

LUDOVIKA UNIVERSITY OF PUBLIC SERVICE
DOCTORAL SCHOOL OF MILITARY SCIENCES
QUALITY ASSURANCE PLAN



I. Background of the quality assurance of the Doctoral School of Military Sciences

The quality assurance system of the Doctoral School of Military Sciences (hereinafter referred to as: DSMS) is aligned with the general quality assurance system of the Ludovika University of Public Service (hereinafter referred to as UPS or University), which is based on Act CCIV of 2011 on National Higher Education (hereinafter referred to as the NHEA). Pursuant to Annex II, Section 1 e) of Annex II, the University operates a quality management system in order to increase its educational and scientific performance and professional standards. The quality management system contributes to the high-quality provision of education, research and functional operation through its planning, analyzing, evaluating and continuous development work.

Pursuant to Section 2 (3) of the Quality Regulations Annex 11 of the Organisational and Operating Order Volume I of the Organisation and Operation Regulation of the University of Public Service, , taking into account the provisions of Government Decree 387/2012 (XII.19.) on doctoral schools, the order of doctoral procedures and habilitation, the core members shall prepare the quality assurance plan of the doctoral school. DSMS's quality assurance system has been developed in accordance with the requirements of the standards and guidelines of quality assurance in the European Higher Education Area (hereinafter: ESG), taking into account the PDCA principle, in accordance with the University's prevailing quality assurance regulations and the relevant recommendations of the Hungarian Higher Education Accreditation Committee (hereinafter: HEAC). The Quality Assurance Plan of the DSMS also takes into account the recommendations formulated by the National Doctoral Council (hereinafter referred to as the NDC), which is uniform at the national level regarding quality assurance in doctoral training and degree-obtaining training.

Based on the above, it is necessary to define principles and objectives, as well as goals and tasks, which specifically serve the quality assurance of doctoral (PhD) training and degree acquisition at DSMS.

II. Mission Statement and Quality Assurance Goals

The mission statement of the DSMS: to provide the scientific foundation of the complex system of tasks of the University, as a centre of higher education in the public service based on a uniform institutional foundation, across the relevant professional orders, to create the human conditions for research according to international standards, to encourage talent management, innovation across sectors and professions, to uncover hidden resources, taking into account the characteristics of military sciences. To contribute to ensuring the supply of higher education and scientific researchers in fields related to military sciences, and to promote the solution of the tasks of the General Staff Hungarian Defence Forces (hereinafter referred to as the GS HDF) and the Hungarian Defence Forces that require scientific research.

The objective of the DSMS is to ensure the international quality of doctoral (PhD) training in the field of military sciences, in line with the institutional quality assurance goals of UPS.

To this end, the DSMS Disciplinary Doctoral Council (hereinafter: DDC) in defining the quality assurance principles and methods of doctoral (PhD) training and degree

aquisition, takes into account the goals of the development and operation of the quality assurance system, which are the following:

1. The main goal of DSMS is to support the acquisition of a doctoral (PhD) degree that proves competitive knowledge and aptitude for independent research work, recognized both in Hungary and abroad, and to encourage commitment to scientific research work.
2. The priority goal of DSMS is to achieve research results that can be measured in international comparison, both by lecturers (supervisors, research area leaders) and doctoral students.
3. DSMS actively collaborates with other doctoral schools within the University. It is continuously developing its system of relations and cooperation with other national and international doctoral schools, professional research institutes and organizations belonging to the defense sphere. Through the use of the experience gained from this and the good practices that can be introduced, it continuously optimizes its training activities and research portfolio, thereby increasing the value of the awarded doctoral (PhD) degree.
4. DSMS is constantly increasing its international recognition and reputation. To this end, DSMS encourages and supports the international publication activities of students and supervisors. The publication requirements for doctoral students are included in the DSMS Training Plan (Curriculum).
5. DSMS pays special attention to the development of ESG-based and quality-oriented thinking among staff and doctoral students, the availability of data and regulations related to quality assurance, and the promotion of commitment to development and quality. DSMS is actively and continuously fine-tuning its training system, increasing the quality of its training and research portfolio – within the framework of which it also takes into account the external research needs of its clients and maintainers – and continuously develops and updates its training and research activities. In order to harmonize this diverse system of activities, the Scientific Secretary of DSMS also performs the duties of the Quality Assurance Officer.
6. DSMS continuously develops the high-quality organization and management of education and research in DSMS, with special regard to increasing efficiency (access to information and infrastructure, their effective and efficient use and utilization), the creation of publicity (invited external members, lecturers, opponents, reviewers), and strict respect for scientific ethics. In order to measure and analyze this and formulate the necessary proposals for changes and developments, DSMS operates a council consisting of leaders of research areas.
7. DSMS continuously develops the harmony of doctoral training and research, the selection and support of quality lecturers and supervisors, as well as doctoral students capable of achieving scientific results, for university-level or external research and development tasks. To this end, the DSMS annually reports and monitors supervisors and doctoral students by research area.
8. DSMS continuously performs and develops the updating of its regulations describing the conditions of doctoral (PhD) training and research, and determining their requirements, in particular the Operating Regulations, the Quality Assurance Plan, the Training Plan, and the Study and Examination Regulations, in line with the changing institutional and regulatory environment of UPS. To this end, the DDC reviews the above regulations at least annually and decides on their modification to the extent necessary.
9. The DDC annually examines the development of drop-outs and takes measures to reduce the number of drop-outs.

The quality assurance principles of training and research are a guarantee for the high level of achievement of the above goals. Therefore, it is necessary to enforce principles that provide a sufficient guarantee that the scientific performance of doctoral students is close to the level of those who obtain degrees in leading international workshops in their discipline.

In order to achieve its objectives and to measure them, the DSMS operates an indicator system. The indicators for each objective are defined in Annex 1 of this Quality Assurance Plan.

III. Quality assurance principles

The quality assurance principles related to doctoral (PhD) training and degree acquisition are as follows:

1. Quality-orientation: the training and its professional content must be fulfilled by satisfying the professional and other needs of the students, teachers, clients and maintainer at the highest possible level. Teachers and students must have an increased demand for themselves and their scientific work. The pursuit of excellence should be the main consideration.
2. Documentation of processes: the processes of doctoral (PhD) training, from admission to obtaining a degree, are regulated. Documentation is prepared for each decision point affecting the processes, but the administrative burden of the lecturers participating in doctoral training must not increase because of this.
3. Measuring the development of students' knowledge and skills regularly and in a planned manner, on the basis of competence.
4. Student and faculty evaluation: regular, two-way evaluations of research and training activities.
5. Measuring the teachers' further development: continuous measurement of compliance with the conditions of the topic announcer, supervisor and research area leader, as well as the core members, monitoring individual performances and, of particular importance, scientometric data, and elaborating action plans.
6. Effective knowledge support: taking into account the human and financial resources available to DSMS, it must be achieved that doctoral (PhD) students can complete their studies in well-equipped research facilities with the support and guidance of teachers and researchers prepared in the given field. The material means and conditions of education and research must be provided. All this must be done while ensuring cost-effectiveness. In doing so, DSMS relies heavily on the training and research support tools, resources, and infrastructure provided by the University.
7. Publicity: the implementation of the provision of information to the professional and scientific public, as well as the planned and regular analysis of the client/requirement feedback. Acceptance of quality assessments by DDC and their display on the website.
8. Information: information on all processes and activities of the doctoral (PhD) training (from admission to obtaining the degree) is provided through various communication channels and platforms in Hungarian and English.
9. Comparative analysis: continuous monitoring of the content and methodological aspects of the trainings in domestic and foreign doctoral schools with similar profiles, creation and increase of structured opportunities for mobility.
10. Feedback: providing feedback to doctoral (PhD) students on their activities, which is implemented in the case of doctoral students through the annual DSMS conference and

the annual evaluation of doctoral students. In the case of DSMS instructors, the key tools of feedback are the topic announcement audit and the Student Review of Teachers Work (hereinafter referred to as the SRTW).

11. Individual responsibility, protection of intellectual property: clarification of individual tasks and competences in the field of training and research, as well as the pursuit of the protection of intellectual property and the full extension of plagiarism checking.

12. Requirements of scientific ethics: protection of the freedom of scientific research and the purity of scientific public life.

13. Increased enforcement of the provisions of the university regulations on the use of artificial intelligence.

The purpose of the Quality Assurance Plan – which is the basic document of DSMS's quality assurance – is to provide a unified framework for the elements of DSMS's quality management activities, the tasks and powers of the persons and bodies involved in quality management activities, and to form the basis of DSMS's functional quality assurance system.

IV. DSMS's functional quality assurance system

DSMS operates a functional quality assurance system in accordance with the unified quality assurance system of the UPS, the continuous operation of which is ensured by the head of the school of the DSMS.

The DSMS Head of School is responsible for the accreditation and international evaluation of DSMS, as well as for the enforcement of the Quality Assurance Plan together with the DSMS Scientific Secretary.

The operation of DSMS is regularly evaluated by the DDC. The report serving as the basis for the evaluation is prepared annually by the DSMS Head of School and submitted to the DDC and then to the University Doctoral and Habilitation Council (hereinafter: UDHC). The adopted report should be made available to DSMS faculty and students.

The specific tasks to be carried out in the quality assurance system of training and research are implemented by DSMS on the basis of the Quality Assurance Plan. DSMS's quality assurance system validates the military sciences-specific requirements that arise during activities related to doctoral (PhD) training.

DSMS does not employ quality assurance specialists in independent positions. The tasks of the Quality Assurance Officer are performed by the Scientific Secretary of the DSMS with content based on the decision of the DDC.

DSMS aims to achieve quality assurance in particular in the following areas:

1. Announcement of research topics.
2. The admission system.
3. The system of training and the subjects.
4. The research work.
5. Publication requirements for the doctor (PhD) degree.
6. The degree acquisition procedure.

V. Quality assurance plan for the announcement of research topics

1. Before compiling the topic groups, we ask the Ministry of Defence, the GS HDF and other relevant institutions of the defence sector for their opinions and proposals on

research topics that are important to them, in order to ensure that the research can serve their interests in addition to universality.

1. For each academic year, the research topics compiled by the area leaders are reviewed/audited and approved by the DDC. In the doctoral programme, applications can be submitted primarily for the topics announced by DSMS.

1. The scientific and professional activities over the past five years of the prospective supervisors announcing the research topics will be examined by the DDC. The supervisor or instructor of the DSMS can be a person who has had a scientific degree for at least three years.

Indicators of the area:

- the number of topics announced and accepted;
- the number of applicants for the subjects;
- the number of classified publications in the topics.

VI. Quality assurance plan of the admission system

1. Admission to the organized training of the DSMS and individual preparation can only be obtained within the framework of the admission procedure specified in the UDHR. The well-regulated evaluation criteria used in the admission procedure and the impartiality of the Admissions Committee (hereinafter referred to as the AC) both ensure that only the most outstanding candidates can start their doctoral (PhD) studies at the school.

2. The University's uniform Admission Information is published in the spring of each year in written form – and electronically on the DSMS website – in which the admission requirements are recorded.

3. The basic condition for admission to the doctoral (PhD) programme is that the applicant has a master's degree and professional qualification, as well as at least an intermediate (B2) state-recognised general language, complex or equivalent language exam.

4. The admission hearing and habitus examination take place in front of a committee of 3-5 members, chaired by the DSMS Head of School, and its members are the relevant head of research and experts in the field. The candidate's future supervisor and the representative of the doctoral students may also be present with the right of consultation.

5. Within the framework of the habit examination, we make sure of the candidate's commitment to military sciences, his/her research background in the topic, his/her language skills, as well as his/her ideas about the chosen topic and the research goals planned to be achieved.

6. In the case of professional members of the defence and internal affairs sector, the superior exercising the employer's rights shall declare on the application form the support of the applicant's application, while the supervisor, the head of the research area and the DSMS Head of School shall declare on the choice of topic. The signature of the supervisor also means the correctness of the research objective and the planned outline of the research, as well as the assumption of the supervisor's tasks.

7. When evaluating preliminary scientific achievements, the place achieved at the National Conference of Scientific Students' Associations (hereinafter: NCSSA) and the scientific results verified by scientific publications can be accounted for. In the case of applicants for individual training and individual preparation, it is necessary to prove significant research results verified by publications. 20 publication points are required for

individual preparation students, and 10 publication points are required for individual applicants to be admitted and to start doctoral (PhD) studies.

8. The quality of preparation of applicants for individual preparation is ensured by the scientific background expected of them, the continuous assistance provided by their supervisors and the staff of DSMS. This form of training is only supported by DDC in exceptional cases.

9. The AC's proposal is approved by the DDC. Applicants are recommended for admission if they meet all the conditions and have obtained at least 60 points for full-time and correspondence courses, at least 70 points for individual training and 80 points for individual preparation out of the maximum 100 available admission points.

Indicators of the area:

- the proportion of admitted students and those who successfully pass the complex exam;
- the ratio of admitted students to those who have completed the absolutorium;
- the ratio of admitted students to those who obtain a degree.

VII. Quality assurance plan of the training system and the subjects

1. DSMS has an approved Training Plan. The Training Plan defines achievable goals, includes the description of the training, the requirements, the method of assessment, and the milestones of the training. Through the plan, the qualifications that can be obtained are clearly defined and communicated.

2. DSMS ensures the implementation of its Training Plan in a way that encourages students to take an active role in creating the learning process

3. After the admission decision, doctoral students receive an Information Booklet in electronic form, which contains the tasks of the first semester (from the various mergers to the exam), as well as the data and information of the DSMS training system (DSMS Training Plan, DSMS Study and Examination Regulations, subjects and their code numbers, sample documents, important dates of the academic year, etc.).

4. The doctoral (PhD) training consists of training and research phases and research and dissertation phases. At the end of the fourth semester of the training, as a conclusion of the training and research phase and as a condition for the start of the research and dissertation phase, a complex exam is taken that measures and evaluates academic and research progress.

5. At the end of the given calendar year, the management of DSMS prepares a summary report, based on which the Head of the School reports on the school's activities at the UDHC and before the Faculty Council of the FMSOT. The report must contain information on the situation of the DSMS (leadership, core members), the evaluation of the operation of the DDC, the evaluation of the operation of the research areas of the DSMS, their development opportunities, the evaluation of education and training, and the presentation and evaluation of the situation of students. The report should specifically address the evaluation of the scientific activities of the DSMS and the potential for its development. The report must be prepared with the DSMS's quality analysis in mind, during which the situation of the given year must be analysed based on the content of the DSMS's Quality Assurance Plan, and then the possibilities for development must be presented based on the above points.

6. After the complex exam, in semesters 5-8, doctoral students submit a written report based on certain criteria – organized by the head of the given research area –, and they also give an oral account of the status of their research in each research area.

7. At the end of the training, both the doctoral student and his or her supervisor prepare a summary report on the four-year activity and the credits obtained. The DSMS Head of School issues the absolute for the doctoral student taking into account the summary report.

8. Anyone who has prepared individually for obtaining a degree may also join the doctoral (PhD) training, provided that they have fulfilled the requirements for admission and doctoral training. In this case, the student status is established by completing the complex exam.

9. The doctoral student must submit a doctoral dissertation within three years of the complex exam in accordance with the provisions of the UDHR. This deadline may be extended by a maximum of one year in cases deserving special appreciation, as specified in the UDHR.

10. During the doctoral (PhD) training, the student status may be suspended three times, for a maximum of four semesters in total.

11. The DDC decides on the acceptance of the subjects and the renewal of the themes. The subject syllabus must be reviewed by the instructor at least every two years, taking into account the students' opinions, and then it must be submitted to the DDC for opinion through the head of the research area and the DSMS Head of School.

12. Lecturers and researchers of DSMS can only be lecturers and researchers with a scientific degree (PhD and/or the title of Doctor of the Hungarian Academy of Sciences) who are considered suitable by the DDC and are invited to hold doctoral courses for a given period. DSMS teachers appear in the school's NDC database, and if someone teaches in more than one doctoral school, they declare on the NDC data sheet what percentage they belong to which doctoral school.

13. A regularly updated, public information on the current training plan, subjects and instructors of DSMS can be found on the DSMS website.

Indicators of the area:

- the number of training content reviewed;
- the number of student complaints and real problems, as well as forward-looking proposals, SRTW.

VIII. Quality assurance plan for research work

1. In the first semester of training, doctoral students prepare a four-year "Study and Research Program", which is specified in the "Study and Research Plan" to be developed every semester. The planning documents are approved by the supervisor and the head of the relevant research area.

1. During the entire period of the training, the doctoral student must be the author of at least eight publications presenting his/her research results in a journal classified by a department of the Hungarian Academy of Sciences (hereinafter: HAS), classified in classes A, B, C, D and/or with D or Q qualifications, of which at least one must be written in a foreign language. In the absence of this, the absolute cannot be issued to him.

1. At the end of each semester, the doctoral student submits a written information about the activities carried out during the semester, for which the supervisor prepares a detailed report evaluating it. For this report, the DSMS provides a unified form for students. The management of the doctoral school approves the credit points obtained on the basis of these information sheets and the authentic documentation certifying the scientific activity and records them in the computer system.

1. At the end of each semester, the management of DSMS evaluates the results achieved by the doctoral student on the basis of the student's written report and the written report of the supervisor, and takes measures to eliminate any deficiencies, and makes a proposal for the termination of the student status of those who have not completed their studies.

1. Doctoral students with academic difficulties are interviewed by the of DSMS Head of School (if necessary, the DDC) in the presence of their supervisor and help them to solve their problems, depending on the possibilities.

1. DSMS encourages its doctoral students to participate in professional scientific conferences and to give presentations there. To this end, DSMS also organizes an annual scientific conference, where doctoral students can present their research results so far. The edited and peer-reviewed versions of the presentations given at the conference will be published by DSMS in the scientific journal titled Military Science Review of the University.

1. The management of DSMS focuses on inviting people with academic degrees who have served in foreign military missions and are able to pass on their practical experience. DSMS counts on them as supervisors, course directors and jury members.

1. DSMS encourages the invitation of professors from foreign military schools as lecturers as far as possible, thus ensuring that international research results are channeled into education.

1. DSMS encourages its lecturers to involve doctoral students in the performance of research projects in their chosen topic as much as possible, thereby increasing their research practice. DSMS also recommends domestic and international research scholarship programs and opportunities for doctoral students that fit into the training portfolio.

IX. Quality assurance plan for the publication requirements of the doctoral (PhD) degree¹

1. It is a requirement that the doctoral student obtains six publication points in the training and research phases, which means writing at least three publications aimed at his/her own research results and published in a journal classified by a department of the HAS, classified in classes A, B, C, D and/or with D or Q qualifications.

1. In the research and dissertation phase, the student must obtain 14 publication points, which means writing at least three publications in Hungarian and one in a foreign language, and must be published in a journal classified by a department of the HAS, classified in classes A, B, C, D and/or with D or Q qualifications.

1. Therefore, at least 20 publication points are required to obtain the absolutorium.

1. The design of publication requirements is reviewed as part of the annual evaluation carried out by the DDC.

X. Quality assurance plan for the doctoral (PhD) degree process

¹ DSMS publication point value table is an annex to the UDHR.

1. Before submission the draft of the doctoral (PhD) dissertation is submitted by the DSMS for workshop discussion. During the workshop, the doctoral student presents the essential elements of his or her dissertation in a presentation, and after listening to the opinions of the pre-reviewers, he or she reacts to the comments, suggestions and criticisms made. The course of the debate, and in particular the opinions and findings related to the modification of the dissertation, will be recorded in the minutes.
2. The management of the DSMS assists and monitors the workshop discussions organized and conducted by the supervisors, expresses an opinion on the existence of the requirements, and ensures the publicity of the workshop discussions.
3. The DSMS treats and controls the quality of the dissertation and other documents required for the initiation of the degree procedure as a strict requirement, and at the same time assists the doctoral student in compiling them.
4. DSMS requires its doctoral candidates to strictly comply with ethical and scientific ethics requirements and the rules in force regarding the use of artificial intelligence, and supervisors to enforce them.
5. The DDC discusses and gives its opinion on the documents submitted by the applicants for the degree acquisition procedure and the composition of the committees with strict requirements.
6. In the composition of the evaluation committee, the DSMS requires strict compliance with the regulations and the rules of conflicts of interest. The chairman of the evaluation committee shall be a full-time, professionally competent professor or professor emeritus of the University, and one third of the members of the evaluation committee shall be "external" experts not in an employment relationship with the University. The professional competence of the members of the committee in the topic of the thesis must be verified on the basis of the Collection of Hungarian Scientific Works (hereinafter CHSW) database.
7. Official reviewers may not be in an employment relationship with the University, however, in justified cases, DDC may waive this requirement in the case of one of the reviewers.
8. The title, date and place of the doctoral (PhD) thesis submitted for public defence will be announced on the website of the HDC and will also be published on the website of the UPS, thus ensuring wide publicity.
9. The defended thesis will be published in electronic form in the database operated by UPS (Public Service Knowledge Portal) and in printed form in the University Library.
10. The doctoral (PhD) degree, which is awarded by the UDHC by secret ballot, is awarded twice a calendar year, at a solemn public session of the Senate of the UPS, by the Inauguration Council.

Indicator of the area:

- the number of doctoral students in workshop discussion by research area;
- the proportion of successful workshop discussions compared to unsuccessful ones;
- the proportion of successful workshop discussions compared to repeated ones;
- the number of successful degree acquisitions compared to successful workshop discussions.

XI. Information Management for doctoral (PhD) training and research

1. DSMS is constantly gathering information on training, research and degree procedures. These are continuously analyzed, the results of which serve as the basis for the development of the given area.

2. The official form of informing students is the NEPTUN electronic study system.
3. DSMS conducts a student survey every semester, which serves to provide feedback on students' experiences and opinions in training and research. In addition to its own survey, DSMS also processes the parts of the SRTW related to doctoral (PhD) training. The results of the surveys are evaluated by the DSMS management and presented to the DDC. DDC will decide on the need for any changes based on this.
4. Students participate in a briefing held by the management of DSMS once each semester – at the beginning of the semester –, during which the training and research requirements of the given semester are presented, and students also have the opportunity to consult with the leadership of DSMS on this forum.
5. At the beginning of each semester the supervisors participate in a briefing held by the management of DSMS, during which, in addition to the presentation of the program of the given semester, the requirements for and the tasks of the supervisors are presented. Supervisors also have the opportunity to formulate their proposals related to training and research in this forum.
6. DSMS provides students with authentic and up-to-date information. One form of this is the DSMS website. The regulations of UPS and DSMS regarding doctoral (PhD) training, the training programmes, the training and study requirements, the tasks and deadlines related to the complex exam, and the forms of the reports required during the given semester are available here. DSMS also publishes a separate summary information booklet on its website, in which the most important information of the given academic year is available.
7. The direct form of contact and communication with students is email, which serves to inform students quickly and in a targeted manner.

Indicator of the area:

- the number of surveys of student opinions;
- keeping the information published on the website up to date.

This "Quality Assurance Plan" has been specified in accordance with Acts CXXXII of 2011, CCIV of 2011, Resolution No. 2016/6/V/2 of the Hungarian Accreditation Committee and the provisions of the UDHC that entered into force on 26 September 2025, and it was approved by the DDC at its meeting on 12 January 2026.

Annex 1: Indicators formulated to achieve and measure DSMS objectives

Annex 2: DSMS Quality Assurance Tasks and Responsibilities

Budapest, 12 January 2026.

Major General Dr. László KOVÁCS PhD
m.p.

DSMS Head of School

Annex 1: Indicators formulated to achieve and measure DSMS objectives

Goal	Indicator	Time of inspection/Verifier	Actions formulated for the effectiveness of goals
Encouraging aptitude for independent research work	number of doctoral (PhD) degrees obtained	at the end of the school year/DSMS Head of School, DDC	<ul style="list-style-type: none"> - Research methodology support - motivating supervisors - Preparation of workshop discussions
Increasing research results that can be measured in international comparison	<ul style="list-style-type: none"> - Number of quality publications - the number of domestic and international research collaborations 	annually/DSMS Head of School, Scientific Secretary	<ul style="list-style-type: none"> - Research methodology support - To encourage international relations
Cooperation with other doctoral schools of UPS	<ul style="list-style-type: none"> - the number of good practices introduced, - the number of new research topics (separate from the portfolios of other doctoral schools) 	per year/DSMS Head of School	<ul style="list-style-type: none"> - continuous dialogue and communication between DSs
Increasing international awareness and recognition	<ul style="list-style-type: none"> - the number of participants in international scientific forums and research projects, - the number of international publications, sometimes joint with foreign doctoral schools and research institutes, 	annually/DSMS Head of School, Scientific Secretary	<ul style="list-style-type: none"> - Encouraging and supporting international relations - Announcement of publication tenders - launching joint research projects
Developing ESG-based and quality-oriented thinking	- Development of training and research plans (qualitative and quantifiable indicators)	annually/DSMS Head of School, Scientific Secretary*, DDC	<ul style="list-style-type: none"> - Thematic workshops announced for specific areas of ESG
High-quality organization and management of education and research	- student and teacher feedback	annually/DSMS Head of School, Scientific Secretary, DDC	<ul style="list-style-type: none"> - Transforming internal processes based on the analysis of student and teacher feedback (SRTW, DSMS questionnaire survey, lectures by lecturers and students at semester briefings) and making the necessary corrections based on these
Increasing the harmony of doctoral (PhD) training and research	<ul style="list-style-type: none"> - Number of students involved in university (central) and external research, - the number of research results – publications and practical results 	annually/DSMS Head of School, DDC	<ul style="list-style-type: none"> - Regular presentation of university research opportunities - Encouraging joint research
Improvements to DSMS operational regulations	<ul style="list-style-type: none"> - the number of modifications implemented and the measurement of their effects, - Measuring the impact on training and research effectiveness 	annually/DSMS Head of School, Scientific Secretary*, DDC	<ul style="list-style-type: none"> - Review - Modification - Making public - Introduction - Feedback

Reduce student dropout	- Number of dropouts	Annually/DDC	<ul style="list-style-type: none"> - continuous monitoring of students' academic and research performance (SRTW, DSMS questionnaire survey, teacher and student semester briefings) and analysis - development of general or individual solutions based on the results of the analyses
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*acting in his capacity as Quality Assurance Officer

Annex 2: DSMS Quality Assurance Tasks and Responsibilities

Task	DSMS HoS	DDC	AC	Scientific Secretary	Head of Research	Superviso r	Instructo r	Admin	Doctoral Student
Announcement of the training	C	D, I		P				P	
Approval of DSMS Members	P	D		P					
DSMS Admission Process	I		I	P	I			P	
PhD competency assessment, feedback	C			P, I					
ESG review of the Training Plan	C			I					
Audit Themes	C	D		P	P	P	P	P	
Monitoring the academic and research progress of doctoral students	D			P		P	P		
Training evaluation	D			P	I	I	P	P	
Initiation and implementation of the degree acquisition procedure		D		I				I	P, I
Review of teaching and research conditions	I	C		P					
Preparation of a Quality Assurance Plan	C	D		I				P	
Evaluation of numbers of Doctoral Graduals, Obtainees of Absolutory, and dropouts	D	I		P				P	
DSMS Regulations Review	I	D		P	P			P	
DSMS website maintenance	C			I				P	
Topic Announcement Audit	C	I		P	P	P	P	P	
Instructor Assessment	I	D		P	P			P	
Developing a doctoral (PhD) career path	I	D		P					P
Degree Tracking	C			I				P	

Preparation for DSMS accreditation	I	D		P				P	
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Legend: **D:** decides **C:** Check **I:** Implement **P:** Prepare