



SELF-EVALUATION

UNIVERSITY OF ZAGREB
FACULTY OF KINESIOLOGY





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University of Zagreb
FACULTY OF KINESIOLOGY
Zagreb, Horvaćanski zavoj 15

Class: 602-04/19-13/004
Reg. no.: 251-75-01-19-10
Zagreb, 27th April 2020

Name of evaluated higher education institution:
Faculty of Kinesiology

Name of the university of which the evaluated higher education institution is a constituent:
University of Zagreb

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Bank name and account number through which the higher education institution operates:
ERSTE & STEIERMARKISCHE BANK d. d.
IBAN: HR45 2402 0061 1009 4834 5

Proofreading of the Croatian version: **Zrinka Debeljak, mag. educ. philol. croat.**

Translation to English: **Petrica Aleksić, mag. educ.hist., mag. philol. angl.**

Design: **www.trinatri.com**



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Sveučilište u Zagrebu
Kineziološki fakultet



Klasa: 602-04/19-13/004
Ur.broj: 251-ZS-01-19-04

Zagreb, 11. studeni 2019.

Na temelju članka 63. Zakona o znanstvenoj djelatnosti i visokom obrazovanju (NN br. 123/03., 198/03., 105/04., 174/04., 2/07., 46/07., 45/09., 63/11., 94/13., 139/13., 101/14., 60/15., 131/17.) i članka 58. Statuta Kineziološkog fakulteta Sveučilišta u Zagrebu, a slijedom Plana reakreditacije visokih učilišta u 2020. godini utvrđenog dana 18. lipnja 2019. godine od strane Akreditacijskog savjeta Agencije za znanost i visoko obrazovanje, Fakultetsko vijeće Kineziološkog fakulteta, na prijedlog Povjerenstva za upravljanje kvalitetom, na 1. redovitoj sjednici održanoj 7. studenog 2019. godine, donijelo je

O D L U K U

O OSNIVANJU RADNE SKUPINE ZA POTREBE PROVEDBE POSTUPKA REAKREDITACIJE KINEZIOLOŠKOG FAKULTETA SVEUČILIŠTA U ZAGREBU

I.

Ovom Odlukom osniva se Radna skupina za potrebe provedbe postupka reakreditacije Kineziološkog fakulteta Sveučilišta u Zagrebu od strane Agencije za znanost i visoko obrazovanje u 2020. godini (u daljnjem tekstu: Radna skupina).

II.

U Radnu skupinu imenuju se:

1. izv. prof. dr. sc. MARIO BAIĆ, savjetnik dekana za osiguranje i unapređenje kvalitete, predsjednik
2. prof. dr. sc. LJUBOMIR ANTEKOLOVIĆ, prodekan za osiguranje i unapređenje kvalitete, zamjenik predsjednika
3. izv. prof. dr. sc. MAJA HORVATIN, prodekanica za nastavu i studente, članica
4. doc. dr. sc. SANJA ŠALAJ, prodekanica za znanost, članica
5. STIPE GORENJAK, struč. spec. ing. techn. inf., član
6. TAJANA ŽDERIĆ, dipl. iur., članica
7. IVAN STARČEVIĆ, predstavnik studenata, član

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III.

Radna skupina odgovorna je za pripremu dokumenta Samoanalize, prikupljanje i analizu postojeće dokumentacije te unos podataka u MOZVAG sukladno *Akcijskom planu pripremnih aktivnosti za potrebe provedbe postupka reakreditacije Kineziološkog fakulteta Sveučilišta u Zagrebu* donesenom na 1. redovitoj sjednici Fakultetskog vijeća održanoj 7. studenog 2019. godine.

U svrhu izvršenja poslova navedenih u prethodnom stavku ove točke, Radna skupina ovlaštena je angažirati sve potrebne nastavne i nenastavne djelatnike Fakulteta.

IV.

Ova Odluka stupa na snagu danom donošenja.

 **DEKAN**
izv. prof. dr. sc. Tomislav Krističević

Dostavljeno:

1. izv. prof. dr. sc. Mario Baić, ovdje
2. prof. dr. sc. Ljubomir Antekolović, ovdje
3. izv. prof. dr. sc. Maja Horvatin, ovdje
4. doc. dr. sc. Sanja Šalaj, ovdje
5. Stipe Gorenjak, struč. spec. ing. techn. inf., ovdje
6. Tajana Žderić, dipl. iur., ovdje
7. Ivan Starčević, predstavnik studenata, ovdje
8. Tajnik, ovdje
9. Predsjednik Studentskog zbora, ovdje
10. Pismohrana, ovdje

Introduction



Introduction of the Faculty

As the oldest educational and scientific institution in the field of kinesiology in the Republic of Croatia, and alongside the Faculty of Kinesiology of the University of Split and the undergraduate study of Kinesiology at the Faculty of Education of Josip Juraj Strossmayer University of Osijek, the Faculty of Kinesiology of the University of Zagreb has a long tradition of education and research work, but also a responsibility in promoting kinesiology as a science, quality of class performance and supporting Croatian sport, sports recreation and Physical and Health Education. Through a strong social role, the Faculty of Kinesiology is often the organizer or conceptual initiator of actions that promote physical activity, movement and health. Through the work of its teaching staff, it has helped launch other kinesiology faculties in the Republic of Croatia and some in the region.

History of the Faculty of Kinesiology

The beginnings of Physical and health education go back to 1894 when Franjo Bučar drafted the plan and program of the First Physical Education Teacher-Training High School in Croatia, modelled on the Swedish gymnastics system, which was performed in Zagreb at the Gymnastics Teacher-Training Course. The year 1959 marked the beginning of higher education as the College of Physical Education was then established as an independent educational and scientific institution that educates highly qualified experts in physical education. High School of Physical Culture became part of the University of Zagreb in 1967, and since the academic year 1973/1974 it had operated under the name Faculty of Physical Education. In 2001 the Faculty of Physical Education changed its name to the Faculty of Kinesiology all the while acting as a public scientific-educational institution that organizes and performs university and professional study programmes (a promotional film about the Faculty and the history of the Faculty is available [here](#)).

Organization and governing of the Faculty

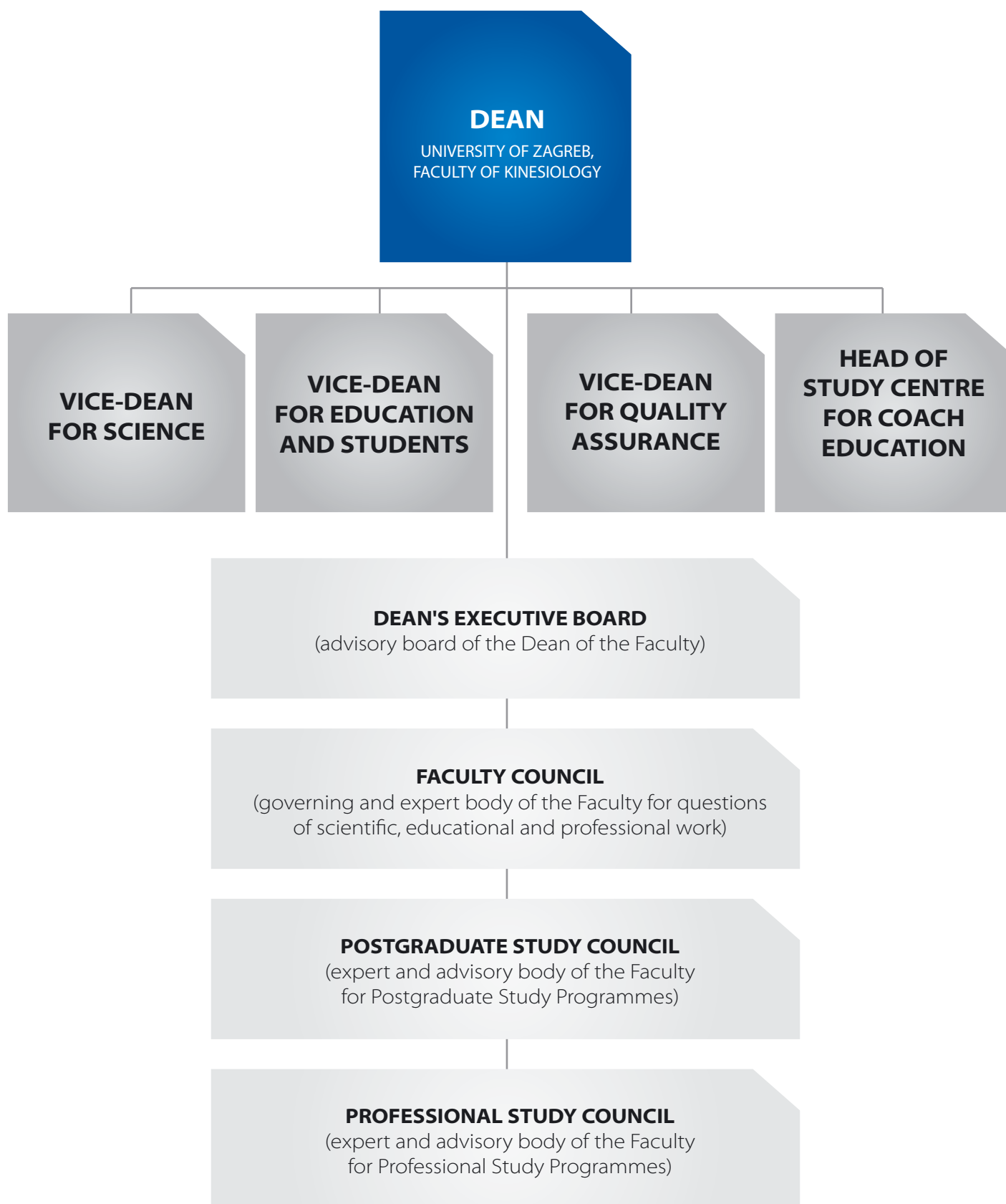
At the Faculty of Kinesiology, the governing bodies are the Dean and the Faculty Council. The Faculty Council is the governing and expert body of the Faculty for questions of scientific, educational and professional work. The Faculty Council consists of all the Faculty's employees in teaching and educational titles, representatives of teachers elected to the respective teaching titles, representatives of associates, student representatives and a representative of other employees.

The Vice-deans assist the dean in his or her work, and in case of his or her absence or prevention from acting, may replace the dean. The Vice-deans are chosen by the Faculty Council at the proposal of the Dean, as a rule, for three of the five fields of activity: science, teaching and students, business policy and finance, international cooperation, and quality assurance. In addition to the Vice-deans, the Dean is assisted by advisers.

The Dean of the Faculty is assisted by the professional advisory body in the form of the Dean's Executive Board consisting of the Dean and Vice-Deans of the Faculty, the Dean's Advisers, the Head of the Study Centre for Sports Coach Education, Head of the Institute of Kinesiology and Heads of Departments, Head of the International Cooperation, Protocol and Public Relations Office, Head of the Centre for Library Information and Publishing, Heads of Non-teaching Departments, two representatives of associates, President of the Student Council and Commissioner of the Faculty's trade union branch. The Dean decides independently on the matter of convening sessions and on bringing certain issues within their competence for consideration to the Dean's Executive Board.

The Faculty Council establishes expert committees and, if necessary, other professional bodies whose composition, scope and manner of work is determined by the decision on their establishment and other general acts of the Faculty. The Permanent Committees of the Faculty Council are: Committee for Education and Student Affairs, Committee for Scientific Research and Ethics, Committee for Quality Management, Committee for Disciplinary Proceedings, Committee for Teaching Texts and Publication Activities, Committee for Degree Theses, Human Resources Committee, Committee for Normative Activities, Committee for Awards and Decorations, Committee for the Verification of Appointment Reports for Lecturers or Senior Lecturers of the Further Education Course Physical Education, Ethics Committee, Library Board, Disciplinary Tribunal for Students, Higher Student Disciplinary Committee, Committee for E-Learning, Committee for the Monitoring of the Application of the Statute on Employees' Salary and Other Monetary and Non-monetary Receipts, and the Committee for Career Counselling.

Figure 1. Governing Bodies of the Faculty of Kinesiology



The scientific-educational activity is organized through three departments: Department of Kinesiology of Sports, Department of Kinesiological Anthropology and Methodology and Department of General and Applied Kinesiology.

The following Chairs operate as part of the Department of Kinesiology of Sports: Track-and-Field Chair, Monostructural Sports Chairs, Complex Sports (Sports Games) Chair, Conventional Sports Chair, Basic Kinesiological Transformations Chair, Polystructural Sports (Combat Sports) Chair and Water Sports Chair.

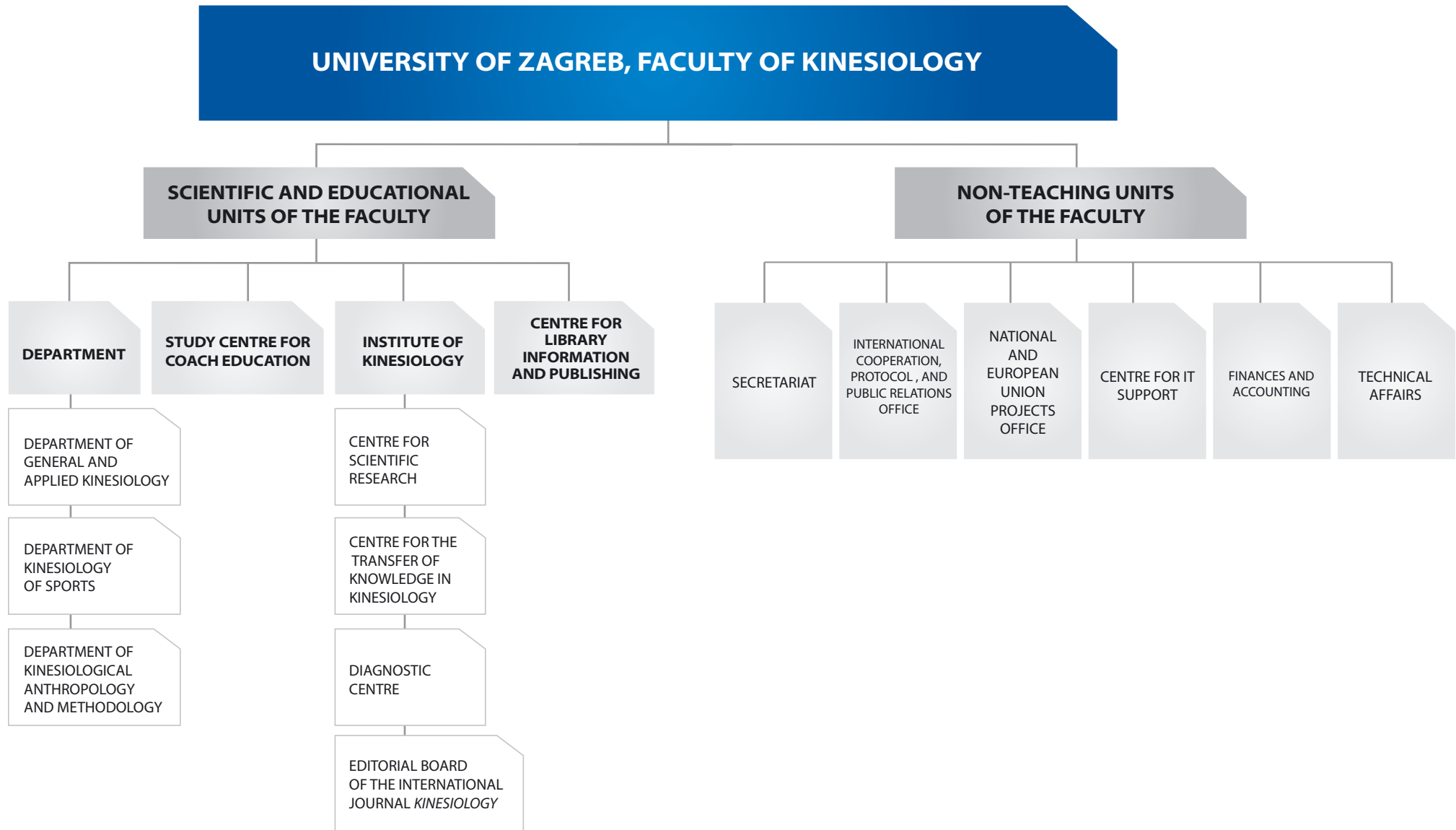
The Department of Kinesiological Anthropology and Methodology is represented by the Medicine of Sports and Exercise Chair and by the Kinesiological Psychology, Sociology and Research Methodology Chair.

The Department of General and Applied Kinesiology includes the General and Applied Kinesiology Chair, the Kinesiology in Education and Theory of Training Chair and the Kinesiological Recreation and Kinesitherapy Chair.

In addition to the Departments and the Chairs, the organizational units of the Faculty are:

- Study Centre for Coach Education, which organizes and performs the undergraduate and specialist graduate professional study of *Coach Education*
- Institute of Kinesiology the main functions of which are scientific research and transfer of knowledge. Within the Institute of Kinesiology, the following units are active: the Centre for Scientific Research, within which basic, applied and developmental research is carried out, and within which special research laboratories are established, the Centre for Transfer of Knowledge in Kinesiology and the Diagnostic Centre with equipment for determining the level of training effects of top athletes. The following are the specific research laboratories within the Centre for Scientific Research: Laboratory for Audiovisual Technology in Kinesiology, Laboratory for Biomechanics, Laboratory for Combat Sports, Laboratory for Medicine of Sport and Exercise, Laboratory for Physical Activity Measurement and Monitoring, Laboratory for Motor Development, Laboratory for Motor Control and Performance, Laboratory for Notational Analysis, Laboratory for Psychodiagnostics, Laboratory for Sports Games, Laboratory for Water Sports and Laboratory for Epidemiological and Intervention Research of Physical Activity
- Centre for Library Information and Publication Activities
- Centre for Information Technology Support
- International Cooperation, Protocol and Public Relations Office
- National and European Union Projects Office
- and other organizational units: Faculty Secretariat, Financial and Accounting Department and Technical and Maintenance Department.

Figure 2 Internal organization of the Faculty of Kinesiology





Vision

As the leading higher education institution in kinesiology in the region, the Faculty of Kinesiology at the University of Zagreb aims to become integrated and competitive in the European higher education and research area and to create new and improve existing knowledge transfer systems in all fields of applied kinesiology.

Mission

The Faculty of Kinesiology of the University of Zagreb is a leading higher education institution in the field of kinesiology in the region educating staff in all areas of applied kinesiology based on the latest scientific and professional knowledge. The Faculty of Kinesiology bases its work on high academic and ethical values, knowledge based on research and expertise, and optimal infrastructure conditions. The Faculty of Kinesiology contributes significantly to the promotion of sports, physical recreation, physical and health education of pupils and students, as well as the quality of active life and health of Croatian citizens.

Strategic goals are aimed at quality advancement of the teaching process, ensuring the conditions for creative scientific research work aimed at creating new and deepening existing knowledge in all fields of general and applied kinesiology, and better positioning of the Faculty in the international academic community. This is part of the document *Strategy of the Faculty of Kinesiology, University of Zagreb 2014-2020* which you can see [here](#) (Croatian version) and [here](#) (English version).

Quality improvement

The proposal of the dean to re-elect the Vice-Dean for Quality Assurance and Promotion of Quality in the new assembly of the Faculty Management was accepted by the Faculty Council, and by the decision of the Dean, an advisor to the Dean for Quality Assurance and Promotion of Quality was also elected. Other than through the above-mentioned persons, who lead or participate in the work of many Faculty committees and working groups, quality improvement is also present through the work of the Committee for Quality Management, Committee for Education and Student Affairs, Committee for E-Learning, as well as some newer committees such as the Committee for Career Counselling. Our employees have been re-accreditors at domestic and foreign kinesiology faculties, they are active in university quality assurance bodies and are members of several work groups of the Ministry of Science and Education, which, among other things, deal with quality issues in the profession.

In addition, the Faculty of Kinesiology of the University of Zagreb is permanently oriented towards improving all its processes, especially teaching and scientific research, which is proved by having the certificate for the quality management system ISO 9001: 2015, which was awarded on 21st October 2014 (until then ISO 9001: 2008). This certificate proves that the quality management system of the Faculty of Kinesiology is in compliance with the requirements of the international standard ISO 9001: 2015. The standard is applied in all processes of the Faculty of Kinesiology: scientific research, teaching, administration and management.

In recent years, the Faculty, through the Committee for Quality Management, has been increasingly working to consolidate all issues of quality.

Scientific activity

The Faculty of Kinesiology conducts and has a license for scientific research activities in the field of social sciences - the field of kinesiology. Research work is visible through the publication of research papers of the highest quality in the fields of social sciences and partly in biomedicine and health, an increasing number of scientific and professional projects, the organization of research within twelve specialized laboratories, but also through various ways of popularizing science. Scientific research work is based on the application of modern technology and scientific methodology in the analysis, design and evaluation of the training process, which makes the Faculty the leading Croatian scientific and teaching institution in the field of kinesiology. Research is aimed at extending kinesiological insights into a number of factors that influence the management of the exercising processes in the school system, competitive sports, sports recreation, and kinesiotherapy. The research findings are embedded in segments of teaching, especially in teaching within the postgraduate Doctoral Study Programme of Kinesiology through the core areas of kinesiology. In the *Academic Ranking of World Universities (Shanghai Ranking): Global Ranking of Sport Science Schools and Departments* in 2017, the Faculty of Kinesiology ranked relatively high, ranking in the category 151-200. The Faculty is currently conducting several international and domestic scientific and professional projects, it is continuously investing in research equipment, and the number of laboratories and research groups is increasing. The Faculty of Kinesiology edits and publishes a scientific journal *Kinesiology* (IF for 2018 is 1 383) and regularly organizes scientific, scientific-professional and professional conferences, the most

important of which is *International Scientific Conference on Kinesiology*. Through the mobility of scientists and students and the work of international research groups and associations, the Faculty is also involved in international research area. The results of the research work within the framework of projects and laboratories enable the transfer of the latest scientific knowledge into the applied fields of kinesiology, the economy and society as a whole. Different national, regional and local actions and programmes of the Faculty aim to increase physical activity, reduce obesity and the risk of contracting chronic non-communicable diseases and increase the efficiency of the working age population. The Faculty of Kinesiology adopted in December 2016 the *Strategic Plan for Scientific Development 2017-2022* (link to [Croatian](#) and [English](#) version) which outlines the activities of developing the scientific work of educators and students and research areas and topics in accordance with the needs of society in the Republic of Croatia and the European Union.

Study programmes

At the Faculty of Kinesiology of the University of Zagreb the following programmes are performed: Undergraduate professional study of *Sport Coach Education*, specialist graduate professional study of *Sport Coach Education*, an integrated undergraduate and graduate university study of *Kinesiology* and a postgraduate university *Doctoral study of Kinesiology*. Compared to the previous re-accreditation, all mentioned study programmes are new.

Title of study programme	Type of study programme	ECTS credits	Duration	Acquired title	Abbreviation
Sport Coach Education, majors: <i>Acrobatic rock and roll, Athletics, Badminton, Baseball, Cycling, Billiards, Boxing, Weightlifting, Fitness, Field Hockey, Wrestling, Sailing, Windsurfing, Judo, Kayaking, Karate, Kickboxing, Skating, Air Conditioning, Horse Riding, Basketball, Bowling, Fencing, Football, Volleyball, Darts, Dancing, Swimming, Artistic Gymnastics, Diving, Handball, Skiing, Gymnastics, Sports Recreation, Table Tennis, Archery, Shooting, Taekwondo, Water Polo, Tennis, Triathlon, Rowing</i>	undergraduate professional study	180	three years	professional bachelor (Bachelor/baccalaura) coaching profession with guidance name of the major	bacc. cin.
Sport Coach Education, majors: <i>Acrobatic rock and roll, Athletics, Fitness, Wrestling, Sailing, Windsurfing, Judo, Kayaking, Karate, Skating, Physical Conditioning of Athletes, Basketball, Bowling, Football, Volleyball, Dancing, Swimming, Rhythmic Gymnastics, Diving, Handball, Skiing, Gymnastics, Sports Recreation, Shooting, Taekwondo, Tennis, Rowing</i>	specialist graduate professional study	120	two years	professional specialist of the coaching profession with the name of the major	prof. spec. cin.
Kinesiology, majors: <i>Kinesiology in Education and Athletics, Kinesiology in Education and Fitness, Kinesiology in Education and Wrestling, Kinesiology in Education and Sailing, Kinesiology in Education and Windsurfing, Kinesiology in Education and Judo, Kinesiology in Education and Kayaking, Kinesiology in Education and Recreation, Kinesiology in education and Kinesitherapy, Kinesiology in education and Physical conditioning of athletes, Kinesiology in education and Basketball, Kinesiology in education and Football, Kinesiology in education and Volleyball, Kinesiology in education and Basic Kinesiological Transformations, Kinesiology in education and Dancing, Kinesiology in education and Swimming, Kinesiology in Education and Rhythmic Gymnastics, Kinesiology in Education and Handball, Kinesiology in Education and Skiing, Kinesiology in Education and Artistic Gymnastics, Kinesiology in Education and Sports Management, Kinesiology in Education and Tennis, Kinesiology in Education and Rowing</i>	integrated undergraduate and graduate university study	300	five years	Master of Kinesiology in Education with the title of the major	mag. cin.
Doctoral study of Kinesiology	postgraduate university (doctoral) study	180	three years	Doctor of Science, area of Social Sciences, field of Kinesiology	Ph.D.

The undergraduate professional study of Sport Coach Education lasts three academic years, for a total of six semesters, offering 42 majors. Upon completion of this study, students gain 180 ECTS credits and the corresponding title of professional bachelor (*baccalaureus/baccalaurea*) of sports coaching with the indicated name of the major. Students who have graduated are competent to perform all basic professional work in sports and given the large number of clubs and fitness centres that require trainers with appropriate qualifications, the job market is extremely open to people with this completed study. The study programme of this study was created in 2014 and was formally amended in 2016, and in 2018 it was amended again to be in line with the Sports Act, the recommendations of re-accreditors, labour market needs and the interests of students.

The specialist graduate professional study of Sport Coach Education has a duration of two academic years, a total of four semesters, and offers 27 majors. Upon completion of this study, students gain 120 ECTS credits and the title of coaching specialist with the indicated name of the major. Students who have graduated can successfully carry out the most complex professional jobs in sports, which are reflected in the creation of training programmes as well as the management of human, financial and spatial resources important for successful coaching in certain areas of application. The study programme of this study was created in 2015 and was formally amended in 2016, and in 2018 it was amended again to be in line with the Sports Act, the recommendations of re-accreditors, labour market needs and the interests of students.

The integrated undergraduate and graduate university study of Kinesiology lasts for five years, for a total of ten semesters, and offers 23 majors. Upon completion of this study, students gain 300 ECTS credits and the academic title of Master of Kinesiology in Education with the indicated name of the major, abbreviated mag. cin. In addition to competency to work in the field of physical education at all stages of education, students also acquire other competency based on the chosen major (23 majors are offered). The study programme of this study was created in 2015 and was formally amended in 2016, and in 2018 it was amended again to be in line with relevant provisions, the recommendations of re-accreditors and modern scientific and professional developments.

The postgraduate university Doctoral Study of Kinesiology currently performed by the Faculty of Kinesiology has been approved by the Senate of the University of Zagreb and the Ministry of Science and Education, entered into the Register of study programmes in 2015, and was amended in 2018. The study lasts for three years, for a total of six semesters. The student chooses one research major from Module A group (4 modules are offered) and one research direction from Module B group (4 modules are offered). Upon completion of this study programme, students gain 180 ECTS credits and the academic title of Doctor of Science in the field of Social Sciences, field of Kinesiology. This study is not included in this self-evaluation because it has undergone a re-accreditation process whereby on 7th February 2018, the Ministry of Science and Education issued a certificate confirming that the Faculty of Kinesiology at the University of Zagreb fulfils all the requirements for performing part of the activities related to the implementation of this study programme.

There are continuous investments into the lifelong learning of all participants involved in sports activities. In 2015, the Faculty established the Croatian Institute of Kinesiology, which caters to the education of experts working in the field of kinesiology, as well as the implementation of acquired knowledge in the economy and in international projects. The emphasis was placed on lifelong learning of adults which would result in knowledge transfers in the applied fields of kinesiology.

Description of the flow of writing of the *Self-Evaluation*

The Accreditation Council of the Agency for Science and Higher Education, at its 106th session held on 18th June 2019, adopted the *Plan for the re-accreditation of higher education institutions in 2020* which included, among others, the Faculty of Kinesiology of the University of Zagreb. Faculty representatives participated in a self-evaluation training held on 24th October 2019 organized by the Agency for Science and Higher Education. The Faculty Council, in its first regular session in the academic year 2019/2020, held on 7th November 2019, unanimously adopted the *Decision on the appointment of a working group for the purpose of the re-accreditation procedure of the Faculty of Kinesiology of the University of Zagreb* and the *Action plan of preparatory activities for the purpose of implementing the re-accreditation procedure of the Faculty of Kinesiology of the University of Zagreb*, which named, among other things, the persons in charge of specific topics and associated standards for quality evaluation for the purpose of preparing the document *Self-Evaluation*, collecting and analysing existing documentation and entering data into MOZVAG.

Standard	Responsible person
I. Internal quality assurance and the social role of a higher education institution	Prof. Ljubomir Antekolović, Ph.D., Vice-dean for Quality Assurance
II. Study programmes	Assoc. Prof. Maja Horvatin, PhD, Vice-dean for Education and Students
III. Teaching processes and student support	Assoc. Prof. Maja Horvatin, PhD, Vice-dean for Education and Students
IV. Teaching and institutional capacity	Prof. Ljubomir Antekolović, Ph.D., Vice-dean for Quality Assurance
V. Scientific activity	Assist. Prof. Sanja Šalaj, Vice-Dean for Science

At the second regular session held on 28th November 2019, the Faculty Council supplemented the *Action plan of preparatory activities for the purpose of implementing the re-accreditation procedure of the Faculty of Kinesiology of the University of Zagreb* thus appointing associates in charge of specific topics and associated standards for quality evaluation for the purpose of preparing the document Self-Evaluation.

After the first notice from the Agency for Science and Higher Education announcing the visit of the Expert Committee to the Faculty of Kinesiology for the second half of March 2020, a postponement of it was requested due to a series of significant events that followed and that required increased engagement of all faculty resources - namely, in November 2019 the Faculty celebrated its 60th anniversary, and February 2020 held an engagement of the 18th International Conference *Physical Conditioning of Athletes*, and the middle of May 2020 was to incorporate the 9th International Scientific Conference on Kinesiology in Opatija, sponsored by the Croatian Science Foundation, and organized by the Faculty of Kinesiology, University of Zagreb and numerous partner and collaborative institutions. The Agency for Science and Higher Education agreed with the request of the Faculty and set the period from 25th to 29th May 2020 as a new date for the visit of the Expert Committee, with the obligation to submit the document *Self-Evaluation* accompanied by the Analytical Supplement from MOZVAG until 27th April 2020.

Following the postponement of the visit of the Expert Committee, the Faculty Council of the Faculty of Kinesiology, at its third regular session held on 19th December 2019, adopted an amendment to the Action plan of preparatory activities for the purpose of implementing the re-accreditation procedure of the Faculty of Kinesiology of the University of Zagreb setting a deadline for drafting the document Self-Evaluation in the Croatian language as 20th March 2020 and in the English language as 10th April 2020.

During the preparation of the document *Self-Evaluation* and the preparation for the re-accreditation process, representatives of the Faculty attended numerous workshops such as a workshop for administrators of the Croatian Scientific Bibliography - CROSBIB and administrators of the Database of Project Activities in Science and Higher Education of the Republic of Croatia at the Ruđer Bošković Institute, workshop for administrators of the MOZVAG system at the University Computing Centre, workshop *Applying teaching methods and assessment methods aligned with learning outcomes* for all the teaching staff and associates of the Faculty and others.

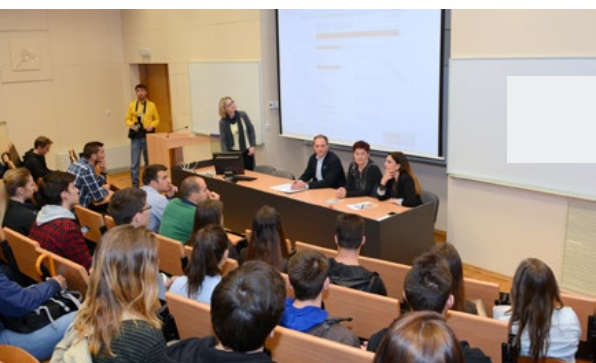
During the preparation of the document *Self-Evaluation* and preparations for the re-accreditation process, working group meetings were held every week for the purpose of implementing the re-accreditation process of the Faculty of Kinesiology, University of Zagreb, and, if it was deemed necessary, associates and other Faculty staff were also invited to said meetings. In addition, *Quality assurance and re-accreditation in 2020* has been one of the agenda items at each session of the Faculty Council in the current academic year, within which all members are kept informed of the performed activities and further plans. At the fourth session of the Faculty Council held on 30th January 2020, the first working version of the document *Self-Evaluation* was presented after which the same document was sent for public consultation to all employees, inviting them to submit their comments, remarks and suggestions. At the next meeting, held on 5th March 2020, a second working version of the document *Self-Evaluation* was presented with listed employee suggestions as well as the related Analytical Supplements from MOZVAG. In addition, the document *Self-Evaluation* was presented and discussed at several expert committees of the Faculty Council of the Faculty of Kinesiology (Committee for Quality Management, Committee for Education and Student Affairs, Committee for Scientific Research and Ethics...), as well as at the meetings of the Student Council, meetings of students by year of study and meetings of the Faculty Departments. Along with the emphasized, the working version of the document *Self-Evaluation* was published on the Faculty's web page and students were invited to submit their remarks, comments and suggestions on two occasions.

For the purpose of implementing the process of re-accreditation of the Faculty of Kinesiology of the University of Zagreb the members of the Working Group continued to work in coordination on the preparation of the final document *Self-Evaluation* which was thereafter, with the associated Analytical Supplements, formally adopted at the second online session of the Faculty Council held in the period from 21st to 24th April 2020.

The adopted document *Self-Evaluation* with the accompanying Analytical Supplement was translated into English and submitted to the Agency for Science and Higher Education on 27th April 2020.

1.

Internal Quality Assurance and Social Role of Higher Education Institutions (ESG 1.1., ESG 1.7., ESG 1.8)



1.1. The higher education institution has established a functional system of internal quality assurance

The internal quality assurance system covers and evaluates the entirety of work and all activities of the higher education institution (study programmes, teaching process, student support, support for students from underrepresented and vulnerable groups, learning resources, scientific/artistic activity, professional activity, etc.) and supports this by documents.

The internal quality assurance system actively involves all stakeholders of the higher education institution (students and external stakeholders - employers, the alumni, representatives of vocational and professional associations, civil society organizations/associations and internal stakeholders).

The higher education institution has adopted a quality assurance policy, which is part of the strategic management of the higher education institution and is being implemented through the implementation of the strategy, including a strategic scientific research program for a period of at least five years.

The implementation of the strategy includes a SWOT analysis or the like, strategic objectives, program contract objectives (where applicable), an operational plan, defined implementation responsibility, monitoring mechanisms and a report on its implementation. Stakeholders recognize the strategy as an effective tool for the advancement of the higher education institution.

The higher education institution systematically collects and analyses data on its processes, resources and results, and uses them for efficient management, improvement of all its activities and further development.

The higher education institution uses different methods of collecting quality information (student surveys on classes, study satisfaction surveys, associate assessment, feedback from employers and / or associates, feedback from graduates, etc.).

The higher education institution is dedicated to the development and implementation of policies for managing its human resources (managerial, scientific-educational, educational-artistic, administrative, professional and technical), in line with the principles and standards of the profession.

The Faculty of Kinesiology has an internal quality assurance system for the entirety of its work and activities. The aim of quality assurance and quality improvement is to build institutional mechanisms designed to systematically promote quality and achieve the highest level of quality in the educational, scientific-research, professional and administrative activities of the Faculty. The purpose of the quality assurance system at the Faculty is to establish the principles, criteria and methods of quality assurance, taking into account the provisions of the Act on Quality Assurance in Science and Higher Education, as well as the Standards and Guidelines for Quality Assurance in the European Higher Education. The Faculty has a Committee for Quality Management, which coordinates the internal quality system with the activities of the Quality Management Office and the Committee for Quality Management of the University of Zagreb, the Agency for Science and Higher Education and the Ministry of Science and Education.

Areas of quality assurance and quality improvement at the Faculty are: activities, rules and procedures for the systematic quality assurance and improvement of the Faculty's quality system; implementation of the system at all levels of self-evaluation and external evaluation; study programmes; student admissions in study programmes; teaching and learning process; evaluation and assessment of student work; learning resources and student support; scientific-research activity; professional activity; mobility and international cooperation; resources for educational, scientific-research, professional and administrative-technical activity; the information system; administrative procedures; public nature of action; monitoring and analysis of indicators for the establishment and improvement of the quality system in relation to each of the specified areas.

The members of the Committee are members of the teaching staff, representatives of non-teaching staff, students and the president of the Croatian Kinesiological Federation. In its work, the Committee establishes, coordinates and implements quality assurance and quality improvement activities at the Faculty in all the above areas, and in particular:

- plans a strategy of systematic quality assurance and quality improvement at the Faculty
- sets measurable goals within the defined strategy
- defines and implements activities to achieve the set goals
- checks the effectiveness of the carried out activities by measuring and analysing achievements against the set goals
- undertakes activities to change or improve the situation.

A particularly important role of the Committee for Quality Management is the public discussion at the sessions on incoming anonymous student submissions submitted to the student suggestion box. In accordance with the decision of the Faculty Council in the Faculty Hall, a suggestion box was set up in which students anonymously submit their comments and commendations regarding the quality and conditions of studying at the Faculty, as well as suggestions for their improvement. All proposals received are publicly discussed at the sessions of the Committee, minutes on said sessions are kept, and they are treated with due care and responsibility. At the meetings of the Committee for Quality Management, data on processes, resources and results at the Faculty are

presented and analysed, and consequentially used in the management and improvement of faculty activities. The basic documents under which the Committee for Quality Management operates are also available on the websites and consist of the following:

- [Quality policy](#)
- [Quality Assurance Manual of the Faculty of Kinesiology, University of Zagreb](#)
- [Ordinance on quality assurance at the Faculty of Kinesiology, University of Zagreb](#)
- [Decision on Setting Up a Student Suggestion box](#)
- [Annual Quality Assurance Reports](#)
- [Plans for Quality Assurance Activities](#)
- [Student Surveys.](#)

In addition to the Committee for Quality Management, the Faculty also has other committees specialized in certain fields, which have as their primary work goal the regular monitoring of the implementation of quality assurance mechanisms, updating of possible irregularities in the implementation of activities required for quality assurance and taking measures for their elimination:

- The Committee for Education and Student Affairs, which through regular monthly meetings, monitors the issues related to the study itself, the regular execution of classes and the exercise of students' rights, monitors the students' needs for possible improvement of the quality of study and places them in the context of realistic possibilities and the given curriculum, and then, in accordance with the conclusions reached, proposes to the Faculty Council to take possible measures for their realization. Representatives of teaching and non-teaching staff and students are involved in the work of the Committee.
- The Committee for Scientific Research and Ethics ensures the maintaining of the required level of quality in the field of scientific work, as well as its continuous improvement, initiates the adoption of the Strategy for the Development of Science at the Faculty of Kinesiology in Zagreb, continuously monitors events related to scientific conferences, congresses, seminars, public calls and the like, and informs all the teaching staff about them, establishes a list of priorities for the required scientific equipment, proposes a *Rector's Award* Committee which evaluates the papers and establishes a ranking list of student papers for the Rector's Award, gives consent for the performance of research that is in accordance with ethical principles and performs other tasks within its scope.
- The Committee for Teaching Texts and Publication Activities, which continually ensures the maintaining of the appropriate level of quality and its improvement in relation to the necessary editing, publishing, popularization and placement of books, textbooks, notes, manuals, brochures, scientific and professional journals, as well as other publications published by the Faculty.
- Through its regular work, the Human Resources Committee, among other things, monitors human resources at the Faculty, discusses human resources issues and submits possible proposals to the Faculty Council to address said problems, thus ensuring continued care for human resources management.
- The Committee for E-Learning, which through its activities further improves the system of use of information and communication technologies in the teaching process and ensures the evaluation and rewarding of the best e-courses in the academic year.
- The Committee for Career Counselling that through its activities supports student initiatives, organizes career events, liaises and collaborates with employers and alumni, supports the organization of professional internships, informs students about opportunities, organizes student counselling and student support in the course of their studying, engages in career planning and development and organization of educational workshops.

The involvement of employees and students in the quality assurance system is evidenced by their participation in the work of all bodies of the Faculty. The Faculty Council consists of all employees in the educational and research title, representatives of the teaching staff employed in the educational title, representatives of associates and student representatives who make up 15% of all members of the Faculty Council. The effectiveness of the management and decision-making system is evident through regular meetings of all bodies. The Faculty Council meets once a month and extraordinary thematic sessions are organized as needed. The meetings of the Faculty Council are preceded by the meetings of the chairs, institutes, committees, other working groups and the Dean's Executive Board. The preceding discussion on the planned agenda items of the Faculty Council and other important issues, which takes place at the sessions of the mentioned bodies, serves to give final shape to the decisions important for the Faculty's operation. The information is made available to employees through the intranet of the Faculty's web page. They include calls for meetings of faculty bodies, materials for discussions, and meeting minutes. The intranet contains all documents pertaining to the system of study and student's status, the legal and employment status of teaching and non-teaching staff and the institutional importance. The process of

digitalization of operation processes at the Faculty is carried out through a Cloud based software solution *nyVon* which introduced the modules of central record, human resources, planning and records of classes, control of payment of tuition fees, etc. These solutions contribute to operation efficiency, document circulation and operation transparency.

Orientation towards the establishment, implementation and maintenance of the Quality Management System is further confirmed by the Faculty's ISO certificates. The Faculty has had a Quality Management System certificate according to the requirements of the standard ISO 9001: 2008 since 2014, and in 2018 it transitioned to the standard ISO 9001: 2015 for which the *Certificate for teaching and research in the field of kinesiology* was acquired. During the mentioned period, several members of the teaching and non-teaching staff of the Faculty attended various training courses in the field of quality assurance according to the requirements of the ISO standard. They obtained a certificate for conducting internal audits and in various ways participated in promoting the culture of quality in the work environment, all the while participating as the members of the Committee for Quality Management.

SWOT ANALYSIS

Advantages

- ▶ tradition of a leading institution in the field of kinesiology in the region
- ▶ substantial higher education material infrastructure
- ▶ interdisciplinarity of study programmes due to the complex structure of kinesiology
- ▶ partnerships with most institutions related to sports and public health in the Republic of Croatia
- ▶ continuous improvement of international cooperation, which is reflected in increased incoming and outgoing student mobility
- ▶ positive and stable financial situation
- ▶ approved international scientific projects funded by EU funds
- ▶ introduced management and organizational system (ISO standards)
- ▶ above average scientific productivity per-capita in the area of social sciences and humanities in the Republic of Croatia
- ▶ connection to geothermal sources - partial energy self-sustainability
- ▶ favourable age structure of non-teaching staff

Disadvantages

- ▶ insufficient number of permanently employed educators, associates and external associates on certain courses
- ▶ low rate of passing of study years and low graduation rate
- ▶ uneven distribution of scientific productivity among educators and associates
- ▶ insufficient number of university textbooks and manuals
- ▶ insufficient implementation of the e-learning systems in classes
- ▶ insufficient connection with the economic sector
- ▶ lack of a lifelong learning program
- ▶ insufficient international mobility of incoming and outgoing educators (for more than 3 months)
- ▶ lack of complete study programmes in the English language
- ▶ stagnation in student survey results in the area of educators evaluation
- ▶ lack of space and time for exam preparation and student recreational training
- ▶ below average level of quality of some spaces used by students and educators

Opportunities

- ▶ making use of the good position of Croatian sport and tourism in the world for preparation of scientific and professional projects in the field of kinesiology, biomedicine and healthcare
- ▶ focus on applied scientific research and transfer of knowledge into practice
- ▶ further improving the financing of the Faculty's work from EU funds
- ▶ increasing educator and student mobility; strengthening ties with the alumni of the Faculty
- ▶ initiating study programmes in the English language
- ▶ creating new lifelong learning programs
- ▶ enhancing ties in the economic sector
- ▶ better use of information tools (programs) in the organization of work and operation of the Faculty
- ▶ extension of the Faculty of Kinesiology based on the preliminary conceptual design

Threats

- ▶ insufficient funding of teaching and research activities from the budget of the Republic of Croatia
- ▶ insufficient connection with the applied fields of kinesiology
- ▶ outflow of young people abroad
- ▶ lack of alignment of study programs with the labour market needs and broader societal changes/requirements
- ▶ uncertainty over the proposal of a new Sports Act that equates university-level educated persons with persons trained to perform all professional sports activities

Development guidelines of the Faculty are based on the *Strategy of the Faculty of Kinesiology, University of Zagreb 2014 - 2020* which defines the existing situation with clearly identified strengths, weaknesses, opportunities and threats relevant to the further development process of the institution. The focus of the document is on the strategic goals of educational activity development, scientific research, knowledge transfer, resource management, and international and public relations. The goals and tasks of the development of the research work are defined in the document *Strategic Plan for Scientific Development 2017-2022*

The improvement of the teaching process, among other things, is based on the results of student surveys according to the methodology of the University of Zagreb. Surveys are conducted every three academic years, via the *paper-pencil* method, and the complete organization of student surveys is coordinated between the Committee for Quality Management of the Faculty of Kinesiology and the Quality Management Office of the University of Zagreb. After processing them at the University, the results of the surveys are delivered to each member of the teaching staff individually, while the aggregate results at the Faculty level are published on the website of the Faculty. On the basis of the *Decisions on the improvement of teaching staff competences* the teaching staff members who scored the average grade of 3.49 or below are referred to training in order to improve their teaching competences, which is recommended for all other educators as to improve the quality of their teaching. The results of the survey on the evaluation of the study programs as a whole, which students fill in immediately after graduation, are published on the web site, analysed and discussed at the meetings of the Committee for Quality Management, and measures are taken to eliminate the identified deficiencies. The systematic collection and analysis of data on all Faculty activities is carried out annually when preparing the Activity Report (e.g. *Activity Report of the Faculty of Kinesiology in the academic year 2018/2019.*). The Activity Report contains a detailed insight into the teaching, scientific and professional work with an overview of the work of the Student Council and the most important awards and other achievements of employees and students.

Students and external stakeholders are involved in the amendments of the integrated undergraduate and graduate study of *Kinesiology*, undergraduate professional study of *Sports Coach Education*, specialist graduate professional study of Sports Coach Education and postgraduate university *Doctoral Study of Kinesiology*. Students and external stakeholders are members of the Working Groups and actively participate in the process of designing new study programmes. The drafting of the Faculty's strategic documents is also an example of the involvement of students in the decision-making system since they are part of bodies and working groups that discuss, propose and decide on their adoption. The Student Council of the Faculty of Kinesiology is a student-elected representative body that protects student interests and participates in the work and decision-making within the bodies of the Faculty of Kinesiology and the University of Zagreb. In addition to being involved in the work of faculty bodies, the Student Council organizes or participates in the organization of various student and social projects at the Faculty level, as well as at the level of the University of Zagreb. In addition to participating in various conferences and symposia, the Student Council initiates many humanitarian activities and is very active in the field of volunteer work. The Student Council plays a very important role in improving the system of tutoring and professional support for students, all in accordance with the *Ordinance on improving the system of tutoring and professional support for students.*

External stakeholders are not included in the formal governing structure of the Faculty of Kinesiology, but opinions on the work of the Faculty of some external stakeholders, such as members of the ALUMNI as a Club of Graduated Kinesiologists, Sports Coaches and Friends of the Faculty of Kinesiology, University of Zagreb, leadership and members of the Croatian Kinesiology Association, Croatian Physical Conditioning Coaches Association, are collected through formal and informal thematic meetings, and their proposals and views are analysed, taken into consideration and used in designing further development path of the Faculty. Representatives of external stakeholders are associate members of some expert committees of the Faculty (e.g. in the Committee for Career Counselling – the head of the City Office for Sport and a representative of the Croatian Olympic Committee) or full members (e.g. in the Committee for Quality Management the President of the Croatian Kinesiology Association). These activities and information are processed by the Committee for Quality Management and formulated within the *Quality Assurance Activity Plan and Annual Report on Quality Assurance at the Faculty of Kinesiology.*

The faculty gives importance to the achievements of its employees, students and external stakeholders. The Annual Dean's List rewards to the most successful students for success in their studies (separately by year of study and study programme) and outstanding sports achievements of students who are top athletes. Members of the teaching staff are also regularly rewarded for outstanding achievements in scientific research, professional work and contribution to the promotion of the Faculty. The Annual Dean's List for non-teaching staff rewards the outstanding treatment of other employees, students, and work assignments. Awards and recognitions are also given to external stakeholders - deserving professors, honorary coaches and lecturers, external associates, mentors, institutions and business partners.

1.2. The higher education institution implements recommendations for quality improvement from previous evaluations

The higher education institution has analysed proposals for improvements and is implementing activities on the basis of previous evaluations (internal and external).

The higher education institution analyses the improvements and plans for the sake of their further development.

The Faculty is continuously developing and improving the quality assurance system based on the results of the evaluation. The Faculty has undergone certain evaluation procedures in the period from 2014 to the present:

- quality system certification according to ISO standard
- the re-accreditation of the Agency for Science and Higher Education, 2014
- internal assessment of the quality assurance system in accordance with the request of the University of Zagreb, 2016
- the re-accreditation of a postgraduate university Doctoral Study of Kinesiology conducted by the Agency for Science and Higher Education in 2017

The Faculty of Kinesiology is permanently oriented on improving all its processes, especially teaching and research, which is evidenced in the Quality Management System Certificate ISO 9001: 2015 acquired on 12th June 2018. This certificate proves that the quality management system of the Faculty of Kinesiology is in compliance with the requirements of the international standard ISO 9001: 2015. The standard is applied in all processes of the Faculty of Kinesiology: scientific research, teaching, administration and management. Certification and re-certification of the system in accordance with the ISO standard has been carried out by an accredited certification company since 2014. Based on the findings of the audits corrective actions are identified to address possible non-compliances and further development is planned for the purpose of improvement. Audits are generally carried out once a year, provided that the entire scope of the certificate is covered. The last ISO surveillance audit was conducted on 10th October 2019, and the Faculty Management and the Committee for Quality Management analysed the certification company report and adopted the Decision on the Manner of Evaluation of External Suppliers which eliminates all perceived noncompliance.

The Agency for Science and Higher Education carried out an evaluation of the Faculty of Kinesiology in order to determine the extent to which the higher education institution fulfils the requirements for performing scientific activities and the activity of higher education determined by the Act on Quality Assurance in Science and Higher Education (Official Gazette no. 45/09) as well as the Ordinance on the Content of Licence and Conditions for Issuing Licence for Performing Higher Education Activity, Carrying out a Study Programme and Re-accreditation of Higher Education Institutions (Official Gazette no. 24/10) and the Ordinance on Conditions for Issuing Licence for Scientific Activity, Conditions for Re-Accreditation of Scientific Organisations and Content of Licence (Official Gazette no. 83/10).

The Expert Committee appointed by the Accreditation Council of the Agency for Science and Higher Education (hereinafter: the Agency) visited the institution of higher education on 17th March 2014 and their work was based on the Self-Evaluation prepared by the Faculty of Kinesiology. After the visit, an international expert commission issued a Final report (11th June 2014), which included a detailed analysis by individual standards against the criteria for re-accreditation of university institutions making recommendations for quality improvement.

The Agency for Science and Higher Education issued the Accreditation recommendation on 15th May 2015 which it referred to the Ministry of Science and Education. At that time, the Faculty was rated with “mostly implemented” for six out of seven standards and “partially implemented” for one standard (3.6. Mobility and International Cooperation). In accordance with the Accreditation recommendation, the Minister of Science and Education issued a letter of expectation on 5th June 2015 with the deadline for resolving deficiencies of up to 3 years from the date of receipt of the said letter of expectation.

Based on the recommendations received, a Quality Improvement Action Plan explaining further actions for the improvement of quality in accordance with individual chapters and recommendations given by the Agency was drafted and later adopted at the Faculty Council session in November 2015. The activities of the Faculty in the following period were aimed at analysing and eliminating the deficiencies identified in the Accreditation recommendation and the letter of expectation:

- the Strategic Plan for Scientific Research at the Faculty of Kinesiology was aligned with the Ordinance on Conditions for Issuing Licence for Scientific Activity in a way that a new, peer-reviewed Strategic Plan for Scientific Development 2017-2022 was passed, which includes a list of research topics; the Strategic Plan for Scientific Development 2017-2022 it and a report on activities undertaken were submitted to the Agency in April 2017

- in the academic year 2015/2016 amendments to the new integrated undergraduate and graduate university study of *Kinesiology* were implemented, which, among other things, respected the suggestions of the Expert Committee from the previous re-accreditation by introducing a number of topics and courses related to health and aging
- a new postgraduate university *Doctoral Study of Kinesiology* has commenced, which was significantly modified from the previous one by the introduction of more research majors related to health and aging, which was one of the remarks. Accordingly, research is expected to increase precisely in the area specified in the guidelines for the improvement of work.
- the amendments to the Statute in July 2018 defined that the teaching staff conducts basic, developmental and applied research in the scientific field of kinesiology and its branches, as well as in the field of biomedicine and health and other related scientific areas and fields. This change is the result of a growing number of papers and projects in the highlighted field prepared by the teaching staff.
- in some courses of applied kinesiology in sport and in some theory courses such as *Theory of Training, Kinesiological Recreation, Systematic Kinesiology, Biomechanics* and courses within the compulsory major of *Kinesiological in Education*, content for injury prevention and work with persons with disabilities was incorporated, i.e. the undergraduate professional study of *Sports Coach Education* introduced a new course *Kinesiological Activities for Persons with Disabilities*.
- in the period after the evaluation process, a greater number of foreign and domestic titles was acquired and the number of materials available as e-textbooks for students, for the needs of their classes and preparation of exams, has doubled. The Faculty is particularly concerned with providing much greater coverage with appropriate teaching literature for courses, which is regulated through the new *Ordinance on Publishing* which is more stimulating for authors and encourages the publication of university textbooks and manuals. The Faculty of Kinesiology provided funding for access to the base *Sport Discus* (EBSCO), which contains complete texts in the fields of sports and sports medicine and related sciences including nutrition, kinesiology, public health, and physical and health education. Access to the other bases was provided by the University of Zagreb or the Ministry of Science and Education.

The Faculty has submitted the final Report, with consolidated information on all actions taken, in December 2018 after which, based on the *Accreditation Recommendations of the Agency for Science and Higher Education*, the Ministry of Science and Education issued to the Faculty of Kinesiology a *Certificate of Eligibility for Performing Higher Education and Scientific Activities* on 14th March 2019. In the following period, an Action Plan for Improving the Quality and Annual Report on the Implementation of the Action Plan for the Period March 2019 - March 2020 were prepared and later adopted at the session of the Faculty Council on 28th November 2019.

In April 2016, a *Self-assessment of the effectiveness of the quality assurance system was performed*, as part of the internal assessment process of the University of Zagreb. The Committee for Quality Management of the Faculty of Kinesiology submitted the required data to the Quality Management Committee of the University of Zagreb which is part of the *Internal Audit Report on the Quality Assurance System of the University of Zagreb*. The data from said report were used in the coming period in the preparation of the annual plans for quality assurance at the Faculty and when taking other measures to remedy the identified deficiencies.

The Faculty of Kinesiology, University of Zagreb was in the process of re-accreditation of a part of its activity related to the re-accreditation of postgraduate university *Doctoral Study of Kinesiology* in 2017. The Expert Committee, appointed by the Agency's Accreditation Council, visited the Faculty on 5th June 2017. Following the evaluation, the Expert Committee issued a final report on the basis of which the Accreditation Recommendation was issued by the Agency for Science and Higher Education on 3rd November 2017. The *Accreditation Recommendation* recommended that the minister responsible for science and education issue a certificate of eligibility for performing part of the activity, and follow-up with the obligation to adopt an action plan and submit annual reports on the implementation of the action plan.

The Ministry of Science and Education issued a *Certificate* confirming that the Faculty of Kinesiology meets all the requirements for performing part of the activity related to the performance of postgraduate university study of *Kinesiology* on 7th February 2018. Accordingly, an Action plan was prepared and submitted to the Agency on 2nd July 2018. The Agency requested the supplementation of the submitted *Action Plan* via a letter from 23rd October 2018, and a supplemented *Action Plan and Report on the Implementation of Performed Activities* was prepared accordingly. The said plan was proposed by the Doctoral Studies Committee at its meeting held on 23rd January 2019, discussed by the Committee for Quality Management at its meeting held on 26th January 2019, and approved by the Faculty Council at its 4th regular session held on 29th January 2019.

The Agency for Science and Higher Education issued an Opinion on 10th April 2019 according to which the *Action plan* is in line with the recommendations of the Expert Committee contained within the final report.

In the following period the activities of the Faculty were aimed at further analysing the review of commitments under the Action Plan, which is updated with the accomplishments achieved and analysed at the meetings of the Doctoral Studies Committee. In accordance with the set dynamics, in the beginning of 2020 an annual report will be prepared for the Agency with information on the level of implementation of the general recommendations stated in the report of the Expert Committee.

1.3. The higher education institution promotes academic integrity and freedom, prevents all forms of unethical behaviour, intolerance and discrimination

The higher education institution promotes academic integrity and freedom and ensures ethical work and preserves academic integrity and freedom.

The higher education institution effectively utilizes mechanisms to prevent unethical behaviour, intolerance and discrimination.

The higher education institution carries out activities to sanction unethical behaviour, intolerance and discrimination.

The system of jurisdiction for resolving conflicts and irregularities is functional at all levels of the higher education institution.

The higher education institution staff, students and external stakeholders base their work on the principles of academic ethics.

The higher education institution systematically solves the problems of plagiarizing, copying and falsifying results.

The Faculty of Kinesiology adheres to the moral and professional ethics principles that have been defined by the *Code of Ethics of the Faculty of Kinesiology* which was made in accordance with the *Code of Ethics of the University of Zagreb*. The Code contains moral principles and principles of professional ethics that the teaching staff, associates, students and all employees of the Faculty of Kinesiology should be governed by in their professional and public activities.

By joining the academic community, its members are bound to adhere to the highest levels of moral integrity, ethics, and scientific and professional virtue.

The mechanisms used by the Faculty to ensure the ethical conduct of all employees and students are as follows:

- The Faculty Ethics Committee was appointed by the Faculty Council
- on the basis of the *Decision on Setting Up a Student Suggestion Box* an anonymous system of submission of comments and praise on the work of the Faculty has been established, and such comments are regularly processed by the Committee for Quality Management
- an *Ordinance on Disciplinary Proceedings for the Teaching Staff* and an *Ordinance on Disciplinary Proceedings for Students* were adopted, which provide for disciplinary procedures and measures for disciplinary violations, of which certain violations include violations of the Code of Ethics, and promote adherence to the moral and professional values and principles of professional ethics
- a new *Code of Ethics of the Faculty of Kinesiology* which improves upon the previous one was adopted
- an *Anonymous system for reporting unacceptable behaviours in the academic community or other potential violations of the Code of Ethics* is used through the link on the University of Zagreb's web site.

The basic ethical principles and values promoted by the Faculty are: protection of human rights and freedoms; prohibition of discrimination and harassment; the principle of compliance with the law and legal procedures; academic freedom, the principle of professionalism; freedom of public expression; scientific virtue; ban on forgery and plagiarism; ban on misuse of authorship; adherence to ethical principles in relation to the parent institution and the students.

The purpose of the Code is to promote ethical conduct and values, and in order to achieve these goals, the Faculty Ethics Committee gives its opinion on the implementation of ethical principles and standards at the Faculty, both in principle and in specific matters, and takes other actions and performs other activities regulated by the Code.

The proceedings before the Faculty Ethics Committee are initiated by a request for an opinion on the compliance of a particular action or behaviour with the principles and rules of the Code of Ethics. The request to initiate proceedings is submitted exclusively by the Dean, either on their own initiative or at the suggestion of other members and bodies of the academic community. After the procedure has been completed, the opinion is signed by all members of the Ethics Committee, if it was adopted unanimously, and submitted to the applicant for the initiation of the procedure, i.e. to the Dean.

The Faculty Ethics Committee in the academic year 2018/2019 received two cases where procedures were conducted, and opinions were given. The cases dealt with the violation of ethics in research and the violation of ethics in teaching. In the academic year 2017/2018 there were no violations of the *Code of Ethics*.

For certain forms of unethical student behaviour, disciplinary measures may be imposed in accordance to the *Ordinance on Disciplinary Proceedings for Students*. Examples of forms of unethical student behaviour that are, except for the *Code of Ethics*, regulated by the Ordinance on Disciplinary Proceedings, are gross violations of the rules of cultural conduct and decency committed against the teaching staff, associates and other employees of the Faculty or the University, or against other students, other citizens at the premises of the Faculty or the University, or at other official premises or public places or through the use of media and misuse of public media space; presenting another's work as one's own with the intention of misleading the member of the teaching staff or their associates in order to acquire or exercise certain rights that do not belong to the student in question; illicit provision and receipt of assistance during the exam, as well as the use of illicit aids during the exam; violation of copyright and intellectual property rules, etc.

The Committee for Scientific Research and Ethics is responsible for determining the ethics of the research in question. Before conducting the research, the teaching staff, associates or students shall submit a Request with a detailed description of the research and an example of the subject's consent to the Committee for Scientific Research and Ethics. The Committee reviews received requests and research protocols and issues a certificate of ethics approval with the associated approval number. If the research proposal is inconsistent with the *Code of Ethics*, or international human research standards, the proposal is rejected or returned for supplementation. In the academic year 2018/ 2019 no requests were rejected, and the Committee for Scientific Research and Ethics received no complaints of protocol or ethics violations during the course of conducting the research for the researches it approved. In addition to the aforementioned research application process, each member of the teaching staff is required to review scientific or professional work, as well as other publications in which they are listed as the author, in the plagiarism detection system before submitting it for publication. Students' scientific and research work is also regulated by mechanisms for monitoring the ethics of conducting research and writing papers. Students were instructed at the beginning of the study that term papers and other assignments could be subject to authentication. In addition to the required documentation students are required to provide proof that the work has been verified by the plagiarism detection program when submitting a paper for assessment in accordance with the Decision on the Procedure for Preparing the Graduate Thesis and Passing the Graduate Exam. At the time of preparing this *Self-Evaluation* the implementation of the new system PlagScan for detecting plagiarism in term papers, final, graduate and other written papers of students has begun. For the time being, the Doctoral Studies Committee has had two cases related to the authentication of work, and measures were taken in both cases. In one case, the Doctoral Studies Committee issued a reprimand, while in the other, a Disciplinary Procedure before the Student Disciplinary Committee was initiated.

For disciplinary offenses committed the Student Disciplinary Committee may impose the following disciplinary measures on students: public reprimand; reprimand; reprimand before expulsion from the Faculty; suspension from the Faculty (from the study) for a period of one to two years and expulsion from the Faculty. The Student Disciplinary Committee and the Supreme Student Disciplinary Committee are appointed by the Faculty Council, consisting of three members and three alternates, one of whom is an obligatory representative of the student of the Faculty. The appeal against the decision of the Student Disciplinary Committee is resolved by the Student Disciplinary Committee which also makes the final decision. In disciplinary proceedings, the provisions of the Criminal Procedure Act apply subsidiarity. In the academic year 2014/2015 five disciplinary measures were imposed, and in the academic year 2015/2016 thirteen, in the academic year 2016/2017 seven, in the academic year 2017/2018 eleven, and in the academic year 2018/2019 thirty-three disciplinary measures were imposed. Disciplinary measures imposed include public reprimand, reprimand before suspension from the study for a period of one year and expulsion from the study. For certain forms of unethical behaviour of the teaching staff, disciplinary measures may be imposed in accordance with the *Ordinance on Disciplinary Proceedings for the Teaching Staff*. Examples of forms of unethical behaviour by the teaching staff that is, except for the *Code of Ethics*, also regulated by the *Ordinance on Disciplinary Proceedings for the Teaching Staff* are: preventing authorized bodies and individuals from performing legality control tasks, abuse of position or exceeding of powers, receiving and giving bribes and gifts, taking commissions and the like.

1.4. The higher education institution ensures the availability of information on important aspects of its activities (educational, scientific and social role)

Information on study programmes and other activities of the higher education institution are publicly available in Croatian and in some of the world languages.

The higher education institution informs the public concerned about the admissions criteria, admissions quotas, study programmes, learning outcomes and qualifications, forms of support available to students.

Information on the social role of higher education institutions is available to the concerned public.

The higher education institution informs the concerned public on other indicators (e.g. analysis of exam passing rates, employment of graduated students, drop-out rates, outcomes of previous evaluations, etc.).

Guided by the general strategy on the right of data access, the Faculty of Kinesiology endeavours to inform the public in a timely manner about all contents and activities carried out by our higher education institution through its communication channels. Channels used for information can be divided into internal and external. The first group includes various lists of employees and students' electronic addresses and the intranet that allows for rapid dissemination of information intended primarily for our employees and students. In this way, information on study programmes, changes related to them, courses, literature, admission conditions, examination periods, results of examination periods, new or amended normative acts, etc. are submitted. External communication channels are certainly more numerous and primarily refer to official channels [Faculty website](#), [Faculty Facebook page](#), [YouTube channel](#), different [brochures](#) and promotional materials (leaflets, roll-up banners). Along with the aforementioned information channels *Doors Open Days* are also organized for potential students, during which study programmes and the classification procedure are additionally presented. Also, the Faculty of Kinesiology has a cooperation agreement with a public relations agency that regularly promotes our study programmes, scientific and professional activities and events through [the media](#).

The Faculty website is available in Croatian and English. In the Croatian version, the amount of information is more extensive because most of the information is related to the Croatian public. The home page contains different content, invitations to workshops, conferences and the like, announcements of induction lectures, announcements about the scientific and professional achievements of the Faculty staff, sports achievements of our students and other important announcements that must be visible to more users. Also, the home page contains links to pages that are related to the Faculty's field of work and that may be of interest to students and employees (e.g. University of Zagreb, Sports Croatia, etc.). The web page is split into other subgroups, and so in the drop down menu [About Faculty](#) one can find general information about the Faculty, employees (detailed profiles of the teaching staff), expert bodies, published documents (Statute, Ordinances, Decisions, Action Plans, Financial Plans and Reports, Brochures, Activity Reports, etc.). In the drop down menu [Study](#) all study programmes performed at the Faculty with a list of courses and links to their pages, schedules, examination periods and other useful information are listed in full. In the drop-down menus [Research and International Relations](#) are data on the scientific and professional work of the Faculty, laboratories and projects and international cooperation. English version of the website (<http://kif.hr/en>) contains most of the information also found on the Croatian site, however it is shorter in content because it is primarily focused on the interests of international users. The Facebook page and YouTube channel links are on the home page of the Faculty's web page. On our Facebook pages we regularly publish information about various events (conferences, workshops, public health actions, *Doors Open Days*, *Science Week*, etc.), the successes of our teaching staff and students, student life in general, in the form of text material accompanied by photos and videos. Promotional, informative and documentary videos about the Faculty, laboratories, various events organized or co-organized by the Faculty are available on our YouTube channel.

The Faculty of Kinesiology publishes information on student surveys on the [Assessment of the Study as a Whole](#) in which students evaluate their satisfaction with general study conditions, study programmes, and give a general assessment of learning outcomes. All documents on the previous [external evaluation process](#) are also publicly available (2014).

The Faculty of Kinesiology aims to be as open as possible in the regard of availability of information, which implies timely publication of all public information, but also the possibility of accessing the possibly unpublished content through requests for access to information, supplementation or correction of information and re-use of information. The website contains all information related to the procedure for exercising the right of access to information in accordance with the provisions of the relevant Act (http://kif.hr/o_nama/javne_informacije).

1.5. The higher education institution understands and encourages the development of its social role

The higher education institutions contribute to the development of the economy (financial, economic and technological mission of the university).

The higher education institution contributes to the development of the local community.

The higher education institution contributes to the foundations of the academic profession and the responsibility of the university teaching staff for the development of the university and the local community.

The development of a social role is part of the mission of the higher education institution (e.g. the development of civil society, democracy, etc.).

Collaboration with the economy, vocational and professional associations, the local community and society as a whole is part of the Faculty's vision and strategy. Through research and professional projects, the Faculty establishes connections with sports federations, sports clubs, kinesiology associations, sports and recreation association and others. The mentioned cooperation is partly realized through the students' professional internship and the preparation of graduation and doctoral theses. The Faculty is involved in the development of sports development strategies for the needs of sports federations and the local community, in various studies, expertise and expert reports. Collaboration with external stakeholders is made intense through the Diagnostic Centre, which was opened for the purpose of measurements of top athletes and citizens in order to assess the level of training and the level of fitness. Also, other facilities of the Faculty, such as laboratories, specialized gyms and lecture halls, are used for the needs of the wider community through various lifelong learning programmes (seminars, workshops, lectures, panels and consultations). Through initiatives such as *Doors open days*, *Generic Knowledge Days*, *PhD Days* and the *Science Week* the Faculty endeavours to bring its activity closer to all interested persons. The Student Council, with the coordination of the head of the library and the Vice-dean for Education and Students, successfully represents the Faculty and the study programmes at the *University of Zagreb Fair*.

The Faculty's contribution to the work of various bodies is significant, and the members of the teaching staff are members of the National Sports Council, the Council of the Croatian Olympic Committee, members of the Executive Board of the Croatian Paralympic Committee, and presidents of several national sports federations. The Faculty's teaching staff are at the head of the Croatian Kinesiological Association, the Association of Kinesiologists of the City of Zagreb and the Zagreb County, the Croatian Academic Sports Federation and are members of numerous other national and international expert bodies. Faculty representatives participate in the adoption of numerous laws, regulations, education curricula defining the framework of action in the field of sports.

The involvement of the teaching staff and students in socially useful work is based on a volunteer approach, and below are some of the activities of the staff and students of the Faculty in recent years in chronological order.

In the academic year 2014/ 2015 an *International Seminar - Prevention and Rehabilitation of Sports Injuries* was held, at which local and international experts presented their experiences on this matter. More than 400 coaches from Croatia and the region attended the international seminar *Physical Conditioning in Football*. The 2nd International Symposium *With the Psychology of Sports - Better, Faster, More, Stronger!* was held along with trainings in the psychology of sport, jointly organized by the Faculty of Kinesiology and the Department of Psychology, Faculty of Croatian Studies, University of Zagreb. The Faculty also participated in the organization of the 3rd Symposium *School Sport* in cooperation with the Croatian School Sports Federation. There was also the participation in the organization of the 1st *Scientific And Professional Conference on Judo: Applicable Research in Judo*. The Faculty participated in the presentation within the framework of the *European Day of Sport* which was held on 12th September 2015 at Bundek City Park. In April 2014, a screening of a documentary *Bravely Towards the Result* about the first Croatian blind athlete and Paralympian, along with a panel where the film's protagonists and director participated, was held in the large amphitheatre of the Faculty of Kinesiology.

The Faculty of Kinesiology seeks to integrate into the life of the local and regional community by promoting a healthy lifestyle and in February 2015 it joined the public health project *Change your habits – improve your health* organized by the Andrija Štampar Teaching Institute of Public Health and the Faculty of Kinesiology with other partner institutions. The Faculty is still a partner in a national, sports-educational project Move it. The project promotes body weight movement and training and a culture of healthy eating. In September 2015 the *European Week of Sport* was held in Zagreb, and a central event at the Bundek City Park hosted all-day sports and recreational activities for citizens in which the Faculty actively participated. In the *Health corner* the teaching staff and students measured various components of physical fitness and advised citizens on health-oriented physical activity. Within the *Corner for Children* students of the Faculty conducted organized active games for children and young people. In September 2015, a free sports and recreational workshop *Joy* was held at the premises of the Faculty. The two-day event was

attended by over a thousand citizens who had the opportunity to try out in 27 different disciplines. The Faculty of Kinesiology, University of Zagreb, in cooperation with the Trešnjevka - Sjever District Council organized and held a round-table discussion entitled *Trešnjevka for Children*. The aim was to further discuss the current and specific needs of children in the Trešnjevka area and to propose as many quality solutions as possible.

The Faculty has, at the invitation of the Office of the President of the Republic of Croatia, participated in the *Doors Open Days of the Office of the President of the Republic of Croatia* on the occasion of the *World Health Day* several times, of which we would like to particularly highlight the April 2018 celebration entitled *Health for All*, within which the Faculty, through the organization of sports and recreational content aimed at children and young people with the objective of improving health, was represented with a set of the projects *Active Croatia*. In November 2015, a conference *Fact Finding* was held at the Faculty premises as part of the Erasmus + sport program called *Fans Against Violence* implemented by the Croatian Basketball Federation. The project seeks to promote tolerance and increase understanding among basketball fans in Turkey, Spain, Lithuania, Bulgaria and Croatia. Similar projects supported by the Faculty are: *We Can Resolve It 2016*, which seeks to empower schools for a systematic and quality program of prevention of unacceptable behaviour of children and young people and IPA 2010 - a European project *Start the change! - young people volunteering to build a culture of peace*. A conference *Physical Activity and Health* was held at the Faculty on 9th and 10th April 2016 with an identified theme *Exercise Programming in Rehabilitation of Vascular Diseases* which encompassed the participation of a series of prominent experts from Croatia and the world.

In the academic year 2016/2017 the National Program *Living healthy* continued, and in October 2016, a public health action under the name *Walking to Health* was organized in Maksimir Park. More than 200 citizens, from the youngest pre-schoolers to retirees, participated in the action. Also, in October 2016, a lecture Sport was held at the Faculty with the participation of one of our most successful track and field coaches and the Croatian record holder in the sprint disciplines, both alumni of our Faculty. The cooperation in the sports-educational project *Active Croatia*, which emphasizes the education and promotion of physical activity as a way of life for the purpose of improving our health status and quality of life in general, also continued. In February 2017, the *10th Week of Psychology* took place across Croatia and our Section for Sport and Exercise Psychology of the Croatian Psychological Association at the Faculty of Kinesiology in Zagreb actively participated. On that occasion the Deputy Ombudsman for Children gave a lecture *Children's Rights in Sport*. In cooperation with the Zagreb Sports Association of Persons with Disabilities, an expert lecture for teachers and professors of Physical Education was held in September 2017. The purpose of the lecture was the preparation of the *Guideline for the promotion of sports for people with disabilities and their integration into society*.

In the academic year 2017/2018 the Faculty hosted a meeting of national coordinators for physical activity of the European Union, the 13th Annual Meeting and the 8th Conference *HEPA Europe (European Network for the Promotion of Health-Enhancing Physical Activity)* from 15th to 17th November 2017. The Section for Sport and Exercise Psychology of the Croatian Psychological Association, as part of the *11th Week of Psychology* in February 2018 also organized a number of free workshops and lectures. As part of the Section, and in cooperation with our Faculty, a forum for the sports public of the name *Psychology of World Champions* attended by sports psychologists and top athletes was held at the Faculty of Kinesiology. In November 2018 within the course *Kinesiological Sociology* there was a screening of the documentary *The King* about a Croatian Paralympian, a shot-putter, as well as a forum *Social Aspects of Sports for People with Disabilities* attended by Paralympic athletes, coaches and students.

In the academic year 2018/2019 within the *12th Week of Psychology* at the Faculty there was a forum for the sports public under the name *Mental Health of Athletes*. The panel was attended by renowned psychologists and numerous other lecturers and top athletes. The Section for Sports Sociology of the Croatian Sociological Association organized a scientific forum *Social Aspects of Women's Football* within which lectures were given by prominent sociologists, journalists, coaches and historians and which was held at the Faculty of Kinesiology. In addition, on 28th February 2019, a scientific forum was organized by the Section for Sports Sociology of the Croatian Sociological Association and the Faculty of Kinesiology under the name *Sport, Nation and its National Team* at which lectures were given by prominent sociologists.

The Faculty of Kinesiology, in cooperation with the City of Zagreb and the City Office for Health, is implementing the project *Health Oriented Physical Activity - Getfit4free*. The key goal of this project is to effectively "nullify" the negative consequences of physical inactivity through health-oriented physical activity as part of a Nordic walking program and a fitness exercise program, with trained personnel and an individual approach.

Croatia became a member of the *Stop* project (Imperial College London), which aims to examine possible interventions towards the reduction of the incidence of childhood obesity in Europe, and the head of the Croatian research group is an employee of the Faculty of Kinesiology. There are a number of projects like the Studies linking the level of physical activity among high school pupils - *SPORTS, European Collaborative Partnership on Sport and*

Health Enhancing Physical Activity - EPHEPA, a Croatian-Slovenian study of physical activity in adolescence, which confirm the validity of action of researchers at the Faculty of Kinesiology to solve current problems of the local community, Croatian society and beyond.

The Faculty of Kinesiology has been part of the sports-educational project *Active Croatia* since the very beginning, or more precisely since 2013. The project is sponsored by the Office of the President of the Republic of Croatia, and some of the goals that ultimately contribute to improving the quality of life are educating Croatian citizens about the importance of physical activity, stimulating activity and sharing experiences. Our employees and students have the role of professional support and are also ambassadors for a healthy lifestyle. Practice and other activities are regularly followed by a large number of citizens, but also by various media.

The area in which the Faculty also fulfils a role in society is the action of voluntary blood donation, coordinated by a staff member of the Faculty and the Croatian Institute of Transfusion Medicine, which has had an extremely high response rate from students and staff for 30 years, thus collecting nearly 12,000 blood donations so far.

1.6. The lifelong learning programs implemented by the higher education institution are aligned with the strategic goals and mission of the higher education institution and the needs of the wider society.

The higher education institution demonstrates the alignment of the overall objectives of lifelong learning programmes with the mission and strategic objectives of the higher education institution.

The higher education institution demonstrates the alignment of the general objectives of the lifelong learning programs with social needs.

The revision and development of lifelong learning programmes is carried out systematically and regularly.

Lifelong learning programmes and activities organized or co-organized by the Faculty are conferences, summer schools, seminars, workshops and consultations.

Summer School for Kinesiologists of the Republic of Croatia is a scientific and professional gathering for kinesiologists (elementary school and high school teachers) who work as teachers in the system of preschool, school and higher education and has been held for the past 29 years. The Faculty is a co-organizer of this event, and an extremely large number of employees participate in the organization, lectures, workshops, presentations of new insights and technologies. Students from the integrated undergraduate and graduate university study of *Kinesiology* and the postgraduate university *Doctoral Study of Kinesiology* are also present at the event.

Physical Conditioning of Athletes is an international scientific and professional conference organized annually and held at the Faculty of Kinesiology. At the conference, knowledge and experience in physical conditioning are presented by prominent domestic and foreign experts and scientists. In addition to the theoretical lectures of the invited lecturers, practical presentations of the latest trends in physical conditioning are organized, with the most successful Croatian coaches and athletes attending the round-table discussions. Students are also able to participate in the conference next to the graduated kinesiologists and coaches.

Forums, workshops and consultations in the field of psychology of sport and exercise and health are held regularly every year within the *Week of Psychology*, but also on other occasions. Within the Croatian Psychological Association operates a *Section for Sport and Exercise Psychology* whose head is an employee of the Faculty and is, along with her associates, responsible for numerous educational events organized for coaches, sports psychologists, children and adult athletes and recreational athletes.

In organization *Sections for Sports Sociology* of the Croatian Sociological Association the Faculty holds scientific forums, expert lectures, seminars and workshops for students, the teaching staff and coaches.

Collaboration is also realized with the *Croatian Medical Chamber* to which scientific and professional conferences organized by the Faculty are reported due to the possibility of physician participation for the purpose of recognizing credits in the process of continuing medical education.

The Faculty also organizes numerous other activities in which the teaching staff and coaches use the opportunity to improve knowledge, skills and competences in terms of lifelong learning. Particularly important cooperation is realized in the field of coach education for the needs of the Croatian Olympic Committee, Zagreb Sports Federation and national sports federations.

In addition, the Faculty of Kinesiology, University of Zagreb, established the Croatian Institute of Kinesiology in 2015, the main task of which is to educate professionals working in the field of kinesiology. Within the Croatian Institute of Kinesiology, formal training programmes for sports are being implemented (29 approved programmes), as well as numerous non-formal lifelong learning platforms such as workshops and seminars.

Although the activities and programmes of lifelong learning within the Faculty of Kinesiology are predominantly informal, in the coming period the Faculty plans to develop an operational plan for lifelong learning that will initiate the development of lifelong learning programmes and finally formalize it through the appropriate licenses of the University of Zagreb and the Ministry of Science and Education. Lifelong learning programmes will be proposed after a dialogue with external stakeholders: employers, alumni, representatives of vocational and professional associations, so that the competences of the students after the completion of the prepared programmes are in line with the needs of the labour market.

Study programmes (ESG 1.2., ESG 1.9.)

2.



2.1. The general objectives of all study programmes are in line with the mission and strategic goals of the higher education institution and wider needs of the society

The higher education institution demonstrates the alignment of the overall objectives of all study programmes with the mission and strategic objectives of the higher education institution.

The reasoning for the implementation of the study programmes is justified in relation to social/economic needs and includes an analysis of required capacities of the higher education institution to carry out these programmes.

If the higher education institution performs study programmes leading to regulated professions, the higher education institution shall respect the recommendations of the professional associations monitoring their licensing.

The higher education institution educates professionals competitive in the national and international labour markets.

The Faculty of Kinesiology is fully aligned with the mission of the University of Zagreb, which defines scientific and research and educational activities in particular areas and fields of science.

The Faculty of Kinesiology is strategically important in the network of higher education institutions of the University of Zagreb and the Republic of Croatia, and given its experience in the training of professionals, ongoing for the last 60 years, it significantly contributes to the development of higher education and research work of the Faculty and the Academic community within the University. The Faculty's strategic goals are set out in the document *Strategy of the Faculty of Kinesiology, University of Zagreb 2014 - 2020.*

According to the Faculty's strategy, teaching activity is focused on continuous improvement of the quality of the teaching process based on scientific knowledge, expert knowledge and pedagogical skills of the teaching staff, as well as on students' activities and mobility.

Through the activities of the study programmes, the specific strategic goals of the Faculty are:

Continuous evaluation and improvement of study programmes in accordance with international standards:

Programmes that have passed the re-accreditation process conducted by the Agencies for Science and Higher Education in 2014 are the *University Study of Kinesiology - Integrated Undergraduate and Graduate University Study of Kinesiology* (2009) and *Professional Undergraduate Study for Sports Coach Education* (2007) but are no longer performed. The Faculty of Kinesiology, on the basis of a valid licenses issued by the competent ministry from 2015, implements new study programmes at all levels of studies:

- five-year integrated undergraduate and graduate university study of Kinesiology for which a Certificate of registration in the register of study programmes of the Ministry of Science, Education and Sports of the Republic Croatia was obtained on 19th March 2015
- three-year undergraduate professional study Sports Coach Education for which a Certificate of registration in the register of study programmes of the Ministry of Science, Education and Sports of the Republic Croatia was obtained on 26th January 2015
- two-year specialist graduate professional study of Sports Coach Education for which a Certificate of registration in the register of study programmes of the Ministry of Science, Education and Sports of the Republic Croatia was obtained on 9th June 2015.

Strategic goal: *Introduction of new study programmes - Amendments to the study programmes*

Amendments to the study programmes were made in accordance with the current regulations, modern scientific and professional trends, analysis and recommendations of the 2014 re-accreditors for:

- five-year integrated undergraduate and graduate university study of Kinesiology pursuant to a decision of the Faculty Council from the session held on 5th May 2016 on minor amendments to the integrated undergraduate and graduate university study of Kinesiology, on 28th October 2016 on the basis of the Decision of the University, Quality Management Committee on accepting minor amendments to the study programme
- amendments to the three-year undergraduate professional study of Sports Coach Education at the 5th session, held on 15th November 2016, the Senate passed a Decision on accepting major amendments to the undergraduate professional study programme of *Sports Coach Education* of the Faculty of Kinesiology
- amendments to the two-year specialist graduate professional study of Sports Coach Education during the same session on 15th November 2016 the Senate passed a Decision on accepting major amendments to the specialist graduate professional study programme of *Sports Coach Education* of the Faculty of Kinesiology.

With the confirmation of the Ministry of Science and Education from 7th May 2018 the names of the study programmes were changed. Previous modules in the study programme were upgraded to study majors, and the name of the study programme was changed to integrated undergraduate and graduate university study of Kinesiology and major (e.g. Kinesiology in Education and Handball).

With the Certificate of the Ministry of Science and Education from 22nd October 2018 the study programme of undergraduate professional study Sports Coach Education was changed to undergraduate professional study *Sports Coach Education*, majors (e.g. Physical Conditioning of Athletes).

With the Certificate of the Ministry of Science and Education from 24th April 2018 study programme of specialist graduate professional study of Sports Coach Education was changed to specialist graduate professional study *Sports Coach Education* majors (e.g. Skating).

Strategic goal: *Increase number of course in the English language:*

Number of compulsory and elective courses taught in English since the academic year 2014/2015 to this day has been steadily increasing. The Faculty Council for each academic year adopts a Decision on the performance of courses in the English language, thus the number of courses from the initial 17 (in 2014/ 2015) has increased to 20 in the observed academic year 2018/2019, to 31 in the current 2019/2020 (19 of which are compulsory and 12 elective courses). This is in line with the recommendations of the last re-accreditation process, which recommended, among other things, an increase in international mobility.

Strategic goal: *Encouraging and introducing e-learning tools into the teaching process*

Decision on promoting and evaluating e-learning and rewarding e-courses at the Faculty of Kinesiology, University of Zagreb, sets the deadlines for the continuous introduction of e-learning at all levels of study programmes, depending on the type of individual courses (compulsory or elective). With this decision, all courses at all levels of study should have active e-courses in the system *Merlin (Moodle)* by 30th September 2022 at the latest. In this academic year, the number of active e-courses has increased from 10 to 40 e-courses at the beginning of the academic year. Based on the issued instructions, measures and decisions related to the current state of suspension of classes, the Faculty provided and established distance learning for all summer semester courses within the system. *Merlin (Moodle)*.

Strategic goal: *Engaging external teaching staff in the performance of the teaching process at the Faculty*

Teachers of other constituents of the University of Zagreb have been engaged in the performance of classes for compulsory courses (Pedagogy, Didactics, Kinesiological Teaching Methods in Preschool, Kinesiological Teaching Methods Higher Education) and the introduction of new elective courses at various study programmes. Some of the Faculty teaching staff actively participate in the performance of classes in the course Functional Anatomy and Physiology of sports and exercise for students of the Department of Dance, Department of Dramaturgy at the Academy of Dramatic Arts along with about twenty of our staff who are engaged in teaching at other higher education institutions in Croatia and abroad further enhancing their mobility.

Strategic goal: *Provision of material and financial resources for continuous improvement of conditions for the implementation of the teaching process*

The Faculty, in its strategy and annual financial plan, anticipates and provides funds for improving the standards of the teaching process (gyms and lecture halls). It continuously strives to acquire modern teaching (by revision and acquisition of new equipment: requisites, devices and aids) and IT equipment (portable projectors, IT equipment for lecture halls). On the basis of scientific projects and the need to conduct scientific research, modern scientific equipment is continuously procured. Number of scientific laboratories operating at the Faculty is steadily increasing (there are currently 12). The laboratories carry out research within the framework of scientific projects in which an increasing number of students are involved year after year, during the preparation of their scientific and research graduate thesis and research papers for the *Rector's Award*. There is also the research resulting in the publication of papers at national and international scientific conferences and scientific journals. Within these laboratories certain segments of the teaching process, workshops and consultations are also carried out.

Upon the completion of an integrated undergraduate and graduate university study of *Kinesiology* students acquire the academic title of Master of Kinesiology in Education which is indicated in the name of the major. With this qualification they become competent to carry out the teaching process of Physical Education at all levels of the educational system, from pre-school to higher education. In line with the elective major in the field of: sport (at the integrated undergraduate and graduate university study of *Kinesiology* students can choose one of the 18 sports courses), Physical Conditioning of Athletes, Fitness, Kinesitherapy, Physical Recreation or Sports Management, and after the completion of their studies students gain another competency that enables them to program and carry out

sports activities and training processes at all levels of recreational and competitive sports for children, young people and adults. In addition to the above, they acquire competences in programming and conducting leisure sports and recreational activities, sports and recreational activities in tourist offers, competencies in carrying out kinesiotherapy procedures, prevention and rehabilitation, realization of physical activities of persons with disabilities, persons with impairments and persons with health problems, as well as implementing programs within sports management.

Based on the analysis of social needs (reduction of obesity risk, increase of physical activity, sports management, etc.) at the moment of designing the new study programmes, and due to additional harmonization with the amendments based on the Faculty's human resources and capacities, new compulsory and elective courses were introduced at all levels of studies. With dual competencies thus defined, following the recent amendments to the study programmes in 2018, the public and private sector labour market has capacities for the employment of our graduated students. According to current official data of the Croatian Employment Service of registered unemployed graduated students of the Faculty of Kinesiology, University of Zagreb, there is a total of 64 in the Republic of Croatia. According to the data of the Croatian Employment Service, in the last three years (Table 3.7. Analytical Supplement) shows a continuous decrease in the number of the unemployed.

With the completion of undergraduate professional study of *Sports Coach Education*, the students gain the professional title of bachelor (*baccalaureus/baccalaurea*) of the coaching profession with the indication of the name of the major. According to the plan and programme of study the students can choose from a total of 42 courses: Physical Conditioning of Athletes, Fitness, Physical Recreation and 39 sports majors, which enables a wide range of competences in line with the needs of the labour market. According to the current official data of the Croatian Employment Service there are 43 registered unemployed coaches in the Republic of Croatia with a continuous decline over the last three years.

Upon the completion of the specialist graduate professional study of *Sports Coach Education* students acquire the professional title of specialist of the coaching profession, with the indication of the name of the major. According to the plan and programme of study the students can choose from 27 majors: Physical Conditioning of Athletes, Fitness, Physical Recreation and 24 sports majors. According to current official data of the Croatian Employment Service there are 7 registered unemployed coaches with this education in the Republic of Croatia.

At the same time, the Republic of Croatia is opening the third Faculty of Kinesiology, in Osijek, and the Sports Act is only partially implemented in the segment related to the obligation to employ only adequately trained staff in sports, which is an additional problem for human resources on the labour market.

Although there is a Master of Kinesiology profession standard within the European Qualifications Framework, at the level of the Croatian Qualifications Framework, the standards and qualifications of the of professions in the field of kinesiology have not yet been entered into the Register. The Faculty of Kinesiology, University of Split has proposed the entry of the standards and qualifications of the profession into the Croatian Qualifications Framework Register, which is still in the process of approval. The proposed profession standard for the professor of Physical Education corresponds to the level and qualifications of the integrated undergraduate and graduate university study of *Kinesiology* at the Faculty of Kinesiology, University of Zagreb. In 2018, the Faculty prepared and applied the project to the tender *Implementation of the CROQF at the level of higher education* from the program of the European Social Fund for developing additional profession and qualification standards, but the project was not approved for funding. In cooperation with the Faculty of Kinesiology in Split and the Faculty of Education - Kinesiology in Osijek, the Faculty will continue with activities related to defining the standards and qualifications of professions in the field of kinesiology. At the moment, upon completion of their studies students can perform the work of the regulated professions in the Republic of Croatia: PE subject teacher (elementary school), PE subject teacher (high school) and Sports Coach.

The validity of performance of study programmes can be analysed on the basis of educational enrolment policies published on 9th January 2019 under the title *Recommendations for Educational Enrolment and Scholarship Policies*. According to CES data, based on qualifications acquired by students at the Faculty of Kinesiology, currently there is a deficit of one person with a master's degree in kinesiology in Istria, and a recommendation that the enrolment quotas in the Zagreb County and Zadar County be reduced for the professional study of Sports Coach Education.

Analysis of the enrolled candidates (Table 3.2. of the Analytical Supplement) in the part-time undergraduate professional study of Sports Coach Education shows a decreasing in the number of those enrolled due to the long-term performance of this education programme, resulting in the needs of the market being partially met. In addition, other institutions are offering programmes for the training of sports personnel on a lower level.

The need for education of staff at different levels of study are aligned with CES recommendations. Before enrolling students in the next academic year the Faculty of Kinesiology makes the decision to redistribute the ratio of students within the enrolment quota for the full-time undergraduate professional study *Sports Coach Education* considering the choice of a particular major: Physical Conditioning of Athletes, Fitness and/or Physical Recreation. Following the recommendations on student employability and taking into account the workload of the teaching staff, the quotas of enrolment of students for the specialist graduate professional study of *Sports Coach Education* and the postgraduate university *Doctoral study of Kinesiology* are changing in a way that, as a rule, students are enrolled in these studies every other academic year. Spatial, material and teaching capacities enable the performance of programmes at all levels of study.

New study programmes implemented at the Faculty of Kinesiology are partly in accordance with the list of regulated professions in the Republic of Croatia, which we tried to correct and regulate by inclusion in the project *Implementation of the CROQF at the level of higher education*. The new study programmes, as well as their amendments, are in line with the then valid sports federations' needs and recommendations, the Sports act, the recommendations and requirements of national sports associations which perform licensing in sport, according to which masters of kinesiology and coaches (as a rule) should have completed a course in sports for which they are seeking a license to work in sports federations and professional associations. They are also in line with the recommendations of the Croatian Paralympic Committee, with the active involvement of their representative as a member of the Committee for the preparation of prominent changes. Based on the above recommendations, the study programmes are aligned with the needs for staff education by introducing new compulsory courses, study majors and new elective courses, which leads to an increase in student competence at all levels of study. The regulation of the profession of a coach of the chosen sport and the completion of the university study of *Kinesiology* facilitates employment in the national and international labour market for students with dual competencies, Master of Kinesiology in education and chosen sport. Many masters of kinesiology and sports coaches work in countries around the world, achieving enviable results both with individual athletes and teams at all levels of competition.

2.2. The projected learning outcomes of the study programmes carried out by the higher education institution are appropriate to the level and profile of the qualifications awarded

The higher education institution has clearly defined the learning outcomes of the study programmes, which are aligned with the mission and goals of the higher education institution.

The higher education institution checks and ensures the compliance of learning outcomes at the level of the study programme and the course.

The learning outcomes achieved through the completion of the study programmes correspond to the enrolment levels of the CROQF and EQF at which the programme is performed (level).

The higher education institution, in defining learning outcomes, operates in accordance with the requirements of the profession and internationally recognized standards for the profession, and provides a contemporary programme (profile).

The envisaged learning outcomes clearly reflect the competencies required to enter the labour market, further education or other needs of the individual/society.

The learning outcomes of all new study programmes are aligned with the mission and goals of the University of Zagreb higher education institutions in developing study programmes for which there is a need in society and the economy, as well as those that are nationally and strategically required. The excellence in teaching and academic achievement of students and the teaching staff, and for this purpose the promotion of various student and academic services, is encouraged. The Strategy of the Faculty of Kinesiology defines the mission and goals of the Faculty and accordingly defines the learning outcomes at the programme and course levels, which are available in the plan and programme of study of all studies.

The learning outcomes of the study programmes are implemented at three levels of the study and are aligned with the course learning outcomes:

- I. level: learning outcomes of integrated undergraduate and graduate university study
- II. level: learning outcomes of undergraduate professional study
- III. level: learning outcomes of the specialist graduate professional study
- IV. level: course learning outcomes.

Detailed information on all the courses performed in the academic year can be seen in the Study plan and programme of individual studies (for the academic year 2018/2019): for the integrated undergraduate and graduate university study of Kinesiology; undergraduate professional study of *Sports Coach Education* and the specialist graduate professional study of *Sports Coach Education*. They are precisely defined for each course learning outcomes at the programme level for which the course contributes and expected learning outcomes at the level of the course.

The learning outcomes of the new study programmes, as well as their amendments at all levels of study, were defined according to the knowledge at the time. All new study programs with associated learning outcomes passed all competent bodies at the Faculty of Kinesiology, all competent bodies at the University of Zagreb, including the Quality Committee with a previous positive international review as well as a positive opinion of the Senate and the National Council for Science before the Ministry of Science and Education issued the License. However, deficiencies were identified during the implementation of the new programmes and the Faculty organizes and implements mandatory workshops and training of teaching staff in order to improve teaching methods, constructively align the content and activities and ways of evaluating students with existing learning outcomes. The Faculty is aware of the current state and scope for future advancement, and in the next amendments to the study programmes, special attention will be paid to revising the learning outcomes as well as to their harmonization with the relevant learning outcomes of the European Qualifications Framework at all levels of study with the addition of their achievement through the individual course learning outcomes. However, prior to this, mandatory workshops on this topic with the teaching staff and the Faculty management were foreseen.

In order to ensure consistency of learning outcomes at the level of the study programme of individual studies, before the beginning of each academic year, the Faculty Council makes decisions on the distribution of courses by semesters, offering elective courses at integrated undergraduate and graduate university study of *Kinesiology* and at the full-time undergraduate professional study of *Sports Coach Education* and establishing courses in the English language.

Learning outcomes achieved through the completion of the integrated undergraduate and graduate study of *Kinesiology* correspond to level 7 of the European Qualifications Framework and to a greater extent the proposed professional and standards qualifications under the name *Master's degree in kinesiology*. Unfortunately, at the level of the Croatian Qualifications Framework, the standards of professions and qualifications in the field of kinesiology are not yet fully defined and accurately entered in the register of regulated professions, but the learning outcomes achieved at the completion of this level of study correspond to the level 7.2 and the proposal of the standards of professions and qualifications in the CROQF under the title of Professor of Physical Education.

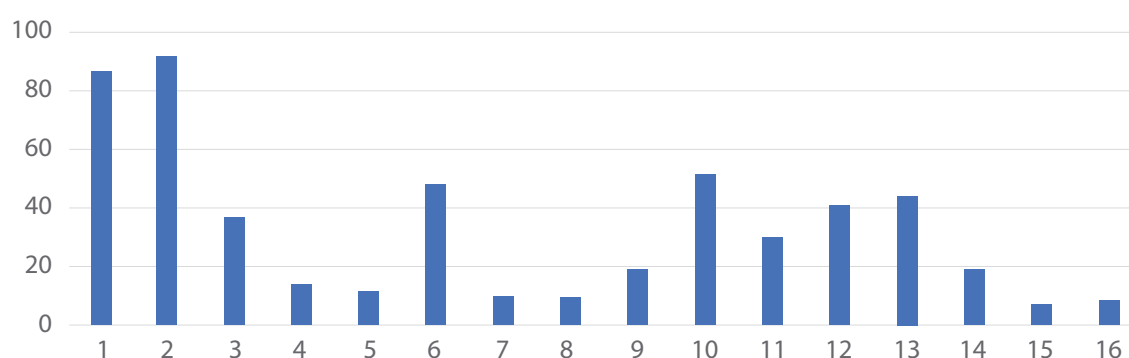
Learning outcomes achieved by completing the undergraduate professional study of *Sports Coach Education* correspond to level 6 of the European Qualifications Framework and to a greater extent the standards of professions and qualifications under the title *Professional Bachelor's degree in Sport Science, Education and sport specialist with the qualification: a senior coach (of a definite sport)*. In the Croatian Qualifications Framework, this level of study corresponds to Level 6, but there are still no proposed or entered professional and qualification standards equivalent to the learning outcomes of this study programme.

Learning outcomes achieved through the completion of the specialist graduate professional study of *Sports Coach Education* correspond to some extent to level 7 of the European Qualifications Framework and, to a lesser extent, to the standards of professions and qualifications under the title *Professional Master's Degree in Sport Science, Education and Sport Specialist with the Qualification, a Senior Coach (of a Definite Sport)*. As for the Croatian Qualifications Framework this is level 7.1, but there are no proposed or entered professional and qualification standards that would be equivalent to the learning outcomes of this study programme.

With the aim of analysing the good and bad sides of the study from the student's perspective and implementing quality improvement measures, the students evaluate the study as a whole via a student survey after completing the study in its entirety. When asked *Are the learning outcomes of the course clearly defined, i.e. the knowledge and skills that students need to acquire after each course?* students of the integrated undergraduate and graduate university study of *Kinesiology* answer with the average grade 4.11; students of the undergraduate professional study of *Sports Coach Education* with the average grade 4.38 and students of the specialist graduate professional study of *Sports Coach Education* with the average grade 4.14, which is a good indicator that the defined learning outcomes are in line with the requirements of the profession. A considerable number of graduates of the Faculty are internationally recognized experts who with their results standing as a confirmation of the quality of new contemporary study programmes also recognized in the international market.

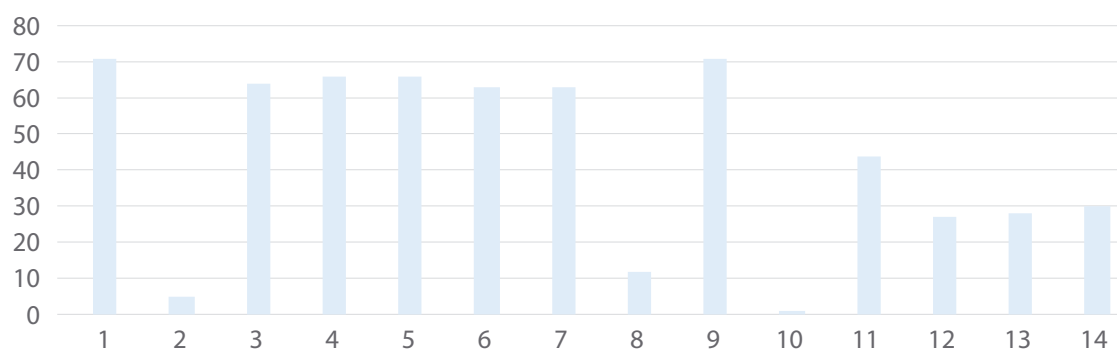
Given the specificities of individual courses, the evaluation of the achievement of the anticipated learning outcomes is carried out by continuous improvement of teaching methods and continuous assessment of students: quizzes, practical and/or written preliminary exams, standards, term papers, examinations, etc., as determined by the *Ordinance on Studying* available to students on the Faculty website. At the level of the integrated undergraduate and graduate university study of *Kinesiology* 16 learning outcomes of the study programme were identified as crucial to the acquisition of knowledge, skills, competences and qualifications of this level of study. Within the compulsory and elective courses classified as *theoretical courses* (in the fields of anthropology and methodology, grouping of sports medicine and exercise courses, psychology, sociology and methodology, courses of general and applied kinesiology, kinesiological methodology, theory of training, kinesiological recreation and kinesitherapy) and *theoretical-practical* course (from the fields of monostructural, polystructural, complex, conventional sports, basic kinesiological transformations and water sports) students meet each of the aforementioned learning outcomes, both at the course level and at the study programme level. Depending on which group of individual courses they belong to, the total number of courses contributing to the learning outcomes at the level of study programmes varies and ranges from 7 courses for each outcome (IK15) to 91 courses for outcome (IK2). A detailed overview is available in the Analytical Supplement Table 2.1. which shows how the projected learning outcomes reflect the competencies needed to integrate into the labour market.

LEARNING OUTCOMES at the level of the integrated undergraduate and graduate university study of *Kinesiology*



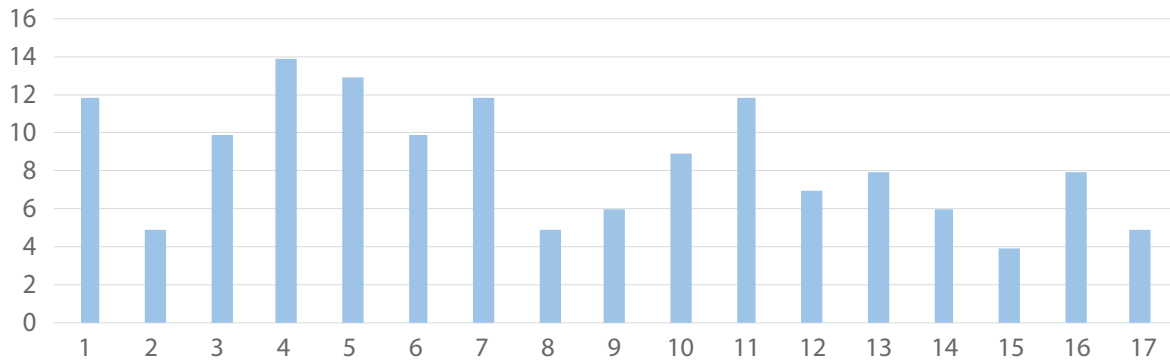
At the level of undergraduate professional study of *Sports Coach Education* 14 learning outcomes within the study programme were identified as crucial to the acquisition of knowledge, skills, competences and qualifications of this level of study. By analysing the number of courses that contribute to the achievement of a particular learning outcome of a study programme, depending on the type and grouping to which a particular course belongs (theoretical or theoretical-practical), the number of achieved learning outcomes ranges from one course for an individual outcome (PS10) to 71 courses for an outcome (PS1).

LEARNING OUTCOMES at the level of undergraduate professional study of *Sports Coach Education*



At the level of specialist graduate professional study of *Sports Coach Education* 17 learning outcomes were identified as crucial to the acquisition of knowledge, skills, competences and qualifications of this level of study. By analysing the total number of learning outcomes of the study programme, the number of achieved learning outcomes per course ranges from 4 (SD15) to 14 courses for an outcome (SD4).

LEARNING OUTCOMES at the specialist graduate professional study of *Sports Coach Education*



Employment statistics for graduated masters of kinesiology and professional bachelors of coach education and professional specialists of coach education are available at the Croatian Employment Service, which data show a good connection between the Faculty and the needs of the profession in the education system and the labour market. According to the data of the CES (Table 3.7 of the Analytical Supplement), in 2018 there were 64 unemployed masters of kinesiology, 43 professional bachelors of sports coaching and 7 professional specialists of sports coaching in Croatia.

2.3. The higher education institution proves the achievement of the projected learning outcomes in the study programs it performs

The higher education institution ensures the achievement of the projected learning outcomes in the study programmes it performs. On the basis of evidence of achieving the intended learning outcomes (e.g. student tests, term papers, presentations, etc.) the higher education institution continuously revises and improves the teaching process.

Amendments to the study programmes were proposed based on the monitoring of the development of the profession, the proposals of the teaching staff and the interests of the students, they passed the Committee for Education and Student Affairs and the Committee for Quality Management, after which they were approved by the Faculty Council and other statutory instances. Amendments to the study programmes implemented at all levels relate to: revising learning outcomes and introducing new content into existing compulsory courses (9 courses within the integrated undergraduate and graduate university study of *Kinesiology*; 2 courses within the undergraduate professional study of *Sports Coach Education*, within individual majors (23 majors of the undergraduate professional study of *Sports Coach Education*, 21 majors of the specialist graduate professional study of *Sports Coach Education*), elective courses (2 courses within the integrated undergraduate and graduate university study of *Kinesiology*) and introduction of new elective courses (4 courses within the integrated undergraduate and graduate university study of *Kinesiology*, 19 majors within the undergraduate professional study of *Sports Coach Education*, 6 majors within the specialist graduate professional study of *Sports Coach Education* and the establishment of new elective courses (13 courses within the integrated undergraduate and graduate university study of *Kinesiology*, 1 course within the undergraduate professional study of *Sports Coach Education*).

All future proposals for amendments to the study programmes, the establishment of elective majors and courses are sent to the Committee for Education and Student's Affairs and the Committee for Quality Management by the teaching staff, to later undergo the necessary further approval procedure for the possible inclusion into the Study plan and programme of an individual study for the following academic years or be referred to official amendments to study programmes at the University of Zagreb and other relevant institutions.

On the basis of the annual survey of graduated students, as evidence of achieving the anticipated learning outcomes of a course and the acquisition of knowledge and skills to be acquired after each course, the Faculty continuously improves the teaching process: by informing the teaching staff and associates about workshops organized by the Faculty, the University Computing Centre (Srce), the Agency; via individual discussions of the

Vice-deans with the course leaders on the topic of student complaints about non-compliance of students' obligations with the total workload of ECTS credits as based on the constructive alignment within the course, organization of workshops, etc. The teaching staff and associates are increasingly improving their presentations and teaching materials through e-courses, refining the achievement of learning outcomes based on the distribution of content defined by the *Syllabi*, introducing short quizzes, assignments, and term papers. Lectures and workshops are organized for students, along with the introductory lecture for the first year students under the title *How to learn?; Searching scientific literature and writing research papers; Citations in term papers and graduate thesis* and the like within the *Science Week* at the Faculty of Kinesiology.

This year, two mandatory workshops were held on the topic *Applying teaching methods and assessment methods aligned with learning outcomes* according to which the teaching staff were given the task of aligning their preliminary, written and oral exams with the latest lessons learned, thus improving the achievement of the projected learning outcomes. In order to improve the way of evaluating the learning outcomes of particular courses, a revision of publicly available exam questions for students will be conducted.

Continuous monitoring of students' work, especially in theoretical-practical courses, has always been the practice of the Faculty. The learning outcomes at the level of individual courses are monitored and linked with different forms of teaching, continuously throughout the semester at the level of all study programmes, especially those that take place within regular classes, with the types of monitoring as follows: examinations, quizzes, preliminary exams, term papers, essays, etc. Regular monitoring of students' work by continuous examination of the students' acquired knowledge during classes and preliminary exams is compulsory and is described in detail in the *Ordinance on Studying*.

In order to facilitate the verification of the achieved learning outcomes and the necessary process of continuous improvement of all study programmes that are in accordance with the *Strategy of E-learning* of the University of Zagreb and the Decision of the Senate of the University, the Faculty Council of the Faculty of Kinesiology at the 6th session (28th March 2019) adopted the *Decision* on the promotion and evaluation of e-learning and the awarding of e-courses at the Faculty of Kinesiology, University of Zagreb.

The Faculty provides the necessary support and education for the competence of the teaching staff in the virtual space in cooperation with the University Computing Centre (seminars, workshops) for the continuous introduction of e-learning for all types of classes. The Decision defines the deadlines for introducing e-learning at least at the first level of the course in individual study programmes and awards for the best e-courses. Most of the existing e-courses have improved the manner of taking written exams, submitting term papers and presentations in the system *Merlin (Moodle)*. By organizing activities and tasks through the e-learning system, students are able to relate learning outcomes to the specific class content of a particular course. Thus, it is also possible for the teaching staff, through checking learning outcomes even during a specific lesson, to apply teaching methods of supplementation of content faster and more effectively in order to achieve learning outcomes. Student surveys on the quality of classes of the teaching and associates are also performed through the same system.

In order to improve the teaching process, the mandatory and supplementary literature was revised in the annual Study plan and programme, in a way that the teaching staff update the list of literature with new editions of books, as well as with papers containing the latest scientific knowledge.

Synthesis of learning outcomes per individual study levels is checked at:

- I. the level of integrated undergraduate and graduate university study of *Kinesiology* with the preparation of a graduate thesis and passing of graduate exam
- II. the level of undergraduate professional study of *Sports Coach Education* with the passing of the final exam
- III. the level of specialist graduate professional study of *Sports Coach Education* with the preparation and defence of the undergraduate thesis.

Based on the Decisions of the Faculty Council for each academic year the deadlines for selecting a potential mentor, applying for the approval of the topic, submitting the paper for final correction to the mentor, and submitting it to the members of the Committee for the Evaluation of the Graduate Thesis are defined. *Decision* on the process of preparing a graduate thesis and passing the graduate exam at the integrated undergraduate and graduate university study of *Kinesiology* defines the obligations of the member of the teaching staff/ potential mentor: *list of framework topics* (5-10), *procedure for selecting and accepting mentoring*, fulfilling *applications* for the approval of the topics of scientific-research or professional diploma thesis in cooperation with the student,

and the obligations of the Committee for Degree Theses, as well as the obligations of the Committee for the Evaluation of the Graduate Thesis and the passing of graduate examinations. Instructions for writing a graduate thesis, application of the undergraduate exam and writing of the undergraduate thesis, are clearly visible to students on the website of the library and websites of individual studies. Thus, defined detailed instructions and procedures ensure the timely fulfilment of obligations and achievement of learning outcomes for the completion of studies at individual levels through the graduate thesis, undergraduate thesis and final exam. The existing Decision defines, among other things, a maximum number of graduate theses (6) that can be accepted by an individual mentor in a given academic year, so as not to overburden individual, desired mentors, and in order to establish an even distribution of mentoring, which in turn has a significant impact on the quality of graduate and undergraduate theses.

2.4. Procedures for planning, proposing and accepting new, and revising or terminating existing programmes include feedback from students, employers, professional associations, alumni

The developmental activities associated with the preparation of study programmes are systematic and regular and involve various stakeholders.

Planning and proposing new study programmes involves an analysis of the justification, capacity and alignment with strategic goals at the local and national levels and other needs in the society.

The higher education institution proves justification of the performance of the same or similar study programmes within the same university.

The higher education institution publishes current versions of study programmes.

The higher education institution records changes in study programmes and analyses their usefulness.

Activities of preparation of the study programmes of the Faculty of Kinesiology were systematically carried out at all levels of study. The study programmes involved in the last cycle of re-accreditation of 2014 are no longer being performed, and the new current study programmes, in accordance with the re-accreditation recommendations and analysis, have been upgraded with official amendments. A large number of internal and external stakeholders were involved in their development. In addition to the Working Group for the Development of the Study Programmes and/or their Amendments, members of the Committee for Education and Student Affairs, the Committee for Quality Management, the Departments and the Faculty Council were involved in the preparation activities of the study programmes. Some members of the Faculty Council and the Faculty Committees hold leading positions in various professional associations (President of the Croatian Kinesiology Association, Head of the City Office for Sport and Assistant Secretary General of the Croatian Olympic Committee, etc.). Members of the working groups from our Faculty were also involved in the creation of documents regulating our profession in the Republic of Croatia as members of those working groups: for the development of the PE curriculum, for amendments to the Sports Act, of the National Sport Program, directly influencing their development. Recently, the Faculty has been conducting a number of activities to revitalize the Association of Graduate Kinesiologists, Sports Coaches and Friends of the Faculty of Kinesiology, University of Zagreb (ALUMNI KIF). The association consisting of graduate kinesiologists and sports coaches who have completed various study programmes at the Faculty of Kinesiology, University of Zagreb, i.e. all those who have graduated from the: High School of Physical Culture, Faculty of Physical Education, University of Zagreb, Department of Coach Education of the Social Studies Polytechnic in Zagreb and other legal and natural persons, for the purpose of promoting and assisting the teaching, scientific and professional work of the Faculty of Kinesiology, University of Zagreb and other umbrella associations of kinesiologists to further their affirmation at home and abroad.

When planning and proposing new study programmes and their amendments, a procedure is carried out at the Faculty, which includes an analysis of justification, capacity and alignment with strategic goals. A good example of planning and preparation of one such study programme is the postgraduate university specialist study programme of *Prevention and Rehabilitation of Sports Injuries* proposed under the project Internationalization of Higher Education in cooperation and partnership with the Special Hospital Sv. Katarina (currently under review). This study programme was prepared on the basis of on the needs of the wider society and the labour market and in accordance with several strategic documents at the level of the Republic of Croatia (*Network of Higher Education Institutions and Study Programmes in Croatia and the Strategy of Smart Specialization in Croatia*) and the European Union (*Communication on Actions for a safer Europe, Promoting sport and enhancing health in EU countries: a policy*

content analysis to support action). During the development of the programme, focus groups of alumni - graduates of kinesiologists, physicians and physiotherapists who suggested learning outcomes and content topics and courses of the study programme, were organized. Some of the members of the Study of the study programme working group were graduated kinesiologist, coaches and owners of rehabilitation centres. For the purposes of initial accreditation of this study programme a *Study of performance justification* was prepared, which analysed all the Faculty's capacities for its performance, including analysis of the labour market, analysis of interest in the field of study at the level of the Republic of Croatia and the regional level, alignment with the economic, social and cultural priorities of the Republic of Croatia, and compliance with the national and county development strategy.

The study programmes offered at the Faculty of Kinesiology are the only of that kind within the University of Zagreb. The specificity of the Faculty's study programmes, unlike the others in the Republic of Croatia and the region, is that it offers students the largest number of elective majors, both at the level of undergraduate and specialist graduate professional studies of *Sports Coach Education* as well as at the level of integrated undergraduate and graduate university studies of *Kinesiology* at which students in addition to the compulsory Kinesiology major in education also choose an elective major (minor), thereby gaining two competencies to work, not unlike the double-major study programmes.

The plans and programmes of all the study programmes of the Faculty of Kinesiology, including their amendments, with licenses/ decisions are published on the Faculty's website in Croatian and English, and are available in the library of the Faculty. Also, all other systems such as the ISVU system, MOZVAG and e-student's book are in line with current versions of study programmes at all levels of study.

The Faculty of Kinesiology has made amendments to the study programmes in accordance with the quality and thoroughly prescribed procedures for amendments to the study programmes of the University of Zagreb, which include recording and approving the proposed amendments through the Working Group for Study Programmes at the University, review procedures - if necessary, the Quality Committee at the University and all other higher bodies and institutions in the Republic of Croatia.

According to the rules of the University, upon completion of their studies, all students fill out a Survey assessing their satisfaction with various aspects of the study, among other things, with the study programme, performance of classes and knowledge evaluation. The data obtained are analysed through the Committee for Education and Student Affairs and the Committee for Quality Management, with the aim of improving the performance of classes and the future, anticipated amendments to the study programmes.

2.5. The higher education institution ensures that ECTS credits are aligned with the actual student workload

The higher education institution aligns ECTS credits with the actual student workload based on the analysis of feedback from stakeholders in the teaching process or other procedures.

Feedback on the results of the analysis of the collected data and the changes made is available to students.

Based on the analysis of feedback from stakeholders in the teaching process, the Faculty has, since the last re-accreditation process in 2014, and with the introduction of new study programmes at all levels of study: integrated undergraduate and graduate university study of Kinesiology, undergraduate professional study of *Sports Coach Education* and the specialist graduate professional study of *Sports Coach Education* to which two amendments were made, performed the alignment of ECTS credits with the actual student workload during the semester and the academic year. With the help of the continuous monitoring of student obligations based on feedback in communication with students (via the student suggestion box, semester meetings with students of individual years, active participation of students in the work of different Committees...) on the real workload during the teaching process of certain courses, a constructive alignment of student obligations and ECTS credits awarded to each course is being carried out.

Amendments made to the integrated undergraduate and graduate university study of *Kinesiology* are directed at individual courses by semesters in order to equalize the total number of ECTS credits for all semesters. 13 new elective courses (2 ECTS credits) and four new elective majors (sports) with specialty courses were introduced. The

total number workload hours of an individual student for the preparation of the graduation thesis was reduced from an unrealistic 18 ECTS credits (540 hours) to realistic 7 ECTS credits (210 hours).

With the amendments to the *Ordinance on Studying* in 2017, students no longer enrol the academic year in full, but semester by semester. When enrolling in each semester/year, students can enrol in all courses, regardless of whether they are theoretical or practical. During the enrolment of each semester, students are also allowed to enrol the additional 5 ECTS credits out of the total number of ECTS credits allocated to the semester. These changes were introduced with the aim of encouraging excellence, better success in passing from year to year and the graduation rate.

In the amendments to the professional study programmes of the undergraduate and specialist graduate professional studies of *Sports Coach Education* changes were introduced according to the recommendations of the re-accreditors, in the part of introducing/opening new elective majors. The number of hours and related ECTS credits for the compulsory course Sports Medicine and Hygiene was reduced; a new compulsory course Sport for Persons with Disabilities has been introduced. For the specialty courses of certain majors, the reallocation of the courses was carried out in the form of amending/replacing individual courses with new ones and the corresponding ECTS credits.

Analysis of data obtained via the student surveys, taken after the completion of the study at all levels of study, answering the question *To what extent are ECTS credits aligned with the real workload of the courses?* show the following results for the integrated undergraduate and graduate university study of Kinesiology (in the observed year) 3.61; undergraduate professional study of Sports Coach Education 4.04 and the specialist graduate professional study of *Sports Coach Education* 3.90, which confirms that before further amendments to the study programmes are made, a more detailed analysis of the alignment of ECTS credits and student workload on the basis of which we will carry out constructive alignment within courses and courses within study programmes, should be carried out again. Feedback from the Survey results analysis are available to students.

2.6. Student Internship is part of the study programmes (where applicable)

The higher education institution enables students to learn and acquire skills through internships, where applicable. Student internship forms part of the study programmes and is organized outside the higher education institution in collaboration with the labour market, where applicable. Student internship is performed in a systematic and responsible manner that enables the achievement of predicted learning outcomes related to student internship.

The Faculty of Kinesiology enables students to learn and acquire skills through student internship at all levels of study, and as such student internship is part of the study programmes and is organized outside the Faculty in cooperation with educational institutions and the labour market. Student internship is performed in a systematic and responsible manner that enables the achievement of predicted learning outcomes related to student internship. The procedure for the performance of the internship includes communication between the student and the member of the teaching staff, or external associate of the course, on the implementation schedule (according to the schedule of classes/ training), preparation of each lesson and/or work journal certified by the institution and the procedure for obtaining a certificate of completed internship. The Faculty has contracts on the implementation of student internships and funding of mentor teachers in certain educational institutions that are concluded in advance.

At the integrated undergraduate and graduate university study of *Kinesiology* student internship is carried out as part of the compulsory major Kinesiology in education. Within the course Kinesiological Teaching Methods in Preschool (7th semester) students have the opportunity to conduct exercises within 15 hours of work in kindergartens and/or sports societies that carry out sports programmes for children of that age. In the course Kinesiological Teaching Methods in Elementary School (8th semester) and Kinesiological Teaching Methods in Secondary School (9th semester), students perform 15 hours of exercises. In the 10th semester they have an internship in primary and secondary schools where, with the presence of mentor teachers, they independently teach Physical Education in a fund of 32 hours \approx 2 ECTS credits. Within the course Kinesiological Teaching Methods in Higher Education (10th semester), under the guidance of a member of the teaching staff or an external associate, they perform the internship via public classes at the higher education institutions. Students are thoroughly

familiarized with the implementation and organization of the student internship through the course of Kinesiology in education.

In addition to the compulsory major, student internship is conducted within other elective majors (Sport, Physical Conditioning of Athletes, Kinesitherapy, Kinesiological Recreation, Fitness...) as part of courses Teaching Methodology I and Teaching Methodology II within which students have internship in institutions or sports centres that engage in activities for which students are being educated.

Undergraduate professional study of *Sports Coach Education* implements professional internship within the course Professional internship in the 2nd semester within 30 hours/0 ECTS credits; in 4th semester in 60 hours/ 5 ECTS credits and in the 6th semester in 90 hours/5 ECTS credits in sports clubs, fitness centres, gyms, etc. according to detailed instructions on the performance of professional internships containing information intended for professional internship managers, instruction for mentors, and responsibilities of the students.

Specialist graduate professional study of *Sports Coach Education* also implements professional internship within the course Professional Internship performed in the first semester within 30 hours/0 ECTS credits; in the 2nd semester 45 hours/5 ECTS credits; in the 3rd semester 60 hours/0 ECTS credits; in the 4th semester 75 hours/5 ECTS credits at sports clubs, fitness centres, gyms, etc. according to detailed instructions on the performance of professional internships containing information intended for professional internship managers, instruction for mentors, and responsibilities of the students.

The introduction of new study programmes has significantly improved the system and implementation of student internship at different levels of study. The Faculty continues to undertake activities aimed at improving the implementation of professional internship. In order to improve student internship at all levels of study, the Faculty has drawn up a detailed project outline *Skip Unemployment - Increasing Competencies of Kinesiology Students by Improving Quality, Organization and Implementation of Professional Internship* and applied it for the European Structural and Investment Fund/Social Fund tender at the end of 2018 under the responsibility of the Ministry of Science and Education. Unfortunately, the project was not approved, but it did set guidelines for the future improvement of student internship.

3.

Teaching Process and Student Support (ESG 1.3., ESG 1.4., ESG 1.6.)



3.1. The requirements for enrolment or continuation of the study are in accordance with the requirements of the study programme, they are clear, published and consistently applied

Criteria for enrolment or continuation of studies are also published.

Enrolment or continuation criteria are consistently applied.

The criteria for enrolment or continuation of studies ensure the selection of candidates with appropriate knowledge, aligned with the requirements of the study programme.

The higher education institution has an effective mechanism for recognizing existing knowledge.

The Faculty of Kinesiology publishes criteria and basic information for enrolment of candidates in the following academic year for each study programme: for enrolment to the integrated undergraduate and graduate university studies of Kinesiology; for enrolment to the undergraduate professional study *Sports Coach Education*, and for enrolment to the specialist graduate professional study of *Sports Coach Education*.

Each year, the University requests a proposal for enrolment quotas and enrolment criteria. Based on the analysis of the labour market needs and the space, time and teaching capacities of the Faculty, enrolment quotas are proposed and adopted at the session of the Faculty Council and submitted to the University. When the University accepts and publishes joint call for admissions, the Faculty publishes the text of the Call for Admissions on its website for each study separately.

The call for admissions clearly defines the enrolment criteria (evaluation of success in high school, required level of the state graduation exam, a list of sports for which specific motor skills are tested and additional student achievements are scored).

Applications for admission to the study programme is made through the National Information System for Applications to Higher Education Institution (NISpVU). In addition to the application for enrollment in the study programme which the applicants submit through NISpVU, they are required to submit to the Faculty of Kinesiology an application for additional assessment of motor skills and competences, certificate of medical fitness certified exclusively by an occupational and sports medicine specialist/sports medicine specialist, completed forms of *Health status statements* and *Statements of use of personal data*, 1 photo 3x4 cm in size and payment slip for the costs of the classification procedure.

Continuation of studies at the specialist graduate professional study of *Sports Coach Education* is possible for students who have completed the undergraduate professional study of *Sports Coach Education* at the Faculty of Kinesiology. For those who decide to change their major or have completed their studies another higher education institution, there are clearly defined criteria of enrollment and continuation of studies published on the Faculty's website. The decision defines qualification courses and clearly defines the rules of study during the qualification programme or the qualification year. The defined criteria for enrollment to the specialist graduate professional study of *Sports Coach Education* on the basis of a decision of the Faculty Council are be submitted to the University.

The calls for admissions for all study programmes clearly define enrollment quotas, enrollment requirements, the required level and type of completed studies, and the manner of scoring the applicants.

The Faculty has adopted a number of measures to make the classification procedure as objective as possible. This applies to the computerization of the entire procedure whereby the examining committee enters the grades directly into the centralized IT system visible to the students at the time of the performance of the classification procedure. The highlighted enables the publication of the first provisional unofficial results of the classification procedure no later than one hour after the end of the entire procedure. The objectivity of the procedure is also made better by the assignment of barcodes to all candidates in order to ensure anonymity and to ensure that all candidates are uniformly dressed, without visible markings of any kind (advertisements, braces, etc.). Demonstration of specific motor skills in particular sports is evaluated by a committee of two to three members, who make their grade publicly available and visible to students on a display.

Each academic year in May the Faculty organizes *Open Doors Day* at which secondary school graduates and other interested candidates are given information about the types of studies, the requirements they need to fulfil when applying for a particular study, answers to questions asked and presentations of the elements of technique of certain sports to be expected in the classification procedure. For each study all the necessary information is available:

- for application to the integrated undergraduate and graduate university studies of *Kinesiology*

- for application to the undergraduate professional study of *Sports Coach Education*
- for application to the specialist graduate professional study of *Sports Coach Education*.

The classification procedure for integrated undergraduate and graduate university studies of *Kinesiology* includes two elimination criteria: when applying for the classification procedure candidates are required to submit a Health Certificate certified by an occupational or sports medicine specialist and pass a swimming ability test on the day of the classification procedure at the Mladost pool. Candidates who meet both criteria continue with the classification procedure, i.e. the assessment of specific motor skills by demonstrating the elements of the nine-sport technique (track-and field, combat sports, basketball, football, volleyball, dance, rhythmic gymnastics, handball, artistic gymnastics). Possible test elements are published for integrated undergraduate and graduate university studies of *Kinesiology*.

Classification procedure for undergraduate professional study of *Sports Coach Education* also consists of two elimination criteria, like the university study, when applying for the classification procedure candidates are required to submit a Health Certificate certified by an occupational or sports medicine specialist and pass the swimming ability test. Candidates who meet both criteria continue with the classification procedure, i.e. assessment of specific motor skills and specific motor skills via specific tests, depending on the major they want to enrol.

Enrollment of candidates for specialist graduate professional study of *Sports Coach Education* it done on the basis of the classification procedure carried out separately for each major (Physical Conditioning of Athletes, Fitness, Physical Recreation and Sport) and a ranking list is made on the basis of success achieved during undergraduate studies and the achieved sports status.

Significant changes in the evaluation and implementation of the classification procedure for enrollment of candidates to the integrated undergraduate and graduate university studies of *Kinesiology* were made for enrollment in the academic year 2014/2015 when the ratio of individual criteria for enrollment of candidates changed significantly. Up until the mentioned change, it was possible to achieve 200 points, with the possibility of achieving up to 100 points depending on the categorization of top athletes, which candidates could achieve based on the results in four tests for the assessment of basic motor skills and via demonstration during specific motor skills tests of elements of technique in two sports. With the new ratio, which significantly increased the share of points earned in the classification procedure (up to 450 points), and with the possibility of achieving up to 100 points depending on the categorization of top athletes, the manner of testing the demonstration during specific motor skills tests of elements of technique in nine sports (previously mentioned) was also changed.

Enrollment requirements for later years of study are regulated by the Ordinance on Studying, and any exceptions that are not regulated with the Ordinance are resolved by the Committee for Education and Student Affairs.

Transferring from one level of study, e.g. university study of *Kinesiology* to a three-year professional study of *Sports Coach Education*, is possible by enrolling in the study from the beginning according to the transferring conditions defined by the Decision on the conditions of the transferring and enrollment of full-time students from the university study of Kinesiology to the professional study of Sports Coach Education.

In cooperation with the competent authorities, the University Office for Academic Recognition and the National Agency for Science and Higher Education's ENIC / NARIC Office, and based on the Decision on the conditions of transferring of Kinesiology students from other higher education institutions to the Faculty of Kinesiology, University of Zagreb from July 2010, student transfer requirements became clear and publicly available. With the introduction of new study programmes in October 2016, the existing Decision was revised. Amending the existing Decision defined the conditions and manner of transferring *Kinesiology* students from other higher education institutions to the Faculty of *Kinesiology*, University of Zagreb.

The Faculty of *Kinesiology* has 2375 enrolled students at different levels of study. The postgraduate university *Doctoral Study of Kinesiology* performed exclusively as a part-time study, has 102 enrolled students. The five-year integrated undergraduate and graduate university study of *Kinesiology* performed as a full-time study, currently has 1,134 enrolled students. The three-year undergraduate professional study of *Sports Coach Education*, performed as full-time and part-time study, has 165 full-time students in all three years of study, and 858 students attend the part-time study. The specialist graduate professional study of *Sports Coach Education* performed exclusively as a part-time study, has 116 enrolled students.

The number of candidates applying for enrolment in the integrated undergraduate and graduate university studies of *Kinesiology* is decreasing slightly over the years, however, the enrollment quotas and the number of students

enrolled have not changed over the observed years. The profile of candidates interested in this level of study is not changing significantly, which can be justified by the characteristics of the study programme, which, although being a full-time study, allows students, especially categorized athletes, to actively pursue sports while studying. Based on the data of the system *Become a Student*, as a rule, the candidates interested in this programme of study are very good students in high school (with a grade point average of 3.54 - 3.66; Table 3.3. of the Analytical Supplement) and accurately solve more than 50% of the prescribed level of exam/subject within the state graduation exam.

Admissions to the postgraduate university *Doctoral Study of Kinesiology* are opened every two academic years and the enrollment quota is 50 students. The 54 students currently enrolled (Table 3.3. of the Analytical Supplement) are the result of the enrollment of two female students who are top athletes, one University employee, and the transfer of a postgraduate from a specialist study programme of the Faculty of Medicine to the Faculty of Kinesiology. It is estimated that an increased enrollment of up to 10% of the quota is justified because the usual *drop-off* in the first year always amounts to 10% of the enrolled number of students. Out of the total number of students enrolled, 31% of students are transfers from other faculties, which indicates the attractiveness of the mentioned study and interest in lifelong learning in different or, at least, similar areas of interdisciplinary of this study.

At the full-time undergraduate professional study of *Sports Coach Education*, the number of candidates applied varies from year to year with a noticeable significant decrease compared to 2016, while in the part-time studies it is continually increasing (Table 3.2. of the Analytical Supplement). Since the enrollment quotas did not change in the mentioned years, the enrollment quota for the full-time study is filled every year, and as for the part-time study there is a slight decrease due to the application of the Sports Act, which requires a minimum level of competence for performing professional activities, which has in turn influenced candidate dispersion. In addition, this slight decline can be explained by the relatively high cost of tuition and the inability to reconcile student and business responsibilities (working while studying). The profile of candidates interested in this level of study has also not changed significantly in the past few years, most of them students who were good or very good students in high school and have completed below 50% of the prescribed part of the state graduation exam.

Enrollment in the specialist graduate professional study of *Sports Coach Education*, as of 2017, is conducted every two academic years due to the interest of the candidates and the dynamics of completion of the undergraduate professional study. The lesser interest in this level of study may also be justified by the fact that the aforementioned Sports Act enables the work of qualified coaches and those who completed the undergraduate professional study of *Sports Coach Education*. Candidates who enrol in this level of study are those who truly want to increase their knowledge and competences within the major they have completed or extended said knowledge and competences to another major of study. Out of the total number of students enrolled in 2016, 44% of them are transfers from other faculties, but in the previous year this percentage decreased to 21% due to changes in the enrollment requirements for the said study.

3.2. The higher education institution collects and analyses data on student progress in the study and ensures study continuation and student graduation based on said data

Procedures for monitoring student progress are clear and accessible.

Collecting and analysing student progress data is regularly performed.

The higher education institution provides effective mechanisms for analysing student success and passing rates and initiates appropriate activities accordingly.

Student progress, according to data from the ISVU system, is monitored and analysed by the Faculty of Kinesiology through the meetings of the Committee of Education and Student Affairs and the Committee for Quality Management.

With the amendment to the *Ordinance on Studying* from 2017 students were allowed to enrol a greater number of ECTS credits when enrolling in the senior year of study (+ 5 ECTS credits per semester, and a total of 10/11 ECTS credits a year). These changes were introduced with the aim of encouraging excellence, better success in passing from year to year and a better graduation rate.

In case of significant deviations of student passing rates within a certain course or insufficiently clear instructions,

disagreements and other possible difficulties, students can solve the problem in the following manner: sending an electronic mail or via personal contact of a group representative with the coordinator of the year and/ or with a mentor professor/ assistant to the Vice-dean for Education and Students and/or to the Vice-dean; at joint semester meetings of each year with the Vice-dean and assistant to the Vice-dean for Education and Student, coordinator of the year, and the student council representative; if necessary, an employees of the University and Professional Studies Student Office and employees of the Information Centre; and via an anonymous submission in the student suggestion box. In case of inability to resolve said problems, they are referred to several instances, the Committee for Education and Student Affairs and the Committee for Quality Management, which act in accordance with the valid acts of the Faculty.

Also, in 2019, the Faculty of Kinesiology adopted an *Ordinance on improving the system of tutoring and professional support for students* which clearly defines the roles, rights and obligations of: the mentor professor, coordinator of the study year, leader of study majors, student group representatives, tutor students, and the students themselves for whom professional support at all levels of study is intended.

In 2018, the Faculty established the Committee for Career Counselling with a list of jobs and tasks: supporting student initiatives, organizing career events, liaising and collaborating with employers and alumni, supporting and organizing professional internship, student counselling and support during study (including professional psychological support). Current and graduated students can be informed about the offer of student jobs related to the field of kinesiology and sports on the Faculty website, which are published during the demand period.

3.3. The higher education institution provides student-centered teaching

The higher education institution encourages different ways of teaching according to the predicted learning outcomes.

Different teaching methods that encourage interactive and research-based learning, problem solving, and creative and critical thinking are used (e.g. individual and group projects, collaborative learning, problem-based learning, fieldwork, and other interactive methods).

Manner of class performance and teaching methods are continuously evaluated and adapted.

*Teaching methods are adapted to a diverse student population (non-traditional student population, part-time students, older students, under-represented * and vulnerable groups *, etc.).*

The higher education institution ensures the use of advanced technology with the aim of modernizing teaching.

Available and dedicated teaching staff contribute to the motivation and engagement of students.

The higher education institution promotes student independence and responsibility.

The Faculty enables the implementation of different teaching methods, depending on the type of course (theoretical or theoretical-practical course), ensuring the quality of teaching through the continuous equipping of classrooms and the equipping of sports halls with specific sports equipment. Performance of classes outside the Faculty building is ensured according to the specific needs of certain courses, e.g. at the track and field stadium, Mladost pool, tennis courts, golf courses, beach volleyball and beach handball courts and other locations (rehabilitation centres, educational centres, kindergartens, schools, hospitals/departments of physical medicine and rehabilitation, rheumatology, internal medicine, neurology and cardiology). The Faculty subsidizes the cost of attending fieldwork of compulsory courses Skiing (Sappada, Italy; in a duration of 10 days) and Water Sports (Badija, Korčula, in a duration of 7 days).

In order to ensure the diversity, improvement and modernization of teaching methods within individual courses, classes are carried out through laboratory exercises, with the introduction of e-learning, term papers, involving students in scientific-research projects, conducting student internship in the education system, organizing workshops and inviting lectures who are professionals in the field.

Part of the classes of some elective courses in the integrated undergraduate and graduate university study of *Kinesiology*, the undergraduate professional study specialty majors of *Sports Coach Education* and the specialist graduate professional study of *Sports Coach Education* encompasses the performance of professional internship in the work with populations of different ages, opportunities, interests and needs in sports clubs, sports centres, clinical hospital centres and rehabilitation centres.

Continuous monitoring and evaluation of students through preliminary exams, testing, quizzes and various assignments is used to evaluate and adapt different teaching methods and manners of class performance to the learning outcomes of the course.

Based on the University plan of teaching staff evaluation, a student survey is conducted every three years via the method *paper-pencil* for the sake of evaluation of classes and the teaching staff. Based on the results obtained, the President of the Committee for Quality Management may refer the lowest rated members of the teaching staff to different trainings and workshops as needed, and a representative of the Faculty Management discusses this matter with them.

The specificities and requirements of the profession define the population of students who can follow the study plan and programme, especially the integrated undergraduate and graduate university study of Kinesiology, thus preventing the enrollment of some underrepresented and vulnerable groups of students. However, the study programme is possible for the visually impaired, hard of hearing and deaf students as well as for students with minor impairments of the locomotor system, in a way that the teaching staff adapt the methods, their approach and requirements to the abilities of such students. In addition, the *Ordinance of Studying* gives special attention and care to students who are parents, convalescents and in the process of rehabilitation enabling them to freeze a study year. Students who are categorized athletes, depending on their sporting obligations, are given liberalized study conditions, depending on the categorization, a larger number of absences from classes are excused and they are given the possibility of individual organization of attendance of classes and passing of exams.

Students of the undergraduate professional study of *Sports Coach Education* have the opportunity to study full-time, but also part-time (parallel with working). Classes within this study, for part-time students, are usually organized on weekends, holidays, but also under the mentoring system, so that such students can study while also performing their work responsibilities.

In order to modernize the teaching process, the Faculty continuously provides funds for the acquisition of new sports equipment, devices, requisites and aids, accessories, the acquisition of licenses for necessary software in teaching, portable projectors and computers for teaching in sports halls, audio-visual equipment and diagnostic instruments in the Faculty's laboratories, which are available for conducting particular forms of teaching. Given the current situation, the Faculty has provided the necessary prerequisites for the performance of classes, achievement and evaluation of learning outcomes for all summer semester courses through e-learning in the system *Merlin (Moodle)*.

The commitment and availability of the teaching staff is ensured through the publication of regular weekly office hours for individual consultations with students, organization and participation in university sports competitions, encouragement and involvement of students in various scientific-research projects with the aim of producing professional and research papers (*Rector's Award*, graduate thesis) publishing, in co-authorship with students, papers in journals and in proceedings of national and international professional and scientific conferences. Within the sections (*3SKIF* - triathlon section of the Faculty of Kinesiology, section for *Field Hockey*, section for *Motor Development and Exercise for Preschool Children*, section for *Survival in Nature* and *Student Section for Sport Physiology*) they join according to their own interests, the students improve their knowledge and competences in certain fields through additional work. Faculty staff encourage volunteer work and support all actions of socially beneficial work of students.

The Faculty supports the work of the Student Council in projects and actions of socially useful work both financially and with allotment of space (voluntary blood donation, *Wings for life*, charitable campaigns aimed at helping economically underprivileged students).

Each year, when celebrating the Day of the Faculty, awards are given to the best students in the previous academic year for students from the integrated undergraduate and graduate university studies of *Kinesiology* and from the full-time undergraduate professional study of *Sports Coach Education* for each academic year separately. Also, awards are also awarded to the most successful student-athletes.

3.4. The higher education institution ensures appropriate support for students

The higher education institution provides students with guidance on study and career opportunities (e.g. tutors, mentors and other counsellors who assist students in learning and advancement).

The higher education institution has established functional procedures for student guidance, psychological counselling, legal counselling, support for students with disabilities, support for admission to outgoing and incoming mobility programmes, and library and student services at the university or faculty level, which the students are familiar with.

Student support is tailored to a diverse student population (part-time students, older students, students from abroad, students from

underrepresented and vulnerable groups, students with certain difficulties in mastering the material and passing in their studies, etc.).

The higher education institution employs an appropriate number of qualified and dedicated professional, administrative and technical staff.

The Faculty provides students with study advice by organizing Open Doors Day for prospective students and introductory lectures for 1st year students of the integrated undergraduate and graduate university study of Kinesiology and full-time students of the undergraduate professional study of *Sports Coach Education* (introductory words from the Dean; instructions of the Vice-deans for education and students, the Head of the Study Centre for the Sports Coach Education, secretaries and representatives of the Student Council, representatives of Srce; tour of the premises of the Faculty and a workshop *How to learn!*). This introductory lecture is given one workday before the official start of classes in that academic year.

At the beginning of the academic year, the decision of the Faculty Council assigns coordinators for each study level and for each study year. In the first month of classes, students within each group choose their representative who is in direct communication with the coordinator of the year. In order to increase international student mobility through ERASMUS + programs, the Public Relations Office and the President of the Committee for Career Counselling organize semester meetings by study year.

Student support is also provided through the introduction of a student tutor. With the Ordinance on improving the system of tutoring and professional support for students from 2019 the system of tutoring and professional support for students of the integrated undergraduate and graduate university study of *Kinesiology* and students of the full-time and part-time undergraduate and specialist undergraduate study of *Sports Coach Education* was additionally regulated. The mentioned Ordinance clearly defined the roles, rights and obligations of the following: mentor professor, coordinator of the study year, leader of study majors, student group representatives, tutor students, and the students themselves, for whom professional support is intended. Pursuant to the mentioned ordinance, student tutors are specifically selected for students who are top athletes, as well as for students who are coming via or planning to use international mobility programs.

In 2018, the Faculty established the Committee for Career Counselling with a list of jobs and tasks: supporting student initiatives, organizing career events, liaising and collaborating with employers and alumni, supporting and organizing professional internship, student counselling and support during study (including professional psychological support).

The adjusted office hours of the University and Professional Study Student Office provide daily assistance and support to students in solving administrative and other problems with the help of the head and staff of the University and Professional Study Student Office, the Secretary of the Head of the Study Centre for *Sports Coach Education* and the Vice-dean for Education and Students. In addition to this, heads of study majors, course educators and associates are involved in the counselling. With the above mentioned in mind, a computer with a printer directly connected to the ISVU system was installed and it is used to print various certificates to students during the day.

A student suggestion box was set up for all students to anonymously express their praise, complaints and suggestions which the Committee for Quality Management analyses and resolves during its regular meetings.

At the beginning of the academic year, the Head of the Computing Centre makes AAI @ EduHr accounts for all new students, as well as email accounts which he/she maintains during their entire study.

Student Office of the integrated undergraduate and graduate study of *Kinesiology* is made up of four employees: the Student Office Head (university degree) and the Student Office Clerks (Administrative Officers) - 3 employees (university degree). The Postgraduate Study Student Office is made up of the Student Office Head (college degree) and one employee – the secretary of the *Sports Coach Education* Student Office for students from all levels of professional studies (college degree).

Student Office working hours are Monday through Friday from 8am to 4pm. Working hours with students are 10 am to 1 pm. A *Studomat* was also installed to service the needs of the students, and with it they can download various certificates throughout the working day.

The Library of the Faculty of Kinesiology, as a higher education institution library, provides information support to the Faculty's scientific and teaching activities with its stock and services. It is primarily intended for students and staff of the Faculty but is open to all external users who can consult the material in the reading room. The work of the library is regulated by the new Ordinance on the work of the library of the Faculty of Kinesiology, University of Zagreb.

The library is located on the ground floor of the Faculty, along with other administrative and professional services, and is easily accessible. In addition to the office space for the staff next to the library, there are also two reading rooms, one larger, equipped with computers, and one smaller, without computers, intended for quiet work. AC units have recently been installed in the entire space of the library making it more comfortable for work. Despite the reconstruction of the library space, due to a general lack of workspace, users are not given free access to the material, an inconvenience which is being compensated through updating the library catalogue and with the regular publication of the bulletin. The largest part of the stock, apart from the reference collection, consists of scientific and professional publications that, in addition to the field of kinesiology, cover other relevant areas: pedagogy, sociology, psychology, medicine, public health, economics and management. There is also the professional literature, primarily textbooks and manuals, the issues of which are regularly acquired and renewed in a large number of copies, which is necessary because such literature is often lost and damaged due to frequent use. The library staff offer daily help to students in their search for relevant sources of information, publish information on the library's website and point to useful links. With the service *Ask the librarian* they endeavour to make it easier to find suitable sources for the requirements of preparation of a term paper and qualification papers. In addition to the printed material, students also have access to numerous databases, both bibliographic and full text databases. As part of regular classes and by organizing additional workshops, the Library staff participate in the performance of classes on the topics related to searching for and evaluating information, as well as on the importance of correctly citing literature. There are three professional staff members at the Faculty Library: the head of the library in the professional title of senior librarian, who is in her final year of doctoral studies, and two graduate librarians (mag. bibl.) employed as graduate librarian and librarian. Library staff are provided with professional training through various national and international consultations and symposiums and workshops. Library working hours are every weekday from 8am to 4pm, and students have other learning spaces available outside of the library's working hours: classroom 139 available throughout the day and an IT classroom which is available in the afternoon, after classes there are finished.

The Centre for Information Technology Support is an independent non-teaching organizational unit of the Faculty, in the direct function of teaching and science, and under the direct authority of the Dean of the Faculty. The entire work and business of the Centre for Information Technology Support is directly managed by the designated Head of the Centre for Information Technology Support. Within the Centre for Information Technology Support there are two professional employees: the Head of the Centre for Information Technology Support (college degree) and the IT clerk for the maintenance of teaching and other computer equipment (secondary qualification). The working hours of the Centre for Information Technology Support are every workday from 8am to 4pm.

The Centre for Information Technology Support provides support to all scientific-teaching and non-teaching staff of the Faculty and other users in: planning, procurement and maintenance of computer and network equipment and software support; design and maintenance of the Faculty's central Web service; maintenance of computer and network services essential for the overall work of the Faculty as an institution; user administration and coordination with CARNet and SRCE; planning for the security of information infrastructure, video conferencing and organizing antivirus protection.

3.5. The higher education institution invests in support of students from vulnerable and underrepresented groups

The higher education institution addresses the different needs of students from vulnerable and underrepresented groups.

The teaching process adapts to the individual needs of students in vulnerable and underrepresented groups.

The higher education institution invests in support of students from vulnerable and underrepresented groups.

Immediately before the start of each academic year for first-year students - freshmen of the integrated undergraduate and graduate university study of *Kinesiology* and full-time students of the undergraduate professional study of *Sports Coach Education* a lecture is organized with the aim of introducing new students to everything that awaits them during their studies (introductory words from the Dean, Vice-deans and the legal professional of the Faculty). During this first class, students are introduced, among other things, to the existence and work of the Student Counselling and Support Centre established at the University of Zagreb to help students' individual needs.

The Office also has an Office for Students with Disabilities, and experts within the Centre can also assist in finding other support services given the needs and possible difficulties of students in vulnerable and underrepresented

groups. For students with disabilities, depending on the type of disability, there are certain rules regarding access to teaching materials, organization and adjustment of exams. For students from these groups, the same criteria apply, but the manner of teaching or assessment is adjusted, for example, students with dyslexia are allowed an extended exam writing time, or if more appropriate for the student, the written part of the exam can be replaced by oral ones. Students with hearing difficulties are given access to classes with personal assistants, which makes it easier for them to monitor their classes synchronously using sign language. Oral examinations also allow for the participation of an assistant and the use of sign language.

Also, at the introductory lecture, students are introduced to their coordinators for the year, educators and / or associates of the Faculty, selected by the decision of the Faculty Council, who will follow them throughout the five (three) years of study. Coordinators work closely with student tutors who are selected from the ranks of older, better students and with student group representatives. Coordinators are available to all students of the year for which they are in charge but take particular care of members of vulnerable and underrepresented groups.

Furthermore, the introductory lecture also enables the presentation of psychological assistance provided to students who need it by psychologists of our Faculty who are further educated for this purpose. Students can approach psychologists via e-mail *Ask a psychologist* which can be found on the homepage of the Faculty website.

3.6. The higher education institution enables students to gain international experience

Students were informed about the possibilities of attending part of their studies abroad.

The college provides support to students in applying for and implementing exchange programmes.

The higher education institution ensures the recognition of ECTS credits earned at another higher education institution.

The higher education institution collects data on student satisfaction with the quality of support provided by the institution of higher education in practical student mobility issues.

Students acquire the competencies required to work in an international environment.

The University of Zagreb is the holder of an ERASMUS + charter and is therefore the holder of all activities related to incoming and outgoing student mobility. General conditions of the Erasmus + program for exchange between programme and partner countries and general information are available on the University of Zagreb website.

The Faculty of Kinesiology currently has 39 signed ERASMUS + contracts with partner institutions from the area 1014 Sport that underlies the conducting of mobility. On this basis, the central Office for International Cooperation announces at the beginning of February of each academic year a call for applications for a study visit of students within the ERASMUS + KA 103 project, which implies a study stay of students lasting from 2 to 10 months. The call is published on the official website of the University of Zagreb and on the homepage of the Faculty of Kinesiology website.

At the beginning of December, the Faculty of Kinesiology, in the run-up to the call for applications for a study visit of students, conducts informative lectures by study years, which present students with the possibilities of mobility and provide all information related to the application for the competition and the realization of mobility itself. In order to increase international mobility, students who have returned from international exchanges actively participate in these meetings and share personal experiences.

The International Cooperation, Protocol and Public Relations Office, in cooperation with the ECTS Coordinator, provides all administrative and other support to students, from information, through the realization of mobility, to the recognition of ECTS credits. Most student mobility takes place over a period of 2 to 10 months, which is mostly a study visit, while professional practice is less prevalent.

As an opportunity to prepare for mobility, in terms of language learning, the courses that students of the university study of *Kinesiology* take may be cited, which are the compulsory course English in kinesiology and the elective course Advanced English in kinesiology, which are part of the five-year study programme.

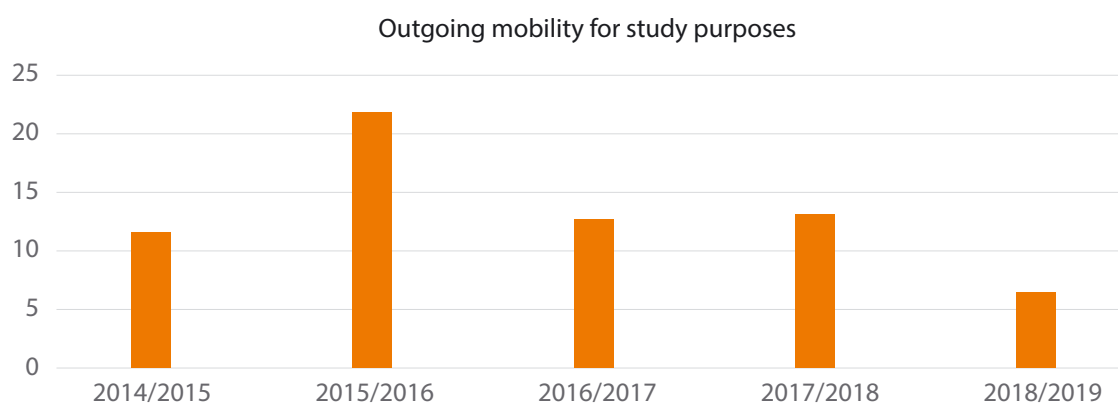
When creating a ranking list of students applying for a public call, the most important criteria are the level of English language proficiency and success during study, through which the Faculty encourages excellence.

The Faculty Library provides students with literature in foreign languages, predominantly English, from textbooks, manuals, exam preparation materials and scripts to journals in the field of kinesiology and related sciences. The [library catalogue](#) can be searched by keywords, not only in Croatian, but mostly also in English. Other library services are available to foreign students as well (see the [Library](#)).

Within the ERASMUS + program and bilateral agreements signed with partner institutions, mobility of teaching and non-teaching staff is regularly carried out. Within the scope of professional development, the mobility of teaching staff also takes place, so that educators and guest lecturers from partner universities stay at the Faculty of Kinesiology for up to one week on average for the purpose of improving or teaching. Each of the educators is obliged to give a minimum of 8 hours of lectures on subjects in their area of interest. The lectures are held in English to students of the integrated university undergraduate and graduate study of Kinesiology. Thus, local students come to the opportunity to gain information and insight into the teaching process and experiences at partner universities and colleges. Students within the *European Student Network (buddy program)* can participate in supporting foreign students.

Students actively participate in the preparation and implementation of national and international scientific and professional conferences organized by the Faculty, where they often actively participate by presenting papers in co-authorship with mentors.

In the past 5 academic years 21 students studying under the new study programmes used the opportunity to study at partner institutions. The graph below shows the distribution of the total number (67) of all students, regardless of the programme they are studying, who have used this opportunity. The analysis of outgoing mobility showed a decrease in the number of students in 2018./2019. The International Cooperation Office promoted to students of all years and levels of study the mobility opportunities, which resulted in a significant increase in the number of outgoing students (29) in the current academic year.



The International Cooperation, Protocol and Public Relations Office in collaboration with the ECTS Coordinator implements the entire administrative procedure with each student selected for student mobility. These activities imply consultation prior to signing the *Learning Agreements*, i.e. going away to student mobility, tracking changes in the *Learning Agreement* which occurs after the students leave for a partner institution and the recognition of the passed subjects based on an Academic transcript, which shows the student's success and the passed subjects at the partner institution. Based on the above, the recognition of the subject is carried out in the full amount of ECTS credits earned.

Based on the [Decision on the conditions and manner of study of full-time students of the Faculty of Kinesiology of the University of Zagreb at higher education institutions outside the Republic of Croatia](#), students have the right to take the remaining courses of the semester or academic year in which there was student mobility without taking classes in courses of that semester, year. Upon returning, each student is obliged to contact the lecturers whose course they did not attend and come to an agreement with them on how to fulfil their obligations and take the exam.

In accordance with the planned mobility end date (around that date), students receive an email from the European Commission called *Erasmus participant report request* with a link to complete the final report via *Mobility Tool* and they are obliged to fill the same. Among other things, in this report they express their satisfaction with the mobility achieved. The results are presented in total at the University of Zagreb level within the project implementation report to the European Commission and the Agency for Mobility and EU Programmes. The

Faculty plans to introduce its own component-level survey to assess student satisfaction and to provide further guidance on outgoing mobility.

From Table 3.6. of the Analytical Supplement, it is evident that the Faculty of Kinesiology realizes active incoming and outgoing mobility based on signed bilateral and ERASMUS + agreements. The Faculty of Kinesiology is extremely attractive to foreign students, which is evident from the continuous growth of the number of incoming foreign students, with different duration. Outgoing mobility is conditioned by several factors, among which financial support is one of the most important. Namely, since the University of Zagreb holds an ERASMUS + charter, it distributes scholarships to students of all constituents, and the number and amount of scholarships depends on the funding received from the Agency for Mobility and EU Programmes, unfortunately, the stipulated ERASMUS + scholarships are often not sufficient because they cover only part of the total costs of mobility.

3.7. The higher education institution provides favourable conditions for studying of international students

International students have information on enrollment and study opportunities available in a foreign language.

The higher education institution provides support to foreign students when applying and studying at a domestic higher education institution.

The higher education institution has feedback on the satisfaction and needs of international students.

International students have the opportunity to attend classes in a foreign language (English).

Croatian language learning for foreign students is made possible at the component or university level.

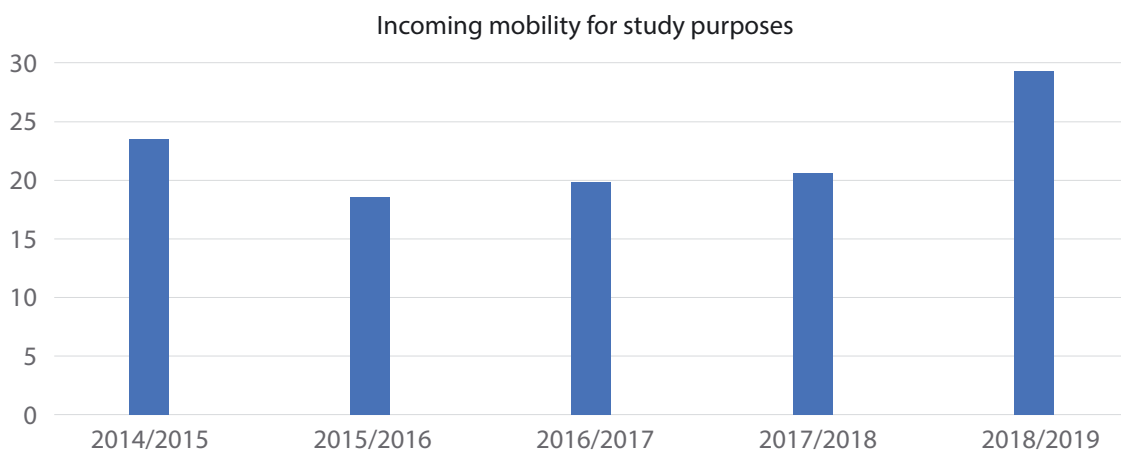
Each academic year, the Faculty of Kinesiology of the University of Zagreb at the Faculty Council adopts the Decision on creating courses in English at the integrated undergraduate and graduate study of Kinesiology with a list of courses offered to incoming students under various exchange programmes.

Incoming student mobility takes place through the central Office for International Cooperation of the University of Zagreb, based on signed ERASMUS + agreements with partner universities in the area of 1014 Sport. Following the nomination of partner universities to the central Office for International Cooperation, the constituent receives information on the enrolled incoming students for the winter or summer semester within the current academic year.

Enrollment opportunities and ways of studying at our Faculty are available to international students in English in the form of an information package. The Faculty of Kinesiology, through the International Cooperation, Protocol and Public Relations Office, provides protocol and public relations support to international students, not only during the application process, but also during their stay and attendance at the Faculty. After the completion of classes and examination periods, and before the return of foreign students to their home institutions, the International Cooperation, Protocol and Public Relations Office conducts a written survey on the satisfaction of foreign students whose results are embedded in improving the quality of the teaching process in English and used as an incentive for further quality improvement activities at the Faculty.

Incoming foreign students who want to learn Croatian are referred to the sources listed on the website of the University in Zagreb.

In the previous five academic years, a total of 104 foreign students have studied at the Faculty of Kinesiology.

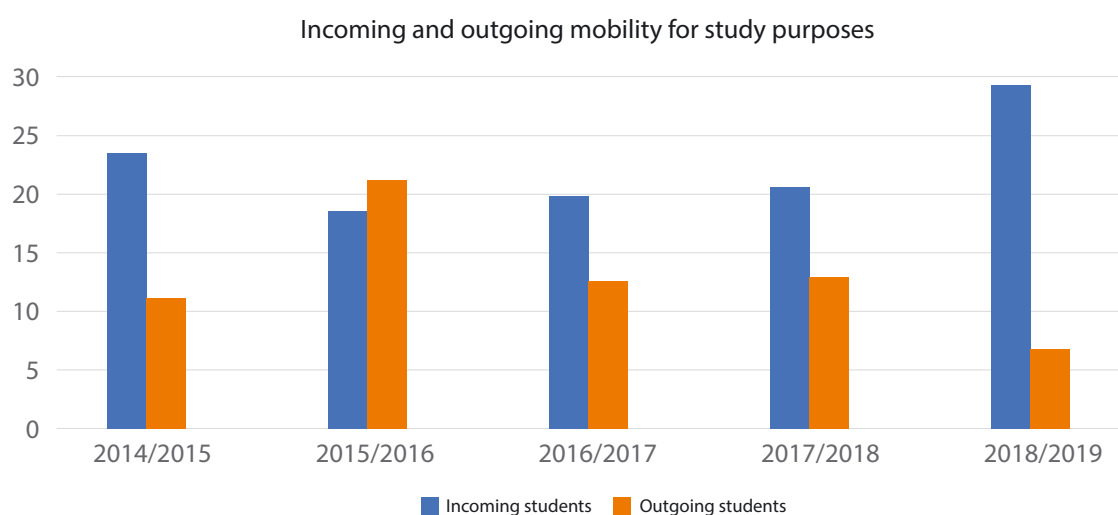


Based on a bilateral agreement with Beijing Sport University, China, in the academic year 2018// 2019, 35 Chinese students attended selected courses in the integrated undergraduate and graduate study of Kinesiology in English. This collaboration continued in this academic year with 13 students at the undergraduate and graduate university study of *Kinesiology* and one student at the postgraduate university *doctoral study of Kinesiology*. Also, under a bilateral agreement with Kyung Hee University in Seoul, Korea, in the academic year 2018/2019, 30 Korean students attended the Faculty for three weeks, attending courses from the offer of *Kinesiology* courses in English.

The International Cooperation, Protocol and Public Relations Office, and the coordinator for foreign students, is in charge of administration, supporting and organizing and enrolling and registering foreign students at the Faculty of Kinesiology. Prior to the beginning of classes, the Office organizes an initial meeting with foreign students, where they are introduced to the teaching schedule and lecturers, and representatives of the Student Council of the Faculty of Kinesiology who assist in integrating students into the student life of the Faculty.

The International Cooperation, Protocol and Public Relations Office also opened a [Facebook](#) page where exchange students can share experiences and connect.

The International Cooperation, Protocol and Public Relations Office plans to organize this academic year an *International Cooperation Day*, which will be an opportunity for stronger connection between Croatian and international students and will contribute to better information on mobility opportunities and other forms of international cooperation.



3.8. The higher education institution ensures an objective and consistent assessment and evaluation of student achievements

The assessment and evaluation criteria and methods are clear and published before the start of the course.

The assessment and evaluation criteria and methods are in line with the teaching methods used.

The higher education institution provides support in the development of skills related to testing and examining methods which evaluate students.

The higher education institution ensures the objectivity and reliability of the grading.

If possible, the higher education institution shall carry out a grading evaluation.

Evaluation procedures take into account the particular circumstances of study for particular groups of students (adaptation of examination procedures, e.g. for students with disabilities), while ensuring that the intended learning outcomes are achieved.

Students receive feedback on the results of the evaluation and, where appropriate, advice on the learning process based on them.

The criteria and methods of student evaluation and assessment are clearly defined in the annual *Study plan and programme* and aligned with the course teaching methods used. Course leaders are required to publish an updated *syllabus* before the start of the semester in which their course is performed on each course's webpage.

A *syllabus*, in addition to general information on the course, also contains a list of course educators, the office hours, contact details, a description of the subject with the objectives and learning outcomes at the programme and course levels, and the content distribution of particular forms of teaching during the semester. *The syllabi* describe and define in detail the students' obligations, tasks, methods and criteria for assessing knowledge and implementation of different segments (preliminary exams, norms, written, oral, seminars, presentations) of the exam with a list of compulsory and supplementary literature.

Course leaders regularly inform students at introductory lectures about all important information regarding learning outcomes of the course, types of classes, student obligations, rules of conduct, required sports equipment, modes of communication (e-mail, consultations, course website, e-course).

The Faculty, with the support of the University Computing Centre (Srce) and the Agency for Science and Higher Education, organizes workshops for educators and teaching assistants (e.g. *Applying teaching methods and evaluation methods aligned with learning outcomes*) to develop new methods of assessing and evaluating student achievement.

The objectivity of all segments of the examination is ensured so that the exams are public, i.e. that demonstrations of the technique and methodology and oral parts of the exam are held in groups, and reliability is ensured by setting clear grading criteria defined in the *Syllabi of the course*.

The Faculty does not conduct a special procedure to analyse the objectivity of individual educators in evaluating student learning outcomes, because the number of student complaints about the assessment criteria is insignificant. *The Ordinance* on studying clearly establishes the appeal procedure (Article 94) for the grade and the procedure for resolving it.

After completing the evaluation of the written part of the exam (preliminary exam, written exam) according to The Ordinance on Studying, each course educator is required to provide insight into the grade of that part of the exam. In the same way, upon completion of the comprehensive examination (Article 93), the educator is obliged to orally inform the student of the final grade on the passed exam. A student who is not satisfied with the received passing grade will reject the grade and retake the exam.

3.9. The higher education institution shall issue a diploma and diploma supplement in accordance with the relevant regulations

Upon completion of studies, students are issued with the relevant documents (diploma and diploma supplement). The diploma and the diploma supplement are issued in accordance with the relevant regulations. The higher education institution issues a diploma supplement, free of charge, in Croatian and English.

Upon graduation, students are issued a diploma with a diploma supplement.

A Diploma supplement contains:

- information about the holder of the diploma (name and surname, date and place of birth, student ID)
- information on the acquired qualification (name of the educational qualification in the Croatian language and the language in which it was acquired, main fields of study, name and information on the legal status of the higher education institutions conducting the study programmes, and name and information on the legal status of the higher education institutions issuing the qualifications, the language in which the study was performed)
- information on the level of qualification (qualification level, duration of study, required educational level to access the study)
- information on the content of the obtained qualification and the success (the manner of conducting of the study, basic data on the course of the study programme, grading system with achieved grades, ECTS credits and grade point average, title of the graduate thesis, mentor and date of defence, and sum of ECTS credits achieved)
- information on the possibilities for inclusion in further study programmes
- additional information (prizes, etc.)
- certification of diploma supplement (name and surname of the signatory, date and place of issue and stamp)
- data on the higher education system in the Republic of Croatia (structure of the entire education system, data on the degrees of the higher education system, sources of information on the higher education system).

Diplomas and diploma supplements are issued in accordance with the Scientific Activity and Higher Education Act, the Professional Titles and Academic Degree Act, and *Ordinance on the content of diplomas and diploma supplements*, and as directed by the Ministry of Science and Education.

The Faculty issues a diploma supplement generated from the ISVU system, in Croatian and English without charge.

3.10. The higher education institution takes care of the employability of students after their studies

The higher education institution analyses the employability of graduated students.

The enrollment quotas are in line with the social and labour market needs and the higher education institutions' resources.

The higher education institution informs prospective students of the possibility of continuing their education or employment after graduation.

The higher education institution supports students in planning their future careers.

The higher education institution maintains contacts with alumni.

The higher education institution analyses the employability of graduated students.

The Faculty of Kinesiology analyses the data of the Croatian Employment Service at the sessions of the Committee for Quality Management and the Committee for Education and Student Affairs. Employment statistics for graduated masters of kinesiology and professional bachelors of coaching and professional specialists of coaching are available at the Croatian Employment Service, from which data shows a good connection between the Faculty and the needs in the education system and the labour market in the profession. According to the data of the CES (Table 3.7 of the Analytical Supplement), in there were 64 unemployed masters of kinesiology, 43 professional bachelors of sports coaching and 7 professional specialists of sports coaching in Croatia. It also monitors the amendments to legal regulations related to the work of our staff and aligns the needs with them. In addition, by changing the study programmes it opens new directions for which there is an interest in the labour market (e.g. rowing coaches, dance coaches...).

Determination of enrollment quotas is determined on the basis of the labour market needs, on the basis of information provided by the Croatian Employment Service, and on the basis of the Faculty's spatial, material and personnel capacities, and are confirmed at a Faculty Council session approved by the University of Zagreb. Before enrolling students in the next academic year, a decision is adopted on reallocation of the ratio of students within the enrollment quota for full-time undergraduate professional study of *Sports Coach Education* with regard to the choice of a particular major: Physical conditioning of athletes, Fitness and / or Physical recreation. Taking into account the workload of educators, the enrollment quotas of students of the specialist graduate professional study *Sports coach education* and the postgraduate university *Doctoral study of Kinesiology* are changing so that, as a rule for these types of studies, students are enrolled every other academic year.

The Faculty regularly publishes basic information for the enrollment of students at different levels of study on its website for all potential candidates calls for enrollment into a study, conditions of enrollment, application procedures, application forms and all other necessary information. At regular semester meetings with fifth-year students of *Kinesiology* as well as full-time third-year students of the undergraduate professional study of *Sports Coach Education*, students are provided with information on the opportunities and a brief overview of terms for continuing their education at the postgraduate university *Doctoral study of Kinesiology*, i.e. specialist graduate professional study of *Sports coach education*.

Through the Committee for Career Counselling, the Faculty support students in their initiatives, organizing career events, connecting them with employers and alumni, supporting professional practice organization etc.

Regular semester meetings with third-year students (prior to choosing a major when enrolling in the 7th semester) and fifth year of study discuss the possibility of continuing their studies and employment opportunities. Throughout the study, students are provided with a bulletin board (across from the Students' affairs office) with information on the current market demand for staff and opportunities to find part-time jobs through the Student Service, which are also regularly posted by students of the Student council at their website.

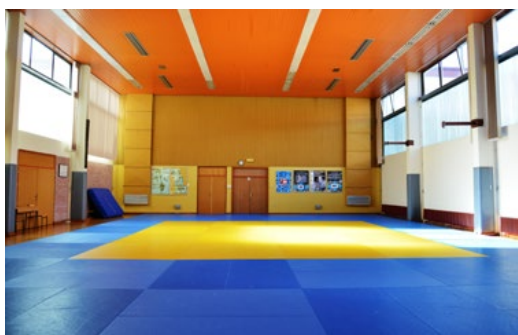
A workshop was held at the Faculty of Kinesiology in 2019 *Athlete 365 Career + OUTREACH* on dual careers organized by the Croatian Olympic Academy and the IOC, intended for students - categorized athletes and related to reconciling sports careers and education.

The Faculty of Kinesiology actively cooperates with the Alumni Association of the Faculty of Kinesiology. The President of the Croatian Kinesiology Association is a full member of the Committee for Quality Management; the Head of the City Office for Sport and the Assistant Secretary General of the Croatian Olympic Committee are full members of the Committee for Career Counselling and thus formally maintain contacts with alumni.

Teaching and Institutional Capacities

(ESG 1.5., ESG 1.6)

4.



4.1. The higher education institution ensures adequate teaching capacities

The number and qualifications of members of the educators are appropriate for the realization of the study programme and for obtaining the anticipated learning outcomes and for carrying out the scientific activity.*

The ratio of students and educators permanently employed at the institution of higher education is appropriate for quality study.

The workload of educators is harmonized with the applicable laws and regulations, acts of competent authorities, collective agreements, etc.

The workload of educators ensures a balanced distribution of teaching responsibilities, scientific / artistic work, professional and personal development, and administrative responsibilities.

Educators are qualified in the course(s) they perform.

** Educators - employees of higher education institutions elected to scientific-educational titles (or educational titles in the case of professional studies).*

The number of educators and their qualifications is appropriate for the implementation of study programmes carried out at the Faculty, which is evident from Tables 4.1, 4.3 and 4.4 of the Analytical Supplement. The ratio between the total number of educators employed and the total number of students enrolled in the academic year 2018/2019 it was 1:32 (included educators in scientific-educational titles), 1: 30.93 (included educators in scientific-educational titles and educational titles) and 1: 26.66 (included educators in scientific-educational titles, educational titles and associate titles). Remarks by the Expert Committee on the previous re-accreditation cycle (*Final report of the Expert Committee - 2014, Accreditation recommendation* of the Agency for Science and Higher Education (2015) also referred to too few educators, especially since in 2011 the Faculty had taken over all study programmes for the professional study of sports coach education, which had until then been conducted by the Social Studies Polytechnic in Zagreb. Since that time, the Faculty has not received the approval to hire additional educators for the study programmes taken over. Still, in the *Letter of expectation* from 2015, the calculation with the associates involved was respected, according to which the Faculty met the required ratio of educators and students. Also, in the final *Response to the Letter of expectation* from 2018, it is evident that the Faculty meets the educator-student ratio (1: 28.1). In the last 5 years, 27 educators in the scientific-educational title and 7 associates have been employed (Table 4.2.), and the Faculty generally meets the required ratio of educators to students, although this varies depending on the dynamics of employment and the retirement of educators.

There were 74 employed educators and associates in the academic year 2018/2019. There are 61 educators (82%) in a scientific-educational title and 13 in educational and associate titles (18%). *The election procedure* into scientific, scientific-educational, educational and associate titles is regulated by the Scientific Activity and Higher Education Act, relevant by-laws and the *Supplementary Criteria of the Faculty*. The determination of competences and the assignment of leadership to elective courses is defined by a special *Decision on determining competences and assignment of leadership and teaching elective courses* which ensures the necessary qualification of the educator through an internal competition process.

The teaching load in the academic year 2018/2019 was mostly within the regulated framework of the *Ordinance on the Fundamentals of Financing Higher Education in Public Higher Education Institutions*. Given the marginal educator-student ratio, there has been an occasional increased teaching load in the past academic years, including the academic year 2018/2019. Since the academic year 2019/2020, the provisions of the new *Collective Agreement for Science and Higher Education* signed on 27th December 2018, apply. Based on a new *Collective agreement*, the Faculty made its own *Ordinance on rating of work in teaching and science* applicable from the academic year 2019/2020 to determine the division of working time in teaching and science. Planning and teaching records are recorded in *nyVon*, a programme system that monitors and controls the workload of educators and the completion of hours by subject in accordance with teaching plans and programmes. The workload of educators is generally evenly distributed, and part of the teaching load on subjects where this is necessarily is taken up by selected associates. Thus, for the realization of classes in the academic year 2018/2019, 160 external associates were involved. At the proposal of the course leaders and the Institute, external associates are confirmed by the Faculty Council, and their titles may also be scientific-educational, educational, or associate. Out of the aforementioned number of external associates, 38 were in a scientific-educational title, 27 in an educational title, 6 in the title of teaching assistants and 89 were professional associates. The appointment of external associates participating in the teaching process is defined in the *Decision on the criteria for appointing external associates*. The role of external associates in the teaching process is extremely important given the specificities of particular subjects and the expertise that external associates bring to the realization of particular teaching topics (e.g. top coaches and other experts). Ensuring the quality of the work of the educators is also contributed by *University Student Surveys* on evaluating the work of educators so that they provide insight into the structure of grades and encourage improvements. All of the above procedures ensure that educators and external associates have the appropriate qualifications for the courses and topics they teach.

The Faculty management is aware of the necessity of updating the teaching staff, but the possibilities and necessary approvals of the competent bodies are very limited. Enhanced efforts by the Faculty's management to recruit new assistants and advance postdoctoral fellows to scientific and teaching positions are often not sufficient to achieve better coverage of study programmes with their own teaching staff, or to make the student-educator ratio more appropriate. At the time of writing this *Self-evaluation*, 4 vacancies for teaching assistants / postdoctoral fellows are active and 5 more approvals for the employment of assistants and / or postdoctoral fellows are expected. Also, two more approvals for the employment of persons in scientific and teaching titles are expected. The implementation of the above procedures would to a greater extent improve the teaching load on certain courses, the ratio of students to educators, but activities towards an even more favourable teaching structure still need to be updated according to the competent authorities.

4.2. Educator recruitment, promotion and re-election are based on objective and transparent procedures that include evaluating excellence

Educator recruitment procedures are based on the goals of higher education development and are in line with positive legal regulations and internal acts.

The selection, appointment and evaluation of educators take into account their past activities (teaching activity, research activity, feedback from students, etc.).

The higher education institution has appropriate methods of selecting the best candidates for each position, in addition to the prescribed national minimum requirements for each position, it has prescribed competitive criteria that screen for excellence.

Procedures for the promotion of educators into higher titles are based on evaluation and rewarding excellence and take into account important achievements (e.g. international contribution to discipline, prestigious publications, significant scientific discoveries, successfully completed projects, successfully secured additional funding, mentoring, final and graduate theses, scripts, textbooks, popular lectures, etc.).

Indicators of excellence include scientific / artistic, teaching and professional work and contribution to the development of higher education.

Additional criteria for the promotion of educators to higher titles reflect the strategic goals of the higher education institution.

General conditions and procedures for the selection of educators into scientific-educational and educational titles and associates into associate titles are prescribed by the *Scientific Activity and Higher Education Act*.

One of the basic conditions for the selection of educators to scientific-educational titles is the previous election to the corresponding scientific title. The conditions for election to scientific titles are prescribed by the *Ordinance on the conditions for election to scientific titles* of the National Council for Science, Higher Education and Technological Development. An example of the procedure for election into a scientific title can be viewed [here](#).

Furthermore, the Rectors' Conference through its decisions prescribes the necessary conditions for the evaluation of teaching and scientific-professional or professional activity in the process of selecting educators into scientific-educational and educational titles. As a general condition, during the first election into scientific-educational or educational titles, the candidates are obliged to give an induction lecture in front of students, members of the professional committee and at least five faculty members of the Faculty Council. General conditions for election to higher scientific-educational or educational titles are positive results of student surveys. Special conditions apply to teaching, scientific and professional activity and institutional contribution.

In addition to the legal requirements and the conditions prescribed by the decisions of the Rector's Conference, the candidates who are elected in the scientific field of kinesiology are also required to meet the *Supplementary Criteria of the Faculty of Kinesiology for the Selection of Applicants for Appropriate Scientific-Educational, Educational and Associate Titles*.

The procedure for selecting and hiring new educators and associates, or the procedure for selecting educators and associates in higher scientific-educational, educational and associate titles, is initiated by the course leader or the head of the department, depending on the needs of each course, taking into account the hours, number of students and the number of educators and associates employed at in same course. An application for employment, i.e. advancement of an individual educator or associate, shall be submitted to the home institution, the Faculty Council and the Human Resources Committee. After an objective analysis of the actual teaching load and needs, discussion and adoption of the application for employment or promotion at the home department, the election process is initiated at the Faculty Council session by adopting a decision on announcing a public call

and the appointment of a three-member expert committee to prepare the report on eligibility of applicants who have applied for the competition whereby at least one member of the committee must not be an employee of the Faculty. For any employment or promotion, it is necessary to obtain the consent of the University of Zagreb beforehand, and therefore the decision to launch a public call is adopted with a delay until the same consent is obtained. Upon obtaining the necessary consent, a public call is launched in the *Official Gazette*, in *Večernji list*, on the website of the Faculty of Kinesiology and on the *Euraxess* portal. The call is open for 30 days. Upon completion of the public call, the expert committee is obliged to review all received applications and evaluate the teaching, scientific and professional activity as well as the institutional contribution of each applicant. The Expert Committee shall submit the report with the review of all the prescribed conditions and additional criteria of each applicant, as well as the final proposal of the election, to the Faculty Council for approval. *The Decision of the Faculty Council on the election of educators to scientific-educational and educational titles*, with all supporting documentation, is submitted for final confirmation to the University of Zagreb, while the final decision on the selection of associates to associate titles is made by the Faculty Council. An example of the procedure for election into a scientific-educational title can be viewed [here](#).

Continuous recruitment and promotion of educators and associates is in line with the strategic goals of the Faculty of Kinesiology. Speaking of human resources, *the Strategy of the Faculty of Kinesiology 2014 - 2020* predicted:

- to increase the number of employees in scientific-educational, educational and associate titles in accordance with the educational needs of the Faculty
- to maintain the existing or improve the standard of work of all employees of the Faculty of Kinesiology
- to enable lifelong scientific, professional and pedagogical training of employees
- to constantly promote interpersonal relationships based on democracy, good communication and high academic principles.

Strategic goals that support the continued development and excellence of educators and associates are to encourage educators and associates to publish university textbooks, manuals and scripts, and to provide the conditions for creative scientific research aimed at creating new and deepening existing knowledge in all areas of general and applied kinesiology.

4.3. The higher education institution provides support to educators in their professional development

The higher education institution provides an opportunity to enhance the competences of educators at the component or university level.

The higher education institution encourages the evaluation and improvement of teaching competences on the basis of the recommendations obtained by the assessment of colleagues educators in the teaching process and the results of the student evaluation of the educator's work.

Educators participate in international mobility programs, collaborative projects, networks etc.

The Faculty continuously supports educators and associates in all forms of their personal scientific and professional development. Improvement of teaching competences is possible at thematic workshops and professional conferences organized by the University of Zagreb, Ministry of Science and Education, Agency for Science and Higher Education, Agency for Mobility and EU Programmes and other relevant institutions. The Faculty also organizes various thematic workshops independently and has recently intensified the support for educators and associates for setting up and editing e-courses in the system *Merlin*.

Educators also participate in various scientific and professional conferences in the Republic of Croatia and abroad. The Faculty encourages motivation and entrepreneurship, especially among younger educators, for further training at home and abroad, in particular through European Union lifelong learning programmes. Inter-institutional cooperation encourages the participation of our educators in the study programmes of other higher education institutions. In October 2014, the Faculty organized two workshops for educators aimed at improving teaching competences on the topic *Learning outcomes* and *E-courses*. Also, from the funds of the Faculty, interested educators were enabled to participate in the workshop *Active learning and critical thinking in higher education* organized by the Freedom in Education Forum and at various seminars to enhance teaching and learning competences (e.g. *Meta-Analysis Workshop, Biostat*, London).

The Faculty of Kinesiology, as the leading national institution that educates experts in the field of kinesiology, also enables the professional development of its educators through cooperation with professional organizations, the Croatian Olympic Committee and sports federations and clubs at home and abroad by encouraging and authorizing its employees to engage in these sports - professional associations. Among other things, the consequence is that a significant number of educators outside the Faculty perform the most important functions in the professional and technical staffs of national teams, presiding over the most important functions in the profession in sports federations and clubs. Thus, the Faculty's educators are active participants in the largest sports events in the world, such as the Olympic Games, European and World Championships, as well as the presidents of very important sports associations, members of the most important professional sports bodies, etc. For this reason, the Faculty of Kinesiology is highly respected, and has received the most important national awards for science and sports. They also play important roles in international scientific and professional associations in which they participate in the creation of the highest professional and scientific policies in the field of kinesiology.

Specific measures that the Faculty adopts to support the professional development of educators relate to:

- on the basis of the *Decision on the Criteria for Co-Financing the Publication of Scientific Papers and the Participation of Educators and Associates in Scientific and Professional Conferences*, financial support to these activities
- monthly salary bonus for educators for scientific work based on papers published in scientific journals indexed in the *Web of Science* (WOS) bibliographic database in the previous academic year
- According to the results of the student survey, the amount of monthly bonus for educators' salaries is determined for the quality of teaching and the relationship of educators towards students
- a cash prize is also awarded for the top 3 e-courses in the academic year (*Decision*)
- financial support for writing and publishing textbooks (*Ordinance*)
- education with a student-centered theme of learning, teaching and evaluation at the University Centre for the Advancement of Teacher Competence or in another workshop or seminar, at least once every four years, for the purpose of improving the quality of their work (*Decision*).

The Faculty Council approves all stated requirements for the use of a free academic year according to the applicable criteria for the constituent. The above-stated option has been used by 5 educators in the last 5 years and two more in the current academic year 2019/2020. Also, through the work of the International Cooperation, Protocol and Public Relations Office, all educators and associates are continuously informed about the possibilities of international mobility and are provided with administrative support in the realization of going abroad. Employee support since 2016 has also been provided through the National, EU and International Projects Office, whose primary activity is administrative support for educators and associates in project application and implementation.

4.4. Space, equipment and overall infrastructure (laboratories, IT services, workplaces, etc.) are appropriate for the implementation of study programmes and ensure the achievement of predicted learning outcomes and the realization of scientific and professional activity

The higher education institution plans and advances infrastructure development in line with its strategic goals.

Space, equipment, and overall infrastructure (laboratories, IT services, work sites, etc.) are appropriate for the implementation of study programmes and ensure the achievement of the intended learning outcomes.

Space, equipment and overall infrastructure (laboratories, IT services, work sites, etc.) are appropriate for the implementation of scientific / artistic and professional activities.

The Faculty predominantly conducts educational, scientific-research and administrative activities at the address Horvačanski zavoj 15, where it uses 14,081 m² of constructed space in buildings surrounded by land with a total area of approximately 143,000 m² (*Promotional Documentary Film*).

Theoretical classes are taught in 15 classrooms, of which 2 are amphitheatre classrooms and 13 are classrooms with a total area of 1,048 m² with 842 seats. Of these, two are computer classrooms with a total of 37 computers. Except for scientific-research work, the laboratory premises have a total area of 530.25 m² they are also used occasionally for teaching.

The total area of the 10 sports halls is 3,320 m². Some of the halls have multiple purposes, and some of the halls are specialized or contain specific equipment for specific sports disciplines. All sports halls are equipped with laptops and LCD projectors for theoretical and practical lectures and exercises. Part of the teaching is also carried out on the grounds located on the land owned by the Faculty (beach volleyball, shot-put, life in nature and survival skills, etc.). In the immediate vicinity of the Faculty there is an athletic stadium, an indoor pool, and the Faculty occasionally rents tennis, badminton, archery and rowing grounds. Alpine skiing and cross-country skiing practical classes take place at the Italian winter resort of Sappada. Water sports classes (sailing, windsurfing, kayaking, canoeing) are conducted on the island of Korčula and the associated waters. The aforementioned teaching locations outside the Faculty's main building are not owned by the Faculty of Kinesiology, but the Faculty fully pays for the costs of the athletic stadium, swimming pools, rowing trails and co-finances students' by going to field classes outside Zagreb. Part of the classes and professional practice of students in the major Kinesiology in education is held in kindergartens, primary and secondary schools in which students with educators and mentors conduct methodical exercises. The professional practice of certain majors is conducted with mentors in sports clubs, fitness centres, sports recreation societies, rehabilitation clinics, special hospitals, marketing and tourist agencies, etc.

The Student Assembly uses a 22 m² office for their daily activities. A 32 m² classroom is also available for students to study, as well as a part of other classrooms when there are no classes. The preparation of the practical parts of the exam and independent training in sports halls are provided for students during the day when they are not engaged for classes, and in the afternoon and on Saturday morning. A library with total area of 242 m² has a computer reading room that is 85 m² in size, small reading room (31 m²) and is available for students to study, search databases, write term papers, final and graduate theses. Faculty laboratories are available to students for scientific research work only with the approval and supervision of educators. Two more areas are prepared for the students (total area of about 100 m²) to study, rest and socialize while staying at the Faculty.

For 85 educators and associates, 62 offices for educators are provided, with an average area of 17.79 m² which is an average of 12.42 m² per person. Educators' offices are equipped with air conditioning, each educator has a personal computer and at least one printer is in the office. Non-teaching administration staff (Faculty Secretariat, Financial and Accounting Department, Centre for Information Technology Support, Centre for Library Information and Publication Activities, International Cooperation, Protocol and Public Relations Office) use 20 offices with an average area of 16.9 m², or an average of 13 m² per person. The offices are equipped with air conditioning, each person has a personal computer and optimal working conditions. The staff employed by the Technical and Maintenance department use common rooms and workshops and are engaged in the cleaning and maintenance of the indoor premises of the Faculty (gyms, changing rooms, showers and other sanitary facilities, lecture halls, practicums, laboratories, educators' offices, offices areas, etc.), with a total area of over 12,000 m², as well as the open sports fields and Faculty grounds. At the end of 2018, the Faculty, as the first educational institution in the Republic of Croatia, technically completed the project for the use of renewable energy sources and connected to a geothermal connection ensuring all its heating and hot water needs. Thus, heating costs have been reduced by 10% and there was a significant reduction in greenhouse gas emissions.

Capital equipment (Table 4.9) is located in 12 laboratories and the Diagnostic Centre with a total area of 530.25 m² and is used for scientific research and, where appropriate, equipment is used for teaching purposes. In everyday scientific-research and teaching work, the Faculty uses other, very valuable, scientific equipment whose cost does not exceed the amount sufficient to be shown in the table of capital equipment. According to the Strategy of the Faculty of Kinesiology of the University of Zagreb 2014 - 2020 and Strategic Plan for Scientific Development 2017 - 2022, the creation of new research groups and laboratories, the acquisition of small, medium and capital research equipment is encouraged. Thus, several laboratories have been established and equipped in the last 5 years. *The Laboratory for Physical Activity Measurement and Monitoring* is equipped with dozens of wearable devices for gathering information in the context of physical activity (*SenseWear Core*, *Fitbit ChargeHR* physical activity monitors). *The Laboratory for Motor Development* conducts research focused on children's motor skills and physical activity of children and is equipped with measuring instruments for assessment of motor skills of children and young people from 3 to 21 years: *Test of Gross Motor Development 2* and *Motor Proficiency Test 2*, *Omron* pedometers, measuring instruments for assessing child development *Parents' Evaluation of Developmental Status*, *Ages and Stages Questionnaire-3rd Edition* and *Ages and Stages Socio-emotional Development Questionnaire - 2nd Edition*. Within the framework of scientific research projects co-financed by Hrvatska elektroprivreda, the *Laboratory for Sports Games* was equipped, and equipment used for laboratory and field measurements purchased (*Kinetic inserts Novel Insol*, *Microgate - OptoJump*, *Witty*, *Witty Sem*, *Gyko*). *Laboratory for Notational Analysis* deals with the research and development of objective methods for notational analysis of sport and training students to effectively apply notational analysis in sport. The above uses a Lenovo AIO 520 computer for

data and video analysis purposes, a Sony PJ410 camera for video recording purposes, and Notational analysis software packages. In addition to the above laboratories, other scientific research laboratories have been operating and are equipped. *Laboratory for Applied Physiology* has several ergometers for dosed loading of athletes, biochemical devices for lactate and basic biochemical diagnostics, *Xplorer GLX Datalogger interface* (PASCO Discovery, USA) with peripherals and sensors to collect, graphically display, store and analyse kinematic and temperature data, *VitalSense (Mini Mitter, OR)* telemetry system for measuring the central body temperature, dynamometers. It is important to note that this laboratory shares the equipment for metabolimetry, i.e. gas analysis in exhaled air with the Diagnostic Centre. *Laboratory for Kinanthropometry* has several devices for determining body composition, including an anthropometric instrument set, aerial plethysmography device (BOD-POD™) and a device for estimating the amount of visceral adipose tissue using bioelectrical impedance (Tanita AB140™). Furthermore, one device for 24-hour arterial blood pressure measurement and a single-channel 24-hour Holter EKG are available. *The Laboratory for Motor Control and Performance* is aimed at studying the neuro-mechanical characteristics of human movement. It is equipped with state-of-the-art research systems for the measurement of neuromuscular function and motor control of man: 3-component force measuring platform (AMTI), 2 isometric lower extremity dynamometers, isokinetic dynamometer (BIODEX SYSTEM 4), 16-channel telemetry EMG system (DELSYS), a 4-channel nerve and muscle stimulator (EMF-FURLAN) and 2 digital goniometers (BIOMETRIC). *The Laboratory for Water Sports* uses equipment for scientific research in the field of water sports such as swimming ergometer and SCOUT lactometer. In the *Laboratory for Biomechanics* spatial (3D) kinematics, substrate reaction, and multichannel surface electromyography (EMG) are measured, with the processing and analysis of the signals that follow. In addition to basic instrumentation: an automated 3D kinematic metering system with 8 ELITE-BTS cameras, piezoelectric measurement platform KISTLER and 8-channel TELEMG-BTS telemetry surface electromyography, the laboratory also houses a 4-channel portable EMG MEGA device, a ZEBRIS pedobarograph and a KINECT kinematic sensor.

The Diagnostic Centre is focused on the morphological, functional and motor component of measuring athletes and citizens engaged in sports at a recreational level, and is equipped with modern systems for measuring ventilation and metabolic parameters in laboratory and field conditions, systems for measuring and assessing morphological status and motor skills.

To the questions in the *Survey on the evaluation of the study as a whole* in which graduated students give their opinion on the general quality and development of the premises, the equipment of the lecture halls and the equipment of the premises where the exercises (laboratories, seminars, etc.) are performed, the average grades in the last 4 years are in the range of 3.9 to 4.3 (of a maximum 5). Although these are satisfactory grades, the Faculty's management is aware that the equipment for the teaching and research space should continue to be invested into continuously. Also, students' comments that indicate the need for a more substantial arrangement of the existing premises are processed by the Committee for Quality Management and forwarded to the Faculty management. The remarks received, but also the aspirations of the Faculty for more modern and equipped premises and infrastructure are part of the *SWOT analysis* and other strategic documents. It is not possible to develop and equip the premises to a greater extent solely from own revenues, while funding from sources from the competent Ministry and the University of Zagreb is very scarce and limited. The Faculty has a construction project prepared for the *Sports and Education Centre of the Faculty of Kinesiology* which would significantly improve the space and overall infrastructure.

Due to the specific nature of the study programmes that the Faculty conducts, especially the various sports and sports disciplines, as well as specialized halls and training facilities, investments in new teaching equipment and props are continuous. In 2019, for example, equipment for water sports (windsurfing and *stand up paddling boards*) was purchased. Due to the depreciation, but also the safety of students in classes and during independent training, the Faculty annually invests considerable funds in the renovation of teaching equipment and props, following new trends in sports and exercise.

4.5. The library and its equipment, as well as access to additional facilities, ensure the availability of literature and library services for the needs of high-quality study and high-quality scientific education

The library and its facilities and additional facilities ensure the quality of study requirements.

The library and its facilities and additional facilities ensure the requirements of quality scientific-teaching / artistic-teaching activity.

The Faculty Library is a higher education library that provides information and communication support to the scientific and teaching activities of its parent institution through its collections and services. As an open-type higher education library, the Faculty Library is intended primarily for employees and students of the Faculty but is also open to all external users who can consult library material in the reading room. The status, organization, management and operation of the Library has been determined in the Ordinance on the operation of the Library.

The opening hours of the Library are Monday to Friday, from 08:00 to 16:00. Students have at their disposal two reading rooms designed for individual work which equipped with computers with Internet access. The large reading room has a capacity for more than 40 workplaces and is 85 m² in size, and a smaller reading room is 31 m² in size. Reading rooms are air-conditioned, allowing students to enjoy their work more comfortably.

Due to lack of space, students do not have free access to the material, but can browse material that has been computer-processed and available to search through the catalogue on the Internet. The library regularly publishes newsletters that inform students and professors of newly acquired titles.

In 2017, the library completed a library fund audit. The audit of the entire library fund had never been carried out, i.e. according to the available documentation, an audit took place in 2013, but did not cover the entire fund and thus the basement repository was not audited at all. This is also the reason for the current small number of books in the library (16008). Library materials are constantly updated with the purchase of new titles, but also through the publishing activities of the Faculty (scientific and teaching staff are the authors of textbooks and manuals and other educational materials) and gifts as a result of cooperation with other faculties and institutions. The library regularly obtains obligatory and supplementary literature and all other titles for which students and educators have an interest, thus striving to modernize the library stock. Particular attention is paid to the renewal of existing textbooks and manuals, since these materials are most often damaged and lost due to frequent use. The complete library operation takes place in the library programme *ZAKI*. In addition to the standard reference literature (dictionaries, encyclopaedias, manuals, lexicons...), the bulk of the fund consists of scientific and professional publications covering, in addition to kinesiology, the broader field of social and biomedical sciences, in particular pedagogy, sociology, psychology, public health, economics and management. The Faculty annually provides the Library with HRK 30,000.00 for the refreshment of library material for the needs of students, and sometimes the material is purchased from project funds.

Foreign and domestic scientific and professional journals in hard copy are mostly acquired by exchange; there are currently more than 250 journal titles in the fund. Through a portal of electronic sources for the Croatian academic and scientific community as part of the project *Increasing access to electronic sources of scientific and professional information - e-Sources*, access to bases is provided with a national license and databases with a license from the University of Zagreb (*Web of Science, Scopus, Science Direct, Current Contents...*). In addition, the Faculty pays for access to a full-text database specialized in kinesiology, sports sciences, public health, sports and exercise physiology, *SPORTDiscus with full text* (EBSCO), featuring over 670 journals and over 3,800 videos. The Faculty allocates approximately HRK 70,000.00 annually for this. Through interlibrary loan (the Faculty has a contract with the National and University Library) it is possible to obtain other material which is not available through the above licenses.

At the Library, users can always get help browsing databases and finding relevant sources of information, as well as help citing literature. Library staff participate in the teaching of these topics, thus providing professional assistance to students.

Graduation and final theses, as well as doctoral dissertations, are stored and made available in the complete text (with the consent of students) in the KIFoREP institutional repository at *Dabar*, Digital Academic Archives and Repositories, and plans to expand to other types of papers.

There are three professional staff members at the Faculty Library: the head of the library in the professional title of senior librarian, who is in her final year of doctoral studies, and two graduate librarians (mag. bibl.) employed as graduate librarian and librarian. Library staff are provided with professional training through various national and international consultations and symposiums and workshops.

4.6. The higher education institution rationally manages financial resources

Financial sustainability and efficiency are evident in all aspects of higher education.

The higher education institution manages its financial resources transparently, efficiently and purposefully.

Additional funding sources are being used to develop and improve the higher education institution.

Additional sources of financing are provided through domestic and international projects, cooperation with industry, the local community, etc.

The Faculty of Kinesiology is financed from several sources: from the state budget, from the state budget of other public sources (assistance), from own activities, from revenues generated by special regulations and from other non-specified revenues (donations, EU projects, purchase of apartments). From Table 4.11 it is evident that in 2017 total revenues amounted to HRK 41,300,018, and in 2018 HRK 41,354,205. The largest share in the structure of the Faculty's total revenues (Table 4.11) consists of revenues from the state budget, namely 24,033,908 or 58% in 2017, or HRK 23,684,645 or 57% in 2018. In the total revenues from the state budget for the salaries of employees in 2017, HRK 20,286,514 was generated, in 2018 HRK 19,792,071, which represents an 84% share in the total revenues from the state budget. For the implementation of regular teaching activity, revenues from participation subsidy under the program agreement and material rights of employees (item 1.12 of Table 4.11) were generated in the amount of HRK 3,083,796 which represents a share of 13% in 2017 and HRK 3,062,486 which also represents a share of 13% in total revenues from the state budget. Out of other revenues from the state budget for business expenses (systematic reviews, quotas for disabled people, student council), external cooperation (mentors), domestic scientific projects, international cooperation, organization of meetings, procurement of journals, investment maintenance, HRK 663,598 was derived in 2017, which represents a share of 3%, and HRK 830,088 in 2018 which represents a share of 4% in the total revenues from the state budget. From the budget of other public sources (aid from the City of Zagreb), HRK 300,000 was generated in 2017, which represents a share of 1%, and in 2018 HRK 220,000, which also represents a share of 1% in the total revenues of the Faculty.

In 2017, the Company generated revenues of HRK 3,464,448, which represents a share of 8%, and in 2018, the amount of HRK 3,690,735, which represents 9% of the total revenues of the Faculty.

Income from own activity relates to the implementation of the postgraduate university *Doctoral study of Kinesiology*, implementation of scientific projects, revenues from the rent of halls and business premises, and revenues from sponsorships and billboards. Of revenues under special regulations in 2017, HRK 12,881,364 was generated, which represents a share of 31%, and in 2018, HRK 13,157,457, or also 31% in the total revenue of the Faculty. Revenue from special regulations relates to tuition fees for the integrated undergraduate and graduate university study of *Kinesiology*, full-time undergraduate professional study of *Sports Coach Education*, part-time undergraduate professional study of *Sports Coach Education* and specialist graduate professional study of *Sports Coach Education*. In addition, revenue is generated through additional testing of motor knowledge, skills and abilities within the class process, admission fees, publishing and the implementation of scientific-research projects funded by the Croatian Science Foundation. The 2% share of the total revenue of the Faculty is realized on the basis of other unspecified sources of financing from donations and EU projects (paragraph 6 of Table 4.11) in 2017 and 2018.

Expenditure structure shows that the largest part, 71%, is taken up by employee expenditures in 2017 and 2018. Services expenditures in total expenditures account for 13% in 2017 and 12% in 2018. Thereafter, compensation to employees is 5% in 2017 and 6% in 2018, material and energy expenditures are 6% in 2017 and 2018, other unspecified operating expenses are 3% in 2017 and 2018, and expenses for non-financial assets are 3% in 2017 and 2018.

Revenue from the state budget is intended for financing regular activities of the Faculty and is spent exclusively for the purpose. Revenue from the state budget for employee salaries is spent in accordance with the purpose and on the salaries of employees.

Participation subsidies under the program agreement are spent solely on the teaching activity (field training skiing, field training sailing, external cooperation, student teaching assistants, renting swimming pools and other sports fields).

Proceeds from conducting a postgraduate university *Doctoral study of kinesiology* are intended to finance the direct costs of conducting the doctoral study, and the remainder is intended to finance the expenses of the regular activities of the Faculty in accordance with the *Decision on criteria for allocation of funds generated by special programmes of the faculty*.

Revenue from the laboratory is intended to cover the direct costs of operating the laboratory, and the remainder is used to finance the material costs of the regular activities of the Faculty, which are not paid from the state budget, all in accordance with the Decision on criteria for allocation of funds generated by specialized laboratories. Revenue from the rent of halls is intended for financing regular activities of the Faculty, i.e., they cover part of salaries and material costs of the Faculty, which are not covered by funds from the state budget.

Revenue from the part-time undergraduate professional study *Sports Coach Education* and specialist professional study *Sports Coach Education* are intended for the direct costs of carrying out these studies, while the remainder is used for regular activities of the Faculty, i.e. for payment of material costs, professional development, scientific activity, student programmes, capital activity, or those costs that are not paid from the state budget in accordance with the Decision on criteria for allocation of funds obtained through special programmes of the Faculty and for employee salaries according to the Ordinance on the salary, salary bonuses and other monetary and non-monetary benefits of employees.

Table 1: Summary of financing of total expenditures by source of financing

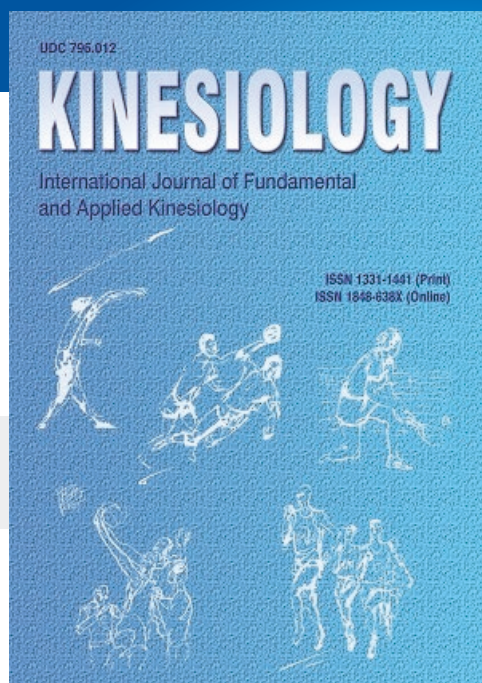
Expenses total	Source of funding State budget	Source of financing own resources	Source of financing Revenue for special purposes	Source of financing other sources
2017	59 %	6 %	33 %	2 %
2018	58 %	5 %	35 %	2 %

Table 1: Summary of financing of total expenditures by sources of financing shows that 58-59% of total expenditures are financed from the state budget, 5 - 6% from own resources, 33 - 35% from sources for special purposes and 2% from other sources.

Comparison of revenues (Table 4.11) and expenditures (Table 4.12) shows financial sustainability, and in accordance with the regulations defining financial operations, the Faculty has defined rules, procedures, decisions on the criteria for allocation of funds, thus ensuring transparent, efficient and expedient management of financial resources. The Faculty plans its financial operations by adopting the annual financial plan before the beginning of the calendar year, and it is adjusted in the event of significant discrepancies in revenue and expenditures (Financial plans and reports are publicly available on the Faculty's website).

5.

Scientific Activity



5.1. Teaching staff and associates employed at the higher education institution are committed to achieving a high quality and quantity of scientific research

The teaching staff and associates publish an adequate number of quality scientific publications.

The higher education institution has effective procedures for encouraging high-quality scientific publication.

The institution records data on publications (indexing, citation, H-index, if applicable).

The academic / artistic activity of the higher education institution is evident in the doctoral theses.

The teaching staff and associates of the higher education institution actively disseminate scientific / artistic achievements at conferences at home and abroad.

The Faculty of Kinesiology of the University of Zagreb has a permit for performing scientific activities in the area of social sciences. The teaching staff of the Faculty of Kinesiology are elected to scientific and scientific-educational titles by their scientific work, acting in two basic areas: social sciences and biomedicine and health. In these areas, the Faculty of Kinesiology teaching staff publishes the largest number of scientific papers, although an increasing amount of research has recently focused on the interdisciplinary solution of kinesiological research questions.

At the *Academic Ranking of World Universities (Shanghai Ranking): Global Ranking of Sport Science Schools and Departments* in 2017, the Faculty of Kinesiology ranked relatively high in the range of 151 – 200. (<http://www.shanghairanking.com/Special-Focus-Institution-Ranking/Sport-Science-Schools-and-Departments-2017.html>). Compared to other faculties in the surrounding countries, this is weaker than Germany or Italy, same as Slovenia (Ljubljana) and better than other faculties in the region (Croatia - Split, Austria - Vienna, Serbia - Belgrade, Novi Sad, Niš, Poland - Warsaw, Krakow, Czech Republic - Prague).

In the last 5 years, the publication of papers in highly ranked journals has been visible, although the number is quite variable given that the Faculty of Kinesiology is a small component of the University of Zagreb and the number of published papers can vary significantly from year to year. The number of papers in journals indexed in the database Web of Science and Scopus in the last 5 years is visible in Figures 1 and 2. The aforementioned papers are the result of the work of educators and associates, as well as students of the Faculty of Kinesiology, University of Zagreb.

Figure 1 The number of papers published by the Faculty of Kinesiology in journals in the Web of Science database in the last 5 years

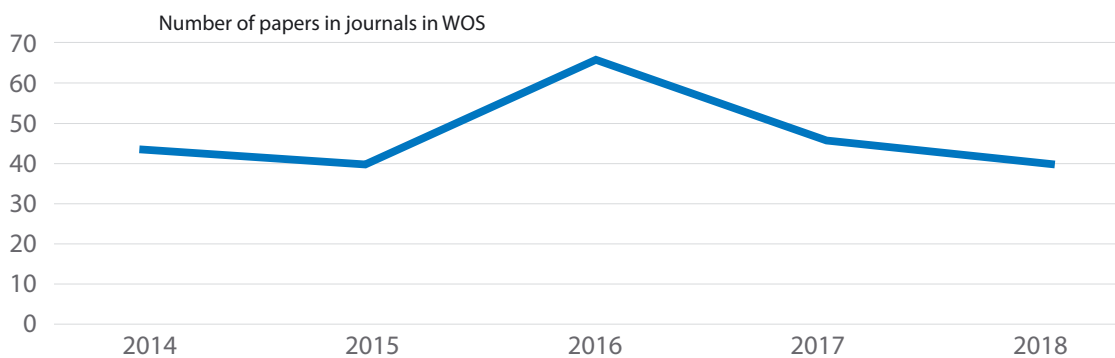
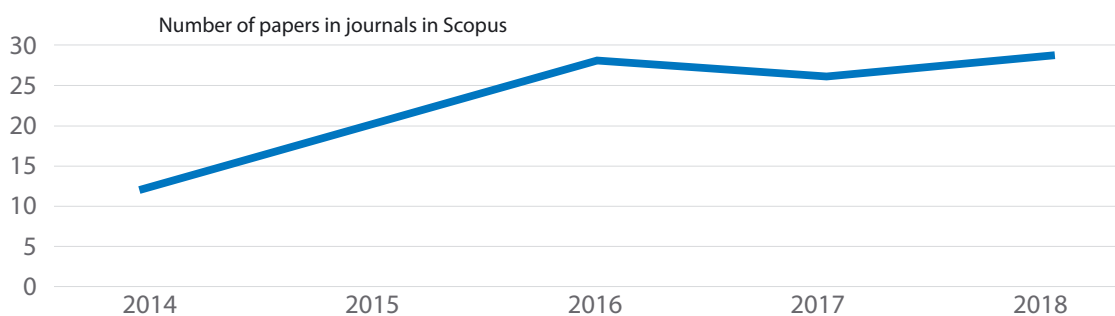


Figure 2 Number of papers of the Faculty of Kinesiology in Scopus database in the last 5 years



In the period 2015 - 2017, the Faculty of Kinesiology of the University of Zagreb published the largest number of scientific papers in relation to the number of educators (*full time equivalent* (FTE) in social sciences and humanities at the University of Zagreb. The FTE coefficient was 1.14 while the average coefficient for the said area was 0.7 (Šimić, 2019: analysis by the DH Area Council, April 2019). A relatively small number of papers are expected annually due to the fact that the Faculty of Kinesiology is one of the smaller constituents of the University of Zagreb.

One of the most important goals of the Faculty is to further improve the results of scientific work, which is primarily reflected in the increase in the number of published scientific papers and research projects. Compared to similar international institutions, the Faculty of Kinesiology is better than many faculties that exclusively educate professors of physical education, while lagging behind similar institutions that have separate research centres and institutes. Due to the fact that all employees of the Faculty in scientific-educational and associate professions perform their full norm in holding classes and that there are no employees who can fully devote themselves only to scientific work, incentive measures have been introduced to try to motivate scientific work with reducing obligations in classes.

The database in which the Faculty's employees publish the most papers is *Web of Science category Sport Sciences* containing 83 potential journals with an impact factor of 0.236 to 11.645. Of particular note is the international scientific journal *Kinesiology in open access*, published by the Faculty, currently ranked 63rd in the aforementioned category with an impact factor of 1,383 (<https://hrcak.srce.hr/kineziologija>). However, the proportion of domestic authors in relation to foreign authors from around the world is relatively low, approximately 15%.

In 2018, educators published 34 scientific papers in relevant databases, of which 27 were cited in the *Web of Science* database (DH - 23, STEM - 4) and 7 papers in publications indexed to the Scopus database (DH - 5, STEM - 2). Of the number of papers cited in the *Web of Science* database, 9 papers were published in the first quarter (Q1). For the past 5 years, the Faculty of Kinesiology has published papers in some of the most renowned journals in the fields of social sciences and biomedicine and health, as well as interdisciplinary journals. The most important works in the past five years are the works of Faculty staff prof. Marjeta Mišigoj Duraković, Ph.D. and Associate prof. Maroje Sorić, Ph.D. published as part of an international collaboration *NCD Risk Factor Collaboration* (NCD-RisC) in the *Journal Lancet* (IF (2017) = 53.254) and *Nature* (IF (2018) = 43,070). Among the other high ranking journals in which the Faculty teaching staff published their research, the following stand out: *British Journal of Sports Medicine* (IF2018 = 11,645); *Sports Medicine* (IF2018 = 7,583); *International Journal of Epidemiology* (IF2018 = 7,339); *Nutrients* (IF2018 = 4.171); *International Journal of Sports Physiology and Performance* (IF2018 = 3,979); *Frontiers in Physiology* (IF2018 = 3,979); *Journal of Sport and Health Science* (IF2018 = 3.644); *Journal of Strength and Conditioning Research* (IF2018 = 3,017); *PLoS One* (IF2018 = 2.776); *Sustainability* (IF2018 = 2.592); *International Journal of Environmental Research and Public Health* (IF2018 = 2.468).

According to the information available in the *Web of Science* the total number of publications of the Faculty of Kinesiology at the University of Zagreb is 766, the total h-index is 34 (WOS) and 29 (*Scopus*), and the total number of citations is 5641 (WOS) and 4134 (*Scopus*). The average citation is 8.03 (WOS). The total number of publications in the period 2014-2018 is 418. The H-index in the observed period is 14, the total number of citations is 972, while the average number of citations is 2.45. According to the data in Table 5.1, of the Analytical supplement from MOZVAG, a total of 275 scientific papers belong to the highest category of papers (a1) and 72 papers have been published in the last five years by the teaching staff and associates of the Faculty with co-authorship with foreign scientists.

The Faculty of Kinesiology systematically implements a policy of monitoring the scope and quality of scientific work. Monitoring the scope and quality of the scientific work of the teaching staff is carried out by submitting an internal annual report on scientific and professional work in the academic year. Each employee in a scientific-educational or associate title after the end of the academic year is obliged, in accordance with the acts of the Faculty, to submit to the Vice-dean for Science a report on scientific and professional work in the previous academic year.

In addition to teaching, the Faculty continuously rates, monitors, and evaluates the scientific and professional activity of employees at the level of 600 prescribed norm hours in accordance with the regulations arising from the *Collective Agreement on Science and Higher Education* and other acts governing this area. Given the new *Collective Agreement on Science and Higher Education* passed in 2018, in the academic year 2019/2020 a new Decision on rating the work of the teaching staff in accordance with the Collective agreement was adopted. It should be noted that this document evaluated the period of the previous 5 years and the academic year 2018//2019 according to previously adopted ordinances. From the academic year 2017/2018, the report form has been digitized and made available online - in an MS Office 365 Forms package and significantly supplemented by information required from

the teaching staff in relation to previous periods. In this regard, the entry of published papers in CROSBI is obligatory, the teaching staff states which papers have been published in cooperation with other institutions, and which with the students, and the registration form for project activities has been added. The scientific productivity recorded throughout this report includes the amount of scientific work (number of papers in journals) and the quality of scientific work (impact factor of journal), and a coefficient for science is calculated based on the proportion of authors and the importance of the journal. Based on submitted reports and the *Ordinance on evaluation of scientific and professional work* (part of the *Ordinance on Salaries*), the coefficient for science is determined in the range of 0 - 10% of the salary bonus for all educators from the Faculty's own resources. The higher number of published papers, especially those in journals with a high impact factor provides the educator with a salary bonus of maximum 10%. In the new *Ordinance on Salaries* which is under development, some additional remuneration measures for teaching staff who publish relevant scientific work are proposed, especially for those who publish scientific work in the first quartile of the area in databases *Web of Science* and *Scopus*.

The bibliography of published works of the teaching staff is also part of the annual reports on the work of the Faculty of Kinesiology (*Annual Reports 2014 - 2019*) that are published in print at the end of the year and distributed to participants during the ceremony marking the *Day of the Faculty of Kinesiology*, and a number of copies remains in the Faculty Library.

Each member of the teaching staff is obliged to continuously update the data on published papers in the Croatian Scientific Bibliography system, with the assistance of the Library. The faculty appointed two administrators to work with the database *Croatian scientific bibliography* (CROSBI). At the time of drafting the *Self-Evaluation*, the system Database of *Project Activities in Science and Higher Education of the Republic of Croatia*, for which administrators are also appointed, also started operating.

In order to further improve the quality of the scientific and educational work of the Faculty staff, the Faculty Council adopted in 1998 (with occasional changes in the period 1999 - 2018) *the Decision on Supplementary Criteria for Selection of Applicants to Appropriate Scientific-Educational, Educational and Associate Titles in the Scientific Field of Kinesiology*. Based on the decision in question, additional criteria have been defined to be fulfilled by job applicants. Also, there are defined criteria for the employment of young scientists (*Decision on employing research assistants*) such as grade point average during studies, scientific-research work during study, participation in congresses and conferences, knowledge of foreign languages and published scientific papers.

The Faculty encourages excellence in scientific-research work and publication of papers in highly ranked journals by funding from its own resources in accordance with the *Decision on the Criteria for Co-financing the Publication of Scientific Papers and the Participation of Educators and Associates of the Faculty of Kinesiology of the University of Zagreb at Scientific Conferences*, which is passed for the duration of the Dean's term of office. Based on the Decision, the members of the teaching staff may spend an amount of HRK 8,000 per year (HRK 16,000 for two, or HRK 24,000 for three academic years) for publishing papers in relevant journals that charge for publication of work or for attending scientific conferences where they present the results of their work. This enables members of the teaching staff to publish relevant papers, regardless of the cost of publishing a paper, which in some journals is extremely high compared to the monthly salaries of Croatian scholars at higher education institutions.

Apart from the above *Ordinance* and *Decision*, the Faculty of Kinesiology encourages the teaching staff to carry out scientific activities through support in the application and implementation of projects, the establishment of laboratories and research groups, as well as through annual awards for the best scientists, young scientists and doctoral students. There are currently 12 laboratories (4 have been founded in the last two academic years). This encourages the formation of research groups and their submission of research to tenders funded from various domestic and international sources.

The annual funds for basic scientific activity that the Faculty of Kinesiology receives annually from the University of Zagreb, i.e. from the Ministry of Science and Education are allocated via internal competitions to educators - invitation to apply for institutional projects, based on defined criteria of scientific excellence and compliance with the *Strategy for Scientific Development at the Faculty of Kinesiology* (*Text of the internal competition*).

Apart from internal documents and reports to the University of Zagreb, scientific publications are presented to the general public as well. Updating information on the Faculty's web pages through individual educator profiles seeks to increase visibility of educators' scientific work. Links to the CROSBI database, as well as to other profiles of scholars such as ORCID, *Publons*, *Scopus ID Google Scholar*, *Researchgate*, *Mendeley* and *LinkedIn* to have been placed on educators' profiles to increase the visibility of our scientists and institution globally. Also, each educator lists

ongoing projects and works resulting from the project in the Projects section.

In addition, separate profiles of the Faculty of Kinesiology of the University of Zagreb were created in the *Web of Science* and Scopus databases, which enables better recognition of the institution in the search of scientific publications, but also monitoring, i.e. evaluation of the institution according to, for example, citation and h-index. Successes and innovations in scientific work are highlighted at the Faculty Council and as such are included in the minutes (*Information between two councils*), published on the homepage and social networks of the Faculty of Kinesiology, University of Zagreb.

The annual report on scientific-professional work (printed and internal electronic), in addition to data on published papers, information about invited lectures, participation in editorial boards and reviews of papers in journals, membership in programme boards of international conferences and functions in international scientific organizations are recorded. Some of the items are also valued in accordance with the *Ordinance on salaries* (such as peer-reviewed scientific papers in journals and conferences, editorials of proceedings of scientific conferences).

The scientific activity of the employees is also evident through the mentoring of doctoral dissertations and scientific research graduate theses and the publication of papers with students. As a final result of mentoring and working with doctoral students, their doctoral dissertation can be highlighted. In the past 5 years, 64 doctoral theses have been defended ([List of defended doctoral theses in the period of 5 years](#)). Most of the joint papers of educators and students are published with doctoral students. In the academic year 2018/2019, 52 papers of mentors of doctoral students have been published in co-authorship with doctoral students, both in relation to doctoral papers and outside the field of research of a doctoral thesis ([List of papers with doctoral students](#)).

The scientific activity of mentors with doctoral students is monitored on an annual basis. Mentors are obligated every year for students to whom they are mentors to submit the form *DR.SC.-05 Annual mentor's progress report on doctoral candidate's progress*. In the mentioned report, mentors also present published scientific papers in the previous year (total number of published scientific papers, number of published scientific papers in foreign publications and number of publications in co-authorship with doctoral students).

In addition to scientific journals, the educators of the Faculty of Kinesiology present their papers at international scientific conferences, they publish papers and abstracts in proceedings, but also present the results of their research as invited lecturers.

The presence of educators at scientific conferences and the presentation of scientific research results through proceedings also contributed to the international visibility and recognition of the Faculty as an institution.

In the last 5 years, the Faculty of Kinesiology has successfully organized 14 scientific and 11 scientific-professional conferences, conferences and symposia as the main organizer or co-organizer (Table of Analytical Supplement 5.4). It is especially important to highlight the international conferences on kinesiology that have been organized by the Faculty since 1997, every two years, and since 1999, every three years. Proceedings from conferences on kinesiology held in 2002, 2005, 2008 and 2011, 2014 and 2017 are secondary indexed in the database *Web of Science* (previously *Conference Proceedings Citation Index - ISI Proceedings*), and the works are in open access.

Educators of the Faculty of Kinesiology have been on organizing committees of 25 conferences (Analytical Supplement Table 5.4). It is during the organization of such conferences that the thematic content is decided. By keeping sections within predefined topics in accordance with the *Strategy for the scientific development at the Faculty of Kinesiology* and current projects, educators / faculty / papers can best be presented to the general scientific public. Faculty educators were invited lecturers at 46 scientific or scientific-professional conferences, which resulted in published work in a proceedings or journal ([List of invited lectures from the CROSBI database](#)).

Scientific advancement and presentation of one's own work to the general scientific public takes place through attending international scientific conferences and workshops. In the last 5 years, employees in scientific-teaching and associate titles have participated in a large number of international conferences and, within them, very often meetings of large thematic research groups. As a result, there are numerous international projects involving the Faculty's scientists. Such conferences actively disseminate research findings, but also promote other activities conducted by the Faculty of Kinesiology. Over the last five years, educators have participated in 208 scientific and scientific-professional conferences ([List of educators' participation in conferences](#)).

5.2. The higher education institution demonstrates the social relevance of its scientific, professional and artistic research and transfer of knowledge

The higher education institution monitors the needs of society and the labour market and considers them when planning its research activities.

The higher education institution has an effective system to support research and transfer of knowledge and technologies.

Educators and associates participate in the activities of scientific, artistic, and professional associations.

The needs of society for raising the level of physical efficiency and the increasing effects of non-movement on the human body are clearly emphasized in the *Strategic Plan for Scientific Development at the Faculty of Kinesiology, University of Zagreb*. In the *Strategic Plan for Scientific Development at the Faculty of Kinesiology 2017 - 2022* research topics are envisaged in accordance with the needs of society in Croatia and the European Union, research groups have been established within the laboratory and on the basis of bilateral agreements, with which, through informal forms of cooperation, there is a connection with research groups in the world. From the mentioned areas of the *Strategic Plan for Scientific Development*, the faculty is mostly focused on P.1.3.c. *Research in the area of physical activity and lifestyle* and P.1.3.d. *Research on the impact of physical activity on the prevention and course of chronic diseases* which at the moment are reaching the largest target population through research and professional projects. Through research and project applications at the European Union level, the Faculty acts in harmony with other strategic documents at the level of Croatia and Europe. Due to the specificity of the kinesiology profession, the direct impact of professional and development projects of the Faculty of Kinesiology on the development of the domestic economy is difficult to measure with exact economic indicators. However, the impact of professional projects on the amount of physical activity and the quality of leisure activities, as well as the psycho-sociological and health status of the working age population, as well as improving the general population's awareness of the benefits of physical exercise, indirectly lead to significant economic effects. Due to the partial affiliation and relatedness of the kinesiology profession with service economic activities and its integration into the educational system of the Republic of Croatia, the effects of the implemented professional programmes and social actions are more easily measurable from the standpoint of the development of the service sector and the state administration. In the last 5 years, competitive but also professional projects are mostly focused on the health effects of physical activity and on the prevention of chronic non-communicable diseases and musculoskeletal diseases resulting from non-exercise or irregular, excessive exercise.

The Faculty of Kinesiology in the past period participated in the adoption of several important documents at the national level. A good example is the involvement of educators in the task force for drafting the Physical Education subject curriculum and for creating the Physical and Health area of the curriculum as well as the task force of additional work on the Physical Education curriculum completed in 2019. Furthermore, it is worth mentioning participation in the creation of *the National Sports Program* which began in 2017 and was adopted by the Croatian Parliament in July 2019. *The 2019 - 2026 National Sports Program* was adopted for a period of eight years, which sets out the goals and tasks of the development of the sport, the activities necessary for the implementation of these goals and tasks, and defines the promoters of development and control measures for its implementation. In the body for drafting the *Draft proposal of the National Sports Program*, along with representatives of other institutions (Croatian Olympic Committee, Faculty of Kinesiology in Split, Croatian School Sports Association, Croatian Paralympic Committee, Faculty of Law, University of Rijeka and Central State Office for Sport), there was also a representative of Faculty of Kinesiology of the University of Zagreb. Likewise, faculty members participate in decision-making and public policies related to health, physical activity, and sport through the work of the following bodies: National Council for Sport (Working body for drafting opinions on training programmes for professional work in sport), Sectoral Council XXI Education and Sports, Croatian Olympic Committee, Croatian Paralympic Committee, Croatian Academic Sports Federation, Croatian School Sports Federation and the Croatian Competitiveness Cluster for Personalised Medicine.

The Faculty of Kinesiology implements and participates in a large number of practical projects and actions that promote health-oriented physical activity and create social and material conditions for involving as many people as possible in appropriate kinesitherapy, recreational and sports programmes. This sets the stage for raising the level of health and efficiency of the population of citizens of the Republic of Croatia of different ages. The stated national, regional and local actions and programmes aim to increase physical activity, reduce obesity and the risk of contracting chronic non-communicable diseases and increase the efficiency of the working age population. In addition, possibilities in the labour market in the service sector are expected to be opened on account of the development of offers of sports-recreational activities, especially in tourism, as well as the increase in the sale of sports equipment within trade, as well as the growth of a number of financial and economic parameters that contribute to the development of the national economy.

Through the project *Internationalization of higher education* which began in 2018, the Faculty is focused on expanding the competences of students in the field of prevention of injuries caused by movement and on the greater possibility of employment of graduated students, i.e. their greater competitiveness in the labour market.

Within the scientific project STOP (*Science and Technology in Childhood Obesity Policy*) from the programme *Horizon 2020*, which began financing in 2018, it is important to highlight the public health contribution to identifying and testing the best approaches to the prevention and treatment of obesity in children that aim to reduce the incidence of childhood obesity in Europe. This includes understanding the impact of the environment in which we live on children's behaviour and parents' choices. The project also implements activities related to the responsibility of the food industry and other market players towards the food consumed by children. Among other public policies, the project explores the role of individual state measures, such as taxes, packaging labels, and sales restrictions on unhealthy foods and beverages, in managing childhood obesity.

Faculty scholars also participate in the design of numerous programmes and actions aimed at improving the general health of the population. All of the above do not have a direct impact on the economy in terms of direct profits, but if indicators are taken into account that indicate that morbidity and mortality in a population is much more dependent on a sedentary lifestyle than on numerous other risks (smoking, obesity, high pressure, etc.), then the role of the Faculty in the promotion of physical activity is immensely important in economic terms (reduction of sick leave rates, treatment costs, work efficiency of the employed population, etc.). Significant socially beneficial projects and groups of activities are related to the promotion of physical activity in the function of health in collaboration with HEPA Europe (*Health Enhancing Physical Activity*) and the World Health Organization (WHO). At the end of 2017, the 8th International *HEPA Europe Conference* was held in Zagreb organized by the Faculty of Kinesiology of the University of Zagreb, under the auspices of the former President of the Republic of Croatia, Kolinda Grabar-Kitarović and the World Health Organization, with the largest number of registered participants so far. This conference is part of public health-oriented activities and a change of experience in national policymaking and promotion of health-oriented physical activity, which undoubtedly has a significant impact on quality and length of life. A large number of educators, expert associates and students participated in the organization of this conference. In 2019, a project was approved coordinated by the Faculty of Kinesiology in cooperation with 17 partner countries related to the promotion of physical activity, which is a continuation of earlier efforts in monitoring and promoting health-oriented physical activity at the national level related to cooperation with the Croatian Institute of Public Health (*National program "Healthy living"; Volunteers at the park*), the Croatian Medical Association (*Project Petica*), Andrija Štampar Teaching Institute of Public Health (Conference *Physical Activity and Health*, 2016), Ministry of Health and the Croatian Cardiology Society (Public Health Action) *Čuvari srca (Guardians of the heart)*) (Annex Table / List of Professional Projects).

Cooperation was established with the Croatian Institute for Health Protection and Safety at Work at the Ministry of Labour and the Pension System and the Croatian Institute of Public Health (*Cooperation Agreement with the CIPH*). There is a public need to raise awareness and educate employees about what are proper movements and how to perform them in order to preserve the health and working ability of workers and reduce expenses due to the consequences of health problems resulting from painful spinal conditions. The life, health and preservation of the work ability of workers are of particular social interest in the Republic of Croatia. The 2018-2019 European Campaign focused specifically on the problem of musculoskeletal damage to workers, but also on promoting the role of kinesiology of work, and encouraging employers and workers to implement measures and activities that develop and enhance a risk prevention culture, encourages appropriate working conditions, reducing the number of occupational injuries, occupational and work-related diseases, and thus producing positive economic effects. Within this collaboration and projects (Lidl, INA), a series of manuals, professional and popular papers have been published in the field of occupational kinesiology (*Materials occupational kinesiology*).

In addition to the aforementioned projects in the field of disease prevention and health-oriented physical activity, socially beneficial projects in cooperation with GENOS companies related to the positive impact of exercise on aging and projects supported by HEP related to recreational skiing and safety. Since skiing is a popular sport in some parts of the Republic of Croatia, at certain times of the year a greater number of citizens go to the ski slopes individually or in groups. Statistics show that the number of injuries after the winter holidays puts a significant burden on the health system, especially rehabilitation facilities. Better knowledge of technique, as well as an understanding of the anthropometric and motor skills associated with better technique, can contribute to fewer injuries in the general population and, consequently, to the greater working capacity of society. This project explores the various intrinsic and extrinsic factors that could contribute to this. Some of the results already suggest that more attention should be paid to the development of motor skills in girls, especially since girls give up sports early on, then having balance exercises an indispensable part of preparations that are often neglected and attempts are made to identify the forces at which loss of control of the skis occurs, along with possible injury. The effects of skiing equipment, such as the

effect of helmets on hearing and field of vision, are also being explored, which can be beneficial for the sporting goods industry itself. The results of the project should develop a recommendation system for the general population that would allow for safer skiing and fewer injuries, and thus lower health system costs.

Cooperation with the Sports Federation of the City of Zagreb, an umbrella sports organization in the capital of the Republic of Croatia, is at a high level. One of the more significant results of this collaboration is the project *Pedagogical standards and norms of work of sports coaches* conducted in 2015. The project involved over 600 coaches working in Zagreb sport to define professional jobs and the norms and standards of their professional work in the annual cycle. In addition to collaborating on the aforementioned project, the Faculty of Kinesiology of the University of Zagreb produced a project assignment in collaboration with the same partner and the project assignment the *City of Zagreb* sports strategy which elaborates in detail the units and assumptions for the preparation of a comprehensive strategic document for the development of sports in the city of Zagreb for the period 2016 - 2025.

In addition to the examples cited that was identified by different European bodies and funded through scientific-professional and socially useful projects, the professional work of educators ([List of professional papers in journals and at conferences](#)) and the professional and popular activities through which the Faculty of Kinesiology is making changes at the national level to the sports system, exercise and movement of people of all ages is of special note. The Faculty has been participating in the sports-educational project *Active Croatia* for seven years now, which emphasizes the importance of education in the field of sports and intensively works on promoting physical activity as a way of life for the purpose of improving health status and quality of life in general. Faculty teaching staff and students are part of the professional team of the project. The promotion takes place through various media channels, guest appearances, interviews, special editions of brochures with a focus on organized open trainings for everyone, in various cities and towns in Croatia. More than 9,000 Croatian citizens have exercised as part of the project so far.

The National, EU and International Projects Office aims to raise awareness of the importance of international and domestic scientific-research and professional projects in educators, to strengthen the position of the Faculty in international frameworks and in society and to provide advisory, administrative and technical support for teaching and non-teaching staff in project preparation and implementation. Through the National, EU and International Projects Office and applications for current tenders, attempts are being made to find the best ways to implement scientific knowledge in society and solve socially relevant problems. These efforts are not always successful. In the past two academic years, with the aim of improving the core activities of the Faculty, three projects have been submitted to the Operational Programme *Human Resources Development* - funded by the European Social Fund (ESF), of which only one project has been accepted for funding (*Internationalization of higher education*). Two projects that were designed to significantly improve the teaching process and to involve different companies in the teaching process and to answer research questions arising from practice have passed a quality assessment but have not been selected for funding (*Croatian Qualifications Framework and Improvement of professional practice*).

There are attempts to bring Kinesiology as a science and the importance of the Faculty of Kinesiology closer to the public through the organization of scientific and professional meetings, publishing scientific and professional journals, through the activities of professional associations, events promoting movement and exercise, working in professional teams of top athletes and teams, in specialized shows and guest appearances and in every public appearance.

The International Conference on Kinesiology is one of the recognizable international projects of the Faculty, which has been continuously organized since 1997 when the first conference was held in Dubrovnik. Eight conferences have been held to date (the ninth was due in May 2020 and was postponed to 2021). During the 20 years of the conference, a large number of eminent experts in the field of kinesiology took part as invited lecturers, as well as numerous participants from all continents. This is how the Faculty popularized kinesiology as a science, not only in Croatia but worldwide. The participants of the conference publish the results of their research in the form of abstracts or full papers, all of which are published in a collection of papers distributed among the participants, and afterwards to the interested scientific and professional public. Since 2002, the proceedings have been indexed in the database ISI Proceedings, and since 2014 they have been part of the database *Web of Science Core Collection (Conference Proceedings Citation Index)*. At the conferences research results are actively disseminated, meetings with institutions in the region are organized, along with supporting activities to promote movement in the media.

Faculty staff are active in both professional associations and bodies ([List of memberships in professional associations](#)). The results of the Faculty's work, apart from the scientific public, are presented through the organization of professional conferences (Analytical Supplement Table 5.4) and through invited lectures of the Faculty educators at professional conferences dealing with the topics of physical activity, health, as well as topics related to top-level sport and recreation ([List of invited lectures from CROSB](#)).

The Faculty of Kinesiology has been publishing the journal *Kineziologija*, today called *Kinesiology* since 1971 - a scientific journal for questions in the field of general and applied kinesiology, twice a year. Since 2008, the journal has been indexed in the Thomson Reuters indexes and services: *Science Citation Index Expanded*, *Social Sciences Citation Index*, *Journal Citation Reports / Social Sciences Edition*. Since 2000 *Kinesiology* is only published in English with extended abstracts in Croatian. The journal *Kinesiology* has been available electronically in full text since 2006 through Hrčak - the Croatian scientific journals portal (<https://hrcak.srce.hr/kineziologija>). Since 2008, the journal has been indexed in the *Web of Science* database. The editors-in-chief and assistant editors and editors by area are members of the teaching staff of the Faculty of Kinesiology. The editorial board is international and consists of recognized experts in the fields of kinesiology, sports science and related sciences from Slovakia, Australia, the United States, Norway, Germany, Italy, Japan, United Kingdom, Czech Republic, Slovenia, Estonia, Greece, Israel, Austria, Spain, Canada, Serbia, Bosnia and Herzegovina, Lithuania, France, Poland, Hungary, Bulgaria and Finland. The journal is, according to the *Journal Citation Reports (JCR)*, categorized into two subject categories, *Sport Sciences and Rehabilitation*. The journal's echo factor for 2018 is 1,383. Although the Faculty is not a publisher, it is worth mentioning the journals *Kondicijski trening (Physical Conditioning)* (last issue in 2017) and the *Croatian Sports Medicine Journal. Kondicijski trening (Physical Conditioning)* is published by the Croatian Physical Conditioning Coaches Association, which is located at the Faculty, and the editor-in-chief, like most editorial staff, are members of the teaching staff from the Faculty of Kinesiology. The faculty also financially supports the publication of this professional journal. *The Croatian Sports Medicine Journal* is published by the Croatian Olympic Committee, but the editorial staff (and the editor-in-chief) are also employees of the Faculty of Kinesiology. Through these publications, the goal of the Faculty of Kinesiology is to popularize science and information related to movement and effects of various forms of exercise on the human body, to present itself to the general public, but also to present itself as a leading scientific and professional institution in the field of sports in Croatia.

The influence of scholars from the Faculty in Croatian sport is evident in the sports results of top athletes and national teams. Faculty educators are continuously involved in professional teams of national teams and work as coaches or advisors to top-level athletes ([List of educators awarded for working with top-level athletes](#)).

Along with the *University of Zagreb Fair and Faculty Open Door Days*, which aimed to present to the general public the Faculty's study programmes and some of the laboratories and research the Faculty is engaged in, two manifestations were organized with the aim of popularizing kinesiology as a science: *PhD Day* (2018) and *Science Week at the Faculty of Kinesiology* (2019) (<https://www.kif.unizg.hr/?@=6369>). *PhD Day* was organized in collaboration with *Institut für Sportwissenschaft, Universität Wien* as a gathering open to the public at which, in addition to lectures by scholars from the collaboration of the institution and the Faculty of Kinesiology, PhD students publicly presented their research results. Through this event, guests and students were offered insight into the diversity and quality of the Faculty's scientific work within various laboratories and research groups, as well as informal networking. Within the *Science Week*, the doors of the laboratory were opened to the general public, which enabled all visitors to become acquainted with the research at the Faculty and to undergo specific measurements and testing, i.e. counselling. In addition to the laboratory open doors, participants could listen to presentations on scientific and professional projects of the Faculty of Kinesiology, and scientific workshops for students on writing scientific papers were held, as well as informative presentations and the presentation of the scientific journal *Kinesiology* and the international scientific conference *Kinesiology*.

Faculty employees are regular shows guests at various television and media companies such as HRT, Z1, Sport Television and Apple TV. Most of the shows in which the Faculty staff participate are focused on sports, healthy lifestyles, recreational exercise etc.

5.3. The academic/artistic and professional achievements of the higher education institution are recognized in national and international contexts

Nastavnici i suradnici dobitnici su sveučilišnih, nacionalnih i međunarodnih nagrada i priznanja za znanstvena/umjetnička Educators and associates are the recipients of university, national and international awards and honours for scientific / artistic achievements.

The institution of higher education is the leader of an appropriate number of scientific / artistic projects (university, national, international).

Educators and associates participate in invited lectures at national and international conferences in significant numbers.

Educators and associates are members of scientific / artistic committees, conferences, journal editorial boards.

Educators and associates are the recipients of university, national and international awards and honours for scientific / artistic achievements.

Over the previous 5 years, members of the Faculty teaching staff have received a large number of awards from international, national, university and faculty bodies, committees and organizations. The *Annual National Science Award* stands out as one of the highest-level awards. The *Annual National Science Award* was awarded in 2017 for Best research assistant, Prof. Dario Novak, Ph.D., and in 2019 the *Annual National Science Award for Lifetime Achievement* was awarded to Professor Emeritus Dragan Milanović. It is also the first time the Annual National Science Award for Lifetime Achievement has been awarded in the area of social sciences, field of kinesiology. Among other awards, it is worth pointing out the *Franjo Bučar Annual Award and City of Zagreb Award* ([List of Awards and recognitions of the Faculty of Kinesiology](#)).

In addition, high-quality work and many years of contributions to science and kinesiological practice also result in membership in the editorial boards of international scientific journals, scientific committees of international conferences, and membership in reputable societies. Several educators are members of the Academy of Education Science of Republic of Croatia, the Croatian Academy of Medical Sciences and the Croatian Academy of Engineering.

Members of the Faculty teaching staff are also members of important international associations operating in Europe and globally that have resulted in certain forms of scientific cooperation, as well as joint applications of international competitive projects ([List of memberships in international associations](#)).

Out of the total number of scientific papers of the highest category (a1) published in journals indexed in the *Web of Science* and *Scopus* databases in the last five years, Faculty educators and associates have published 1/4 in co-authorship with foreign scientists. These papers have been published mainly in highly respectable scientific journals, with particular emphasis on the quality of the works produced by visiting faculty teaching staff and associates of the Faculty of Kinesiology at foreign universities as part of their work on joint projects. The work of the Faculty educators within the collaboration NCD *Risk Factor Collaboration* (NCD-RisC) which is published in top-ranked journals like *Lancet* (2017) and *Nature* (2019) is of particular prominence.

Scientific research work at the Faculty of Kinesiology is carried out through international and domestic projects and basic scientific funding within the Institute of Kinesiology - Centre for Scientific Research of which the laboratories are part and through other forms of international and domestic scientific cooperation. There are 12 research laboratories in the organizational unit of the Centre for Scientific Research within which basic, applied, and developmental research is carried out in the scientific area of kinesiology, the field of biomedicine and health, as well as other scientific fields. All 12 laboratories are equipped with state-of-the-art equipment that is used to some extent in the teaching of undergraduate and graduate studies as well as in the teaching of postgraduate doctoral and specialist studies (www.kif.hr/znanost/laboratoriji).

Compared to the previous accreditation period, significant progress of the Faculty of Kinesiology is evident in the application and implementation of scientific projects. In the last five years, the involvement of scientists in the work on scientific and professional projects has increased, especially in the number of competitive scientific projects obtained. Establishment of the National, EU and International Projects Office in the academic year 2016/2017 and by hiring two expert associates at the expense of own resources, a basic infrastructure was created to support the applications and the implementation of the Faculty's projects. The Faculty of Kinesiology also engages external experts and companies with greater experience in project application and implementation in the preparation of projects. Since 1st January 2020, an expert associate has been employed at the National, EU and International Projects Office at the expense of the Ministry of Science and Education. At the time of creation of this *Self-Evaluation*, 7 competitive scientific and scientific-professional projects, 2 professional projects and 16 smaller scientific institutional projects (financing the basic scientific activity) are under implementation, the administration of which the Office is in charge.

In Table 5.3 A list of all scientific and professional projects in the last 5 years is presented in an analytical contribution from MOZVAG. The Faculty of Kinesiology conducted and participated in 12 professional projects and 11 scientific projects financed from external sources and 37 institutional internal projects during the mentioned period. Among the scientific projects, the following projects stand out: *Science and Technology in Childhood Obesity Policy* (STOP) funded by the program *Horizon 2020* which began in 2018 and will run through 2021 (<https://www.kif.unizg.hr/stop>), the Research Project of the Croatian Science Foundation *Croatian Longitudinal Study Of Physical Activity In Adolescents* (2016 - 2020) (<https://www.kif.unizg.hr/cropals>) and the Founding Research Project of the Croatian Science Foundation *Motor skills of preschool children* (2015 - 2018) (<https://www.kif.unizg.hr/mzdpd>). Within international scientific-professional and professional projects in the last 5 years, collaborations on 4 Erasmus + Sport projects stand out. Within projects in cooperation with the economy,

the project *Genetic predisposition testing and development of the GENPrevent genetic test for sports injuries prevention* co-financed by the Croatian Agency for SMEs, Innovation and Investments (HAMAG-BICRO), stands out.

Some of the projects are related to the teaching process and, from the topics of the projects and under the mentorship of the project leader, graduate and doctoral theses and papers are created, which compete in competitions for Rector's awards ([List of papers which received the Rector's Award of the University of Zagreb](#)).

Faculty educators regularly participate in national and international scientific conferences as invited lecturers, showing that they are recognized in the international and national contexts as excellent experts in their field ([List of invited lectures from CROSB](#)). In the last academic year alone, faculty members were invited lecturers at 21 scientific or scientific-professional conferences.

In addition to being invited lecturers, the Faculty of Kinesiology educators are members of scientific/programme, advisory and organizational committees of international conferences. Data on educators' participation in the organization, programme and scientific committees of conferences are presented in Table 5.4 of the Analytical Supplement from MOZVAG. In the past 5 years, Faculty of Kinesiology educators have acted as members of the editorial boards of 18 journals, of which 3 as the editor-in-chief, namely the scientific journal (*Kinesiology, the Croatian Sports Medicine Journal*) and 1 professional journal (*Physical Conditioning*, until 2017). Information on the work in journal editorial offices is presented in Table 5.5 of the Analytical Supplement from MOZVAG.

5.4. The higher education institution's scientific / artistic activity is sustainable and developmental

The strategy for the development of scientific/artistic activity is in line with the vision of the development of the higher education institution.

The academic/artistic activities of the higher education institution represent the realization of a strategic programme.

The higher education institution has adequate resources for scientific / artistic activities.

The higher education institution recognizes and rewards the scientific / artistic achievements of its employees.

The higher education institution continuously improves its scientific / artistic activity by financing, increasing human resources, adapting space and investing in the necessary equipment, acquiring appropriate literature, supporting the dissemination of results and producing doctoral dissertations.

The strategy for the development of scientific/artistic activity is in line with the vision of the development of the higher education institution.

The Faculty of Kinesiology of the University of Zagreb is a leading higher education institution in the field of kinesiology in the region, which educates staff in all areas of applied kinesiology based on the latest scientific and professional knowledge. The Faculty of Kinesiology bases its work on high academic and ethical values, knowledge based on research and expertise and optimal infrastructure conditions. The Faculty of Kinesiology contributes significantly to the advancement of sports, sports recreation, physical and health education of students and students, as well as the quality of active life and health of Croatian citizens. As the leading higher education institution in kinesiology in the region, the Faculty of Kinesiology at the University of Zagreb aims to become integrated and competitive in the European higher education and research area and wishes to create new and improve existing knowledge transfer systems in all fields of applied kinesiology. In the *Strategic Plan for Scientific Development at the Faculty of Kinesiology 2017 - 2022* the aim is to provide the conditions for creative scientific-research work aimed at creating new and deepening existing knowledge in all fields of general and applied kinesiology and related interdisciplinary fields, while increasing scientific production in internationally recognized scientific journals, but also increasing the quality of journals in which works are published ([Strategic Plan for Scientific Development 2017 - 2022, Croatian and English version](#)). In elaborating the goals in the above document, the first three strategic goals relate to the advancement of scientific productivity, the fourth, fifth, sixth, eighth and ninth goals relate to ensuring the conditions of scientific work aimed at knowledge transfer and international recognition, and the seventh to improving the teaching process based in science. In this regard, the strategic plan for scientific development is fully aligned with the vision of the Faculty of Kinesiology and as such, the following are successfully implemented ([Implementation of the Strategic Plan for Scientific Development 2017-2019](#); [Implementation of the Strategic Plan for Scientific Development 2013 - 2017](#)). Through the system of rules (on salary, bonuses), all educators who show exceptional scientific productivity and contribute to the scientific visibility of the Faculty are stimulated.

In the *Strategic Plan for Scientific Development at the Faculty of Kinesiology 2017 - 2022* research topics are planned in accordance with the needs of society in Croatia and the European Union. The needs of society for raising the level of physical performance and the increasing effects of lack of movement on the human body are clearly emphasized through research topics P.1.3.c. *Research in the field of physical activity and lifestyle* and P.1.3.d. *Research on the impact of physical activity on the prevention and course of chronic diseases* which at the moment are reaching the largest target population through research and professional projects.

Monitoring the implementation of the strategy is partly the subject of annual activity plans for quality assurance of the constituent, which contain certain scientific and research activities that define the manner of implementation, expected results, deadline for implementation and responsible person and bodies involved in the implementation of the activity.

Annual funding for basic scientific activity supplied by the University of Zagreb or the Ministry of Science and Education is awarded to educators via internal competitions, while additional credits are awarded in the criteria if funds and equipment are sought by mentors within doctoral dissertation projects and for doctoral students at the Faculty of Kinesiology ([Text of the internal competition for institutional projects](#)). Through project submission, care is taken to propose research in accordance with the *Strategic Plan for Scientific Development*, which can be seen from the topics and areas of the projects received since 2017 ([List of internal institutional projects](#)).

There are 12 laboratories operating at the Faculty of Kinesiology, which are equipped with specific scientific equipment (www.kif.hr/znanost/laboratoriji). A detailed description of the research resources available to the Faculty of Kinesiology is presented in Standard 4.5 of the *Self-Evaluation*.

In addition to the equipment inside the laboratory, the equipment in the Diagnostic Centre is used. To conduct the research, both educators and students have at their disposal the premises and equipment of the Diagnostic Centre operating within the Faculty. A significant amount of research in the field of sports sciences planned for implementation at the Faculty can be conducted using only the premises and equipment of the Diagnostic Centre, which greatly facilitates the implementation of the experimental procedure for students. Capital scientific equipment was brought into the database *Šestar*, a during the academic year 2019/2020 production is planned of the *Register of Scientific Equipment at the Faculty of Kinesiology* which will be available on the Faculty's website.

The publication of scientific papers is recorded, but also evaluated through the Annual Report on Scientific and Professional Work, which includes the quantity of scientific work (number of papers in journals) and the quality of scientific work (impact factor of journals), and based on the share of the author and the importance of the journal, the coefficient for science - salary bonus is calculated in accordance with the *Ordinance on Salaries (Ordinance on Salaries - Ordinance on the evaluation of scientific and professional work)*. It amounts to 0 - 10% bonus on the educators' salaries from the Faculty's own resources. The higher number of published papers, especially those in journals with a high impact factor provides the educator with a salary bonus of maximum 10%. In the new Ordinance on Salaries which is under development, some additional remuneration measures for teaching staff who publish relevant scientific work are proposed, especially for those who publish scientific work in the Q1 of the area in the databases *Web of Science* and *Scopus*.

When marking the *Day of the Faculty of Kinesiology* among others, awards are awarded for scientific work and for scientific projects. Educators are awarded an annual award and a cash prize for their prepared and realized projects (from 2017/2018, as well as recognition for papers published in the highest impact factor journals (from 2018/2019). In addition, based on the *Annual report on scientific and professional work*, the Faculty proposes its successful scholars for prestigious awards such as *National Science Award* (Committee for Awards and Decorations and Committee for Scientific Research and Ethics).

The Faculty of Kinesiology continuously improves its scientific activity by financing scientific equipment from its own resources (Table 4.12. of the Analytical Supplement, *Financial plan of Revenue and Expenditures for a Period of a Minimum of 5 years* which shows the sources of financing and the structure of expenditures by purpose, and the *Report on the Implementation of the Financial Plan for Revenue and Expenditures for the Previous Period of a Minimum of 5 years*) and based on funding from the Ministry of Science and Education (Basic Scientific Activity, formerly University Aid). In the stated financing of the basic scientific activity an internal competition is conducted and it is a small amount per individual project application (up to HRK 20,000.00), since the total funds received by the Faculty of Kinesiology are relatively small, so that about 10 institutional projects can be financed per annum, which mainly serve to support doctoral dissertation research. Increasing the number of competitive projects opened additional possibilities for financing scientific equipment (for example, projects of the Croatian Science

Foundation), especially in cooperation with the economy and the opening of laboratories where commercial projects are also carried out (for example, the Laboratory for Sports Games). Based on the projects obtained and the approval of the establishment of laboratories, the research teams are allowed to use the additional space and purchase the necessary equipment.

The Faculty finances the dissemination of the research results from its own funds according to the *Decision on the Criteria for Co-financing the Publication of Scientific Papers and the Participation of Educators and Associates of the Faculty of Kinesiology of the University of Zagreb at Scientific Conferences*. Based on the *Decision*, the members of the teaching staff may spend an amount of HRK 8,000.00 per year (HRK 16,000.00 for two, or HRK 24,000.00 for three academic years) for publishing papers in relevant journals that charge for publication of work or for attending scientific conferences where they present the results of their work. Younger researchers are also encouraged to attend conferences with the primary goal of training. In addition to the above *Decision*, the Faculty of Kinesiology supports the application and implementation of projects, the establishment of laboratories and research groups, but also awards annual awards for the best scientists, young scientists and doctoral students.

Increasing human resources is one of the challenges in scientific research because it hinders, due to a restrictive employment policy at the national level, the continuous rejuvenation of scientific and teaching staff. The only good example in the last 5 years is the recruitment of 7 young researchers, but solely for research purposes within a larger project (European Regional Development Fund - Centre of Competence in Molecular Diagnostics - CEKOM) and examples of recruitment of young researchers to existing competitive projects through the programme *Career development of young researchers* Croatian Science Foundation.

The development of young scientists, doctoral students at the Faculty of Kinesiology is encouraged through several systems. First, project-related educators select the best young researchers and apply for mentorships at the Croatian Science Foundation's competitions and follow them in their progression to their Ph.D. Through the Croatian Science Foundation project *Young Researchers' Career Development Project – Training of Doctoral Students* new young scientists are employed for a maximum of up to four years. There are currently three such doctoral students employed at the Faculty.

Secondly, at all scientific conferences organized by the Faculty independently (in the previous period the 8th *International Scientific Conference on Kinesiology*, 2017) or is a partner in an organization, doctoral students have the opportunity to apply through an internal competition that allows the registration fees and travel expenses to be covered in order to attend the conferences. For example, free transportation was organized and registration fees for doctoral students were granted from the Faculty's own resources for the following conferences:

- 11th *International Conference on Kinanthropology: Sport and Quality of Life, Brno, Czech Republic, 2017*
- *International Conference on Health and Fitness across the lifespan, Magdeburg, Germany, 2018.*
- 5th *International Scientific Conference: Exercise and Quality of Life: From Active Childhood to Healthy Aging - EQOL 2019, Novi Sad, Serbia, 2019.*
- 16th *Annual Scientific Conference of Montenegrin Sports Academy: Sport, Physical Activity and Health: Contemporary Perspectives, Dubrovnik, Croatia, 2019.*
- 12th *International conference on kinanthropology: Sport and Quality of Life, Brno, Czech Republic, 2019*

At conferences where the Faculty has been a co-organizer or organizer the *Doctoral school* is also conducted (e.g. the 8th *International Scientific Conference on Kinesiology, 2017; 5th International Scientific Conference: Exercise and Quality of Life: From Active Childhood to Healthy Aging - EQOL 2019*), where doctoral students listen to lectures, attend workshops, but also exhibit papers and receive awards and honours. Third, the annual funding for basic scientific activity that the Faculty receives from the University of Zagreb, or from the Ministry of Science and Education, is awarded to the aforementioned internal competition for educators, with additional credits being awarded in the criteria if funds or equipment are sought by mentors in the scope of doctoral dissertation projects and for doctoral students at the Faculty of Kinesiology.

5.5. Scientific/artistic and professional activity and achievements of the higher education institution enhance the teaching process

Equipment for scientific / artistic research is used in undergraduate, graduate and postgraduate teaching.

Undergraduate, graduate, and postgraduate students are involved in higher education institution scientific/artistic projects.

Classes in postgraduate university studies and doctoral theses reflect the scientific / artistic research and achievements of the higher education institution.

Equipment for scientific research is used in undergraduate, graduate and postgraduate classes

Scientific research work is based on the application of modern technology and scientific methodology in the analysis, design and evaluation of the training process, which makes the Faculty the leading Croatian scientific and teaching institution in the field of kinesiology. This is confirmed by the largest number of publications per scholar in internationally renowned journals in relation to related faculties in the Republic of Croatia and other social sciences and humanities faculties. Research is aimed at extending kinesiological insights into a number of factors that influence the management of exercise processes in the school system, competitive sports, sports recreation, and kinesitherapy. The results of the research are presented through individual segments of undergraduate and graduate study classes, especially through majors that represent the basic areas of kinesiology as a science (sport, recreation, kinesitherapy, education). Scientific research work as part of the teaching process is primarily present at the postgraduate university *Doctoral Study of Kinesiology*. Part of the integrated undergraduate and graduate university study programme of *Kinesiology* are also courses that prepare students for scientific research, with the results of relevant scientific research largely present in classes. Also, scientifically established knowledge, as well as the results of scientific research, are part of the teaching process in professional studies as well.

The academic and teaching activities of the higher education institution are closely related, especially in some basic courses that have been part of the study programme since the Faculty was founded. Laboratory exercises such as Sport and Exercise Physiology are part of the teaching process and are conducted at the Laboratory for Medicine of Sport and Exercise - Laboratory for Applied Physiology. In accordance with the level of equipment, the laboratories are appropriate for research and teaching activities (Laboratory for Motor Control and Performance, Laboratory for Sports Games, Laboratory for Water Sports). Direct involvement of students in scientific work for the Faculty is a very important part of the study and should be part of the study programme. It encourages students to develop critical thinking and creativity, as well as additional knowledge and research skills. Given that a relatively large number of laboratories have been established following the last major changes to the integrated undergraduate and graduate university study programme of *Kinesiology* (2014), they will be more clearly integrated into the teaching process during the next major changes to the study programme.

Students are involved in scientific research work in order to acquire additional knowledge and research skills and based on interest are involved in the work of individual laboratories. They are mostly involved in the production of papers for the Rector's annual awards and graduate theses. For research purposes, students can use scientific equipment upon application (www.kif.hr/znanost).

Although there are good examples of scientific work by students in the integrated undergraduate and graduate study programme of *Kinesiology* within laboratories and projects ([List of students involved in projects](#)), their inclusion in research is still insufficient. In the last 5 years, the share of experimental work in the integrated undergraduate and graduate study programme of *Kinesiology* ranges from 18 - 31% (2014 18.1%, 2015 - 23.2%, 2016 - 29.3%, 2017 - 30.7%, 2018 - 31.5%), which is a growing share from year to year, but is still always insufficient for university study. In specialist graduate professional study, the number of professional in relation to scientific-research works for the period 2014 - 2018 is 58:1, but that is expected given that these are professional studies. The meetings of the Committee for Scientific Research analyse the data on the share of scientific graduate theses and, in order to encourage as many students as possible to write such graduate theses, workshops on searching for scientific information and writing scientific papers (2018 and 2019) were organized. The organization of the Science Week at the Faculty gave students the opportunity to become familiar with the various possibilities of involvement in the Faculty's scientific research activities, laboratories and ongoing projects. Increased student involvement in scientific work and research projects at the Faculty represents one of the challenges in the coming period and one of the most significant activities in the *Strategic Plan for Scientific Development at the Faculty of Kinesiology 2017 - 2022*.

Best student papers apply for the *Rector's Award* of the University of Zagreb. In the last 5 years, students of the Faculty have been awarded 9 *Rector's awards* (one paper in academic year 2018/2019, one paper in 2017/2018, 3 student papers in 2016/2017, 3 student papers in 2015/2016 1 student paper in 2014/2015).

Student involvement in project work is emphasized through professional projects, and is particularly successful when practical conducting of a project is required of students (e.g. project *Motor Skills of Preschool Children*, implementing the exercise programme - project *Petica*, www.petica.hr), assisting in the measurement of motor skills and competences (e.g. project *Motor Skills of Children*) and through public health events (e.g. *Active Croatia*).

One form of student scientific work is the active participation of students at conferences. Based on research results, students in co-authorship with educators publish papers at international and domestic scientific conferences and professional conferences. As an example, there are two scientific-professional conferences at which students and educators often publish papers, namely the *Summer School for Kinesiologists* and the conference *Physical Conditioning of Athletes*, held annually within which student awards are also issued.

Since postgraduate students are very often also employed at the Faculty of Kinesiology and are obliged to write scientific papers during their studies, as well as doctoral dissertations, their inclusion in the work of the laboratories and within the research is much more frequent than for students of the integrated undergraduate and graduate university study of *Kinesiology*. The Ordinance on Doctoral Studies at the University of Zagreb prescribes participation in scientific-research work and publication of papers in the highest category journals and conferences with international peer review in the area of doctoral theses drafts. Approved institutional projects (*Basic scientific funding*) are predominantly intended to support students or their mentors in the preparation of their doctoral dissertation. Although in smaller numbers, students from the integrated undergraduate and graduate university study of *Kinesiology* also participate in the projects, from which a thesis is created and defended (List of graduation theses resulting from the projects).

Educators are motivated to publish papers with students because one of the conditions of the Rector's Conference (Official Gazette 106/2006 and Official Gazette 122/2017) is the publication of a certain number of papers with students who have been mentors in their final and graduation theses.

Classes at the postgraduate university doctoral study of *Kinesiology* are carried out mainly by faculty members who have been elected to scientific-teaching titles, but also by external associates in scientific and scientific-teaching titles from other domestic and international institutions. They demonstrate their competence by published works relevant to the subject they have been performing for the last five years. Teaching staff participating in the teaching of doctoral studies are also potential mentors to doctoral students. They prove their competencies with their recent papers in the field of the doctoral dissertation of the candidate (entered in the Ph.D.1 application form for the registration of the doctoral thesis project), but also on the basis of their election into a scientific and scientific-teaching title. Candidate doctoral dissertation topics are often just a continuation of the mentor research and follow a specific research direction or research topics in accordance with the *Strategic Plan for Scientific Development*.

The availability of relevant literature is made possible through a system for the acquisition of scientific journals and database subscriptions at the University of Zagreb level, with funds being allocated annually for this purpose. In the academic year 2018/2019, the University of Zagreb spent HRK 2,357,520.70 from the funds of the Ministry of Science and Education earmarked for basic scientific activity on the following databases and publishers: *PQ One Academic*, *InCites*, *Wiley*, *BMJ*, *Karger*, *De Gruyter Complete package*, *RDB + ATLA Serials*, *RILM* and *SciFinder-n*. Educators and students have access to the mentioned bases and journals within them in the preparation and writing of scientific papers and seminar papers during classes.

A Student Workshop was held in February 2018 - *Reading and writing professional and scientific papers* in kinesiology. The workshop was intended for students of the Faculty of Kinesiology of all years of study who wish to improve their reading and writing skills in scientific or professional texts in kinesiology. The aim of the workshop was to enable students to acquire basic knowledge of critical reading and writing that will enable them to more easily prepare popular, seminar, professional papers, graduation theses, and other texts for publication. In 2019, as part of the *Science Week*, this workshop was held again.

Particularly noteworthy is the doctoral school held as part of the International Scientific Conference on Kinesiology where doctoral students, as well as other young researchers, have the opportunity to listen to lectures, participate in workshops and communicate with invited lecturers who are top authorities in the field of kinesiology.



SELF-EVALUATION

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