management of manufacturing and technological systems* is no longer implemented.
- **School of Humanities** offers four study programmes. Following the completion of the Bologna reform in 2007/08, the first- and second-level study programme in *Slovene studies* began to be implemented. These two programmes replaced the old undergraduate university study programme in *Slovene studies* (which is no longer implemented). The title after completion of the first-level Bachelor's programme is Bachelor of Slovene Studies, and the title after completion of the second-level programme is Master of Linguistics. There was a total of 30 admissions to the first year of these programmes. The following three study programmes are also

accredited: Cultural History, first- and second-level study programme, and international joint study programme in Migration and Intercultural Relations (second level). The obtained titles after completion of studies are: Bachelor in History; Master in Cultural History; Master of Arts in Migration and Intercultural Relations. In 2010/11, the first-level study programme in *Cultural History* was implemented. There was a total of 30 admissions to the first year of the programme. In that year, there were no admissions to the study programme in *Migration and Intercultural Relations* (second level) and *Cultural History* (second level).

- **School of Applied Sciences** offers study programmes in natural science and technology. Since academic year 2007/2008, there have been two study programmes available: first-level Bachelor's programme in Engineering Physics and second-level programme in Experimental Physics. The title after completion of the first-level Bachelor's programme is Bachelor of Science in Physics, and the title after completion of the second-level programme is Master of Science in Physics. These two programmes have replaced the old undergraduate university programme in *Instrumentation*, lasting four years. In 2010/2011, there was a total of 40 admissions to the first year of the first-level programme, and a total of 30 admissions to the first year of the second-level programme.
- **School for Viticulture and Enology.** The professional higher education study programme in *Viticulture and Enology* (first level) began to be implemented in year 2005/2006. It takes three years to complete the programme. After the completion of their studies, students obtain the title of the Bachelor of Science in Viticulture and Enology. There was a total of 40 admissions to the first year of the programme.
- **School of Arts** In 2008, the University of Nova Gorica introduced the first study programme dealing with arts. The programme is based on the Digital Media programme of the Famul Stuart School of Applied Arts, which had been implementing the unaccredited programme since 2001. At its 20th session held on 27 November 2008, the UNG Senate passed the decision on the proposal of a first-level study programme "Digital Arts and Practices". The decision on the establishment of its seventh educational unit, i.e. "School of Arts (VŠU)" was passed by the Senate at its 21st session on 14 January 2009. In March 2009, the University of Nova Gorica submitted the Digital Arts and Practices programme for accreditation to the Council for Higher Education of the Ministry of Higher Education, Science and Technology. In academic year 2010/2011, the programme was implemented for the first time (a total of 20 admissions to the first year for full-time students, and 5 admissions for part-time students). It is a first-level undergraduate programme, designed in accordance with the Bologna guidelines. Practice-oriented studies in the three-year Digital Arts and Practices (DUP) study programme enable exploration in three branches: the film environment, creative industries and contemporary art.

Graduate School (FPŠ) joins and carries out all graduate and third-level (doctoral) study programmes at the University of Nova Gorica. Individual study programmes are closely linked to UNG research laboratories, centres or institutes, and to other research institutions in Slovenia and abroad, which enables graduate students to conduct their research work required by their studies and to participate in international research processes and projects.

In 2010/2011, there were eleven graduate study programmes available. Four of them were the old graduate doctoral programmes, which are no longer available (Environmental Sciences, Intercultural Studies - Comparative Studies of Ideas and Cultures, Characterization of Materials, and Karstology), while the remaining seven doctoral programmes were third-level programmes in compliance with the Bologna Declaration (Environmental Sciences, Karstology, Physics, Comparative Studies of Ideas and Cultures, Economic and Techniques for the Conservation of the Architectural and Environmental Heritage, Molecular Genetics and Biotechnology, Linguistics).

➤ **Environmental Sciences:**

The objective of the programme is to educate top experts with interdisciplinary knowledge, obtained through intensive applied and fundamental research of environmental phenomena. Since there is also a big need for such a study programme outside Slovenia, the programme has an international scope in terms of both students and lecturers. This is something that makes the programme comparable and in compliance with similar programmes throughout the world. Some contents of the doctoral programme were also intended for 3rd- and 4th-year students of the following programme:

- uniform graduate doctoral study programme in *Environmental Sciences*, lasting four years. After the completion of the studies, students earn the title of Doctor of Science.

➤ **Environmental Sciences (third level):**

The programme is expressly interdisciplinary and research-oriented. Students have the opportunity to explore the three environment segments: water, soil and air. Within individual segments, students can focus on issues, such as the study of phenomena in individual segments of environment, measuring techniques for detection and monitoring of pollutants in the environment, waste management and effects of waste disposal, advanced procedures and materials for treatment of wastewaters and air, chemical, physical, biological and health effects of pollution, and toxicology.

➤ **Characterization of Materials:**

The graduate Characterization of Materials programme is intended for students who wish to acquire knowledge in the field of characterization methods applied in material research. Two study programmes are implemented within the programme:

- Graduate Master's study programme in Characterization of Materials, lasting two years. After the completion of the studies, students obtain the title of Master of Science.
- A uniform graduate doctoral study programme in Characterization of Materials, lasting four years. After the completion of the studies, students earn the title of Doctor of Science.

Due to study programme reforms according to the Bologna guidelines, the study programme was last implemented in the academic year of 2010/2011.

➤ **Physics (third level):**

The third-level study programme in Physics comprises graduate study activities from all fields of physics, especially from high energy physics (astroparticle physics and cosmology), material physics (study of electronic, structural and chemical properties of materials, and of characterization methods at atomic and molecular level) and the physics of fluids (numerical modelling of processes which govern phase transitions in materials and aerodynamic surfaces).

➤ **Karstology:**

This graduate study programme is meant for students from different fields of study who wish to acquire a thorough knowledge of this vast "integral system of science on Karst" in order to become Karstology experts - researchers or Karstology experts - managers.

➤ **Karstology (third level):**

The Karstology doctoral programme is similar to the former graduate programme in Karstology. This programme also integrates a research and management approach in the field of science on Karst. It is intended for all students of natural or other related sciences (e.g. geography), and for all who wish to acquire a thorough knowledge of the Karst. The programme is implemented in cooperation with the ZRC SAZU Karst Research Institute in Postojna.

➤ **Intercultural Studies - Comparative Studies of Ideas and Cultures:**

The study programme is based on intellectual exchange of foreign and Slovenian university professors, researchers, and students in the humanities and social sciences. The program involves researchers and university teachers that are experts in fields of philosophy, history, ethnology, folklore studies, anthropology, art history, linguistics, literary sciences and sociology.

➤ **Comparative Studies of Ideas and Cultures (third level):**

Following the Bologna reform of the old programmes, this doctoral study programme has replaced and upgraded the old graduate programme in *Intercultural Studies – Comparative Studies of Ideas and Cultures*. The new third-level programme belongs to the field of humanities and social sciences. It consists of several modules: Anthropology; Language; Archaeology; Slovene Studies - tradition and modern age; Cultural History. The programme is implemented in cooperation with the Research Centre of the Slovenian Academy of Sciences and Arts in Ljubljana.

➤ **Economics and Techniques for the Conservation of the Architectural and Environmental Heritage (third level):**

International doctoral programme "Economics and Techniques for the Conservation of the Architectural and Environmental Heritage" is the result of a joint effort with Venetian University Università IUAV di Venezia, Italy. It is implemented in cooperation with universities from Naples, Paris and Hamburg. Within the three-year doctoral programme, a one-year supplementary study programme is conducted that will count in EU as a second-level Master's programme. The programme is distinctly multidisciplinary and is subdivided into two specialized branches of study: Specialization in *Techniques and materials* in conservation, and specialization in *Management and Economics*.

The second-level Master's course lasts one year (60 ECTS) and the title at its completion is granted by both the University of Nova Gorica and Università IUAV di Venezia. The duration of the doctoral programme is three years (180 ECTS) and the title of Doctor of Science is granted by the University of Nova Gorica.

➤ **Molecular Genetics and Biotechnology (third level):**

International doctoral programme »Molecular Genetics and Biotechnology« is the result of a joint effort with The International Centre for Genetic Engineering and Biotechnology (ICGEB) from Trieste, Italy. It enables education of young scientists (doctors of science) with the ability to apply the knowledge acquired in different fields. As molecular biologists they may work in the fields of public health, nutrition and environmental protection. As biotechnologists they will be able to apply their knowledge of new and advanced techniques in the field of industrial production of products useful for humans.

➤ **Linguistics (third level):**

The Linguistics doctoral programme deals with the issue of cognitive processes in human brain and thus with the production and understanding of natural language. The study of these processes helps us answer the scientific questions on the nature of cognitive/brain activities (e.g. what is the knowledge of language and how it is reflected in thinking/brain). It also provides us with practical knowledge that could be applied in the design of intelligent machines that would be able to communicate and understand the natural language; it helps us in developing therapies for people with different speech disorders, and in developing better techniques for language learning.

To sum up: in the academic year of 2010/2011, UNG implemented seven first-level study programmes, five second-level Master's programmes and eleven doctoral programmes (four uniform graduate programmes and seven third-level doctoral programmes).

School of Engineering and Management:

- First-level study programme in Engineering and Management
- Second-level study programme in Engineering and Management

School of Environmental Sciences:

- First-level study programme in Environment
- Second-level study programme in Environment

School for Viticulture and Enology:

- First-level study programme in Viticulture and Enology

School of Humanities:

- Second-level study programme in Slovene Studies
- First-level study programme in Cultural History
- First-level study programme in Slovene Studies
- Second-level study programme in Migration and Intercultural Relations

School of Applied Sciences:

- First-level study programme in Engineering Physics
- Second-level study programme in Experimental Physics

School of Arts:

- First-level study programme in Digital Arts and Practices

Graduate School:

- Postgraduate study programme in Environmental Sciences
- Postgraduate study programme in Characterization of Materials
- Postgraduate study programme in Karstology
- Postgraduate study programme in Intercultural Studies - Comparative Studies of Ideas and Cultures
- Karstology (third level)
- Molecular Genetics and Biotechnology (third level)
- Economics and Techniques for the Conservation of the Architectural and Environmental Heritage (third level)
- Physics (third level)
- Comparative Studies of Ideas and Cultures (third level)
- Environmental Sciences (third level)
- Linguistics (third level)

3.2 Mobility of students and employees

The University of Nova Gorica has been participating in the Erasmus - Lifelong Learning Programme since 2003, when it was first awarded with the Erasmus University Charter (standard EUC). The Erasmus University Charter is a prerequisite for European cooperation within the Erasmus activities. The programme itself provides the participants in higher education with various opportunities for international mobility and participation in an international environment. In 2007, the University of Nova Gorica retained the

standard EUC certificate. In 2011, it applied for the Extended EUC (No. 217546-IC-1-2011-1-SI-ERASMUS-EUCX-1) that, in addition to all activities within the programme, enables student mobility for placements.

In academic year 2010/2011, the University of Nova Gorica concluded 54 Erasmus bilateral agreements with institutions from 21 countries:

Austria

- University of Vienna

Bulgaria

- University of Chemical Technology and Metallurgy

Cyprus

- University of Cyprus

Czech Republic

- Charles University in Prague
- Czech Technical University in Prague
- Film and TV School of the Academy of Performing Arts in Prague
- Masaryk University
- Silesian University in Opava
- University of Economics
- University of South Bohemia
- VŠB-Technical University of Ostrava

Denmark

- Roskilde University
- University of Southern Denmark

Finland

- Novia University of Applied Sciences
- University of Eastern Finland

France

- Blaise Pascal University
- Université Bordeaux Segalen
- University of Perpignan
- University of Paris VIII

Greece

- University of Patras
- Technical University of Crete
- Technological Educational Institute (T.E.I.) of Athens

Croatia

- University of Rijeka
- University of Split

Italy

- CA' Foscari University
- University of Bologna
- Università degli Studi di Firenze
- University of Padova
- University of Rome - La Sapienza
- Università degli Studi di Salerno
- University of Udine

Latvia

- University of Latvia

Lithuania

- Vilnius Academy

Germany

- Carl von Ossietzky University Oldenburg

the Netherlands

- Rotterdam University

Norway

- Hedmark University College

Poland

- University of Lodz
- University of Warsaw
- University of Wrocław

Portugal

- Instituto Politecnico De Lieria
- University of Porto
- University of Trás-os-Montes and Alto Duro

Romania

- Transilvania University of Brasov

Spain

- Autonomia University of Barcelona
- University of Las Palmas de Gran Canaria (ULPGC)
- University of Malaga
- University of the Basque Country

Turkey

- Anadolu University
- Dokuz Eylul University
- Ondokuz Mayıs University
- University of Uludag
- T.C. Okan Üniversitesi
- Zirve University

Great Britain

- University College Falmouth

In 2010/2011, the University of Nova Gorica implemented the following mobility programmes under the Erasmus-Lifelong Learning Programme:

TYPE OF MOBILITY		OUTGOING ERASMUS STUDENT MOBILITY			INCOMING ERASMUS STUDENT MOBILITY		
No.	Country	No. of students (SMS)	No. of teaching staff (STA)	No. of teaching staff (STT)	No. of students (SMS)	No. of teaching staff (STA)	No. of teaching staff (STT)
1	Austria			1			
2	Cyprus	1					
3	Czech Republic	6	2	3	1	1	1
4	Denmark	2					
5	Finland			1			
6	France	2				1	
7	Greece			1			
8	Italy		1	4			
	Latvia				1		
9	Lithuania		2				
10	Germany		1	3			
11	Norway		1				
	Poland			1			
	Portugal	3		2			
	Romania	1					
	Spain		1	1			
	Sweden			4			
	Turkey				4		
12	Great Britain			1			
TOTAL		15	8	22	6	2	1

3.3 Assessment of current state and orientations (2010/2011)

Strengths

Erasmus University Charter and Erasmus bilateral agreements provide the participants in higher education with various opportunities for international mobility and participation in an international environment.

Weaknesses

The inclusion of a larger number of foreign students in undergraduate programmes may pose some difficulties due to the language. The first- and second-level study programmes are namely implemented in Slovene, in accordance with the applicable legal requirements. Parallel implementation of study programmes in a foreign language is almost impossible, since this would represent too high of a financial burden.

Opportunities for improvement

Conclusion of additional bilateral agreements.

Further inclusion of a greater number of foreign students into first- and second-level study programmes at individual and group projects, as well as at diploma theses preparation.

3.4 Assessment of current state and orientations for period 2006-2010

Strengths

Erasmus University Charter and bilateral agreements provide students with various opportunities for international mobility. There is a large proportion of foreign students included in our doctoral programmes.

Opportunities for improvement

Conclusion of additional bilateral agreements.

Inclusion of a greater number of foreign students in project work within undergraduate study programmes, and in diploma theses preparation.

4 SCHOLARLY RESEARCH ACTIVITIES

In 2010/2011, research activities at the University of Nova Gorica were conducted within five laboratories, three research centres and one institute (Laboratory for Environmental Research, Laboratory for Astroparticle Physics, Laboratory of Organic Matter Physics, Materials Research Laboratory, Laboratory for Multiphase Processes, Centre for Atmospheric Research, Centre for Systems and Information Technologies, Wine Research Centre, Institute for Cultural Studies). All UNG researchers conduct their research work within laboratories, research centres and the institute. Our outside associates conduct their research in their home organizations. Evaluation of research work of UNG associates is not included in this report. A detailed report on research work in 2010 and 2011 is presented in the **Report on the work of the University of Nova Gorica in 2010** and in the **Report on the work of the University of Nova Gorica in 2011**. Reports on the work of the University of Nova Gorica are published at the end of a calendar year in printed and electronic version. They include presentations of activities and results of laboratories, institutes and centres, both in the field of basic and applied research, their research programmes, projects, international cooperation, available equipment, premises and bibliographic data.

Publications	2006	2007	2008	2009	2010	2011
1.01, 1.02, 1.03 Original scientific articles	107	147	144	160	170	159
1.04 Professional articles	2	7	37	10	24	6
1.06, 1.07, 3.16 Invited lectures	11	14	27	20	33	13
1.08, 1.09 Active participation in international conferences	31	90	83	112	71	58
1.12, 1.13, 3.15	78	103	139	154	146	101
1.18 Encyclopaedia entry	0	0	0	0	1	5
2.01 Scientific monograph	3	0	2	6	5	1
2.02 Professional monograph	0	0	2	0	1	1
1.16, 1.17 Independent scientific component part or a chapter in a monograph	6	12	31	23	25	20
1.19 Review, book review, critique	2	8	8	4	4	3
3.14 Invited lecture at foreign university	8	11	15	27	18	15

(Data obtained from the SICRIS database - Bibliographic indicators of research efficiency of research groups of 7 November 2011)

The annual UNG report includes presentations of activities and results of laboratories, institutes and centres, both in the field of basic and applied research, their research programmes, projects, international cooperation, available equipment, premises and bibliographic data. The table below shows bibliographic data of the University of Nova Gorica from 2005 to 2011.

4.1 Assessment of current state and orientations (2010/2011)

Opportunities for improvement

Each year, a central database of research projects conducted in all UNG units is maintained within UNG. Thus, a systematic central record of research projects executed in individual UNG laboratories, centres and institutes, is kept. The record is enclosed to the annual report of UNG on research and pedagogical work. The central record of UNG research projects is maintained by the UNG International Office, which also keeps records of UNG international projects and cooperation.

UNG is very successful in research activities. Most pedagogical disciplines are accompanied by good or even excellent research activities. Research activities are gaining ground even in the field of humanities, where they are becoming balanced with pedagogical activities. In all research fields, our efforts are directed at upgrading the quality and excellence of research work and research staff.

Scientific production is good. We are also successful in the acquisition of research projects and funds for new equipment at Slovenian and international level, which enables a long-term research stability and good research results.

4.2 Assessment of current state and orientations for period 2006-2010

Strengths

UNG research results are good. The number of publications in renowned scientific journals is increasing. A large proportion of publications are in journals with high impact factors. In 2009, a central database of research projects at UNG was established. The database is maintained by the International Office.

Weaknesses

Until 2009, there was no central system at UNG for collection of data on research projects. Data was collected in individual research units in a non-transparent way. The analysis of research results and bibliographic data was also performed within individual research units and in the COBISS database for individual researchers. A centralized database was required that would include bibliographic data and data on research projects for the entire UNG.

Opportunities for improvement

In 2009, a central database of research projects conducted in all UNG units was established within UNG. A systematic central record of research projects and other indicators of research work will thus be maintained within UNG. Such records were previously kept at individual UNG laboratories, centres and institutes. The record is enclosed to the annual report of UNG on research and pedagogical work. The central record of UNG research projects is maintained by the UNG International Office, which also keeps records of UNG international projects and cooperation.

5 UNG STAFF

5.1 Higher education teachers, faculty assistants, researchers and research fellows

In accordance with Article 66 of the Statutes of the University of Nova Gorica and with prior consent of the Senate, the Governing Board of the University of Nova Gorica adopted on 27 October 2008 *Rules on the conditions and procedure for access to the title of research fellows, higher education teachers and UNG assistants*. These Rules were amended on 29 Nov 2009, 18 May 2010, 15 Sept 2010, 14 Jan 2011 and 24 Aug 2011.

In the promotion and advancement of young faculty assistants, procedures are applied that are in accordance with Rules on the training and financing of young researchers in research organisations (OG RS, No. 24/06, 5/07, 39/07 and 68/09).

A statistical analysis of the employees of the University of Nova Gorica (number of higher education teachers, faculty assistants and researchers by their titles, as well as the fluctuation of full-time and contract employees through years) is presented below. In addition to pedagogical work, the teaching staff also performs research work. They conduct their research within individual laboratories and research centres, or as independent researchers of the University of Nova Gorica.

Fluctuations of full-time and part-time employees at the University of Nova Gorica

Year	Full-time	Part-time	Total
2007	80	17	97
2008	88	27	115
2009	112	56	168
2010	110	60	170
2011	117	67	184

Structure of the employees of the University of Nova Gorica

Title	2007	2008	2009	2010	2011
Doctor of science	58	64	109	110	119
Young researcher/ assistant	7	5	14	13	18
High education or master's degree	12	18	20	20	14
Administrative staff	16	19	19	21	27
Librarian	3	3	3	3	3
Maintenance and photocopying	1	2	3	3	3
Outside associates	372*	363*	350*	310*	320*
Total	469	478	518	480	504

**Associate professors from foreign or other Slovenian universities, and other outside associates. The number of outside associates refers to the number of associates in the database. However, not all of them participated in the pedagogical process in the academic year of 2009/2010.*

Number of higher education teachers and assistants at the University of Nova Gorica

Title	2008/2009	2009/2010	2010/2011
	Full-time employment	Full-time employment	Full-time employment
Full professors	5	5	7
Associate professors	5	4	5
Assistant professors	14	14	13
Senior lecturers	1	1	1
Lecturers	2	2	2
Assistant with a PhD	17	19	21
Assistant with a Master's degree	12	7	7
Assistant with higher education	11	18	20

**Employees with full-time employment (without DDR) were taken into consideration.*

Number of appointments to a position

	Full professors	Associate professors	Assistant professors	Senior lecturers	Lecturers	Assistant with a PhD	Assistant with a Master's degree	Assistant with higher education	Senior research fellow
Appointments in 2006/2007	3	6	14	5	6	3		20	
Appointments in 2007/2008	5	10	18	1	6			24	
Appointments in 2008/09	1	4	13	4	3			21	
Appointments in 2009/2010	11	7	5	3	4			18	
Appointments in 2010/11	2	9	11	4	3			21	

Indicators of higher education teachers and assistants exchange at UNG

Indicator	Academic year	Undergraduate studies				Graduate studies			
		2006/07	2007/08	2008/09	2008/09	2006/07	2007/08	2008/09	2009/10
Number of visiting higher education teachers, involved in the educational process at higher education institution		140	161	181	147	30	32	40	34

5.2 Administrative, professional and technical staff

Employees of UNG have the opportunity to participate in training courses or additional education, if this is required by the nature of their position. In such cases, there are certain incentives for these employees.

Number of administrative, professional and technical staff by education level

	2007	2008	2009	2010	2011
Doctoral degree					
Master's degree					1
University education	6	9	7	10	10
Professional higher education	5	3	4	5	7
Post-secondary education					
Secondary school education	8	10	12	10	12
Primary school education	1	2	3	2	3
Total	20	24	26	27	33

Number of employees in resources services of UNG

Support services	Number of employees
Administration	26
Student Office	3
International Office	1
Library	3
Publisher	

5.3 Assessment of current state and orientations (2010/2011)

Strengths

Undergraduate and graduate study programmes are implemented with the help of Slovene, internationally renowned experts or researchers from their respective fields of expertise, and with the help of various recognized experts from abroad. They are the ones providing quality education, connection with research and development activities on a high international level, as well as cooperation with industry or business environment.

Opportunities for improvement

UNG strives to attract new top research and teaching staff from Slovenia and abroad, both young and already established researchers that would engage in research and pedagogical activities at UNG.

In accordance with the UNG strategic orientation, i.e. to be and to remain research-oriented university with an international appeal, we will undertake to retain a significant proportion of professors and experts from renowned foreign universities in our pedagogical and research work. Such cooperation is of utmost importance in doctoral programmes, where new findings from various fields are quickly transferred to younger generations.

5.4 Assessment of current state and orientations for period 2006-2010

Strengths

Undergraduate and graduate study programmes are implemented with the help of Slovene, internationally renowned experts or researchers from their respective fields of expertise, and with the help of various recognized experts from abroad. The number of associates is increasing every year. Their scientific work is of high quality, proven by numerous publications in renowned international journals, and by various international scientific and applied projects.

Opportunities for improvement

UNG will strive to attract new top research and teaching staff from Slovenia and abroad, both young and already established researchers that would engage in research and pedagogical activities at UNG.

6 STUDENTS AT THE UNIVERSITY OF NOVA GORICA

6.1 Student Council

The Student Council is set out by the Higher Education Act and the Statutes of the University of Nova

Gorica. The Council consists of representatives of students of the University of Nova Gorica. The representatives are elected by the students of all schools of the University of Nova Gorica. Members of the Student Council are *student representatives* and are the only representatives of students in the structure of the University of Nova Gorica.

The main tasks of the Student Council are as follows:

- to deal with and provide the *competent bodies* with the opinion on the statutes of the higher education institution, on matters regarding student rights and obligations, and on candidates for the position of Rector and Dean;
- to adopt and implement the programme of extracurricular activities of students of higher education institution in cooperation with the student community (as defined by the Higher Education Act (ZviS- UPB2) (Official Consolidated Text), OG RS 100/2004 of 13 Sept 2004, page 12005);
- to provide opinion, proposals and complaints of student to competent bodies, and thus to enable the student voice to be heard;
- to fund and thus provide extracurricular activities.

Students can be actively involved by:

- joining the Student Council at its regular meetings in the Student Council room
- writing to e-mail address: studentski.svet@ung.si should they have any questions or proposals. The Student Council can also inform students of meetings, events, etc.

Student Council members:

President

Valerija Zabret

Vice president

Jana Gregorič

Members

Matej Lavrenčič

Špela Brajer

Matija Malik

Lucija Vidrih

The following students were elected to UNG bodies:

Špela Brajer (UNG Senate)

Jana Gregorič (UNG Governing Board)

6.2 Assessment of current state and orientations (2010/2011)

Strengths

The UNG Student Council is formed formally and is in operation. Students participate in the UNG management bodies. Students are actively involved in the promotion of UNG study programmes. Quality coordinators at individual UNG schools have established closer links with student representatives in schools, and tried to stimulate them to get actively involved in quality assurance.

Students actively participate in the promotion of UNG study programmes at public events and fairs (Informativa, etc.), as well as in promotions in secondary schools.

Opportunities for improvement

Students in school and University bodies should take the initiative to transfer information between UNG and students. Students should be stimulated to participate in the programme quality assurance by providing initiatives and comments, or by alerting to potential shortcomings as soon as they are discovered.

Proposed measures

The UNG Quality Assurance Committee invited the Student Council in 2011 to draw up and submit a report on its work, which could be included in this year's self-evaluation report of UNG, and to thus get actively involved in the process of assessing and assuring high quality at UNG.

6.3 Assessment of current state and orientations for period 2006-2010

Strengths

The UNG Student Council is formed formally and is in operation. Students participate in the UNG management bodies.

Weaknesses

Some shortcomings regarding the organization of the Student Council were discovered, as well as an insufficient involvement of students in school and University bodies, which has been pointed out by both external evaluations of PTF and FZO.

Students do not provide many initiatives. Recognizability of Student Council and student

representatives among the wider student population is also poor.

Opportunities for improvement

Increase the involvement of students in school and University bodies, as well as in the organization of extracurricular activities and in the promotion of university among students.

The UNG Quality Assurance Committee invited the Student Council to draw up and submit a report on its work, which could be included in this year's self-evaluation report of UNG, and to thus get actively involved in the process of assessing and assuring high quality at UNG.

Quality coordinators at individual UNG schools will establish closer links with student representatives in schools and try to stimulate them to get actively involved in quality assurance.

Students will get actively involved in the promotion of UNG study programmes.

7 DATA ON PREMISES FOR IMPLEMENTATION OF STUDY PROGRAMMES

University of Nova Gorica performs some of its educational, research and other activities in the building at Vipavska 13 with a total surface area of about 2000 m². The building was provided for activities of UNG by the Municipality of Nova Gorica, which donated the building to University in May 2010. The donation of the building at Vipavska 13 amounts to approximately 1,670,000 EUR. In 2011, the repair works on the roof of the building were completed. Premises in this building are meant for different UNG activities: for research activities in several research laboratories, for resources services, library, for publishing activities, for student office, for school offices, for the deanery of the School of Humanities and of the Graduate School, and for offices of our assistants and visiting professors. Here, all activities of the School of Engineering and Management (PTF) are performed. In 2010, two rooms on the ground floor of the building were renovated and transformed into two lecture theatres. Thus, the study programmes of PTF in 2009/2010 were implemented in four lecture theatres, namely in SP-1 (119.6 m²), P-1 (99.40 m²), P-2 (54.10 m²), P-5 (41.76 m²), and in one computer room (56.68 m²). The total area of all lecture theatres is 371.54 m². At the end of academic year 2009/2010, lecture theatres P-1 and P-2 were additionally refurbished in compliance with the fire safety regulations so as to meet all the requirements from this field, as they are met by other halls where pedagogical activities take place. PTF has also been provided with a school office and a deanery office.

School of Humanities performs its pedagogical activities in a building at Vipavska 1, measuring 300 m². There are three lecture theatres in the building, accommodating 50 to 80 students. These premises were refurbished in 2009 so as to improve their functionality. The School also uses three lecture theatres in the building of the University of Nova Gorica at Vipavska 13 (seminar classroom and P-6, both measuring 24.57 m², and lecture theatre P-5, which is also used by the School of Engineering and Management), and 12 offices for lecturers and researchers. In the following years, additional premises will be required due to higher enrolment in the Cultural History study programme.

In 2006, former barracks in Ajdovščina were refurbished and donated to the University of Nova Gorica by the Municipality of Ajdovščina. The total area of the premises is 2200 m². In 2008, the attic of the building was renovated for the purpose of providing offices for researchers and teaching staff. Several activities take place in this building, such as the pedagogical activities of the School for Viticulture and Enology (VŠVV) and School of Applied Sciences (in 2011, the school moved to the building at Križna ulica in Nova Gorica), as well as the research activities of the Laboratory for Epitaxy and Nanostructures. There is one lecture theatre with 150 seats in the building, 4 classrooms with 25 seats (P2, P3, P4 and Pipistrel), one lecture hall with 50 seats (Mercator) and one lecture room with 15 seats (N6). There is also a computer room with 20 work stations. There is enough laboratory space for laboratory exercises. School of Applied Science has also been provided with a school office and deanery. There is a student office, student room, and two conference rooms in the building.

In 2009/2010, lectures for students of School for Viticulture and Enology were held mainly in three lecture halls, in the Mercator lecture hall with 70 seats (90.28 m²) and in lecture hall P-2 (40 m²) and P-3 (45.65 m²). Students were able to use the HIT computer room, accommodating 20 students (72.48 m²). There are seven offices in the University Centre of Ajdovščina, used by the employees of VŠVV (21.61 m², 21.11 m², 2 x 15.66 m² in 2 x 13.87 m²), by their visiting lecturers (15.1 m²), and one school office (16.32 m²). Once a week, students can also visit the student office (15.66 m²). In 2009/2010, the practical work, being a part of laboratory exercises, was mainly performed in laboratories on this location, where there is a student, enological, microbiological, and since the end of 2009, also a biological-physiological laboratory (P-9, 38.30 m²; P-7, 19.29 m²; P-8, 19.29 m²; P-2, 25.10 m²). Practical classes were also conducted in the premises of FZO, at Via Croce 3, Gorizia, Italy, in their Biology laboratory 003 (48.4 m²).

In the premises in Ajdovščina, a wine-tasting room was furnished for study purposes in 2007/2008. This classroom (38.30 m²) can accommodate 18 students. Regular wine-tasting sessions for students take place here.

In 2008, UNG leased a wine cellar and additional cellar premises (60 m²) in Vrhpolje. In 2009, it bought grapes (Zelen) and must (Cabernet Sauvignon) for the third time for the purposes of school wine production. Diploma theses were presented and research work of the Wine research centre was conducted in our technological study cellar. In September 2009, the 3rd school grape harvesting took place (on school's premises) to which the UNG associates were invited together with the VŠVV lecturers and students who could, in this manner, perform some of their practical training.

In academic year 2009/2010, UNG leased a larger area of planted vineyards at the location of Podraga - Manče (7 ha) and Lože (9 ha), where the first grape harvesting already took place in September 2010. These vineyard areas may be used for practical training of students and for research conducted in the field of wine-growing technologies. In 2011, our activities were expanded with the establishment of a new unit of the University of Nova Gorica: University property Vilina. The unit is responsible for grape production and processing, as well as for wine sale. The establishment of a new unit enables students to actively participate in all areas of theoretical knowledge, which they acquire at lectures and practical classes.

School of Environmental Sciences is located on the premises of the Slovenian Secondary School in Gorizia (Via della Croce 3). There is a total of 1500 m² of classrooms, laboratories and lecturer offices, which are intended for the implementation of the university study programme in Environment and for the graduate study programme in Environmental Sciences. The renovation of the building was funded by its owner, company ALPE d.d.

UNG has acquired from the Municipality of Vipava a 99-year lease on the Lanthieri Mansion in Vipava, to where it will relocate some of its activities when the renovation works of the building under monument protection will have been completed. The renovation project was approved in 2010 by the Ministry of Culture. In 2011, the selection of contractor process was initiated.

Some pedagogical and research activities are also conducted at other locations: at the ZRC SAZU premises in Ljubljana (167 m²); at the ZRC SAZU Karst Research Institute

premises in Postojna (150 m²); at the Ex Convento di Sant Elena premises in Venice, and in laboratories of university IUAV di Venezia in Venice (225 m²); at the Otlica observatory (40 m²); at the Laboratory for Multiphase processes in Ljubljana (75 m²).

The total surface area available to UNG for its activities in the following years is about 7000 m². UNG is striving to relocate its entire operation to one location, i.e. one campus. With this purpose, UNG made an agreement with the Municipality of Nova Gorica in 2010 to reserve suitable building land in Nova Gorica that would provide for a normal development of the University and construction of the required infrastructure.

In May 2009, the Town Council of the Municipality of Nova Gorica adopted a decision, with which it allocated a lot for the needs of the campus of the University of Nova Gorica. In the autumn of 2009, a letter of intent was signed with the Municipality of Nova Gorica to build a 16-hectare university campus along the Korn stream in Nova Gorica. The lot is located at the south edge of town, in a territory enclosed by stream Korn and path Streliška pot. The campus will hold all the necessary research and pedagogical infrastructure, student residence, and the accompanying activities of the University of Nova Gorica. The architectural and urbanistic conceptual draft of the campus was elaborated by architect Boris Podrecca. In 2011, the Municipality of Nova Gorica offered an alternative location for the construction of campus in the town centre. Arrangements for the execution of work are underway.

On 5 November 2010, UNG and company SŽ-ŽIP d.o.o. opened a new student dormitory at Erjavčeva 36 in Nova Gorica. In June 2010, UNG concluded an agreement with SŽ-ŽIP d.o.o. to lease the dormitory at Erjavčeva 36 in Nova Gorica. The company renovated and refurbished the third and fourth floor of the building, providing accommodation for 54 students in 28 student rooms. There are 2 single student rooms and 26 double rooms with Internet connection. There is one kitchen and study or common room with TV on each floor. There is a sports ground in the vicinity of the building.

Company Presta d.o.o. is also providing student accommodation in Nova Gorica (54 accommodation units in double and single rooms).

Premises and material conditions for the implementation of study programmes are presented for individual schools. Premises and material conditions for research work are described in presentations of individual laboratories or research centres of the University of Nova Gorica.

7.1 Assessment of current state and orientations (2010/2011)

Opportunities for improvement and proposed measures

UNG has lately been dealing with a huge lack of space. Lack of suitable premises for pedagogical and research work, and for student residence, may severely hinder further development of the University. UNG is striving to relocate its entire operation to one location, i.e. one campus. Therefore, in the autumn of 2009, a letter of intent was signed with the Municipality of Nova Gorica to build a 16-hectare university campus (Park of Knowledge) along the Korn stream in Nova Gorica, which will provide for a normal

development of the University and construction of the required infrastructure. The architectural and urbanistic conceptual draft of the campus was elaborated by architect Boris Podrecca. In 2011, the Municipality of Nova Gorica offered an alternative location for the construction of campus in the town centre.

UNG has acquired suitable agricultural land needed for the implementation of study programmes of School for Viticulture and Enology, which it manages as a single holding.

UNG has provided students with additional accommodation. In June 2010, UNG concluded a one-year agreement with SŽ-ŽIP d.o.o. to lease the dormitory at Erjavčeva 36 in Nova Gorica, and extended it in 2011. The company renovated and refurbished the third and fourth floor of the building, providing accommodation for 54 students in 28 student rooms. There are 2 single student rooms and 26 double rooms with Internet connection. In future, the renovation of the remaining parts of the building is anticipated to provide additional student accommodation.

On 16 September 2009, the Senate of the University adopted The Programme of Activities of the University of Nova Gorica, containing the university development plan for period 2010-2015. The plan also contains guidelines for dealing with the issue of the lack of space.

In the transitional period, until the construction of the central university campus, UNG is searching for suitable premises in Nova Gorica and wider, in the Vipava valley (Ajdovščina, Vipava) as well as abroad in Gorizia (Italy). The renovation of the Lanthieri mansion in the centre of Vipava will provide good conditions for the implementation of activities of School for Viticulture and Enology and UNG research units related to this study programme. The building will also be suitable for protocol purposes of UNG.

UNG is striving to obtain suitable premises in Nova Gorica or its vicinity for the School of Arts (under development) that would enable the implementation of its study programmes. Agreements are underway with the Municipality of Gorizia (Italy).

UNG is constantly trying to improve the material conditions for the implementation of its study programmes (teaching equipment, laboratory equipment for practical work).

7.2 Assessment of current state and orientations for period 2006-2010

Opportunities for improvement

Despite the renovation of the existing premises and the acquisition of new premises on different locations, UNG has been dealing with the issue of the lack of space since 2006. Lack of suitable premises for pedagogical and research work may severely hinder further development of the University. UNG is striving to relocate its entire operation to one location, i.e. one campus. With this purpose, UNG would like to make an agreement with the Municipality of Nova Gorica to reserve suitable building land in Nova Gorica that would provide for a normal development of the University and construction of the required infrastructure. Discussions with local communities are underway.

The acquisition of funds and preparation of projects for campus (Park of Knowledge) should be facilitated. An important element of these activities was to attract influential

individuals that would be interested in the creation of strategic guidelines and development policy of UNG.

UNG is striving to acquire suitable agricultural land needed for the implementation of study programmes of School for Viticulture and Enology.

UNG is also trying to provide students with additional accommodation. Namely, it has been established that demand for student accommodation is much higher than there are rooms in the student dormitory in Nova Gorica. Those rooms accommodate 54 students. In 2008, UNG concluded a lease agreement with company Presta d.o.o. to provide accommodation for its students.

Proposed measures

On 16 September 2009, the Senate of the University adopted The Programme of Activities of the University of Nova Gorica, containing the university development plan for period 2010-2015. The plan also contains guidelines for dealing with the issue of the lack of space.

Constant perseverance to improve the material conditions for the implementation of study programmes (teaching equipment, laboratory equipment for practical work).

8 LIBRARY OF THE UNIVERSITY OF NOVA GORICA

University library of the University of Nova Gorica was formally established in April 1998. It is the only university library in the northern Primorska region. It is open to all students and staff of the University, as well as to all other visitors who are interested in literature offered by the library. We are collecting materials mostly from the fields of ecology, physics, chemistry, mathematics, biology, economy, Slovene studies, viticulture and fine arts.

Library collection includes about 13.000 book titles, 80 titles of periodicals, 400 items of non-book materials (mostly CD-ROMs) and e-editions of scientific journals, accessible through services like ScienceDirect, Springer Link, APS Journals, JSTOR, CAB abstracts, FSTA, ACS Publications, IEEE/IET Electronic library, MathSciNet, Wiley InterScience, an EIFL Direct database called EBSCOhost. Our users can also access databases, such as Web of Science and GviN.

Library collection is almost completely open access and organized by UDC classification. We mainly provide material for educational and research activities. We offer on-line searches from databases and through interlibrary loan we provide material that is not in our collection. An important task of our library is also to maintain bibliographies of researchers and lecturers, employed at the University of Nova Gorica. The library is a full member of the Slovene library co-operative online bibliographic system & service, COBISS. Library catalogue (COBISS/OPAC) is available on the library website. Library members can check the borrowed material, renew and reserve books over the Internet. Library is open 47 hours a week. Users can also use a reading room with 50 reading places, and a computer room. Currently, there are 8 computers with Internet access. Wireless Internet connection is also available.

Here, students can also buy study material that was published by our teaching staff within the Publisher of the University of Nova Gorica.

Basic aims of the library:

- Ensure that users obtain the information they need in the shortest time possible.
- Take care that the material is processed and laid out in such a manner that it offers easy access for users.
- Train library users.
- Ensure that library is a place where users and employees feel comfortable.
- Create and maintain good and creative relationships with the employees of the University of Nova Gorica.
- Ensure good operation of the library as well as a positive image and promotion.
- Keep abreast of the latest developments in the field of education, library and information sciences.

Current situation

Type of material:	Number of units
Books	13877
Periodicals (inventory units)	6603
Non-book materials (audio cassettes, video cassettes, CD-ROMs)	334
Accessible databases	11

Library users

User categories	Number in 2009	Anticipated number for 2010	Number in 2010	Anticipated number for 2011	Number in 2011	Anticipated number for 2012
a) Students - undergraduate, full-time	694	600	503	550	512	550
b) Students - undergraduate, part-time	154	130	142	150	134	150
c) Students - graduate	99	80	96	110	98	120
d) Secondary school students	3	5	3	5	3	5
e) UNG staff	164	180	163	170	187	190
f) Pensioners	1	3	1	1	1	1
g) Foreign citizens	22	25	23	25	*	*
h) Other users	71	90	80	90	89	95

* this data is no longer collected

Indicators of library activities

Indicator	Year 2009	Plan for 2010	Year 2010	Plan for 2011	Year 2011	Plan for 2012
Number of all users	1208	1113	1011	1200	1024	1100
Number of borrowed units	1185	1200	1731	1800	1120	1200
Number of units borrowed through interlibrary loan	36	40	32	40	31	40
Ratio between borrowed and inquired units through interlibrary loan	1:14.3	1:15	01:16	01:10	01:13	01:10
Number of subscribed periodicals	79	82	78	85	74	70
Number of library material units	16178	15000	19379	20000	20828	20000
Accrual of library material	5493	2000	3207	2000	1449	2000
Number of computers users can use in the library to search for information	8	10	8	10	8	10

In the development plan for 2010-2015, additional premises with a total area of 3000 m² are anticipated for the library, which has to have space for books, for a room with 15 computer terminals and a multimedia room. Underground premises will be used for

archives. These premises must meet the fire safety requirements, enable good ventilation and safe access.

8.1 Assessment of current state and orientations (2010/2011)

Strengths

The library collection is vast and includes materials from all fields of pedagogical and research activity at UNG. We offer on-line searches from databases, and through interlibrary loan we provide material that is not in our collection.

Library is open 47 hours a week. Users can also use a reading room with 50 reading places, and a computer room. Currently, there are 8 computers with Internet access. Wireless Internet connection is also available.

In 2011, the Metasearch engine was implemented that enables a simultaneous search through several electronic information sources. A new, enhanced computer for students was provided. All electronic information sources that were newly acquired in 2010 were retained.

Opportunities for improvement

In the future, we plan to continue with the modernization of computer equipment in the library. We still strive for information literacy and arrange training courses for our users. The number of records created for the needs of bibliographies management for our staff and outside users is increasing. The number of inquiries through interlibrary loan is also increasing.

We would like to acquire more monographs in the future, especially the fundamental study literature. We would like to enable our students to access the electronic information sources (Eduroam).

8.2 Assessment of current state and orientations for period 2006-2010

Strengths

Our library obtained the status of a university library in 2009. The acquisition of the status increased the demand for material that was actively collected in 2009, especially through donations. In 2009, our students were provided with wireless Internet connection in the reading room.

In 2010, the library acquired several new electronic information sources, and thus extended the range of available scientific literature.

In the same year, we replaced some of the outdated computers with new ones. The library acquired a colour laser printer.

Opportunities for improvement

We will strive to retain as many information sources as possible, and, in view of demand, obtain new ones. We have begun with the implementation of the Metasearch engine that enables a simultaneous search through several electronic information sources. Thus,

search through electronic sources by our users will be facilitated. The Metasearch engine has performed well in the test trial, therefore, it will soon be available to our users. In the future, we will undertake to update the search engine and include new information sources in it. In the future, we plan to continue with the modernization of computer equipment in the library. An acquisition of new additional computers for students is anticipated.

Poor information literacy of our students has been detected, despite the training courses available to them. Together with our professors, we will undertake to encourage students to achieve greater information literacy.

We will also help our users to acquire the skills to search through information sources and thus increase their information literacy.

Additional funding is anticipated in the following years that would enable us to acquire more library materials. More library materials require new library premises. We will strive to acquire additional premises.

9 PUBLISHER OF THE UNIVERSITY OF NOVA GORICA

University of Nova Gorica started its publishing activity in November 2001. We publish and arrange the print of textbooks and study materials for pedagogical processes at our institution, as well as professional and scholarly works related to the activities of the University of Nova Gorica and published in both classic and electronic media, and intended for public. The publication of works is regulated by the *Rules on the publishing activity*, and controlled by the *Publishing Committee*. The publishing activity takes place in the Library of the University of Nova Gorica. Publications can be bought at the Library of the University of Nova Gorica. Publications can also be bought through publisher website <http://www.ung.si/si/o-univerzi/zalozba/>, where information regarding the material is available.

Published book titles

	2008	2009	2010	2011
Scientific and professional monographs	1	2	1	1
Scientific and professional conference proceedings	2	2	2	1
Handbooks				
Textbooks	1		1	
Lecture notes		1		
Material for practical classes				
Other study materials				
Total	4	5	4	2

9.1 Assessment of current state and orientations (2010/2011)

Strengths

In 2011, we published our first scientific monograph in a foreign language and scientific conference proceedings. One scientific monograph is in the process of publishing and will be printed at the end of the year. The publication was enabled by the financial support obtained through the public tender for co-financing of publications of scientific monographs, issued by Slovenian Book Agency in 2011.

In 2011, we participated in the Liber.ac academic book fair, which is something we intend to do in the future as well. Thus, we will facilitate the promotion of our books and enable a wider recognition of our publishing activity in Slovenia. In the past year, we concluded an agreement with a new distributor that should increase the distribution of our books in Slovenia.

Opportunities for improvement

We will strive for the publishing of quality publications with a wide Slovenian and international significance. We will also invest our efforts in obtaining funds for our publications.

We will try to make our books accessible in as many sales points as possible in Slovenia and abroad, and we will seek new opportunities and methods of book distribution.

A permanent solution for storing published books has not yet been found. The books are thus kept in temporary premises that were acquired in 2010. In the following year, we intend to buy appropriate bookcases for storing published books.

9.2 Assessment of current state and orientations for period 2006-2010

Strengths

In 2010, we published 1 scientific monograph and 1 university textbook. 5 new publications, i.e. 2 textbooks and 3 scientific monographs, are in the process of publishing. In 2009, 2 scientific monographs were published, whereby the publication of one of them was enabled through funds acquired at a public tender.

Opportunities for improvement

In the future, we will continue to strive for the publishing of quality publications with a wide Slovenian significance. We will also try to obtain funds for the publication of scientific monographs. We will focus our attention on the promotion of our books and our publishing activity, and continue to participate in the academic book fair.

The publishing activities are currently conducted within the library premises. A greater number of publications will demand new premises for both storing and selling the published books. In 2010, temporary premises were acquired for book storage. However, we intend to find a permanent solution in the future.

10 CAREER CENTRE OF THE UNIVERSITY OF NOVA GORICA

The Career centre of the University of Nova Gorica was established in the academic year of 2010/2011. The centre is a novelty in the field of career counselling for future and present students, as well as for graduates. With the establishment of the centre, the University would like to offer students career orientation and support in discovering and implementing their career interests.

The Career Centre strives to consolidate cooperation between the University and labour market, and facilitates the promotion of professions that are taught at the University of Nova Gorica. Study programmes at the University of Nova Gorica are innovative and have high potential, and they offer plenty of employment opportunities. The centre provides counsel to prospective students prior to their enrolment. It also helps students and graduates direct their professional interests, provides advice regarding the studies, career development and job search.

The objective of the Career Centre of the University of Nova Gorica is to increase the awareness of students of the importance of timely career planning and lifelong learning. Our aim is to establish, retain and improve cooperation between the University of Nova Gorica and business environment, and to help graduates make their first contact with enterprises, as well as to facilitate employment of young graduates.

Career centre of the University of Nova Gorica organizes and conducts activities intended for future students, present students and graduates. The activities are as follows:

- organization and implementation of various workshops and lectures on the topic of career development;
- provision of information on the study possibilities at UNG;
- provision of information on formal and informal acquisition of competence;
- individual and group career counselling;
- provision of support to students with disabilities;
- provision of support to graduates in their job search;
- establishing connection between UNG and employers (support in finding students for summer jobs, practical training, etc.);
- provision of information on vacancies, scholarships, student work, work placement in Slovenia and abroad, etc.

10.1 Assessment of the situation and orientations

Strengths

The operations and the establishment of the structure of the Career Centre began in 2010/2011, when it also devised its work plan and first activities for students and graduates.

The following activities were conducted:

- students of individual branches of study and those who participated in the workshops were familiarized with the Career centre;

- provision of counsel to future students, present students and graduates: 135 individual interviews, 35 e-counselling sessions;
- cooperation with enterprises:
 - establishment of 40 new relations with enterprises, preservation of existing contacts;
 - survey among employers/enterprises on the recognizability of study programmes, implemented at UNG. Surveys were sent to approximately 500 addresses, of which we received 50 replies, 15 of them being interested in cooperation.
 - 2 study visits in enterprises;
- workshops/lectures on career and competence improvement;
 - lectures on the topic of entrepreneurship: 49 participants at 3 lectures.
 - career lectures/workshops: workshop on the topic of employment interview, CV writing, and a general workshop on job search - total number of participants at 5 events was 88;
 - lectures on competence improvement: workshops on the improvement of communication skills and effective presentation - total number of participants in 2 workshops was 30;
- 1 study visit to a university with a well-established career centre - Central European University, Budapest.
- publication of e-news: 12 e-news sent from May to October 2011 (the content of the news was related to vacancies, scholarship opportunities, future formal or informal education, summer schools, etc.);
- provision of information to the public:
 - 2 articles on the UNG Career Centre (newspapers Primorske novice, Dnevnik);
 - round table on promising professions at UNG, held at the Informativa 2011 fair.

Opportunities for improvement

In the future, we would like to facilitate the activities of the UNG Career Centre and increase its recognizability among students. Each year, there will be a presentation of the Centre among students of all branches of study implemented at UNG. A higher number of workshops and lectures, and better participation of students is planned.

There should be a better promotion of the operation of the UNG Career Centre among students and among future students and graduates. Moreover, wider recognition of the UNG Career Centre is also of high importance. With this purpose, activities for the public are planned that will increase the recognition and presence of UNG Career Centre in the local community and wider. More publications in the media.

In any case, our attention in the next academic year will be focused on the organization and implementation of a greater number of study visits, through which we will be familiarized with the practice of well-established career centres. Our counsellors intend to attend training courses, especially in the field of directing the interests of future students and students in junior years.

10.2 Assessment of current state and orientations for period 2006-2010

Weaknesses

UNG has no career centre. The need for the establishment of a career centre has been present since the establishment of UNG. Some of its activities were performed by the UNG student office.

Opportunities for improvement

UNG strives to obtain funds for the establishment of a career centre and for its operation. Thereby, it shall meet one of the important goals of the set development vision. Namely, UNG would like to achieve and retain high employment rate among its graduates (over 80%). Therefore, a Career Centre should be established, providing help to students in their job search.

11 ALUMNI CLUB

Alumni Club of the University of Nova Gorica was established in 2004. Alumni Club includes graduates of all study programmes of the University of Nova Gorica, as well as all deserving individuals who have contributed to the development of the University and will continue to do so. The primary objective of Alumni Club is to enable different generations of alumni to associate, network and cooperate, to establish a firm relationship between the University and its alumni and consequently also with the business world they represent.

Main objectives of Alumni Club:

- retaining good relationships and communication among all generations of alumni at the University of Nova Gorica;
- association of alumni and transfer of knowledge and experience;
- provision of support to alumni in their professional and scholarly work;
- facilitation of cooperation between the members of Alumni Club and alumni of similar study programmes from other universities with the purpose of finding new business and scientific connections that would enable a transfer of knowledge, people and capital, as well as facilitate cooperation between the University of Nova Gorica and other related institutions;
- facilitate relationships between alumni and present students of the University;
- promotion of the accomplishments of alumni and the University of Nova Gorica in the public;
- dissemination of information on the University of Nova Gorica and promotion of its activities;
- consolidation of the sense of belonging to the University of Nova Gorica.

Planned activities within Alumni Club:

- inviting alumni to University events (annual events at the University, science evenings, seminars, wine-tasting events, annual exhibitions);
- organization of the annual gathering of alumni;
- organization of events (sports events, culture events, study trips, excursions);
- lectures held by alumni (good practices in business, employment);
- informing the alumni of current news and events, organized within the University. A website with a database is under development. The alumni will be able to find their friends and acquaintances from student years, as well as all the alumni of the University of Nova Gorica, make connections with them and seek common interests, cooperate in projects and enable new business opportunities.
- participation in the club is voluntary and completely non-binding. It is, however, pleasant and often very useful;
- at the end of academic year 2010/2011, we began with the activities for a better cooperation between the University and its alumni, and for better networking among the alumni themselves. In September 2011, a study visit of the Princeton University (USA) was organized, where we were familiarized with the operation of the Alumni club of the university. The method of management, information support and organization of their Alumni club gave us some ideas as to how to

maintain contact with our alumni and how to design our website and database. The study visits will continue in academic year 2011/2012.

11.1 Assessment of current state and orientations (2010/2011)

Strengths

In the academic year of 2010/2011, the management of the Alumni club was taken over by a UNG employee, responsible for the alumni club.

At the end of academic year 2010/2011, we began with the activities for better cooperation between the University and its alumni, and for better networking among the alumni themselves. In September 2011, a study visit of the Princeton University (USA) was organized, where we were familiarized with the operation of the Alumni club of the university. The method of management, information support and organization of their Alumni club gave us some ideas as to how to maintain contact with our alumni and how to design our website and database.

A survey was conducted among undergraduate and graduate alumni members of all UNG study programmes. All undergraduate and graduate alumni were included in the analysis. In view of the obtained information, the University will know how to communicate with its alumni in the future, and what kind of events it should organize.

Weaknesses

Data was gathered in a long period of 3 months. With direct contact with the alumni via e-mail, a number of respondents would probably be significantly lower.

Opportunities for improvement

In the future, an alumni portal will be established on the website, where all alumni information will be published. We will encourage alumni to frequently update the portal. Similar surveys will try to be conducted through the portal, which will be less time-consuming.

We should try to benefit from the help of those alumni that are willing to provide support in individual fields of work. Gatherings of alumni based on the hobbies they have in common should also be organized. Their suggestions should be taken into consideration.

Study visits of Alumni clubs of other universities will continue in the following years.

11.2 Assessment of current state and orientations for period 2006-2010

Strengths

Alumni Club of the University of Nova Gorica was established in 2004 with the purpose of enabling different generations of alumni to associate, network and cooperate, establishing a firm relationship between the University and its alumni and consequently also with the business world they represent.

Weaknesses

UNG Alumni club members are passive, therefore, the mission of the Alumni club is not completed as planned.

Opportunities for improvement

The management of the Alumni club should be professionalized, resulting in better operation of the club, which has, until now, depended on voluntary work of members.

12 COOPERATION WITH THE COMMUNITY

University of Nova Gorica is integrated with the local and wider community through its founders, i.e. two municipalities from the local region (*Municipality of Nova Gorica* and *Municipality of Ajdovščina*) and two Slovenian research institutes (*The Jožef Stefan Institute* and the *Research Centre of the Slovenian Academy of Sciences and Arts - ZRC SAZU*). All the founders play an important role in the development of UNG. The municipalities undertook to provide the infrastructure required for the expansion of activities, while the institutes provide support and personnel for the development and implementation of new study programmes and research activities in the field of sciences, technology and humanities.

Regardless of the fact that UNG is a non-state institution, it strives to make its study programmes accessible to students of all backgrounds, and to facilitate specific research and educational activities that strengthen the position of Slovenians on the westmost national border. UNG has established good cooperation with Slovenians living across the border. Especially fruitful is the cross-border cooperation with Slovenians living in the neighbouring provinces of Gorizia, Trieste and Udine. UNG is the founding member of the Slovenian Educational Consortium Slov.I.K. headquartered in Gorizia (Italy). It also has a member in its governing board. Successful cross-border cooperation with the Slovenian community in Italy resulted in the renovated building of the Slovenian Secondary School in Gorizia (Via della Croce 3) with a total of 1500 m² of classrooms, laboratories and lecturer offices which are intended for the implementation of the activities of the UNG School of Environmental Sciences. On these premises, the university study programme in Environment and graduate study programme in Environmental Sciences are implemented. The renovation of the building was funded by its owner, company ALPE d.d.

UNG offers a wide range of activities that complement and enrich each other and thus strives to embed the educational and scholarly research activities into the regional, Slovenian and international sphere.

We are especially aware of the importance of applied and development activities, and transfer of technologies and knowledge into the market environment. Therefore, special attention is paid to cooperation between research laboratories and Slovenian industry. In order to be even more effective in this field and to significantly contribute to the technological growth of the Goriška region, we founded the Primorska Technology Park together with our partners. The Park contributes to the creation of a business environment for graduates with bachelor's, master's and doctoral degrees.

In 2010, the furnishing of the University Incubator was completed. The scientists coming from the University of Nova Gorica thus have the opportunity to work with the most advanced equipment for the production and characterization of prototypes and test specimens of organic solar cells, for laser measurements and for sol-gel application of

self-cleaning coatings. The University Incubator was established with the financial help of the Municipality of Nova Gorica and within the programme supported by the Government Office of the Republic of Slovenia for Regional Development.

Through its Technology Transfer Office and various courses within the study programmes of schools, the University of Nova Gorica is educating and stimulating young researchers to participate in the activities of the University Incubator and make use of the opportunities provided by the available equipment. Moreover, the Technology Transfer Office associates with entities that have access to venture capital that could enable the establishment of new companies, whose activities will be related to products and processes where the high expertise of researchers from university laboratories could be applied.

A detailed description of applied research, development and scientific activities, as well as of cooperation between individual UNG laboratories and research centres with the industry is given in presentations of individual laboratories or centres in the UNG annual report.

Cooperation with industry does not take place only through actual applied projects, but also through advisory and educational activities. The main characteristic of undergraduate and graduate study programmes at UNG is learning from practical problems. Therefore, students are included in practical and research work within our institution or at partner research institutions, at higher education institutions or in industry. It is in this manner that conditions for the transfer of knowledge from academic institutions to business environment are created, while the employment opportunities for our graduates are improving.

Close cooperation with enterprises takes place through practical training of students in enterprises, as well as through seminar papers, research papers and diploma theses in undergraduate study programmes. Graduate study programmes are intended for students from industry that are employed in different Slovenian enterprises or receive scholarships from them. Young researchers from industry also attend graduate study programmes and are included in the research work of UNG laboratories. Their master's and doctoral theses are exclusively of applicative nature and try to solve real problems enterprises experience.

Practical training of students in enterprises

Within the professional higher education study programmes (Engineering and Management, Viticulture and Enology), students are obliged to take part in practical training in enterprises, where they learn about the work in the enterprise and are able to transfer and deepen the professional knowledge, acquired through their studies. With the purpose of enabling quality practical training, School for Viticulture and Enology cooperates with many regional winegrowers and winemakers, as well as with other respective experts from the Primorska region and beyond. Practical training lasts from two to four months, depending on the concept of the study programme. Practical training is also provided to students in university study programmes (Engineering Physics). Students can thus be placed with enterprises where they are able to gain a lot of practical knowledge in real-life environment. University of Nova Gorica currently cooperates with over seventy enterprises from all over Slovenia, especially from the Goriška region.

Practical training involves solving real problems in an enterprise and takes place in the form of a project. The topic of the training is defined in advance and takes into consideration the needs of the enterprise and student wishes. Every student is allocated two mentors - one in the enterprise and one at UNG. At the end of training, students are obliged to submit a final report and present it publicly. If possible, the topic of the training should be explored in detail and dealt with in the diploma thesis.

In agreement with the mentor, a student can attend their practical training in some other enterprise that is willing to conduct the training by the defined programme. The school also tries to retain good relationships with various enterprises and institutions through seminar papers, written by students during their studies in different courses. Part-time students may perform practical training in enterprises where they are employed. If a student submits a report on their work experience, the training may be considered completed.

12.1 Assessment of current state and orientations (2010/2011)

Strengths

UNG has established good relationships with industry and local community in both the pedagogical and research field.

Opportunities for improvement

Consolidation of cooperation with industry in terms of the acquisition of new applied projects, and in terms of undergraduate and graduate education of students, as required by industry. Cooperation with the local community in resolving the issue of the lack of space.

12.2 Assessment of current state and orientations for period 2006-2010

On 16 September 2009, the Senate of the University adopted The Programme of Activities of the University of Nova Gorica, containing the university development plan for period 2010-2015. The Programme was adopted on the basis of the analysis of situation in the past years. It contains university development guidelines, based on close cooperation with industry and local community. Modernization of study programmes and their adaptation to the needs of the industry are anticipated. Some study contents of the study programmes should be offered as a part of lifelong learning. Study programmes implemented at UNG could be made available as lifelong learning programmes through part-time studies.

13 STATISTICS OF PEDAGOGICAL ACTIVITY

Detailed statistics of the study activities within individual study programmes in academic year 2010/2011 are given in reports on the monitoring, assessing and quality assurance, drawn up by individual UNG schools. They also contain comparisons made between academic years for the period between 2008 and 2011. Statistical indicators include:

- student enrolment
- enrolment in the first year
- structure of students in the first year in view of completed secondary school
- structure of students in the first year in view of the manner of completion of secondary school
- study programme implementation
- comparison of trends in the number of students by individual years and by academic years
- structure of students by gender
- average exam grade in full-time and part-time studies
- analysis of advancement of students
- duration and completion of study programme
- average duration of full-time studies
- average duration of part-time studies.

The table below shows data on the enrolment in individual UNG study programmes and data on enrolment into the first year of a certain study programme in view of the secondary school programme students attended prior to enrolment, in view of their gender and region of their residence. The statistics of the enrolment of foreign students in individual programmes are also presented.

School of Engineering and Management	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	169
Engineering and Management 1	45	43	2	28	27	1	22	17	112
Economic and Management of Manufacturing and Techn. Systems, part-time								1	1
Engineering and Management 2	33	31	2	19				5	57
School of Environmental Sciences	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	100
Environment								21	21
Environment 1	18	17	1	21	19	2	13	12	64
Environment 2	7	7		4	4			4	15
School of Humanities	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	79
Cultural History 1	13	13		4	3	1	5	4	26
Slovene Studies								2	2
Slovene Studies 1	8	7	1	12	11	1	5	14	39
Slovene Studies 2	6	6		4				2	12
School of Applied Sciences	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	14
Engineering Physics 1	6	6		5	5		2		13
Experimental Physics 2	1	1							1
School for Viticulture and Enology	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	39
Viticulture and Enology 1	16	16		8	7	1	11	4	39
School of Arts	Year 1	First enrolment	Repeat enrolment	Year 2	First enrolment	Repeat enrolment	Year 3	Extension of student status	37
Digital Arts and Practices	11	11		10	10		15	2	38

Graduate School	Year 1	Year 2	Year 3	Year 4	Total
Physics 3	9	6	5		20
Environmental Sciences				7	7
Environmental Sciences 3	4	5	7		16
Karstology 3	4	3	3		10
Molecular Genetics and Biotechnology 3	10	8	3		21
Comparative Studies of Ideas and Cultures 3	12	15	6		33
Intercultural Studies - Comparative Studies of Ideas and Cultures				7	7
Linguistics 3		1			1
Economic and Techniques for the Conservation ...	5	6	7		18

Student enrolment in academic year 2011/2012

Enrolment in individual UNG study programmes on 30 October 2011.

Enrolment in the first year in view of completed secondary school

Secondary school - data on students first enrolled in 2011/12	Number
Ekonomska gimnazija in srednja šola Radovljica	1
Ekonomska srednja šola Nova Gorica	1
Gimnazija in srednja kemijska šola Ruše	1
Gimnazija Jesenice	1
Gimnazija Jožeta Plečnika Ljubljana	2
Gimnazija Koper	1
Gimnazija Moste	1
Gimnazija Nova Gorica	12
Gimnazija Piran	1
Gimnazija Škofja Loka	2
Gimnazija Tolmin	3
Gimnazija Trbovlje	1
Gimnazija Vič	2
I. gimnazija Bežigrad Ljubljana	1
II. Gimnazija Maribor	1
Izobraževalni center Memory (centre of education)	1
Srednja ekonomska in trgovska šola Nova Gorica	22
Srednja ekonomska šola Celje	1
Srednja ekonomska šola Maribor	1
Srednja ekonomsko-turistična šola Radovljica	1
Srednja gostinska in turistična šola Izola	1
Srednja policijska šola	1
Srednja šola Jesenice	1
Srednja šola Postojna	3
Srednja šola Srečko Kosovel Sežana	2
Secondary school abroad	7
Srednja šola Veno Pilon Ajdovščina	9
Srednja šola za gostinstvo in turizem Radovljica	1
Srednja šola za oblikovanje in fotografijo Ljubljana	1
Srednja tehniška in poklicna šola Trbovlje	1
Škofijska gimnazija Vipava	1
Šolski center Celje	2
Tehniška lesarska šola Jože Srebrnič Nova Gorica	1
Tehniški šolski center Nova Gorica	22
UNIVERZUM LJUBLJANA - DISTANCE LEARNING CENTRE	1
Upravna administrativna šola	1
Zavod svetega Stanislava Škofijska klasična gimnazija Ljubljana Šentvid	1

Enrolment in the first year in 2011/2012 in view of the secondary school programme

Secondary school programme	Number
Secondary school graduate in economics	24
Secondary school graduate in economics and administration	1
Secondary school graduate in electrical and electronic technology	3
Other technical and professional schools	2
Photographer	1
Grammar school graduate	57
Secondary school graduate in tourism and catering	1
Graduate in horticulture	1
Secondary school graduate in agriculture and forestry	2
Secondary school graduate in agriculture, Secondary school graduate in gardening	1
Secondary school graduate in agriculture and management	1
Secondary school graduate in wood processing	1
Secondary school graduate in media	1
Police officer	1
Secondary school graduate in transport	4
Secondary school graduate in mechanical engineering	1
Secondary school graduate in tourism	1
Childcare worker (pre-school education)	2
Secondary school graduate in healthcare	4
Secondary school graduate in food technology	1
Social science-oriented secondary school	1
Other	2

Enrolment in the first year in 2011/2012 in view of the manner of secondary school completion

Manner of secondary school completion - data for students first enrolled in 2011/2012 (undergraduate students)	
Matura exam	61
Vocational matura exam	46
Secondary school degree	1
Final examination	5

Education level of students of the first year of the second-level study programme	
University	0
Professional higher education	24
First-level university education	11
First-level professional higher education	10

Education of students of the first year of Graduate School	
University	42
Second-level master's programme	2

Enrolment of students by gender

Study programme	Number of all students enrolled	Female	Female in %
School of Engineering and Management	170	64	37.65
Economics and Management of Manufacturing and Technological Systems	1	1	100.00
Engineering and Management 1	112	52	46.43
Engineering and Management 2	57	11	19.30
School of Environmental Sciences	100	79	79.00
Environment	21	16	76.19
Environment 1	64	53	82.81
Environment 2	15	10	66.67
School for Viticulture and Enology	39	13	33.33
Viticulture and Enology	39	13	33.33
School of Humanities	79	65	82.28
Slovene Studies	2	2	100.00
Slovene Studies 1	39	36	92.31
Slovene Studies 2	12	10	83.33
Cultural History	26	17	65.38
School of Applied Sciences	14	3	21.43
Engineering Physics	13	3	23.08
Experimental Physics 2	1	0	0.00
School of Arts	38	15	39.47
Digital Arts and Practices	38	15	39.47
Graduate School	133	85	63.90
Environmental Sciences	7	7	100.00
Environmental Sciences 3	16	11	68.75
Karstology 3	10	7	70.00
Intercultural Studies - Comparative Studies of Ideas and Cultures	7	6	85.71
Comparative Studies of Ideas and Cultures	33	23	69.70
Economics and Techniques for the Conservation of the Architectural and Environmental Heritage	18	10	55.56
Molecular Genetics and Biotechnology	21	11	52.38
Physics 3	20	9	45.00
Linguistics 3	1	1	100.00
Total	573	324	56.54

Enrolment of students by their residence

Residence - undergraduate students enrolled in academic year 2011/2012

Nova Gorica	214
Koper	29
Ljubljana	47
Celje	9
Kranj	22
Maribor	14
Novo mesto	11
Murska Sobota	1

Italy	6
Serbia	1

Residence - graduate students enrolled in academic year 2011/2012

Nova Gorica	75
Koper	19
Ljubljana	28
Celje	6
Kranj	6
Maribor	7
Novo mesto	6
Murska Sobota	4
Argentina	2
Bosnia and Herzegovina	1
Brazil	1
France	1
Croatia	2
India	7
Iran	3
Italy	26
Canada	1
Kyrgyzstan	1
China	6
Columbia	1
Lebanon	2
Morocco	1
Pakistan	2
Romania	2

Russian Federation	1
Serbia	5
Ukraine	1
Great Britain	1

Enrolment of students from abroad

Study programme	Number of all students enrolled	Foreign
School of Engineering and Management	170	4
Economics and Management of Manufacturing and Technological Systems	1	0
Engineering and Management 1	112	3
Engineering and Management 2	57	1
School of Environmental Sciences	100	3
Environment	21	0
Environment 1	64	0
Environment 2	15	3
School for Viticulture and Enology	39	4
Viticulture and Enology	39	4
School of Humanities	79	6
Slovene Studies	2	0
Slovene Studies 1	39	3
Slovene Studies 2	12	2
Cultural History	26	1
School of Applied Sciences	14	0
Engineering Physics	13	0
Experimental Physics 2	1	0
School of Arts	38	1
Digital Arts and Practices	38	1
Graduate School	133	66
Environmental Sciences	7	2
Environmental Sciences 3	16	7
Karstology 3	10	8
Intercultural Studies - Comparative Studies of Ideas and Cultures	7	1
Comparative Studies of Ideas and Cultures	33	5
Economics and Techniques for the Conservation of the Architectural and Environmental Heritage	18	18
Molecular Genetics and Biotechnology	21	11
Physics 3	20	14
Linguistics 3	1	0
Total	573	84

Proportion of students by schools

Study programme	Number of all students enrolled	Proportion in %
School of Engineering and Management	170	29.67
Economics and Management of Manufacturing and Technological Systems	1	0.17
Engineering and Management 1	112	19.55
Engineering and Management 2	57	9.95
School of Environmental Sciences	100	17.45
Environment	21	3.66
Environment 1	64	11.17
Environment 2	15	2.62
School for Viticulture and Enology	39	6.81
Viticulture and Enology	39	6.81
School of Humanities	79	13.79
Slovene Studies	2	0.35
Slovene Studies 1	39	6.81
Slovene Studies 2	12	2.09
Cultural History	26	4.54
School of Applied Sciences	14	2.44
Engineering Physics	13	2.27
Experimental Physics 2	1	0.17
School of Arts	38	6.63
Digital Arts and Practices	38	6.63
Graduate School	133	23.21
Environmental Sciences	7	1.22
Environmental Sciences 3	16	2.79
Karstology 3	10	1.75
Intercultural Studies - Comparative Studies of Ideas and Cultures	7	1.22
Comparative Studies of Ideas and Cultures	33	5.76
Economics and Techniques for the Conservation of the Architectural and Environmental Heritage	18	3.14
Molecular Genetics and Biotechnology	21	3.66
Physics 3	20	3.49
Linguistics 3	1	0.17
Total	573	100.00

13.1 Awards and achievements of students and graduates

Rules on the awards of the University of Nova Gorica, adopted by the UNG Governing Board on 25 September 2007, and amended on 14 January 2011, lay down the criteria for UNG student awards: ALUMNUS PRIMUS and ALUMNUS OPTIMUS

ALUMNUS PRIMUS

The "Alumnus primus" title is awarded to the graduate of first- and second-level study programme that has regularly passed all their exams and be the first to graduate from their generation

of students. A candidate for the award is selected on the basis of study efficiency, reflected in the duration of studies or in the date of successful bachelor or master's thesis defence in view of the date of the enrolment in the first year. In case there are two or more students of the same generation that successfully defend their bachelor or master's thesis on the same day, the commendation is awarded to the student with the higher average study grade.

ALUMNUS OPTIMUS

The "Alumnus optimus" title is awarded to the graduate of first- and second-level study programme that has the best average study grade among the students, graduating in the same academic year. A candidate for the award is selected on the basis of study efficiency, reflected in the highest average grade of all exams passed. The average study grade must be at least 8.5. In case there are two or more graduates with the same average grade, the commendation is awarded to all the candidates.

Alumnus Primus and Alumnus Optimus of the University of Nova Gorica in 2011

School of Engineering and Management

Professional higher education study programme in Economics and Management of Manufacturing and Technological Systems

Alumnus Optimus

- Darijo Faganelj
- Iztok Kodrič

First-level study programme in Engineering and Management

Alumnus Primus

- Jana Gregorič

Alumnus Optimus

- Uroš Kobal

Second-level study programme in Engineering and Management

Alumnus Primus

- Robert Čebren
- Tadej Kodolja

Alumnus Optimus

- Silvester Jeršič

School of Environmental Sciences

University study programme in Environment

Alumnus Primus

- Simona Jerenec

Alumnus Optimus

- Erika Jež

First-level study programme in Environment

Alumnus Primus

- Anja Soklič

Alumnus Optimus

- Anja Soklič

School of Humanities

University study programme in Slovene Studies

Alumnus Optimus

- Petra Mišmaš

First-level study programmes in Slovene Studies

Alumnus Optimus

- Daniela Stekar

First-level study programme in Cultural History

Alumnus Primus

- Nikola Babić

- Hedeja Mikuž

Alumnus Optimus

- Hedeja Mikuž

School of Applied Sciences

First-level study programme in Engineering Physics

Alumnus Primus

- Gašper Kukec Mezek

Alumnus Optimus

- Gašper Kukec Mezek

School of Arts

First-level study programme in Digital Arts and Practices

Alumnus Primus

- Mateja Lukežič

13.2 Assessment of current state and orientations (2010/2011)

Strengths

Enrolment in doctoral study programmes is good. A high proportion (50%) of doctoral students come from abroad. We would like to retain such a high proportion of foreign students or even increase it in the future, which would be in accordance with the

university vision: UNG strives to be a university institution providing high-quality educational activities and being internationally competitive.

University strives to make its study programmes accessible to all students who show interest and talent in research work. Therefore, there are various scholarship programmes available to Slovenian and foreign students that help finance the undergraduate and graduate studies. Thus, in September 2011, the first UNG scholarship tender was announced for students at all three Bologna levels of study. We enable students to perform their research work in research units of the University of Nova Gorica and in partner research institutions in Slovenia and abroad, under the mentorship of professors, researchers and experts from our institution or from partner institutions.

Weaknesses

Enrolment in individual study programmes of the first and second level is still decreasing or is the same as in the previous year, despite many activities to promote the UNG study programmes that were implemented throughout the academic year (a more detailed account of this is given in the self-evaluation reports of schools). Despite all the promotion, analyses show that UNG remains unrecognised among the young, among students and secondary school students.

Opportunities for improvement

UNG study programmes pursue the strategy laid down to rectify these weaknesses. The first results are already visible, since the negative enrolment trend is slowing down. We would like to attract more highly motivated students. UNG must strive to become an elite higher education institution, which shall only be possible by attracting the best students and personnel. Study programmes have been updated and the teaching methods modernized (introduction of media and distance study courses, tutorship, lectures and practical classes for new students with insufficient knowledge, less ex-cathedra teaching, more individual work with students).

We will try to attract a higher number of foreign students to enrol in the second-level study programmes as well.

Proposed measures

Measures that are already being implemented or will also be implemented in the following year:

- Promotional activities directed at our target population (workshops and lectures for secondary school students, gatherings with secondary school teachers, participation in secondary school competitions, inclusion of secondary school students in research projects, participation in events for knowledge presentation, Informativa fair, TV presentations to promote the activities of UNG, European Researchers' Night 2011, etc.);
- Systematic collection of data on UNG graduates and their participation in the promotion;
- Increased activities of the Alumni Club and the initiation of operation of the UNG Career Centre;

- Facilitation of cooperation with the most successful enterprises in the region and wider that would participate in practical training of our students and in the preparation of bachelor and master's theses;
- Better presentation of UNG on its websites;
- Study of the possibilities of enrolment of a greater number of foreign students in second-level study programmes (elective courses conducted in English).

13.3 Assessment of current state and orientations for period 2006-2010

Lately, it has been observed that the enrolment in individual study programmes is decreasing. There are several reasons for that. An analysis of enrolment has been conducted that takes into consideration the secondary school students attended, the region they come from and their performance. An external analysis has also been conducted on a representative sample of secondary school students and students all over Slovenia. The analysis showed that the main disadvantage of UNG is the fact that young people and students do not know about UNG, so it is impossible that they would consider it an elite university.

A strategy and a range of potential measures have been devised at UNG to stop the negative trend and attract a higher number of good and highly motivated students to our study programmes. UNG must strive to become an elite higher education institution, which shall only be possible by attracting the best students and personnel. Study programmes will have to be updated and the teaching methods modernized (introduction of media and distance study courses, tutorship, lectures and practical classes for new students with insufficient knowledge, less ex-cathedra teaching, more individual work with students).

Moreover, the following measures have also been anticipated:

- Promotional activities directed at our target population (workshops and lectures for secondary school students, gatherings with secondary school teachers, participation in secondary school competitions, inclusion of secondary school students in research projects, etc.);
- Systematic collection of data on UNG graduates and their participation in the promotion;
- Increased activities of the Alumni Club and the initiation of operation of the UNG Career Centre;
- Facilitation of cooperation with the most successful enterprises in the region and wider that would participate in practical training of our students and in the preparation of bachelor and master's theses;
- Better presentation of UNG on its websites;
- Study of the possibilities of enrolment of a greater number of foreign students in second-level study programmes (elective courses conducted in English).

14 FINANCIAL OPERATIONS

UNG sees its advantage in dispersed financing of its activities. Therefore, it strives that its financing does not depend on the state resources alone. An important proportion of funding has to come from international resources, local communities, industrial sector, tuition fees, donations, etc. UNG is the founder of the Edvard Rusjan Foundation. It is the only university foundation in Slovenia and one of the few in Europe. The purpose of the foundation is to collect donor funds the yield of which is used for the growth and expansion of UNG and for the implementation of its activities. In the following two decades, UNG shall strive that the funding provided by the Edvard Rusjan Foundation will represent 20 to 25% of all the funding of UNG activities.

In 2011, University of Nova Gorica obtained approximately 6.35 million Euros for its operations from different sources: tuition fees, funding of educational and research projects by the Ministry of Higher Education, Science and Technology (MVZT), and by the Slovenian Research Agency (ARRS), revenues of founders, international and industrial projects, and from different donors. The structure of funds by individual sources in 2011 is illustrated below:

- Founder's obligations 2.5 %
- Research activity funds 53.1 %
 - ARRS funds 38.4 %
 - Other ministries 0.4 %
 - Domestic clients 6.3 %
 - International projects 8.0 %
- Pedagogical activity funds 41.0 %
 - MVZT funds 34.8 %
 - Tuition fees 6.2 %
- Other 3.4 %

The Municipality of Nova Gorica donated the building at Vipavska 13 with a total surface area of about 3.400 m² and a value of 1.667 m Euros.

Financial operations in 2011 will be presented subsequently in the UNG annual report for 2011.

Edvard Rusjan Foundation

Edvard Rusjan Foundation is a non-profit institution, the main objective of which is to provide financial and other support to the University of Nova Gorica for its operations and future development.

In accordance with the purpose of its establishment, the Foundation helps complement and modernize research equipment and infrastructure, provides for a quality education of higher education teachers and mentors, and for development of study and scholarly

research programmes important for social, economic, technological, scientific and cultural progress.

The Foundation also establishes and maintains connections between the university and industrial sector. Therefore, it provides funds for the development of innovative activities and technological centres, and for the transfer of knowledge, experience and new technologies into practice. A part of funds are intended for scholarships for promising undergraduate and graduate students, and for the development of publishing activity that helps students with their studies and staff of the University with their day-to-day work. With its activities, the Foundation helps promote the University of Nova Gorica and increase its recognizability and reputation in the general public and abroad.

In order to meet the set objectives, it collects funds, supplies, works of art, shares, property rights, rights in rem, and everything else that is of some value to the foundation and can be assessed. The assets of the Foundations are not to be spent. In accordance with the professional programme and the foundation's purpose, only the yield of the obtained assets is allocated in terms of grants, scholarships and investments in equipment and infrastructure.

14.1 Assessment of current state and orientations (2010/2011)

Strengths

UNG sees its advantage in dispersed financing of its activities. Therefore, it shall further strive that its financing shall not depend on the state resources alone. An important source of funding are also the research projects funded by EU, industrial sector and local community.

University strives to make its study programmes accessible to all students who show interest and talent in research work. Therefore, there are various scholarship programmes available to Slovenian and foreign students that help finance the studies.

Opportunities for improvement

The method of financing the pedagogical work at UNG from state resources has prevented UNG to try to develop into an elite institution. The development of UNG as an international elite university has to be strategic.

Proposed measures

UNG is seeking a strategic partner that would be willing to invest a significant amount of funds in UNG. These funds could then be used for tuition fees for talented students, which would further finance the activities of schools.

14.2 Assessment of current state and orientations for period 2006-2010

Strengths

UNG pursues its development vision and strives for dispersed financing of its activities. An important proportion of funding comes from international resources, local communities, industrial sector, tuition fees, donations, etc. UNG is the founder of the Edvard Rusjan Foundation. The purpose of the foundation is to collect donor funds the yield of which is used for the growth and expansion of UNG and for the implementation of its activities.

Opportunities for improvement

The method of financing the pedagogical work at UNG from state resources has prevented UNG to try to develop into an elite institution. Currently, UNG is more of a state university rather than a private one. Therefore, it is losing its advantages. The development of UNG as an international elite university has to be strategic.

Proposed measures

UNG has to find a strategic partner that would be willing to invest a significant amount of funds in UNG. These funds could then be used for tuition fees for talented students, which would further finance the activities of schools. Franchises of foreign universities could also be interesting for UNG.

15 SUMMARY (2010/2011)

University of Nova Gorica (UNG) is a private, research and student friendly institution where knowledge is created through a harmonious cooperation of students and researchers, and where the knowledge is transferred to younger generations and applied in a business environment. The activities of UNG involve higher education at the undergraduate and graduate level, supplementary education, training of researchers, education in different professional, scholarly and research activities, as well as expert work.

UNG is a compact and internally strongly connected university. The operation of UNG is similar to that of a modern company, rather than to that of a classic academic institution. Research and expert work is conducted in laboratories, centres and institutes. Schools are open units where the educational activities are performed by researchers and experts from different research units and external institutions. UNG shall continue to create a harmonious relation between experts and students from various academic and professional disciplines.

Our activities began in the academic year of 1995/1996 under the name of *Faculty of Environmental Sciences*, which was, at the time, the first international postgraduate school in Slovenia, founded by *the Municipality of Nova Gorica* and *The Jožef Stefan Institute* from Ljubljana. Due to the implementation of new study programmes and the expansion of scholarly and research activities, the faculty was restructured and renamed into *Nova Gorica Polytechnic*. In academic year 2003/2004, the Nova Gorica Polytechnic signed two additional co-founding contracts. The existing two founders were joined by the Municipality of Ajdovščina and the Research Centre of the Slovenian Academy of Sciences and Arts (ZRC SAZU). The new co-founders played an important role in the future development of UNG. The Municipality of Ajdovščina undertook to provide the infrastructure required for the expansion of activities to the area of the Ajdovščina municipality, while ZRC SAZU, being the biggest Slovenian institute in the field of humanities, undertook to provide support and personnel for the development and implementation of new study programmes and research activities in the field of humanities. With the consent of the Council for Higher Education of the Republic of Slovenia, issued on 18 March 2006, Nova Gorica Polytechnic acquired the status of university and was renamed into the University of Nova Gorica on 21 April 2006. UNG is a private university institution. This status enables flexible organization and operations, as well as faster adaptation to demands of the modern society. On 15 January 2009, it became a member of the European University Association (EUA), whereas in May 2011, it also became a member of the EUA Council for Doctoral Education. In 2010, the Senate of the University of Nova Gorica supported the membership of the University of Nova Gorica in the Magna Charta Univeristatum association. UNG is also a member of the Slovenian Rectors' Conference, of the Danube Rectors' Conference (DRC) and of the Alps Adriatic Rectors' Conference (AARC).

On 23 June 2010, the UNG Governing Board approved the amendment to the UNG Statutes, by means of which some organizational changes were implemented. The appointment of members of the International Advisory Council was amended so as to

make it possible for members to be appointed individually or as representatives of the University's statutory members. The appointment of members of the Governing Board is not done on the basis of the system of representatives but on the basis of a system of personally liable individuals. Proposal for the appointment of all members of the Governing Board is drawn up by the International Advisory Council, and submitted for approval both to the founders and the University. The Governing Board is thus the managing body of the University, consisting of top experts from the fields of science, art, technology and economy, as well as from fields related to the activities of the University. The Rector of the University is responsible for professional work and management.

Pedagogical activities in the academic year of 2010/2011 were conducted at seven schools: School of Environmental Sciences, School of Applied Sciences, School of Humanities, School of Engineering and Management, Graduate School, School for Viticulture and Enology, and School of Arts. Research activities were conducted within five laboratories, three research centres and one institute. (Laboratory for Environmental Research, Laboratory for Astroparticle Physics, Laboratory of Organic Matter Physics, Materials Research Laboratory, Laboratory for Multiphase Processes, Wine Research Centre, Centre for Atmospheric Research, Centre for Systems and Information Technologies, Institute for Cultural Studies). The particularity of the organization of the study programmes is the Graduate School that joins and carries out all graduate doctoral study programmes (third level) of the University of Nova Gorica, regardless of their scientific discipline: from science and engineering to humanities and interdisciplinary sciences.

Professional and study literature is available to researchers, students and general public at the modern *UNG university library*. *UNG publisher* is responsible for the publication of textbooks, study material, proceedings and other works.

Resources services and other support activities are performed at University level. UNG supporting services include the student office, library, publisher, career centre, alumni club and the international office that is responsible for international cooperation within educational and research units of UNG. Resources services also include the accounting services, legal services, human resource department and other specialist services.

In 2007, the reform of all undergraduate and postgraduate study programmes was completed in accordance with the Bologna guidelines. In 2008, the programmes were accredited by the Council for Higher Education. In the academic year of 2010/2011, UNG implemented seven first-level study programmes, four second-level Master's programmes and eleven doctoral programmes (four uniform postgraduate programmes and seven third-level doctoral programmes). Study requirements within all study programmes are evaluated with credits under the European Credit Transfer and Accumulation System - ECTS. The specificity of individual profiles in search for employment is evident from the Diploma Supplement, issued by UNG in Slovenian and English.

Quality assurance and international competitiveness in the field of pedagogical and research activities are of primary consideration or the commitment of our institution. UNG strives to be a university institution providing high-quality educational activities and being internationally competitive. It is expected from researchers and teaching staff

that they are well-informed scientists and experts with international experience and broad knowledge. International orientation of UNG is reflected in cooperation agreements with numerous renowned universities and research institutes throughout the world, enabling UNG an enhanced and close cooperation in the international sphere in both research and pedagogical field. Thus, our higher education teachers must be internationally renowned researchers or experts. Therefore, candidates that wish to get a permanent employment are required to have completed a post-doctoral training programme abroad. UNG will continue to strive to attract new top research and teaching staff from Slovenia and abroad, both young and already established researchers that would engage in research and pedagogical activities at UNG. In 2010, the UNG Governing Board approved the changes of Regulations for the determination of conditions and appointment procedures for research and teaching positions at the University of Nova Gorica with the purpose of enabling quality pedagogical and research work at UNG in the long run.

UNG will continue to strive for the optimum student-professor ratio in all its study programmes, and for the optimum ratio between research and educational work. It is expected, in the long run, that all disciplines will obtain the harmonious ratio of 1:1 between educational and research work. UNG particularly strives to include experts from industry in the educational process. Special emphasis is placed on learning from practical problems in both undergraduate and graduate studies. Therefore, students are included in practical and research work within the institution or at partner research institutions, at higher education institutions or in industry.

Enrolment in individual study programmes is still decreasing or is the same as in the previous year despite many activities to promote the UNG study programmes that were implemented throughout the academic year. Despite all the promotion, analyses show that UNG remains unrecognised among the young, among students and secondary school students.

UNG study programmes pursue the strategy laid down to rectify these weaknesses. The first results are already visible, since the negative enrolment trend is slowing down. We would like to attract more highly motivated students. UNG strives to become an elite higher education institution, which shall only be possible by attracting the best students and personnel. University strives to make its study programmes accessible to all students who show interest and talent in research work. Therefore, there are various scholarship programmes available to Slovenian and foreign students that help finance the undergraduate and graduate studies. We enable students to perform their research work in research units of the University of Nova Gorica and in partner research institutions in Slovenia and abroad, under the mentorship of professors, researchers and experts from our institution or from partner institutions. Study programmes are being updated and the teaching methods modernized (introduction of media and distance study courses, tutorship, lectures and practical classes for new students with insufficient knowledge, less ex-cathedra teaching, more individual work with students). Moreover, the following measures are also being implemented: promotional activities for our target population (workshops and lectures for secondary school students, gatherings with secondary school teachers, participation in secondary school competitions, inclusion of secondary school students in research projects, participation in events for knowledge presentation, Informativa fair, TV presentations to promote the activities of UNG, European

Researchers' Night 2011, etc.); systematic collection of data on UNG graduates and their participation in the promotion; increased activities of the Alumni Club and the initiation of operation of the UNG Career Centre; facilitation of cooperation with the most successful enterprises in the region and wider that would participate in practical training of our students and in the preparation of bachelor and master's theses; enhance the possibilities of enrolment of a higher number of foreign students in second-level study programmes. (elective courses conducted in English).

Special attention is devoted to international exchange programmes for students and professors. A high proportion of doctoral students (50%) come from abroad. A significant proportion of professors from foreign universities are involved in the implementation of study programmes, especially doctoral study programmes. Thus, the teaching language, especially at graduate level, is adapted accordingly. Exchange and mobility of UNG students and their participation in the European higher education sphere are enabled by the Erasmus University Charter, acquired by UNG in 2003, and by various Erasmus bilateral agreements. In 2007, the University retained the standard EUC certificate. In 2011, it applied for the Extended EUC that, in addition to all activities within the Erasmus programme, enables student mobility for placements. International study programme Migration and Intercultural Relations became a part of the Erasmus Mundus Programme in 2010. Doctoral programme "Economics and Techniques for the Conservation of the Architectural and Environmental Heritage" is an international joint study programme, implemented in cooperation with Venetian University Università IUAV di Venezia and with universities from Naples, Paris and Hamburg. Doctoral programme »Molecular Genetics and Biotechnology« is based on close cross-border cooperation of the University of Nova Gorica with The International Centre for Genetic Engineering and Biotechnology (ICGEB) from Trieste, Italy.

Regardless of its international orientation, UNG facilitates specific research and educational activities that strengthen the position of Slovenians on the westmost national border.

UNG sees its advantage in dispersed financing of its activities. Therefore, it shall further strive that its financing shall not depend on the state resources alone. An important proportion of funding has to come from international resources, local communities, industrial sector, tuition fees, donations, etc. UNG is the founder of the Edvard Rusjan Foundation. It is the only university foundation in Slovenia and one of the few in Europe. The purpose of the foundation is to collect donor funds the yield of which is used for the growth and expansion of UNG and for the implementation of its activities. In the following two decades, UNG shall strive that the funding provided by the Edvard Rusjan Foundation will represent 20 to 25% of all the funding of UNG activities. Moreover, UNG is seeking a strategic partner that would be willing to invest a significant amount of funds in UNG. These funds could then be used for tuition fees for talented students, which would further finance the activities of schools.

Constant assessment and assurance of quality of the studies and research work at UNG is performed on the basis of a uniform methodology that is in compliance with national Criteria for monitoring, assessing and assuring the quality of higher education institutions, study programmes and research, art and professional activities (OG RS, No. 124/40) and with criteria and acts adopted by the Council of the Slovenian Quality

Assurance Agency for Higher Education (OG RS, No. 95/2010 of 29 November 2010, and No. 17/2011 of 11 March 2011): *Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes, Criteria for Transferring between Study Programmes, Criteria for the Allocation of Credits to Study Programmes under ECTS, Minimum Standards for the Appointment of Higher Education Teachers, Researchers and Faculty Assistants at Higher Education Institutions.*

The University Quality Assurance Committee is the body responsible for the implementation and improvements of the methodology applied at the University of Nova Gorica. Members of the University Quality Assurance Committee are appointed by the UNG Senate for the period of four years (Annex). Activities related to the quality assurance at individual schools of UNG are performed by *Quality Coordinators*, who are, by their function, also members of the *University Quality Assurance Committee*.

Self-evaluation of UNG study programmes is conducted at all UNG schools and at the University as a whole, applying a uniform methodology. The annual report on the monitoring, assessment and assurance of quality includes all the findings regarding the strengths and weaknesses of the study programmes. Proposals for the improvement of quality in the implementation of study processes are also given.

Proposals for the improvement of the contents and quality of the study programmes are presented every year by our teaching staff. The obtained results are reviewed by Deans of individual schools and by the school Senate. The study conditions are monitored by the Senate of an individual school, which then submits proposals regarding the possible improvements to the Rector of the University of Nova Gorica. The self-evaluation report is then reviewed by the Senate of the University of Nova Gorica. Its findings are taken into consideration in the annual work programme. The control of the quality of the pedagogical work at UNG is conducted in the form of regular supervisions of the performance of pedagogical activities in undergraduate and graduate study programmes, whereby the supervisors are the Rector and two Vice Rectors of UNG.

The evaluation of research work is conducted at university level. It includes all research laboratories, institutes, UNG centres and individual researchers. Report on research work is reviewed by the UNG Governing Board, and published in the Annual report on the activities of the University of Nova Gorica.

Quality management at UNG is incorporated in the management of the university. Internal organization and management of UNG are similar to those of a modern company, rather than to those of a classic academic institution. Important role in the quality assurance is played by the Rector of UNG, both Vice Rectors, Deans of schools, and by heads of research units. Key decisions in the organization and management of issues related to the quality of pedagogical and research work are made at university level. Current issues regarding the personnel, material conditions, premises and other working conditions and support activities, required for the assurance of high-quality pedagogical and research work in all UNG units, are discussed at regular weekly meetings of the Rector, Vice Rectors, Deans and heads of research units. Proposals for the improvement and elimination of discovered shortcomings are thus constantly collected, while the effects of implemented measures are monitored.

External supervision with the purpose of quality assurance is conducted through an external school or UNG evaluation performed by the national body for external evaluation (NAKVIS). UNG proposes one or more of its schools and programmes for external institutional and programme evaluation, which is in accordance with the legislation governing higher education that prescribes external evaluation and re-accreditation of all study programmes in Slovenia every seven years. Following the proposal of UNG, an external institutional evaluation of the School of Engineering and Management (PTF) took place in November 2008, while in May 2009, an external evaluation of the School of Environmental Sciences (FZO) was performed. In both cases, proposals and measures have been adopted to eliminate the discovered shortcomings and to introduce improvements. The University Quality Assurance Committee adopted proposals for improvements related to the monitoring and assurance of quality of pedagogical and research work of UNG as a whole.

The academic staff of the University of Nova Gorica are actively involved in the process of the assurance of quality of high education in Slovenia as external evaluators. There were two representatives of UNG in the Slovenian Quality Assurance Agency for Higher Education. The chairman of the University Quality Assurance Committee is a member of the Working Group of university quality assurance committees and has been its chairman since 2010. UNG is also actively involved in the process of the adaptation of the higher education system in Slovenia to the principles and guidelines of the Bologna Declaration, and in the preparation of the Guidelines for the National Higher Education Programme 2011-2020. In 2010, UNG cooperated with NAKVIS in the drawing up of Criteria for the Accreditation and External Evaluation of Higher Education Institutions and Study Programmes, and in the drawing up of other acts relevant for quality assurance in higher education. One of five national promoters of the Bologna process in Slovenia in year 2004/2005 was UNG. One representative of UNG was a member of the National Team of Bologna Experts for period 2009-2011, whereas there are two UNG representatives in the Team for the period of 2011-2013.

Students are involved in the process of monitoring and quality assurance on several levels. Cooperation between UNG and students takes place through the UNG Student Council. Students have their representative in the UNG Governing Board, in school senates, in the UNG Senate and in the University Quality Assurance Committee. All UNG students are directly involved in the monitoring of the assurance of quality of pedagogical process through student surveys. We learned about the opinion of students regarding the quality of the studied contents and the implementation of the programme through four thematic surveys: *Course Evaluation Questionnaire for Students*; *Study Programme Evaluation Questionnaire for Students*; *Practical Training Evaluation Questionnaire for Students*; *Questionnaire on Provision of Information to Candidates Prior to Enrolment*. In study programmes, reformed in accordance with the Bologna Declaration, an additional survey is performed, namely *Student Work Evaluation Form*. In 2011, the survey was conducted in an electronic form to improve the efficiency of data collection and to automate the analysis. In view of the analysis of the results of the *Course Evaluation Questionnaire for Students*, individual interviews are held with lecturers.

In professional higher education study programmes, special attention is devoted to the monitoring of the quality of practical training of students in enterprises, and to improving the relation between the mentor at the higher education institution, the student and the mentor in the enterprise during the training. Practical training of students is conducted on the basis of contracts on practical training, concluded with partner enterprises.

The UNG Senate has adopted uniform study rules for all study programmes within UNG at 1st level and 2nd level programmes, as well as uniform rules for the application for doctoral dissertation and its defense at 3rd level programmes, increasing the transparency of procedures. The rules also include some measures for the assurance of quality and effectiveness of the study programmes, such as the payment of exam fees on the basis of a progressive price scale for students who have not been able to pass the exam three times in a row. This measure should act as an incentive for students to better prepare for the exams. Students can apply for exams through the UNG electronic system that provides students with individual access to their study results. To stimulate students to achieve better performance in their studies, UNG awards the best graduates from the 1st and 2nd level programmes with the *Alumnus Primus* commendation. This commendation is awarded to students who regularly passed their exams and graduated among the first from their generation. The *Alumnus Optimus* award is presented to graduates who have the best average grade among all the students, graduating in a certain academic year.

Special attention is devoted to the monitoring of the employment of graduates and the compilation of information from graduates on the applicability of obtained knowledge in the labour market. Analyses show that 84 % of graduates find employment during the first six months after graduation (analysis of 8 November 2011). The objective of all UNG study programmes is to achieve and retain high employment rate (above 80%). Therefore, since the academic year of 2010/2011, the Career Centre provides support to graduates in finding their first employment. The specificity of individual profiles in search for employment is evident from the Diploma Supplement, issued by UNG in Slovenian and English.

Research work at UNG is conducted in research laboratories, centres or UNG institutes. Research and pedagogical work at UNG are closely linked. Research and expert work is the basis for the implementation of the educational process. Our teaching staff is involved in the research work, executed in laboratories, centres and institutes, or outside UNG, while our researchers are involved in the pedagogical work at individual UNG schools. Graduate students are also included in the research work. Evaluation of research work at UNG is presented in the UNG annual report. Material conditions and the quality of research work performed at UNG are monitored by the management and the Governing Board of UNG. External control of the quality of our scholarly research work is conducted by the Ministry of Higher Education, Science and Technology, by founders of the University of Nova Gorica and through international cooperation. General public has been informed of the UNG research and pedagogical activities in the Annual report on the activities of UNG through the UNG website, as well as through promotional brochures.

Evaluation of research work shows that UNG is rather successful in research activities. Most pedagogical disciplines are accompanied by good or even excellent research activities. Research activities are gaining ground even in the field of humanities, where

they are becoming balanced with pedagogical activities. In all research fields, our efforts are directed at upgrading the quality and excellence of research work and research staff. Scientific production is good, which is reflected in numerous publications in renowned international journals, in numerous home and international research projects and in active participation in international research activities. The quality of research work is also proven by Slovenian and international awards, as well as awards presented to our staff and students. In years 2010 and 2011, researchers employed at UNG published 329 original scientific articles in international journals, 8 scientific or professional monographs, 45 independent scientific component parts in monographs, 46 invited lectures, 33 invited lectures at foreign universities, 30 professional articles and 129 papers at international conferences.

We are also successful in the acquisition of new research projects and funds for new equipment at Slovenian and international level, which enables a long-term research stability and good research results.

An important indicator of the effectiveness of our research work is also cooperation with the industrial sector and transfer of technologies and knowledge into the market environment. Applied and development technologies account for a significant proportion of UNG income. Close cooperation with enterprises takes place through practical training of students in enterprises, as well as through seminar papers, research papers and diploma theses in undergraduate study programmes. Graduate study programmes are attended by students and young researchers from industry. Their master's and doctoral theses are exclusively of applicative nature and try to solve real problems enterprises experience.

In 2010/2011, UNG performed its pedagogical and research activities in different locations. The total surface area available to UNG for its activities in the following years is about 7000 m². In the building at Vipavska 13, which was donated to UNG in 2010 by the Municipality of Nova Gorica, all study programmes of the School of Engineering and Management and of the School of Humanities are implemented, together with some research activities. UNG resources services, library, publisher, student office, school office, deanery offices of the School of Humanities, Graduate School and School of Engineering and Management are also located in the building, together with offices for UNG staff and visiting lecturers. The lack of space in the building prevents a medium-term and long-term development of activities. School of Humanities also performs its pedagogical activities in the building at Vipavska 1. Some activities are conducted in the university building in Ajdovščina. Several activities take place in this building, such as the pedagogical activities of the School for Viticulture and Enology (VŠVV) and the School of Applied Sciences (in 2011, the school moved to the building at Križna ulica in Nova Gorica), as well as some research activities. School of Environmental Sciences implements its study programmes in the building of the Slovenian Secondary School in Gorizia (Via della Croce 3). The renovation of the building was funded by its owner, company ALPE d.d. UNG has acquired from the Municipality of Vipava a 99-year lease on the Lanthieri Mansion in Vipava, to where it will relocate some of its activities when the renovation works of the building under monument protection will have been completed. The renovation project was approved in 2010 by the Ministry of Culture. In 2011, the selection of contractor process was initiated. Some of the activities of the Graduate School are conducted at ZRC SAZU premises in Ljubljana, at the ZRC SAZU

Karst Research Institute premises in Postojna, and at the Ex Convento di Sant Elena premises in Venice.

UNG has lately been dealing with a huge lack of space. Lack of suitable premises for pedagogical and research work, and for student residence may severely hinder further development of the University. UNG is striving to relocate its entire operation to one location, i.e. one campus. Therefore, in the autumn of 2009, a letter of intent was signed with the Municipality of Nova Gorica to build a 16-hectare university campus (Park of Knowledge) along the Korn stream in Nova Gorica, which will provide for a normal development of the University and construction of the required infrastructure. In 2011, the Municipality of Nova Gorica offered an alternative location for the construction of campus in the town centre. UNG has acquired suitable agricultural land at the location of Podraga - Manče (7 ha) and Lože (9 ha) needed for the implementation of study programmes of School for Viticulture and Enology. The land is managed as single holding Vilina.

UNG has provided students with additional accommodation. In June 2010, UNG concluded a one-year agreement with SŽ-ŽIP d.o.o. to lease the dormitory at Erjavčeva 36 in Nova Gorica, and extended it in 2011. The company renovated and refurbished the third and fourth floor of the building, providing accommodation for 54 students in 28 student rooms. There are 2 single student rooms and 26 double rooms with Internet connection. In future, the renovation of the remaining parts of the building are anticipated to provide student accommodation.

Summary of the self-evaluation report of the School of Environmental Sciences of University of Nova Gorica

School of Environmental Sciences (FZO) implemented the following study programmes in academic year 2010/11: university study programme in Environment, university first-level study programme in Environment, and second-level programme in Environment. The university study programme in Environment began to be implemented in academic year 2000/2001. After one year, it obtained a state concession, while the reformed programmes (first- and second-level programmes) were approved by the Senate of the University of Nova Gorica on 14 March 2007. First-level study programme in Environment was accredited by the Council for Higher Education of the Republic of Slovenia on 12 October 2007. Its implementation began in academic year 2008/2009. Second-level study programme in Environment was accredited by the Council for Higher Education of the Republic of Slovenia on 15 February 2008. Its implementation began in academic year 2009/2010.

First-level study programme in Environment provides students with a broad and firm basis in science and mathematical disciplines, and helps them understand relations between individual disciplines and phenomena in environment. Elective courses in the second and third year enable students to choose the appropriate/desired set of courses. Students acquire practical knowledge and experience throughout their studies, namely through laboratory and field work, through a group research project and during the writing of their bachelor thesis. Students are actively involved in the European Credit

Transfer and Accumulation System ECTS, as well as in research work at foreign universities. The particularity of the first-level study programme in Environment is the group research project, conducted by students within the framework of three courses - Introduction into the project work, Group project I and Group project II. The emphasis is placed on solving practical environmental problems and on working in a multidisciplinary group.

Second-level Environment study programme is a research-oriented programme of interdisciplinary nature. It covers all the most important fields of environmental sciences, such as water, air and soil pollution, measuring techniques for identification and control of pollution; waste treatment and consequences of its disposal; chemical, physical, biological, health effects of pollution; legislative, economic and managing aspects of environmental protection. The study programme enables project work on an individual basis. Such work is performed within study courses Individual project I and Individual project II.

Special attention is given to the bachelor or master's thesis, written by students individually. With the thesis, students explore and solve an actual problem, exhibiting their competence to apply the acquired knowledge in solving more demanding problems related to environmental issues.

The first- and second-level Environment study programmes are implemented at Križna ulica 3, Nova Gorica. The total surface area of the building designated solely for the activities of the school and for the implementation of doctoral study programme in Environmental Sciences is about 1.500 m². There are lecture halls, offices, a computer room, a science lecture hall, two student laboratories and a reference library with a sizeable reading room in the building.

Since the beginning of academic year 2008/2009, we have been witnessing lower enrolment in the first year of the reformed full-time study programme in Environment (first level) - from 37 to 19, while the number of available positions in 2010/2011 was 40. This could also be attributed to the emergence of new and similar study programmes in Slovenia, and to demographic dynamics. It is also possible that lower enrolment was a result of media reporting on the issue of the lack of space at UNG (in other units), which was completely resolved in 2011. Lack of student accommodation is no longer an issue. UNG has leased a dormitory and provided accommodation for its students.

What is encouraging is the fact that a great proportion of enrolled students come from grammar schools. Experience shows that this results in a higher quality of future students. In order to better inform secondary school students of the Environment study programme and thus contribute to higher enrolment, a traditional gathering of science professors was arranged on 24 November 2010. The meeting was organized in cooperation with the School of Applied Sciences, School of Engineering and Management, and School for Viticulture and Enology. The introduction of professors by the Rector was followed by two professional lectures. Special emphasis was placed on the tour of the laboratories, including Laboratory for Environmental Research and Materials Research Laboratory. The feedback of professors was extremely positive.

Student surveys on the quality of pedagogical work of all the teachers and assistants are processed each year. The results of surveys and student opinion are presented to members

of the Senate of the School of Environmental Sciences. Critical remarks of students are taken into consideration as much as possible. One such example was the issue of a computer room where students can now work on 25 computers every working day until the evening, and longer working hours of the UNG library in Rožna Dolina.

The employability of school graduates is monitored in cooperation with the student office. The objective of the school is to increase the employment rate of graduates in the first six months after graduation. The establishment of a Career Centre and initiation of activities of Alumni Club will certainly contribute to higher employability of graduates of the Environment study programme.

The report was drawn up by (in alphabetical order): Prof. Iztok Arčon, PhD, Marina Artico, Vanja Lesica Baša, Tea Stibilj Nemec, Nives Štefančič, Maja Terčon, Prof. Polonca Trebše, PhD, Prof. Matjaž Valant, PhD, Sabina Zelinšek.

Summary of the self-evaluation report of the School of Humanities of University of Nova Gorica

The introduction of a non-pedagogical university study programme in Slovene Studies and thus also the first study programme in Humanities in 2004/05 represented a novelty at the University of Nova Gorica. High enrolment of students following the introduction of the programme confirmed the fact that the study programme focused on the understanding of particularities, issues and phenomena that are especially prominent at the juncture of cultures and nationalities, was interesting for students from the northern Primorska region and from other parts of Slovenia. The programme was, therefore, reformed in accordance with the Bologna Declaration. Moreover, due to high interest in the study programme in Slovene Studies with such an orientation, a first-level study programme in Cultural History was also introduced. Our range of study programmes was later expanded with a second-level double-subject study programme in Slovene Studies that enables first-level graduates in Slovene Studies to continue their studies. A joint study programme in Migration and Intercultural Relations is available to students.

Data on the possibility of future improvements and development is collected constantly. Inquiries are directed at the assessment of current situation and at future employment requirements in two target groups. The first group would consist of enterprises that employ graduates from science study programmes that provide possibilities of devising specialized study contents (language of profession, writing of effective texts, communication, creative writing). The second group would include enterprises that employ graduates in humanities (e.g. research and educational institutions, publishing business, media, culture and animation, administrative institutions). In the future, we would like to provide our students with more possibilities to attend similar study programmes at foreign universities. Through organization of international symposia and participation of foreign professors in our pedagogical process, we would like to increase the quality of our study programmes and make them more appealing to foreign students as well. We have already managed to attract some students through the Erasmus mobility programme. However, we believe that the number of foreign students will even be higher in the future. These students will not only enliven the student life at university, but will also promote our study programmes at their home institutions.

Following high enrolment rates in the beginning, we have lately been dealing with alarmingly low enrolment rates. This could be attributed to a range of study programmes in humanities and social sciences available to students, and to a smaller number of secondary school students in each new generation. Our school puts a lot of effort in promoting the school and its programmes (each year, workshops for secondary school teachers are held, dealing with literary topics at the matura exam; in April 2011, a national linguistic conference was organized to increase the recognizability of Slovene Studies at FH UNG, which could also be facilitated with the help of student section). However, these promotional efforts do not and will not suffice to increase the enrolment rates. Therefore, more promotional activities should be provided by the university as a whole. This would require a reinforced, more active and innovative university service for public relations that would act on its own initiative. At the school level, indirect self-promotion could be done (by public appearances of FH UNG employees in their professional roles) through a greater number of staff with full-time employment, which is

especially true of the Cultural History programme. The studies at our school, when compared with other similar faculties of Slovenian universities, could be made more appealing through the provision of pedagogical second-level study programme in Slovene Studies, through a wider range of study programmes and through the possibility of double-subject studies. In view of the results of student surveys, it can be inferred that secondary school students decide on the university also on the basis of its website. Therefore, an overall (as regards the information, contents, marketing and design) modernization of outdated and unattractive university websites would be required to promote FH or increase the enrolment rates.

With the restructuring of former Stanislav Škrabec School of Slovene Studies into School of Humanities with two undergraduate (Slovene Studies and Cultural History) and two graduate study programmes (Migration and Intercultural Relations, Slovene Studies - Linguistics and Literary Science), a greater number of classrooms and offices for teaching staff are required. In the last year, offices were reorganized, bringing advantages to some associates with full-time employment, and some disadvantages to others. Therefore, we need to continue to strive for more suitable premises. Current premises require better utilization in terms of heating in winter months and cooling in summer months. Moreover, lecture theatres need to be better equipped. A service that would be responsible for computer or multimedia equipment would also be required.

When compared with other similar faculties in Slovenia, the School of Humanities of UNG offers several advantages, including the small size of the university, enabling high flexibility in programme organization, moderate teaching staff workload, resulting in their ability to do more research work and be informed of the latest findings in the discipline, and a high number of higher education teachers and assistants included in the pedagogical process. The lectured content is thus more diverse, the student-teacher ratio is favourable and the availability of professors greater. However, some of these characteristics also have some downsides. The small size of the university, accompanied by few promotional activities, results in poor recognizability of the university and thus also of the school; moderate workload of a small number of FH associates with full-time employment is compensated for by higher administrative workload, resulting from inadequate resources services; the advantage of a high number of higher education teachers and assistants included in the pedagogical activity is neutralized by the fact that most of the staff (especially in the Cultural History programme) are employed at UNG only part-time, making them unavailable to students, unstimulated in administrative and promotional activities of FH and UNG, which also results in fewer ideas for better management and organization of FH. At both the school and university level, the above-mentioned characteristics will have to be examined, and then a decision will have to be made as to which characteristics should be retained, how their positive effects should be maintained, while their negative properties neutralized.

The report was drawn up by (in alphabetical order): Prof. Iztok Arčon, PhD, Irena Lipičar Komel, Mojca Kušnjerek, Asst. Prof. Franc Marušič, PhD, Asst. Prof. Katja Mihurko Poniž, PhD, Tea Stibilj Nemec, Maja Terčon, Asst. Ana Toroš, PhD, Sabina Zelinšček, Asst. Prof. Rok Žaucer, PhD. Student representative: Špela Brajer

Summary of the self-evaluation report of the School of Engineering and Management of University of Nova Gorica

Current economy requires experts with a knowledge of technical and organizational - economic aspects of a company's operations. In order to provide for such experts, the School of Engineering and Management of University of Nova Gorica started implementing professional higher education study programme in Economics and Management of Manufacturing and Technological Systems in 1998/1999. In academic year 2007/08, the programme was reformed in accordance with the Bologna Declaration guidelines, and renamed into Engineering and Management. Simultaneously, it was upgraded with a two-year master's programme (second level). The reform of study programmes in compliance with the Bologna guidelines was thus completed. We are fully aware that the reform of programmes according to the Bologna guidelines represents an important quality leap for our School. Therefore, we intend to maintain and upgrade all the advantages, acquired through the Bologna reform.

The management of the School of Engineering and Management has a clear vision and development strategy, which it is also implementing. The School has established a monitoring and quality assurance system, which is a part of the monitoring and quality assurance system of the University of Nova Gorica. Evaluation of the implementation of study programmes is conducted at UNG schools each year. In 2008, the School of Engineering and Management applied for external evaluation at the Evaluation Senate of the Council for Higher Education of the Republic of Slovenia. The external evaluation took place in November 2008. In view of the proposals of the external evaluation committee, the School of Engineering and Management devised a strategy, discussed and adopted by its Senate. The strategy represents a step forward in the assurance of quality at the School. The annual self-evaluation report of a school is reviewed by the Dean of the respective school and by its Senate. The study conditions are monitored by the Senate of an individual school, which then submits proposals regarding the possible improvements.

Enrolment in the first-level programme at the School of Engineering and Management slightly decreased in the last year when compared with previous years. However, a proportion of candidates who have passed the matura exam has significantly increased. The enrolment trend in the second-level study programmes continues to grow. In 2010/2011, all available positions were filled. We continue to strive to increase the number of candidates who list our study programme as their first wish, since the motivation for studying is one of the key criteria for success. Therefore, in academic year 2010/2011, the presence of our study programmes in the media was increased, together with the promotional activities of the university. In order to efficiently plan the promotional activities of the school, a survey for first-year students was designed to find out what made them decide for our study programmes.

The second-level Engineering and Management study programme has already been implemented for five years. In 2006/2007, however, the programme was a part-time study programme. Since academic year 2007/2008, it has been implemented as a full-time study programme, which significantly affects the data. The Engineering and Management study programme has been implemented since 2007/2008. The first students of the first- and second-level study programmes have already graduated. In the academic year of

2010/2011, the number of graduates from the pre-reform study programme in Economics and Management of Manufacturing and Technological Systems was still higher.

Student surveys on the quality of pedagogical work of all teachers and assistants were carefully processed. Teachers are systematically stimulated to improve the quality and appeal of their lectures. We will continue to provide for teaching aids as much as possible.

The publishing activity at the university is not utilized sufficiently. In 2010/11, a lounge for students was equipped in the premises, where the School of Engineering and Management also performs its activities.

A Career Centre and Alumni Club have been established at the university. Their responsibility is to plan and monitor professional path of students prior to and following their studies. The two centres organize workshops for students and are in contact with employers, graduates from undergraduate and graduate programmes.

Cooperation with the Student Council that had been established in the past years was enhanced in the last year through promotional activities.

Cooperation with business and non-business environment takes place through practical training of students in enterprises and institutions, through seminar and research papers, and through bachelor and master's theses. Interested students from other universities across the border are included in project work in the master's programme, which is enabled through cooperation with SLOVIK. The needs of business and non-business environment are monitored through the feedback from companies and institutions, where students of the School of Engineering and Management conduct their practical training. To this end, establishing contact with former graduates is also quite useful. An evaluation questionnaire on practical training was devised and given to mentors in companies to complete. With the help of the questionnaire, we collect data that will help us improve relations with companies. We also get feedback on the skills of our students, as they are seen in the companies.

There are still too few associates with full-time employment at the School of Engineering and Management. Therefore, the University of Nova Gorica seeks and employs staff periodically to fulfil its mission and pursue the school's vision.

The report was drawn up by (in alphabetical order): Prof. Juš Kocijan, PhD, Tamara Benedejčič, Jasmina Jakomin, Renata Kop, Tea Stibilj Nemec, Maja Terčon, Prof. Tanja Urbančič, PhD, Lucija Vidrih, Maja Wagner and Sabina Zelinšek.

Summary of the self-evaluation report of the School of Applied Sciences of University of Nova Gorica

School of Applied Sciences (FAN) offers study programmes in natural science and technology. Since the academic year of 2007/08, it has been offering two study programmes, i.e. first-level study programme in »Engineering Physics« and second-level study programme in »Experimental Physics«. Both programmes were developed through the cooperation of the University of Nova Gorica (UNG) with partners from industry, medicine and fundamental research. The student exchange programme and elective courses provided within study programmes are conducted within the ECTS credit system. In 2010/11, FAN implemented both programmes; all three years of the first-level programme and two years of the second-level study programme.

The basics of both study programmes are the study of the applied physics, which is expressly practice-oriented. The main mission of the programme is to train engineers with cutting-edge applied knowledge of planning, designing and applying modern measurement techniques and instruments. FAN strives to establish a method of teaching physical science that would be in compliance with the needs of the industry, since both study programmes are expressly practical and closely related to technological development processes. Graduates from the first-level programme will not only have specialized knowledge of a specific discipline, but will be able to quickly adapt to the needs of employers since they will acquire a wide range of practical knowledge through their studies. The first-level study programme trains students to solve problems and seek multidisciplinary solutions outside a certain discipline. The second-level programme provides students with in-depth knowledge required for individual research work and academic path to the doctoral degree, or for individual research work at various high-tech enterprises.

The »Engineering Physics« and »Experimental Physics« programmes were implemented through modern methods of teaching and learning of general and specific knowledge and skills in individual fields. The educational process was conducted by 24 teachers, top experts from the field of solid matter physics, particle physics and telecommunications. They all have appropriate academic qualifications. 16 of them are fully-employed, while 8 of them work on a contractual basis. In academic year 2010/2011, 2 appointments to the title of full professor, 3 to the title of assistant professor and 5 to the title of assistant were successfully completed.

The study programmes were implemented at the premises of the UNG University Centre in Ajdovščina - one lecture theatre with 150 seats, 4 classrooms with 25 seats, one lecture hall with 50 seats and one with 15 seats, and a computer room with 20 work stations. There was enough laboratory space for laboratory exercises. The School has at its disposal a school office and a deanery office, as well as a student office.

In academic year 2010/11, there were 13 students enrolled in the Engineering Physics programme - 6 in the first year, 5 in the second and 2 in the third year. 5 (83%) of them successfully completed the first year of studies, 2 (40%) completed the second year, and one (50%) the third year. The average grade of all passed exams in 2010/11 was 8.67, while there were 2 diploma theses. There was 1 student enrolled in the Experimental Physics programme. Since the master's programme only began to be implemented, there

are no graduate students this year (there will be one in the beginning of the next period 2011/12). Study programme evaluation questionnaires were conducted. The results show that students were satisfied with the study programme.

Enrolment in the first year of the full-time study programme in »Engineering Physics« has remained relatively low during its first three years of implementation. However, the number of students is slowly increasing, while the quality, skills, knowledge and motivation of the student population is getting better and better. FAN is constantly looking for new approaches to attract as many secondary school students as possible. In the last year, all its previous activities were complemented with an initiative for talented secondary school students, by means of which we would like to attract students to study natural sciences and technology. As regards the infrastructure at FAN (equipment required for distance learning and demonstration equipment for physics classes), plans have not been fully realized due to financial constraints. The University and FAN are at a turning point. The location of the campus and its construction, which will result in significant advances, need to be defined. The UNG campus will be located in the centre of Nova Gorica, its construction is planned to begin in 2012/13. We intend to relocate our lectures to the UNG premises at Križna ulica in Nova Gorica, which will simplify logistics and make the accommodation facilities in Nova Gorica and its surroundings more attractive.

FAN will continue to conduct the quality control of its study programmes. The results will be used to adapt the study programmes to the needs of job seekers and job providers. Special attention will continue to be focused on the monitoring of practical training in industry. We will continue to monitor the developments of high-tech enterprises and to establish good relations with new industrial development units in order to provide students with more experimental exercises that they will be able to conduct in these enterprises. We will stimulate students to participate in the international exchange programmes and ECTS credit allocation with other foreign universities. More attention will be given to an early inclusion of senior students in research work in physical laboratories, preparing them for possibilities of employment within the young researcher programme.

The report was drawn up by: the Dean of the School of Applied Sciences, Prof. Gvido Bratina, PhD; member of the UNG Student Council Maja Terčon, chairman of the UNG Quality Assurance Committee, Prof. Iztok Arčon, PhD, Judita Kadirić, Tea Stibilj Nemec, Sabina Zelinšek, Tanja Božič, Prof. Samo Stanič, PhD, and a quality coordinator of the School of Applied Sciences, Asst. Prof. Darko Veberič, PhD.

Summary of the self-evaluation report of School for Viticulture and Enology (VŠVV)

School for Viticulture and Enology offers a specialized study programme with courses that are target- and practice-oriented, providing students with knowledge that can be applied in viticulture and enology. The school cooperates with professional trend setters that apply these trends in their own organizations and farms. Small groups enable good transfer of knowledge to students. Extensive practical training provides students with practical knowledge, required for a short induction period of students to their professional work. Integration of knowledge and orientation towards progress render the students prepared for the establishment of their own wine-growing properties or for management of farms. With its teaching staff and students, our School is becoming an important factor in the development of the profession in Slovenia. Thus, the school pursues the vision set in its programme. Theoretical knowledge is complemented with laboratory exercises, field work and practical training in the second and third year. In academic year 2010/2011, the programme was implemented with the help of 43 associates, many of whom are not employed at the school, but are experts in their fields of work and provide students with practical knowledge, supporting the idea of a practice-oriented study programme.

However, the target-oriented School for Viticulture and Enology includes a rather small number of interested secondary school students that oppose the trends in higher education, which is currently oriented towards humanities that do not provide professional education, but offer a certain transition period between the general secondary school education and narrowly focused needs of employers. This type of studying provides students with wide general knowledge, but leaves them unprepared for specific requirements of employers. In addition, we should not overlook the fact that generations of secondary school students coming from grammar schools are not prepared for potential risks in choosing the wrong study area and deciding on their professional life. Due to social benefits, they postpone their decisions to later time periods.

The first-level professional higher education study programme in Viticulture and Enology has been in accordance with the Bologna guidelines since its establishment. The first generation of students was enrolled in academic year 2005/2006. In the academic year of 2010/2011, there were 5 students that successfully completed their studies. In view of the number of enrolled students, this number is rather small and can be, to some extent, attributed to extended student statuses, adopted also by the School. There are many students in their final year who work in their profession; however, it is easier for them to get the so-called student work rather than any other type of employment. The extension of the study period in the last year creates a range of problems and should therefore be reduced. During the last year, when students have no formal obligations, they lose contact with the study environment. Therefore, it is difficult for them to start the research work required for successful defence of diploma theses. Consequently, the quality of research work is decreasing. To avoid the current situation, measures should be taken to make the students start working on their theses at the beginning of the third year. Moreover, there should be a deadline by which students could graduate.

The ratio of enrolled students that meet their obligations to the total number of enrolled students has improved in the last year. However, the issue of enrolment is still very much

present and reflects the current situation in society, demographic dynamics and exploitation of higher education institutions for the purposes of social transfers. Low enrolment rates could also be attributed to the remoteness of the school from university centres, providing extracurricular activities. Nevertheless, decreased enrolment calls for certain measures. These measures should include the promotion of School in secondary schools where there are students oriented towards natural sciences. Individual presentations of the School should be extended to active professional help and inclusion of secondary school students in professional projects. Promotional activities and communication should also be transferred to media and channels, accessible to students and exhibiting the flexibility of the educational institution. Professional staff in natural sciences should be properly stimulated; through a system of scholarships or through provision of help in finding scholarships. Secondary school students may postpone their decision on their major; therefore, we should ponder the possibility of expanding the studies with more general contents.

The overall student transition rate has improved, together with communication with students, regarding the quality of individual lecturers. Enrolled students come from different, mainly professional secondary schools. The proportion of students coming from grammar schools has slightly increased, but they still represent a minority. There are practically no part-time students, but since they attend the lectures together with full-time students, it would be unwise not to offer part-time studies.

This year, students estimate that they had acquired enough information on the studies prior to enrolment. Students estimate that the method of providing information on information days and through the website is most suitable. This could be upgraded through the use of new communication tools and social networks.

The University of Nova Gorica provides suitable premises for the implementation of the programme. The University Centre of Ajdovščina provides suitable lecture halls, a computer room, and suitable laboratories, which could, however, be upgraded with new equipment to enable students to keep pace with the latest technological solutions from research field. Office premises are also adequate. In this academic year (2010/2011), we began working in vineyards at the location of Podraga - Manče (7 ha) and Lože (9 ha). Vineyards are used for practical training of students and for research in enology and viticulture. In 2012, wine processing was moved to a new, bigger cellar, which will be even more suitable for educational work and for individual work of students.

Practical training and student research work at the School for Viticulture and Enology are well-accepted by students. They also give excellent results. Data show that the number of partners, participating in practical training, has increased through years. Moreover, contact with the local community is also maintained through wine-tasting events, seminars, lectures, student wine festival and presentations at local and other events, indicating the fact that the school is well-accepted in the community, and that its knowledge and effect on the profession and community are required for the development of region.

The report was drawn up by: Prof. Iztok Arčon, PhD, Kajetan Trošt, PhD, Asst. Prof. Branka Mozetič Vodopivec, PhD, Ana Trošt, Tea Stibilj Nemec, Maja Terčon, Sabina Zelinšček and Nika Gregorič. Student representative: Tadej Kavčič

Summary of the self-evaluation report of School of Arts (VŠU)

The School of Arts of the University of Nova Gorica is a young and dynamic school, supporting their students and providing them with modern methods and tools for learning, as well as with good selection of contents and mentors. We prefer a personal approach, but we support e-learning. We are intermedia-oriented and we advocate interdisciplinary cooperation.

We see students as individual and creative personalities that evolve in a group and in a community. Innovative approaches in pedagogical, research and production processes stimulate students to individual creative and academic work, supervised by a group of professional associates. Mentors and visiting lecturers are selected carefully, based on their excellence in the profession and on their academic reputation. In this manner, students are provided with knowledge and skills that are of high quality and up-to-date. Project work and participation in production outside the school provide students with invaluable experience in work on real-life and complex projects. Students obtain their work experience during the studies and collect their references in the selected field of work. This enables them to quickly enter the real production environment or continue their target-oriented studies.

With the Digital Arts and Practices programme, a new study area was introduced at the University of Nova Gorica, resulting in the establishment of a new school, within which the study programme is implemented. At its 20th session held on 27 November 2008, the UNG Senate passed the decision on the proposal of a first-level study programme "Digital Arts and Practices", at its 21st session on 14 January 2009, the Senate passed the decision on the establishment of its seventh educational unit, i.e. "School of Arts (VŠU)." In March 2009, the University of Nova Gorica submitted the Digital Arts and Practices programme for accreditation to the Council for Higher Education of the Ministry of Higher Education, Science and Technology.

The Digital Arts and Practices programme was first implemented in 2009/2010. It is a first-level undergraduate programme, designed in accordance with the Bologna guidelines. Practice-oriented studies in the three-year Digital Arts and Practices (DUP) study programme enable exploration in three branches: the film environment, creative industries and contemporary art. Various perspectives of work are thus offered to students: animated film, videofilm, art video, (interactive) installation projects, multimedia performances, online video and TV production, animated and videographics, apparent reality, online art.

The Digital Arts and Practices programme is structured around four main elective modules - animation (animated film, animation in creative industries); videofilm (feature, documentary, experimental videofilm, art video); photography (fine art, applied); new media (creative use of new online, mobile, multimedia technologies). The modules are supported by historical/critical and creative/technical modules.

The first generation of students was enrolled in academic year 2009/2010. In 2010/2011, students were provided with a possibility of direct enrolment in the second or third year, in addition to enrolment in the first year. Enrolment in the third year is intended for students of the Famul Stuart School of Applied Arts. The Digital Media programme of the Famul Stuart School of Applied Arts was namely the basis from which the Digital

Arts and Practices programme was designed. Therefore, the programme is very similar to the new university programme. The implementation of the programme in academic year 2010/2011 was made possible by 26 associates, four international visiting lecturers who conducted the workshops, and by three guests, holding introductory lectures.

In 2009/2010, the first defences of diploma theses at the School of Arts took place. Two students graduated successfully. The first student graduated with a feature film called »Prvi dan v službi (First day at work)« and with a theoretical paper on »Čefurji in Slovenian films«. The other student graduated with video installation »Po-vračanje« and theoretical paper »Film and video art (similarities and differences)«.

In 2010/2011, there were four more defences. One documentary film, experimental film, animated 3D film, and a paper from the field of scenography.

Transition to the second year was very good, since seven out of eight students met the admission requirements. All seven students enrolled in the second year. Since three students from the other school enrolled directly in the second year, the number of students in the second year increased to ten. Admission requirements for the third year were met by all twelve students who enrolled in the third year. In addition to these twelve students, there were also three students from the other school that enrolled directly in the third year. The number of students in the third year thus increased to fifteen.

Our students come from all over Slovenia. The number of secondary school students that completed their secondary education with the matura exam has decreased by 10%. Since our study programme is very specific, prior knowledge of students enrolling in the first year is not of such an importance. The quality of work required for the passing of artistic ability examination is practically the same in both generations and does not exhibit any differences between different secondary schools or different manners of secondary school completion. We are glad that students come from all over Slovenia, so it cannot be claimed that it is only students from the Goriška or from the Central Slovenia region that enrol in our programmes.

Since the study programme is very specific and payable, there are no part-time students. The average grade of 8.8 is relatively high and reflects the enthusiasm of students who wish to create quality works, especially practical ones.

Considering the fact that the programme has been in existence for only two years, it is very difficult to make any comparisons. This year, students estimate that they had acquired enough information on the studies prior to enrolment. Students estimate that the method of providing information on information days and through the website is most suitable. Therefore, all our efforts are focused on creating websites for our students that would be as good, as current, as interesting and as clear as possible. The survey shows our students are also an important source of information. With an increased number of students and in view of the survey results that show that our students are satisfied with the programme, greater recognition of the school can be anticipated among the young who intend to study.

Surveys show that students are satisfied with our programme, school office and student office. Due to the location of our school, it is understandable that students do not visit the

university library. This problem was solved with the relocation of the majority of specialized literature to the library at the School of Arts in Ljubljana.

Analyses of results also showed that the polled students were satisfied with the study programme. Course Evaluation Questionnaire for Students was also conducted and analysed, as well as the Student Work Evaluation Form.

Since its establishment, the School of Arts has been conducting its activities and implementing its Digital Arts and Practices programme at the premises of KD Galerija GT in Ljubljana. There are 400 m² at our disposal, where educational activities can take place.

This year, the computer room was additionally equipped with five portable graphic and editing stations. Moreover, our filming equipment was upgraded with the purchase of advanced HD technology. We also purchased some sound recording equipment and two new single-lens reflex cameras. The school boasts with well-equipped studios, where students can do their work all day round.

School of Arts strives to establish cooperation with other higher education institutions. Through joint project applications, we established partner relations with different universities throughout the world. We have also made contact with various organizations dealing with production and promotion in art and culture. Through cooperation with world renowned professors, strong ties have been established with their home universities. We also cooperate with organizations that organize festivals, exhibitions and other events through which art and culture are promoted.

The work of the School of Arts' professors includes pedagogical activities and work in the field of art. Our associates participated in various festivals and exhibitions in 2011, they received some important awards at home and abroad, and participated in conferences.

In addition to individual original work of our associates, a lot of effort is focused on participation in different festivals and exhibitions, where student works are exhibited. In 2011, we successfully applied to the 14th Festival of Slovenian Film in Portorož. Four films entered the competition programme in the category of student film: »First day at work - Prvi dan v službi« by Urška Djukić, »Last lunch - Zadnje kosilo« by Miha Šubic, »Her rules, my feast - Njena pravila, moja pogostitev« by Polona Zupan and »Meshes - Niti« by Iva Musović.

At the international festival of animated film »Animateka 2011«, one film entered the competition programme. One film was selected at the Lisbon Animated Film Festival. Cooperation has been established with agency Planet Siol public media, holding a concession for the use of bus panels in LPP Ljubljana. Together we organized a video competition called »VideoRajd«. Four times a year, a public competition on a certain topic is published (on LPP bus panels and VŠU ePlatform). The topic of the current 30-second video competition is »Greeting - pozdrav«.

In 2011, we successfully applied to European LLP call for proposals (Lifelong Learning Programme, Erasmus Multilateral projects), namely with project Advancing Digitally Renewed Interactions in Art Teaching (AdriArt). It is a triennial project, in which we participate as the leading partner together with our partner institutions - Applied Arts

Academy of University of Rijeka, Institute for Architecture and Media from Graz, and DAMS from Gorizia. A two-year Master of Arts programme will be developed and pilot-tested within the framework of the project. Some of the modules will be recognized by Austrian and Italian partners, while Slovenian and Croatian partners will award academic diplomas.

We successfully applied to the CMEPIUS IP programme. Project "Hidden Live(r)s of Venice on Video"(HiLoVV) includes a film workshop in Venice, lasting fourteen days. Participating partners are the Applied Arts Academy of University of Rijeka and Institute for Architecture and Media from Graz. The workshop will be held under the mentorship of the world renowned film director Rajko Grlić. The output of the project is a 30-minute omnibus of films, consisting of five films on secret, unknown professions of Venice, and of one film on Venetian canals as veins, connecting the organism.

For the first time, we were successful with the VŠUM-11 project, funded by the Ministry of Culture of the Republic of Slovenia. The project consisting of various media and performances was premièred at Kino Šiška centre of urban culture. The project was invited and presented in different variants at Art Camp and Kiblix festival in Maribor.

The report was drawn up by (in alphabetical order): Iztok Arčon, Saša Badalič, Dunja Derežič, Boštjan Potokar, Rene Rusjan, Tea Stibilj Nemec, Maja Terčon, Tina Zadnik and Sabina Zelinšek. Student representative: Valerija Zabret

Summary of the self-evaluation report of the Graduate School of University of Nova Gorica

Graduate School joins and carries out all graduate doctoral study programmes at the University of Nova Gorica, regardless of their field of study. There is a wide range of areas, from natural sciences and technology to humanities and interdisciplinary sciences. In academic year 2010/2011, the University of Nova Gorica implemented eleven graduate study programmes. Four of them were the old graduate programmes (master's and doctoral), which are no longer available (*Environmental Sciences, Karstology, Intercultural Studies - Comparative Studies of Ideas and Cultures, and Characterization of Materials*), while the remaining seven doctoral programmes were third-level programmes in compliance with the Bologna Declaration (*Environmental Sciences, Karstology, Physics, Comparative Studies of Ideas and Cultures, Economic and Techniques for the Conservation of the Architectural and Environmental Heritage, Molecular Genetics and Biotechnology, Linguistics*). In that very year, there were a total of 145 students enrolled in all study programmes, exhibiting high interest in the FPŠ graduate study programmes. It is delightful to note that the proportion of foreign students is outstanding (50%). Number of international student exchanges is also very high.

Graduate School shall continue to pursue its vision: to implement all doctoral study programmes of the University of Nova Gorica at one school. Such an approach has proven to be good and effective, since a well-connected and uniform graduate school may offer individual doctoral study programmes with a range of elective and interdisciplinary courses. The ECTS credit system and ERASMUS programme enable students to study in related study programmes at other universities in Slovenia and abroad, increasing the mobility of students. All study programmes of the Graduate School are linked to research units at the University of Nova Gorica or to other research institutions in Slovenia and abroad. Graduate students are thus able to conduct their research work, required by their studies, and to participate in international research projects. Together with professors, researchers and experts, students can create new knowledge and transfer it into business environment.

All programmes are conducted successfully, in a high-quality manner and effectively, which is visible in success of students in their studies and individual research work. Average grades of students are generally very high, students pass exams on their first attempt, and the average study period is relatively short. The effectiveness of graduate studies is reflected in successful defences of high-quality master and doctoral theses, and in numerous publications of student research results in reputable international journals: 47 scientific and professional articles, 47 papers at conferences, 86 published proceedings from conferences, and 50 other scientific publications in the academic year of 2010/11. This number does not include the publications of students who have recently completed their studies and who are publishing papers, related to their research within the doctoral or master work. In 2010/2011, University of Nova Gorica awarded seven master degrees and promoted fourteen doctors of science. The committee for the assessment of a master's or doctoral dissertation always consists of one member from a foreign university. It is in this manner that the quality of master's and doctoral degrees is comparable to standards established throughout the world. The above mentioned accomplishments bear witness to

the quality and topicality of our contents and teaching methods, provided in our graduate study programmes.

Environmental Sciences

In 2010/11, the second generation of students was enrolled in the third-level Environmental Sciences programme. Since the enrolment in the old master's study programme is no longer possible, the enrolment of five students in the first year of the programme was expected and is seen as good. The proportion of young researchers enrolling in the first year is relatively low (20%), as was also the case in the past years. However, the proportion of foreign students is high (60%), while the rate of international student exchange is satisfying. Ten students completed their studies in the past academic year; five of them completed their master's studies, and five doctoral studies. Student surveys on the quality of pedagogical work of all teachers were carefully processed, and individual interviews with lecturers were held. The issue of the lack of space has been resolved. Current premises suffice for the implementation of the graduate study programme in Environmental Sciences.

Characterization of Materials

Characterization of Materials study programme was implemented individually and in the form of one- to four-week intensive courses, where the entire contents of the course were presented. The programme was also implemented through distance learning, through seminar papers and individual research work. In 2010/2011, we stopped enrolling students in the first year of the programme, since the programme was discontinued in 2011/2012. Study activities were performed only in senior years. Students were asked to evaluate the quality of the work of lecturers.

Physics

The study programmes in Physics are international and implemented in blocks, intended for lectures and exams in a particular subject. The programme has replaced and upgraded the old study programme in Characterization of Materials. Courses are implemented individually and in the form of one- to four-week intensive courses. The programme is also implemented through distance learning, through seminar papers and individual research work. With prior consent of the mentor and scientific council of the programme, students can pass exams in related study programmes in Slovenia or abroad. Moreover, students are able to conduct their research work at numerous Slovenian and foreign universities, and research institutes. Enrolment in the study programme is increasing. The majority of students come from abroad. The enrolled students are distributed evenly in both study programmes: Particle Physics and Solid Matter Physics. A student survey was conducted to evaluate work and efficiency. In the previous year, 2 students completed their Physics studies.

Comparative Studies of Ideas and Cultures

In 2010/2011, graduate study programmes in Intercultural Studies - Comparative Studies of Ideas and Cultures, and Comparative Studies of Ideas and Cultures, taking place at the ZRC SAZU premises in Ljubljana, were implemented according to expectations. In the last year, the programme in Intercultural Studies - Comparative Studies of Ideas and Cultures was implemented in senior years only, since new students are no longer

enrolled. 17 students enrolled in the Comparative Studies of Ideas and Cultures programme. The programmes were implemented in the form of lectures, seminars and individual consultations, taking place in two semesters. In academic year 2010/11, 20 home and 8 foreign lecturers participated in the implementation of the programme. Lectures were focused on interdisciplinary and comparative approaches, on historical, social and political contextualization of topical issues. Students had constant access to professors. Special discount is offered to students buying literature published by the ZRC SAZU Publishing House and sold at Azil bookshop. Each year, scholarships are available to foreign students. Detailed information on the programme, including the rules on master's and doctoral studies, is available at website <http://www.ung.si/si/> and <http://isik.zrc-sazu.si/>.

Karstology

In view of the adopted programme, the study programme was implemented in the form of an individual work, in which all lecturers were involved. There were four students enrolled in the first year. The total number of students in the programme was 11, their average grade was 9.82. A relatively high number of student publications shows that their individual research work is effective, proven also by their participation in home and international projects. There are also some doctoral theses supported by industry. They took part in international science events. Lecturers in Karstology have been invited to various universities and institutes all over the world, and they also attended professional meetings. The programme has established cooperation with several foreign universities. Experts from abroad act as mentors to our students and as members of committees. A student survey was conducted to evaluate work and efficiency.

Economics and Techniques for the Conservation of the Architectural and Environmental Heritage

In view of the results of student surveys in previous years, the implementation of the programme in this academic year was interdisciplinary. Concise lectures in the first four months were followed by numerous seminars and workshops, dealing with technical and economic topics. During their interdisciplinary workshops, students of the first year set the foundations of their master's theses: individualization of the topic and research methods of their final work. Doctoral students of senior years also took part in these workshops, publicly presenting the progress of their doctoral theses and the latest literature from the respective fields of expertise. The majority of topics covered in student final works were selected in view of the interests of the participating public institutions, which provided financial support. Joint implementation of the programme again proved to be an effective tool for quality exchange of scholarly experience. Easier access to information and accomplishments of specific international laboratories, access to international financial resources, familiarization with professional terminology in different languages, and the fact that the programme enables easier access to international scholarly community, all contributed to greater originality of research activities of students and professors. Lectures were held mainly at the UNG location in Venice and at headquarters of partner institutions, depending on specific needs of researchers and students: laboratory work, specific research institutes, libraries and archives.

Molecular Genetics and Biotechnology

Three-year study programme in *Molecular Genetics and Biotechnology*, designed in accordance with the Bologna declaration, began to be implemented in 2006/2007. Throughout the years, interest in the studies has grown among Slovenian students. The number of enrolled Slovenian students increased this year. These students will conduct their research work within the UNG projects or in research laboratories of biotechnology enterprises. The implementation of the study programme is in accordance with the accredited programme. Special emphasis is placed on experimental laboratory work, being the basis for successful doctoral thesis. Modern methods of teaching and learning have been applied to stimulate future doctors of science to achieve good learning results. These methods were as follows: in-depth understanding of scientific approaches in bioscience; development of independent thinking and critical evaluation; development of personal responsibility and ability to make decisions. Laboratory work is complemented with various scholarly activities, such as lectures, educational seminars and workshops. There were a number of invited lectures held in 2010/2011. Workshops in the form of critical debates were held and managed by experts from respective fields. In this manner, students acquire knowledge of topical issues in different disciplines of bioscience, as well as invaluable experience in critical evaluation of professional articles. First-year students attended a series of concise lectures, where they acquired basic knowledge of various fields of molecular biology. Educational process is conducted by professors and established experts, working in their respective fields. Applied methods of testing and assessing of knowledge are in compliance with programme's objectives and outputs. A student survey was conducted to evaluate work and efficiency. At the end of the academic year, student research work was presented to a committee, consisting of four senior researchers from their respective fields. Critical remarks and proposals by the committee help students in their future work and play a key role in education in science.

Linguistics

The new third-level study programme in Linguistics began to be implemented in academic year 2010/2011. It is the only programme in Slovenia, educating experts in the field of generative linguistics who can establish interdisciplinary cooperation within cognitive studies. We have been able to provide students with high quality education. One of our primary objectives is to attract international students, preferably young researchers that are interested in the field of linguistics and cognitive studies.

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