



**FACULTY  
OF VETERINARY  
MEDICINE**

**UNIVERSITY OF LIFE SCIENCES  
FACULTY OF VETERINARY MEDICINE**

**Self Evaluation Report**

for the Association of Establishments for Veterinary Education

Full Visitation 2020

August 2020

## Contents

Introduction.....	3
1. Objectives and Organisation .....	5
2. Finances.....	12
3. Curriculum .....	15
4. Facilities and equipment .....	24
5. Animal resources and teaching material of animal origin .....	30
6. Learning resources .....	38
7. Student admission, progression and welfare.....	41
8. Student assessment .....	48
9. Academic and support staff .....	52
10. Research programmes, continuing and postgraduate.....	56
11. Outcome Assesment and Quality Assurance .....	62
12. ESEVT Indicators .....	67
Dictionary of abbreviations used .....	69
List of appendices.....	70

## Introduction

### Brief History of the Establishment and of its previous ESEVT Visitations

The Faculty of Veterinary Medicine was established on October 23, 1944, as part of the Maria Curie-Skłodowska University. The Veterinary Faculty was one of the first four organizational units of the nascent University. From all corners of the liberated Polish lands, people came here enthusiastic, thirsty for knowledge, among them, professors, assistant professors, and assistants from former universities, including veterinary schools in Lviv and Warsaw. The first Faculty Council met on November 20, 1944, and teaching activities began the next month. In the 1944/45 academic year, the first two years of study were opened with 160 students taking up education. Due to the influx of many graduates from pre-war veterinary faculties, an examination commission was established which checked the level of mastery of theoretical knowledge and practical skills. On this basis, in the 1944/45 academic year, the first seven diplomas authorizing veterinary practice were awarded. In 1945 two degrees of assistant professor and 5 degrees of doctor of veterinary science were awarded. In April 1946, 13 basic departments were created, often common to other faculties of the new University, located in different parts of the city. In the mid-1950s, a new Collegium Veterinarium teaching building and buildings of the veterinary clinics were erected. In 1955, the Faculty became part of the newly created Higher School of Agriculture, renamed in 1972 to the Agricultural University of Lublin, and in 2008 to the University of Life Sciences in Lublin. In 1995, by the decision of the Faculty Council, the name was changed to the Faculty of Veterinary Medicine, like three other national veterinary faculties. Thereby, the traditional name, which at the end of the nineteenth century Lviv Academy of Veterinary Medicine already had, was returned.

Previous EAEVE evaluation visits took place in 1999 and 2011.

### Main Features of the Establishment

The Establishment is one of seven veterinary medical training and research facilities in Poland. It is located in the eastern Poland in the Lublin Voivodeship, in Lublin.

### Main Developments since the last Visitation

The last re-visitation took place in 2016.

- To increase students' hands-on clinical exposure the Faculty extended a collaboration contracts with veterinary practices, farms and shelter around Lublin. The students can participate there in practical classes under supervision of the teachers and veterinarians. There are also University farms of cattle, horses, sheep, goats and pigs at students' disposal.
- The internship-like/clinical training positions for graduates of veterinary faculty was launch four year ago to enhance the clinical performance in the context of students clinical rotations
- The clinical service was extended by establishing physiotherapy unit and offering practical advice for animals presenting with behavioral problems.
- From 2018 the night duties have become obligatory for students undergoing clinical rotations.
- From 2016 „Day One Skills” book was introduced and is mandatory to fill prior the obtainment of DVM title
- From 2020 external foreign specialists were contracted to give lectures and practicals in the area of farm animals in English for our students.
- The offer of electives have been substantially extended.
- Postgraduate programme accredited by VETCEE in Companion Animal Medicine was launch three year ago together with making contracts with international specialists to deliver lectures and practicals
- The Department of Epizootiology and Clinic of Infectious diseases received Grant from the Ministry of Science and Higher Education in 2018. The funds contributed to the financing mobility of academic teachers and the organization of modern laboratory of confocal microscopy.
- Since 1 Oct 2019 new National Decree on Education Standard for Veterinary was implemented. Didactic informations (chapter 3) are based on previous educational standard.

### Major Problems encountered by the Establishment

- Insufficient financing by Ministry of Science and Higher Education
- Low awareness at the University level that the cost of veterinary education is higher than the other ones and that appropriate higher financial resources are necessary to fulfill requirements laid down by National and European regulation.

- The new Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws 2018 item 1668, with further amendments) and the University Statute have come into force in 2018 and 2019 respectively changing completely organization and functioning the whole University. The reform has caused a lot of confusion and controversy and has affected every aspects of faculty life.
- In 2016 newly built Clinics were launched. It has taken next two years to complete installation all of the systems and equipment to make the Clinics operate properly and efficiently. It obviously has had an effect on lower number of patients admitted. However since that time the caseload has been gradually increasing.
- The borderline intramural caseload is being improved by activities during EPT.

#### **Version and date of the ESEVT SOP which is valid for the Visitation**

The Self Evaluation Report follows the requirements as set out in ESEVT Standards for Accreditation (as approved by the EAEVE General Assembly on 12 May 2016).

## 1. Objectives and Organisation

### 1.1. Factual information

#### 1.1.1. Details of the Establishment

Details of the Establishment	
Name	Faculty of Veterinary Medicine (FVM)
Address	13 Akademicka, 20-950 Lublin, Poland
Phone number	+48 81 512 47 24
Fax number	
Email address	<a href="mailto:dziekanat.medwet@up.lublin.pl">dziekanat.medwet@up.lublin.pl</a>
Website	<a href="https://www.up.lublin.pl/weterynaria/">https://www.up.lublin.pl/weterynaria/</a> <a href="https://www.up.lublin.pl/veterinary">https://www.up.lublin.pl/veterinary</a>
Establishment's Head (Dean)	Iwona Puzio DVM, Dr. hab.
Vice-Dean	Marta Kankofer, DVM, Professor Dr. hab.

Person(s) responsible for the professional, ethical, and academic affairs of the VTH	
	Marta Kankofer, DVM, Professor Dr. hab.

Official authorities overseeing the Establishment	
The Rector of University Of Life Sciences in Lublin – Prof. dr. hab. Zygmunt Litwińczuk	
Vice-Rector for Science, Implementation and International Cooperation – Prof. dr hab. Zbigniew Grądzki	
Vice-Rector for Organization and Development - dr hab. Adam Waśko	
The Vice-Rector for Students' Affairs and Didactics – Prof. dr hab. Halina Buczkowska	
The Senate of the University of Life Sciences in Lublin	

#### 1.1.2. Summary of the Establishment Strategic Plan with an updated SWOT analysis, the mission and the objectives

The Faculty conducts scientific research in the areas, branch and discipline related to the offered field of study: area - agricultural, forestry and veterinary sciences; branch of science - agricultural, scientific discipline - veterinary medicine. Academic teachers involved in the education process have a duty of continuous scientific development. There is a system of subject qualifications for the implementation in the scope of scientific tasks or development works at the university. All the information about the strategic plan, mission and objectives are described in the document entitled „Book of Education Quality” (BEQ) of FVM of University of Life Sciences (ULS) in Lublin<sup>1</sup>.

The Faculty significantly developed its clinical and research facility having built the Innovative Center for Pathology and Therapy of Animals (ICPTA), which is considered state of the art.

#### Mission and objectives of the Faculty

The Faculty of Veterinary Medicine as other faculties of the University of Life Sciences (ULS) in Lublin, follows University mission. In accordance with Resolution No. 66/2018-2019 of the Senate of May 24, 2019 on the adoption of the Development Strategy for the University of Life Sciences in Lublin for the years 2019–2030<sup>2</sup> it comprises the following four basic tasks:

1. Strengthening the scientific and research position of the University by:
  - increasing scientific research in the areas of smart specialization of the region, i.e. bio-based economy for plant and animal production, agri-food processing, biotechnologies as well as industry and environmental services (eco-business),
  - doing research focused on the production of food with high dietary and healthy values
  - disseminating scientific achievements on the national and international forum in the form of publications, as well as patents or technologies that are the basis for knowledge transfer to the economy and bonding with industry,
2. Ensuring the highest quality of education by development of the university in the field of education
3. Developing cooperation with the scientific and socio-economic environment by integration with the economic system of the region and leading in innovation and transfer of knowledge.
4. Effective University management

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

<sup>2</sup> [https://bip.up.lublin.pl/files/biurorektora/Uchwalony%202018-2019/066/strategia\\_rozwoju\\_uniwersytetu\\_przyrodniczego\\_w\\_lublinie\\_na\\_lata\\_2019-2030.pdf](https://bip.up.lublin.pl/files/biurorektora/Uchwalony%202018-2019/066/strategia_rozwoju_uniwersytetu_przyrodniczego_w_lublinie_na_lata_2019-2030.pdf)

The primary goal of the Faculty was set out in the Resolution of the Faculty's Board (FB) of June 25, 2020. In the light of these provisions, the mission of the FVM of the ULS in Lublin is educating students in accordance with the requirements of national and European standards, conducting scientific research in line with the needs of the economy, veterinary and comprehensive activities for the development of highly qualified scientific and professional Staff as well as providing with clinical service in accordance to Good Clinical Practice.

Over the 76 years of its existence, the Faculty has implemented its mission and objectives in the areas of education, scientific research and public service through preparing well-qualified veterinarians who can use their knowledge and skills to improve animal health, animal welfare, strengthen the importance of their profession and protect the environment. The Faculty accomplishes this through:

- theoretical and practical education of students in the field of basic science, preclinical, clinical and food of animal origin hygiene in order to prepare them for professional work both in Poland and abroad
- educating the Faculty graduates in order to deepen and supplement their knowledge (specializations, postgraduate courses for practicing surgeons etc.)
- international exchange of teachers and students in order to transfer knowledge and technology
- conducting scientific and development research of which the results are consequently applied in veterinary medicine, in animal disease prevention, monitoring and therapy
- integrating research activity of human and veterinary medicine dealing with genetic, metabolic, cancerous and infectious diseases with working out and using animal diseases models
- providing veterinary services and veterinary health care for farm animals, other livestock and companion animals in the scope and form defined in the regulations concerning animal health and according to the ethical principles of a veterinary surgeon
- monitoring safety of food products of animal origin
- preventing zoonoses.

#### **SWOT strategic analysis**

##### **Strengths**

- Modern, well-equipped and organized teaching facilities (seminar rooms, laboratories, outpatient clinics, operational theatres); access to selected animal health facilities, breeding farms and slaughterhouses, processing plants of products of animal origin for practical training.
- Wide involvement of students in the functioning of the Faculty, and in particular in the work of the clinical complex in the context of genre teaching.
- High level of education of doctoral students at doctoral studies and at the Doctoral School in the field of scientific research.
- Wide learning possibilities, including courses performed in English
- Internal Education Quality Assurance System (IEQAS) and the Quality Control System (QCS) leading to closer links between learning objectives and learning outcomes and expectations of labour market.

##### **Weaknesses**

- Insufficient participation of research staff in European research programmes
- Insufficient activity in applying for international grants and research grants from business environment
- Limited commercialisation of the results of research obtained at the Faculty

##### **Opportunities**

- Staff and student mobility in the frame of Erasmus Plus programmes and other available forms of national and international exchange to increase the level of both academic and student human capital
- Programmes financed from European Union funds, under which students can carry out paid internships enabling them to improve their skills and acquire practical experience; possessing professional contacts; development of desired competences such as communication skills, time management, teamwork skills; acquisition of skills of navigating the labour market.
- The use of IT platform in the efficient administration and management of the didactic process and efficient service of students by dean's office staff.
- Harmonization of the post-graduate training system in European area through accreditation of teaching programmes in the VETCEE system.
- Delivering English-language studies, inviting foreign teachers.
- Promoting continuous improvement of high quality education, modernizing the research workshop, raising the qualifications of the academic staff.

### Treats

- Demographic depression lowers the number of potential new students
- Decrease of endowment from the national budget for Establishment development
- Increasing competition from other veterinary faculties with similar teaching programme
- Low earnings of university teachers

### 1.1.3. Summary of the Establishment Operating Plan with Timeframe and Indicators of Achievement of its Objectives

The FVM operates within the public structure of the ULS in Lublin. The operating principles of the Faculty are specified in the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws 2018 item 1668, with further amendments) and the University Statute<sup>1</sup>.

The Faculty is managed in accordance with the University's statute by single and collegiate organs. The Dean is the highest single-person body of the Faculty, and the collegiate body is the FB, being an advisory and consultative body.

The development strategy of the Faculty coincides with the mission and strategy of the university, including running the following studies: long-cycle Master's degree programme, doctoral and postgraduate programme, education of doctoral students at the Doctoral School and aims to: ensure the highest quality of student education through its full adaptation to the requirements of European and national standards and the needs of the external environment; internationalization of the education programme by promoting and expanding teaching in English language; development of high-quality scientific research using modern equipment at the Faculty's disposal, based on national and European research programmes; improve Faculty's infrastructure by modernizing its didactic and research base, developing medical and veterinary activities for the public.

The strategic goals are achieved by:

**I. Development in the teaching area** concerns shaping the student's attitude in consciousness of continuous deepening of knowledge, skills and competences in order to practice profession of a veterinarian well in accordance with the requirements set out in the Act on the profession of a veterinarian and veterinary chambers, the Veterinary Inspection Act and in European Union law, while maintaining and ensuring ethical standards, as required by the profession of public trust. The implementation of this goal prepares enlightened people with wide horizons and aware of their beliefs.

**II. Development in the scientific and didactic area** is aimed at providing scientific and didactic staff, which carefully communicates:

1. modern knowledge, while developing itself,
2. skills, acquiring them in practice. Highly qualified staff conducts research in various areas of knowledge, does national and foreign scientific internships and participates in the exchange of scientific thought, disseminating knowledge.

**III. Development in the economic sphere** is to be based on close cooperation with other scientific units and industry in the area of scientific research and application works; making also comprehensive actions for the use, transformation and protection of environmental natural resources.

**IV. Development of infrastructure and promotion.**

Implementation tools:

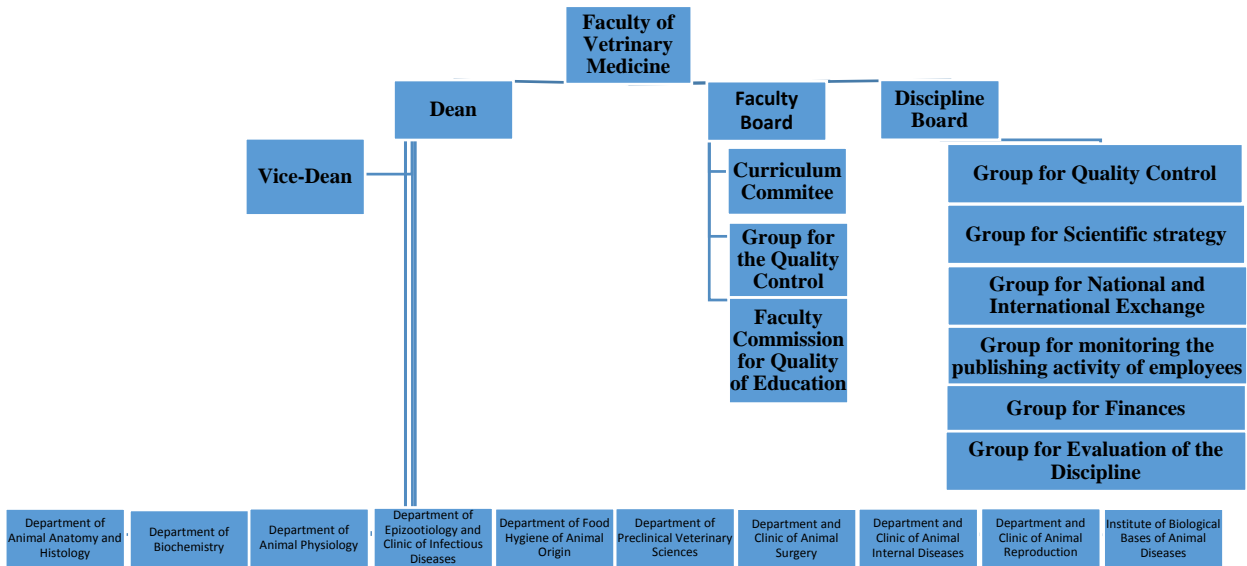
1. The Dean and the FB, who adopt resolutions in accordance with the Faculty and University's development strategy.
2. QCS, Faculty Group for Quality Control FGQC).
3. Activities are supervised by: the Dean, Vice-Dean, heads of departments, chairman of the Faculty's quality control group.

For more details on indicators of achieving of the goals and development prospects refer to BEQ section 2.2. and 2.3. respectively<sup>2</sup>.

---

<sup>1</sup> [https://bip.up.lublin.pl/files/biurorektora/Statut%20UP/statut\\_up\\_-\\_ujednolicony\\_17.07.2020.pdf](https://bip.up.lublin.pl/files/biurorektora/Statut%20UP/statut_up_-_ujednolicony_17.07.2020.pdf)

<sup>2</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>



#### 1.1.4. Organisational chart (diagram) of the Establishment

#### 1.1.5. List of departments/units/clinics and councils/boards/committees with a very brief description of their composition/function/responsibilities

For organizational structure refer to BEQ<sup>1</sup>.

#### Faculty Board (FB)

According to the Law of Higher Education and the University Statute (Section 4, § 51), all groups of employees and students are represented in the FB:

- Dean – Chairperson
- Vice-dean
- President of the Discipline Council
- Chairpersons of the Departments
- Three representatives of other academic teachers employed at the faculty and with the title of Professor and doctors with a habilitation (post-doctoral) degree, designated by the Rector after the opinion of the respective laboural group
- Three representatives of other academic teachers employed at the faculty and designated by the Rector after the opinion of the respective laboural group
- Three Representatives of students designated by the Student Council
- One representative of non-teaching staff designated by the Rector after the opinion of the respective laboural group
- Representatives of laboural syndicate as consultative voice

Major Competences of the FB according to the University Statute are to:

- determine and supervise the main directions of the Faculty activities
- express opinions on Dean and Vice-Deans position appointment
- express opinions concerning nominations for institutes directors, departments, departments and clinics, sub-departments, sub-departments and clinics, workshops and laboratories chairs position appointment
- express opinions on the hiring new employees at the research-didactic and didactics positions
- express opinions on the conversion or liquidations of the Faculty units
- express the opinion on the creation of new didactic concepts of the Faculty
- appoint the representatives of the Faculty to the University Electoral Commission.

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>



### **Veterinary Discipline Board (VDB)**

The VDB is composed of Professors or doctors with habilitation (post-doctoral) degree who are prescribed at least in 50 % to the veterinary discipline.

The Chairman of the VDB is appointed by the Rector after consulting the senate on a specified period of time, not exceeding the last day of the term of office for which he was elected.

The VDB Discipline Board determines and supervises the main directions of scientific research activities within the discipline by:

- Evaluating the quality of scientific research,
- Evaluating the research international cooperation
- Assessing scientific research reports
- Assessing grant applications
- Evaluating doctoral studies

### **Working Groups supporting the VDB at the FVM:**

1. Group for Scientific Strategy
2. Group for National and International Exchange
3. Group for Monitoring the Publishing Activity of academic staff
4. Group for Finances
5. Group for Quality Control
6. Group for Evaluation of the Discipline

For the list of the Groups Supporting the VDB and members see link<sup>1</sup>.

### **Committee for animal welfare**

Four-persons team responsible for monitoring welfare of animals for research and teaching purposes

### **Committee for biosafety**

Three-persons team responsible for monitoring biosafety<sup>2</sup>

### **Faculty Commission for the Quality of Education (FCQE)**

Commission is appointed by the Dean, after having received an opinion from the FB, for the term of office of the University's bodies composed of:

- Vice-Dean as chairman,
- at least five academic teachers employed at the Faculty,
- a representative of the faculty students indicated by the Student Council (SC),
- a representative of doctoral students studying at the Faculty indicated by the Doctoral Council

Commission is responsible for ensuring and assessing the quality of education. The Dean oversees the implementation, functioning, and improvement of the Faculty Education Quality Assurance System (FEQAS). Individual tasks can be assigned to Vice-Dean. The Vice-Dean exercises direct supervision over the performance of specific tasks related to the functioning and improvement of the FEQAS.

### **Curriculum Committee (CC)**

The tasks of CC<sup>3</sup>

- 1) designing a study program for newly created fields of study,
- 2) improvement of study programs of existing fields of study, in accordance with the knowledge possessed on the requirements of the labor market,
- 3) care for the proper implementation and high level of the education process,
- 4) shaping the profile of the graduate appropriate for the field of study in line with the assumed learning outcomes,
- 5) proper selection and sequence of subjects, forms of didactic activities and their mutual proportions,
- 6) analyzing the description of individual subjects in terms of achieving directional learning outcomes, eliminating repetitive content and correctly assigning ECTS credits,
- 7) determination of the methodological and substantive rules and criteria for the evaluation of theses and the course of the diploma examination,
- 8) cooperation with external stakeholders of the veterinary studies

---

<sup>1</sup> [https://up.lublin.pl/files/weterynaria/zespoly-12-12-19-na\\_strone-2.pdf](https://up.lublin.pl/files/weterynaria/zespoly-12-12-19-na_strone-2.pdf)

<sup>2</sup> <https://up.lublin.pl/6770>

<sup>3</sup> <http://bjp.up.lublin.pl/files/biurorektora/Uchwaly%202019-2020/053/053.pdf>.

### Faculty Group for the Quality Control (FGQC)

FGQC is complementary to the national and university system – it monitors:

- A. work of the FCQE
- B. work of the quality control team at the VDB
- C. clinical activity

Four-person Commission elected and dismissed by the FB representing basic, preclinical sciences, clinics and food hygiene. From among these 4 people, the chairman is elected. The term of Commission coincides with that of the FB.

Competences include monitoring and control of teams A, B and C based on their reports once a year (or at the request of the group - if necessary).

The commission assesses the reports of teams A, B and C and, depending on the nature of the failures emerging, makes decisions about verification activities (staff position inspections, classes inspections) and post-audit recommendations (disciplinary interview along with the implementation of an appropriate recovery plan and obtaining improvement during the year). In the absence of results, other administrative steps are taken (ordinal responsibility of the employee stipulated in the Employee Work Regulations and the Labor Code).

The Dean and then the Rector decide about the discrepancies in the commission's decisions.

Objectives and details are located in the section of QCS of the FVM<sup>1</sup>.

Institutes, Departments	Sub-Departments, Laboratories
Institute of Biological Bases of Animal Diseases	Sub-Department of Fish Diseases and Biology, Sub-Department of Parasitology and Invasive Diseases, Sub-Department of Veterinary Prevention and Avian Diseases;
<b>Department of Animal Anatomy</b>	Sub-Department of Histology and Embryology
Department of Biochemistry	
Department of Animal Physiology	
Department of Preclinical Veterinary Sciences	Sub-Department of Pharmacology, Toxicology and Environmental Protection, Sub-Department of Veterinary Microbiology, Sub-Department of Pathophysiology
Department of Food Hygiene of Animal Origin	
Department of Epizootiology and Clinic of Infectious Diseases,	
Department and Clinic of Animal Internal Diseases	Sub-Department of Internal Diseases of Companion Animals Sub-Department of Internal Diseases of Farm Animals and Horses Sub-Department of Clinical Diagnostics and Veterinary Dermatology Sub-Department of Pathomorphology and Forensic Medicine
Department and Clinic of Animal Surgery	Laboratory for Radiology and Ultrasonography
Department and Clinic of Animal Reproduction	

#### 1.1.6. Description of how and by who the strategic plan and the organisation of the Establishment are decided, communicated to staff, students and stakeholders, implemented, assessed and revised

Pursuant to the University's statute<sup>2</sup>, the work of the Faculty is directed by the Dean, who may be able to have no more than two Vice-Deans to help. There is currently one Vice-Dean at the Faculty. In the management of the Faculty the Dean is supported by the FB, which is an advisory and consultative collegiate body.

The Deans and Vice-Deans are appointed by the Rector after consulting the FB on a specified period of time, not exceeding the last day of the term of office for which he was elected. The Rector may extend the appointment period by an appropriate decree. The Rector entrusts everyone with his appointment a person's individual scope of duties.

All decisions concerning the activity on Faculty level are undertaken during meetings of FB. Scientific activities are discussed and decided in front of VDB. These decisions are written in protocols and forwarded to Rector. Matters discussed during meetings of these bodies are forwarded to staff by their heads, some of them are

<sup>1</sup> <https://www.up.lublin.pl/6590/?rid=20792>

<sup>2</sup> [https://bip.up.lublin.pl/files/biurorektora/Statut%20UP/statut\\_up\\_-\\_ujednolicony\\_17.07.2020.pdf](https://bip.up.lublin.pl/files/biurorektora/Statut%20UP/statut_up_-_ujednolicony_17.07.2020.pdf)

published on web page. As representatives of students are members of FB the information is forwarded to this group of internal stakeholders. Persons responsible for the implementation of decisions are Faculty authorities, heads of Departments and Chairman of VDB. All these activities are assessed and monitored by FGQC.

The implementation of new Law on Higher Education resulted in the changes in the organization of Faculty. Previously decisions were made by Faculty Council (FC) while from 1<sup>st</sup> Oct 2019 FB.

### **1.2. Comments**

The Polish Veterinary Education has substantially changed in the last decade. There were four veterinary schools until 2012, Faculty in Lublin witnessed the opening of three additional veterinary faculties in 3 public Universities in Krakow, Poznan and Torun.

During the last few years Faculty experienced an increasing shortage of young graduates entering a university career or applying for faculty positions.

Official address of ULS is 13 Akademicka street, 20-950 Lublin, Poland while facilities of Faculty are located at 12 Akademicka street and 30 Gleboka street.

Current authorities of Faculty were elected on October, 2019.

### **1.3. Suggestions for Improvement**

The Faculty image is one of the main objective to be improved in order to attract the best students, academics, researchers and business and allow to achieve full success of its mission. This can be accomplished by getting better at the area of organization and services.

## 2. Finances

### 2.1. Factual Information

#### 2.1.1. Description of the global financial process of the Establishment

In the years 2016-2018, FVM did not have financial independence. As one of the six faculties of the ULS, a state university, it received money from the state budget through Minister of Science and Higher Education (MSHE) as subsidy. The budget revenues went to the Rector of the ULS and were distributed among all faculties and inter-faculty units in accordance with the University's internal algorithm. The distribution of money into faculties was approved by Senate Commissions, the Chancellor and the University Bursar. The amount of money allocated to the FVM was calculated on the basis of the number of academic teachers employed, the number of students, activity in foreign student exchange programmes, the number of doctoral students, the number of research scholarships, competences to award doctoral and postdoctoral degrees, and the education cost factor, which has been 3 for veterinary medicine so far. It has now increased to 3.5. The money was spent on salaries of employees, activities supporting the research and teaching potential of the faculties and subsidies for post-graduate studies.

The money allocated to maintain the scientific potential of the Faculty was divided into individual teaching and research units by the Faculty Commission for Science on the basis of an algorithm taking into account the scientific activity of employees. From the money received, each unit financed its research, mainly equipment, including scientific and laboratory equipment, clinical and diagnostic equipment, and ensured their maintenance: checks, repairs, spare parts, consumables. The Rector also provided the Faculty with funds for the implementation of didactic classes. The Dean allocated these funds to individual departments depending on the number of hours conducted in the field of veterinary study. The Dean of the Faculty had a certain amount at his disposal, from which he could finance employee training, participation in conferences of employees, students and doctoral students, costs of students' travel to field classes, etc.

Decisions regarding new investments and renovation of existing buildings were made by the Rector in consultation with the Chancellor at the request of the Dean of the Faculty.

In addition to funding from MSHS, the Faculty also obtained other funds from fees, grants, contracts with external entities.

From January 1, 2019, the model of financing faculties of the ULS in Lublin has changed. The money from the central budget is divided by the Rector of the University into faculties mainly according to the key, taking into account the number of employees working at individual positions, students, doctoral students, internationalization and cost-effectiveness ratios. The rules are described in the Rector's ordinance and are to be updated annually<sup>1</sup>. Part of this funding is dedicated to the veterinary discipline for research/maintenance of research capacity as a research subsidy<sup>1</sup>, and some for teaching activities and Faculty costs. The scientific subsidy is then broken down according to the achievements of the individual employees. In addition, from 2019, the Rector provided individual departments with funds for teaching activities (amount/employee). From the funds allocated to the departments, the heads of the departments are to maintain the scientific potential and carry out teaching.

Sources of income for teaching and research activities of the USL:

- a) for teaching purposes,
  - funds from the national budget (MSHE)
  - revenues from the establishment, including tuition and registration fees, repeating a semester, conditional credits as well as revenues from research activities,
- b) for research purposes
  - funds from the national budget (MSHE)
  - revenues from research grants from MSHE, EU, industry, etc. (each research grant has separate accounting controlled).

#### 2.1.2. Degree of autonomy of the Establishment on the financial process

The distribution of university revenues is determined by the university authorities. The Faculty has a certain budget, which consist of the sum determined by the university authorities and additional incomes. This budget covers the costs of employment, promotion procedures, central administration, education, maintenance of buildings and keeping animals. The revenue and cost plan is approved by the Rector. University authorities define cost limits for a given financial year, including the limit of the costs of service units and departmental support as well as the costs of central administration.

#### 2.1.3. % of overhead to be paid to the official authority overseeing the Establishment on revenues from services and research grants

Overhead paid to the University depends on the type of the revenue:

- up to 30% of research grants (depending on the contract), including from October 1, 2019:

---

<sup>1</sup> <http://bjp.up.lublin.pl/files/biurorektora/2019/103/103.pdf>

- a) 1/3 of funds at the disposal of the project manager, unless the contract provides otherwise;
- b) 1/3 of the Faculty's funds for the financing of Faculty costs;
- c) 1/3 of funds for financing the costs of central administration.
- up to 30% of laboratory services for companies (depending on the agreement and its cost)
- 10% of clinical services

#### 2.1.4. Annual tuition fee for national and international students

Faculty provides two tracks of full time study:  
no tuition fee

full fee students who fulfill requirements of the entry procedure but did not enter the no tuition fee list, can apply for the paid track. The tuition fee is 9 000- 10 000 PLN per year (approx. 2000-2300 €, depending on the recruitment). Tuition fee for foreign students studying in English is 6 800 € per year.

#### 2.1.5. Estimation of the utilities and other expenditures directly paid by the official authority and not included in the expenditure tables

No utilities or other expenditures are paid directly by the University.

#### 2.1.6. List of the on-going and planned major investments for developing, improving and/or refurbishing facilities and equipment, and origin of the funding

Currently, no major investments are underway or planned. ICPTA was completed in 2016. Only current renovations will be performed. It is planned to raise funds for the extension of the skills lab for students and gradual expansion of the equipment base in order to increase the scientific potential.

#### 2.1.7. Prospected expenditures and revenues for the next 3 academic years

The Faculty expects the revenues from MSHE in the next three years at similar level. Changes may result from the amount of submitted and accepted grants, the number of foreign students as well as clinical income. The expenditures should not increase significantly as well. Some additional costs of unexpected renovations may appear.

#### 2.1.8. Description of how and by who expenditures, investments and revenues are decided, communicated to staff, students and stakeholders, implemented, assessed and revised.

The Dean is the person responsible for managing the Faculty's budget, and the chairman of the veterinary discipline for expenses related to scientific activity.

The division of funds at the university and the determination of the amount of funds allocated to the Faculty is made by the Deputy Bursar and Rector for budgeting in accordance with the rules set out in the Rector's ordinance<sup>1</sup>. From January 1, 2019 the Faculty manages its finances based on the financial plan. The Dean is responsible for drawing up the Faculty's financial plan. The Faculty's financial plan is approved by the Rector. The draft plan is approved by January 31, and in the final version by June 30 in the financial year. The plan covers the payment of salaries for academic and support staff, costs of doctoral scholarships, implementation of doctoral dissertations, postdoctoral proceedings and procedures for awarding the title of professor, costs of domestic and foreign trips, external and internal services, reagents, materials, costs of maintaining premises and buildings of the Faculty, building Agro II and central administration (in accordance with the algorithms in force at the University) and other expenses directly related to the didactic process conducted at the Faculty .

Every year scientific subvention is divided by the Center of Science of USL, on the basis of the achievements of individual employees in a given discipline over the past 2 years in cooperation with team for finances appointed at the VDB. The division is based on the amount of points gathered from published papers and activity in gaining external funds. The information about criteria and calculated sums are announced during the meetings of VDB in May/June every year. These criteria allow for the control and assessment of scientific activity of academic staff. Heads of departments are responsible for monitoring these funds. In June one year budget is prepared, while at the end of this year the report on spending money will be submitted. Team for finances controls the appropriateness of purchasing and the integration between plan and the implementation. Since this system has already worked for a certain time, usually there are no problems. In fact some funds can be used in advance from the beginning of financial year. These dates are given by MSHE.

The costs of the of veterinary clinics are covered from the revenues obtained from the veterinary service activities. The rules of accounting for this activity are specified in Rector's ordinance<sup>2,3</sup> . If the costs of the clinics

<sup>1</sup> <http://bip.up.lublin.pl/files/biurorektora/2019/103/103.pdf>

<sup>2</sup> <http://bip.up.lublin.pl/files/biurorektora/2019/015/015.pdf>

<sup>3</sup> <http://bip.up.lublin.pl/files/biurorektora/2020/001/001.pdf>

functioning are higher than the revenues from the veterinary service, the Dean of the FVM subsidizes the activity of veterinary clinics from the surplus of funds at his disposal.

Table 2.1.1. Annual expenditures during last 3 years (in Euros)

Area of expenditure	2016	2017	2018	Mean
Personnel	3 501 232	3 637 631	3 471 074	3 536 645,67
Operating costs	2 254 879	2 037 956	2 060 718	2 117 851
Maintenance costs	392 324	410 370	389 006	397 233,33
Equipment	1 325 274	1 207 029	1 065 658	1 199 320,33
<b>Total expenditure</b>	<b>7 473 709</b>	<b>7 292 986</b>	<b>6 986 456</b>	<b>7 251 050,33</b>

Table 2.1.2. Annual revenues during last 3 years (in Euros)

Revenues source		2016	2017	2018	Mean
Public authorities		4 011 812	4 134 489	4 075 767	4 074 022,67
Research grants		645 951	554 775	677 253	625 993
Tuition fee	standard students	47 554	38 856	41 756	42 722
	full fee students	547 573	606 153	582 326	578 684
Recruitment fees and ID cards		22 247	26 281	27 310	25 279,33
Continuing Education		117 552	82 275	84 651	94 826
Clinical service		161 227	187 725	181 819	176 923,66
Other sources*		1 039 029	1 057 585	1 025 968	1 040 860,67
<b>Total</b>		<b>6 592 945</b>	<b>6 688 139</b>	<b>6 696 850</b>	<b>6 659 311,33</b>

\*Income from the conferences, sale, balanced depreciation

Table 2.1.3. Annual balance between expenditures and revenues during last 3 years (in Euros)

Financial year	Total revenues	Total expenditures	Balance
2016	6 592 945	7 473 709	- 880 764
2017	6 688 139	7 292 986	- 604 847
2018	6 696 850	6 986 456	- 289 606

## 2.2. Comments

- Too low central funding for student's veterinary education
  - The revenues generated by the Faculty constitute approximately 20% of all obtained funds. They mainly come from tuition fees, recruitment fees, income from postgraduate studies, doctoral studies, conferences. These items have a limited ability to increase incomes and are associated with temporary and sometimes difficult to plan activity of the Faculty.
  - In accordance with the Rector's ordinance, the Faculty as an administrative unit does not receive any income from the Veterinary service provided by veterinary clinics. 90% of the funds generated by veterinary services remain at the clinic's disposal for financing fees for doctor's duty hours, servicing and repairing medical equipment, purchasing consumables, etc.
  - The costs of maintaining buildings at the disposal of the Faculty are calculated on the basis of algorithms set by the university authorities and not on the basis of the actual costs of their maintenance.
- All in all, too low participation, including too low expenditure on maintaining the quality of education at the Faculty, at the ministry and university level, combined with high operating costs of teaching and research activity, resulted in the fact that in the years 2016-2018 the Faculty reported financial loss. The efforts of the employees at that time were aimed at increasing the Faculty's income by obtaining grants and research projects financed from outside.

## 2.3. Suggestions for the improvement

- Lobbying with the central authorities for higher than other agricultural sciences subsidies to veterinary studies
- Promoting, among employees, activities aimed at submitting a greater number of grant applications for research, which may significantly reduce the burden on subsidies granted to units for maintaining research and teaching potential.

### 3. Curriculum

#### 3.1 Factual Information

##### 3.1.1 Description of the educational aims and strategy in order to propose a cohesive framework and to achieve the learning outcome

The Faculty provides a comprehensive programme of veterinary medical education in accordance with the EU Directive 2005/36/EC as amended by directive 2013/55/EU, scientific research in the discipline of veterinary sciences, as well as veterinary services.

Educational goals of the Faculty:

The first educational goal is to provide the necessary didactic base and curriculum that enable students to obtain the title of veterinary surgeon/doctor, an equivalent of brit. Veterinary Surgeon, VS, and am. Doctor of Veterinary Medicine. The Faculty has developed the curriculum that includes theoretical and practical education of students in basic, preclinical and clinical sciences, animal production and hygiene of food of animal origin. The objective is to graduate scientifically and practically trained veterinarians capable of self-responsible and independent veterinary work and life-long learning.

The second educational goal is to provide opportunities for further education of graduates. The most talented graduates can continue their education as part of the four-year doctoral programme and at the Doctoral School ending with the degree of doctor of veterinary sciences.

The third educational goal is to provide continuing education opportunities for all veterinarians who are already working in various spheres of veterinary medicine. Practicing the profession of a veterinarian requires learning and training throughout life. The Faculty provides postgraduate trainings leading to specialist diplomas in the field of Dog and Cat Diseases and Veterinary Radiology.

Table 3.1.1. Curriculum hours in each academic year taken by each student

Academic years\* A B C D E F G H

	Year	Hours of training								
		Theoretical training		Supervised self learning (C)	Supervised practical training			Other (G)	Total (H)	
		Lectures (A)	Seminars (B)		Laboratory and desk based work (D)	non-clinical animal work (E)	Clinical animal work (F)			
a	First	430	5	30	177	40	0	185	<b>867</b>	
b	Second	349	0	41	239	39	0	60	<b>728</b>	
c	Third	324	16	12	220	31	62	0	<b>665</b>	
d	Fourth	377	44	6	124	145	189	0	<b>885</b>	
e	Fifth	399	46	6	116	78	360	0	<b>1005</b>	
f	Sixth	0	0	12	12	0	186	0	<b>210</b>	
g	Total obligatory subject (a+f)	1879	111	101	888	333	803	245	<b>4360</b>	
h	EPT					240	320		<b>560</b>	
i	Total (g+h)								<b>4920**</b>	
j	Electives	types of training differ in individuals electives***								<b>180</b>
		TOTAL Curriculum (g+h+j)								<b>5100</b>

A: lectures; B: seminars; C: supervised self learning; D: laboratory and desk based work; E: non-clinical animal work; F: clinical animal work; G: others (specify); H: total

\* An academic year may be subdivided into 2 semesters

\*\* includes all obligatory/mandatory subjects and all EPT, not including minimum electives required

\*\*\* total hours of different types of training depends on the students choice of electives

##### 3.1.2. Description of the legal constraints imposed on curriculum by national/regional legislations and the degree of autonomy that the Establishment has to change the curriculum

The veterinary programme is regulated by the Regulation of the MSHE of September 29, 2011 on education standards for veterinary and architecture studies - NDESvetArcS (National Decree on Education Standards for Veterinary and Architecture Studies). According to NDESvetArcS, curriculum should count at least 330 ECTS, 5,100 hours, and studies should last at least 11 semesters (5,5 years). This curriculum is species-oriented and

determines minimal number of hours for subjects i.e.: 225 hrs of farm animal diseases, 165 hrs of equine diseases, 210 hrs of dogs and cats diseases, 90 hrs of avian diseases. The National Curriculum (NC) determines the degree of freedom of the Faculty by limiting the number of hours that can be distributed in accordance with the Faculty vision. The Faculty does not affect the minimum number of hours assigned to individual subjects, as it is specified in the NC. On the other hand, hours not included in the minimum number of hours of classes remain at the Faculty's disposal and can be allocated to increasing the minimum number of hours in basic and major subjects as well as other classes (including elective subjects, modern language, physical education, subjects in the humanities and social sciences, occupational health and safety). The total number of teaching hours in the programme cannot be smaller than the one determined in the NC. However, the minimum number of hours specified in the NC can be increased at the request of the FC/FB and acceptance by the University Senate.

Table 3.1.2. Curriculum hours in EU-listed subjects taken by each student

	Subject	Lectures (A)	Seminars (B)	Supervised self learning (C)	Laboratory and desk based work (D)	Non-clinical animal work (E)	clinical animal work (F)	Others (specify) (G)	Total (H)
Basic subjects	Medical physics	15			15				30
	Chemistry (inorganic and organic sections)	19			26				45
	Animal biology, zoology and cell biology	32			20				52
	Feed plant biology and toxic plants <sup>1</sup>	8			3				11
	Biomedical statistics	20			10				30
Basic sciences	Anatomy, histology and embryology <sup>2</sup>	194		55	54	74			377
	Physiology	75		16	39	5			135
	Biochemistry	72			78				150
	General and molecular genetics	20			10				30
	Pharmacology, pharmacy and pharmacotherapy	70			65				135
	Pathology <sup>3</sup>	93	8	12	66	26			205
	Toxicology	34			23				57
	Parasitology <sup>2</sup>	38			60	4			102
	Microbiology <sup>2</sup>	72			86				158
	Immunology <sup>2</sup>	21			28				49
	Epidemiology <sup>2</sup>	21			26				47
	Professional communication <sup>4</sup>								
	Professional ethics <sup>5</sup>	15							15
	Animal ethology <sup>6</sup>	10			10				20
	Animal welfare <sup>6</sup>								
Animal nutrition	40			20				60	
Clinical sciences	Obstetrics, reproduction and reproductive disorders <sup>7</sup>	79	16			4	126		225
	Diagnostic pathology <sup>8</sup>	25	4	6			20		55
	Medicine and surgery including anaesthesiology <sup>9</sup>	368	60		52	51	367		898
	Clinical practical training in all common domestic animal species			24	39		252		315
	Preventive medicine	21			17				38
	Diagnostic imaging	30	10		20				60
	State veterinary services and public health <sup>10</sup>	19			26				45



	Veterinary legislation, forensic medicine and certification <sup>11</sup>	52			18				70
	Therapy in all common domestic animal species <sup>12</sup>								
	Propaedeutics of all common domestic animal species <sup>13</sup>	60	8				52		120
Animal Production	Animal production and breeding <sup>2, 14</sup>	49			30				79
	Economics	15							15
	Animal husbandry <sup>14</sup>								
	Herd health management <sup>15</sup>	15			24				39
Food Safety and Quality	Inspection and control of food and feed <sup>16</sup>	19			13	42			74
	Food hygiene and food microbiology <sup>16</sup>	118				75			193
	Practical work in places for slaughtering and food processing plants <sup>16</sup>					9			9
	Food technology including analytical chemistry <sup>16</sup>	11				43			54
Professional knowledge	Professional ethics & behaviour <sup>17</sup>								
	Veterinary legislation <sup>18</sup>								
	Veterinary certification and report writing <sup>19</sup>								
	Communication skills <sup>17</sup>								
	Practice management & business <sup>20</sup>								
	Information literacy & data management <sup>21</sup>	15							15

A: lectures; B: seminars; C: supervised self learning; D: laboratory and desk based work, E: non-clinical animal work; F: clinical animal work; G: others (specify); H: total

<sup>1</sup>Executed as a part of Biology and Toxicology

<sup>2</sup> Executed as a part of Fish Diseases

<sup>3</sup> Executed as a part of Pathophysiology and Pathomorphology

<sup>4</sup> Executed as a part of Medicine and surgery including anaesthesiology, Clinical practical training in all common domestic species

<sup>5</sup> Executed as a part of History of veterinary and deontology

<sup>6</sup> Executed as a part of Ethology, welfare and animal protection

<sup>7</sup> Executed as a part of Horse, Farm animals, Dogs and cats diseases; Andrology and insemination

<sup>8</sup> Executed as a part of Pathomorphology

<sup>9</sup> Executed as a part of Avian diseases, Fur animal diseases, Bee diseases, Fish diseases, General surgery and anaesthesiology, Veterinary dietetics, internal and infectious diseases, and surgery of Horse, Farm animals, Dogs and cats diseases

<sup>10</sup> Executed as a part of Zoonoses and Protection of public health in emergency situation

<sup>11</sup> Executed as a part of Veterinary administration and legislation, Forensic veterinary medicine and Ethology, welfare and animal protection

<sup>12</sup> Executed as a part of Veterinary pharmacology and courses of the groups of clinical sciences

<sup>13</sup> Executed as a part of Clinical and laboratory diagnostics

<sup>14</sup> Executed as a part of Animal husbandry and breeding, Technologies in animal production

<sup>15</sup> Executed as a part of Veterinary prevention

<sup>16</sup> Courses executed within of: Milk hygiene, Hygiene of slaughter animals and meat, Food hygiene of animal origin, Feed hygiene

<sup>17</sup> Executed as a part of History of veterinary and deontology, Avian diseases, Fur animal diseases, Bee diseases, Fish diseases, General surgery and anaesthesiology,, internal and infectious diseases, and surgery of Horse, Farm Animals, Dogs and Cats Diseases

<sup>18</sup> Executed as a part of Veterinary administration and legislation

<sup>19</sup> Executed as a part of Clinical practical training in all domestic animal species and Forensic veterinary medicine

<sup>20</sup> Executed as a part of Veterinary economics and Marketing and management (e)

<sup>21</sup> Executed as a part of Intellectual property protection

### 3.1.3. Description of how curricular overlaps, redundancies, omissions and lack of consistency, transversality and/or integration of the curriculum are identified and corrected

Education system is constantly monitored by faculty QCS<sup>1</sup> in accordance with Faculty BEQ<sup>2</sup>. Programme learning outcomes are communicated to academic staff and students in the form of reports of FCQE. The education programme is being improved all the time. Teachers as well as SC can submit suggestions for changes in this programme to the CC. Every year the CC gives its opinion on the programme for the next academic year and presents it to the Dean. The Dean presents the programme proposals to the FC/FB. After acceptance by the FC/FB and Vice-Rector for Student Affairs and Didactic, the timetable is developed each year by the person authorised by the Dean. The Dean accepts the timetable for a given academic year. All conflict and incidents are solved by the Dean, who may delegate his authorities in this regard to other individuals. The system is assessed, analysed and improved through periodical reviews carried out at different levels. The Dean in consultation with

<sup>1</sup> <https://up.lublin.pl/6590/?rid=20792>

<sup>2</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

FCQE prepares the risk analysis for the teaching quality process, annually<sup>1</sup>. FCQE submits a review report to the FC/FB, every academic year. This report is later forwarded to the University Commission for Didactics and Education Quality Management (UCDEQM), which prepares a report on the functioning of the Internal Education Quality Management System (IEQMS). Finally, the report is approved by the University Senate and published on the university website<sup>2</sup>.

Table 3.1.3. Curriculum hours taken as electives for each student

Electives		Lectures (A)	Seminars (B)	Supervised self learning (C)	Laboratory and desk based work (D)	Non-clinical animal work (E)	clinical animal work (F)	Others (specify) (G)	Total (H)
Basic subjects	Academic savoir-vivre	5	5		5				15
	First aid	2						13	15
Basic sciences	Animal behaviourism	2			13				15
	Utility of molecular biology techniques in veterinary research and diagnostics	2			13				15
	Clinical physiology	5	5	5					15
	Animal genetic diseases	2	2		11				15
	Elements of neurobiology	2			13				15
	Herpetology and terraristics	2			5	8			15
	Endocrinology	2			13				15
	Physiology of postnatal animal development	5		5	5				15
	Physiology and anatomy of birds	5	5	5					15
	Surgical anatomy of small animals	7,5				7,5			15
	Neurophysiology	5		5	5				15
	Aquaristics	2			13				15
	Toxicological laboratory analysis	2			13				15
Clinical sciences	Veterinary hematology	2			13				15
	Genetic modifications and gene therapy	15							15
	Game diseases	15							15
	Marketing and management	15							15
	Breeding and diseases of ratites	15							15
	Biomaterials	15							15
	Diagnosis of reptile diseases	15							15
	Clinical analytics of farm animals and horses diseases	10			5				15
	Clinical pharmacology	15							15
	Endoscopic diagnostics	2					13		15
	Rodents as companion animals	5			6	2	2		15
	Diseases of laboratory animals	2	2		11				15
	Behavioral disorders in dogs and cats	5	5	5					15

<sup>1</sup> <https://up.lublin.pl/weterynaria-jakosc/>

<sup>2</sup> <https://www.up.lublin.pl/3624/>

	Metabolic diseases of farm animals	15							15
	Pediatrics with small animal behavior elements	15							15
	Clinical analytics of dog and cat diseases	2			13				15
	Veterinary oncology	2			13				15
	Emergency radiology in small animals practice	2			13				15
	Emergency assistance in life threatening condition	5			5	5			15
	Neoplastic transformations in animals	2			13				15
	Diseases of ornamental birds		3		10		2		15
	Ultrasound examination in acute clinical case	9	2				4		15
	Clinical endocrinology	15							15
	Veterinary geriatrics	15							
	Clinical neurology and neurosurgery	2			13				15
	Exotic animal diseases	2			5	8			15
Animal Production									
Food Safety and Quality									
Professional Knowledge									
	Marketing and management	15							15

### 3.1.4. Description of the core clinical exercises/laboratory classes/seminars prior to the start of the clinical rotations

Before clinical rotations in the 10<sup>th</sup> and 11<sup>th</sup> semester, students participate in pre-clinical and clinical classes. Basic clinical classes in the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> years of study include: parasitology and invasiology, general surgery and anaesthesiology, diagnostic imaging, clinical and laboratory diagnostics, farm animal diseases (internal medicine, infectious diseases, reproduction, surgery), equine diseases (internal medicine, infectious diseases, reproduction, surgery, orthopedics), dog and cat diseases (internal medicine, infectious diseases, reproduction, surgery, internal medicine, ophthalmology, dentistry, orthopedics, dermatology), avian diseases, as well as veterinary practical training (EPT) after the 8<sup>th</sup> and 10<sup>th</sup> semesters. Classes are carried out with a use of laboratory determinations done by students, demonstrations of experiments, didactic animals, phantoms, specialized computer programmes, movies, multimedial presentations, patients.

Table 3.1.4. Curriculum days of External Practical Training (EPT) for each student

Subjects		Duration (weeks)	Year of programme
Pre-clinical	Breeding practice (production or companion animals)	2 weeks (80 hours)	After 2 <sup>nd</sup>
Clinical	Clinical practice (production or companion animals; private practice or clinic)	4 weeks (160 hours)	After 4 <sup>th</sup>
	Clinical practice (production or companion animals; private practice or clinic)	4 weeks (160 hours)	After 5 <sup>th</sup>
FSQ & VPH	Veterinary inspection practice	2 weeks (80 hours)	After 4 <sup>th</sup>
	Veterinary inspection practice	2 weeks (80 hours)	After 5 <sup>th</sup>

### 3.1.5. Description of the core clinical rotations and emergency services and direct involvement of undergraduate students in those activities

All students of the 7<sup>th</sup> semester do 15-hour practice in the parasitology laboratory (8 person groups), during which they are involved in the diagnostics. All students of the 5<sup>th</sup> and 6<sup>th</sup> year are split into 8 person groups and rotate through the clinics of animal surgery, internal medicine, reproduction, infectious diseases, avian diseases as well as diagnostic and radiological laboratories (a total of 300 hours, for details see Table 3.1.5). Activity in diagnostic and radiological laboratories are included in clinical rotations within particular species. Clinical rotations are carried out within companion, horse and farm animals service in particular clinics and ambulatory clinic. The total number of clinical rotation hours is 315 (for details see Table 3.1.5).

During clinical rotations students participate in clinical duties, are actively involved in in-patient and ambulatory work, and prepare case reports themselves, which are then verified by teachers. The minimum of two different species must be included in regards to the preparation of case reports. Students are expected to use the acquired knowledge in a problem-based approach, practical solving of clinical problems developing diagnostic and therapeutic procedures as well as practicing hands-on skills.

Moreover, students realize an additional 75 hours in selected entities, which is necessary to pass clinical rotations in the 11<sup>th</sup> semester.

In the academic year 2018/19, a group of 43 5<sup>th</sup>-year students participated in the POWR internship co-financed by the European Union under the European Social Fund under the Operational Programme Knowledge Education Development, Priority Axis III Higher education for economy and development. It is a 160-hour training paid for both students and external stakeholder. This internship enables students to improve their competences and gain practical experience.

Table 3.1.5. Clinical rotations under academic staff supervision (excluding EPT)

Types	List of clinical rotations of (Disciplines/Species)	Duration (hours)	Year of programme
Intra-mural *	Parasitology	15	4 <sup>th</sup>
	Dog and cats diseases	90	5 <sup>th</sup> , 6 <sup>th</sup>
	Farm animals diseases	36,5**	5 <sup>th</sup> , 6 <sup>th</sup>
	Equine diseases	67,5**	5 <sup>th</sup> , 6 <sup>th</sup>
	Avian diseases	22-25 ***	6 <sup>th</sup>
Ambulatory clinics (Farms and shelters visits during clinical rotations)	Dog and cats diseases	0	5 <sup>th</sup> , 6 <sup>th</sup>
	Farm animals diseases	53,5**	5 <sup>th</sup> , 6 <sup>th</sup>
	Equine diseases	22,5**	5 <sup>th</sup> , 6 <sup>th</sup>
	Avian diseases	5-8 ***	6 <sup>th</sup>
FSQ & VPH	None	n/a	n/a
Electives	None	n/a	n/a
Others (specify)	None	n/a	n/a

\* - Activity in diagnostic and radiological laboratories are included in clinical rotations within individual species

\*\* - the number of hours in the ambulatory clinics may be different

\*\*\* - the number of hours in the ambulatory clinics in Avian diseases rotation may be different

More details are provided in appendix 3.1.5.

### 3.1.6. Description of teaching in slaughterhouses and in premises for production, processing, distribution/sale or consumption of food of animal origin

Courses of „Hygiene of Slaughter Animals and Meat”, „Food Hygiene of Animal Origin”, and „Milk hygiene” are carried out by the employees of the Department of Food Hygiene of Animal Origin. They all include both theoretical part (lectures) and practical training.

During regular classes students have access to five different facilities. There are permanent or annual agreements for running classes with students of 4<sup>th</sup> and 5<sup>th</sup> year on the premises.

**Facility 1** (slaughterhouse and meat processing plant for cattle and pigs with EU-approval) approximately 17 km from Lublin. Training provides practical acquisition of knowledge of ante- and post-slaughter examination of food animals (cattle and pigs) with reference to the subject of „Hygiene of Slaughter Animals and Meat” and a two-week students' training on completion of the 4<sup>th</sup> year of studies. Practical training, during the course comprises 6 hours (7<sup>th</sup> semester) and an additional 3 hours during the 8<sup>th</sup> semester. Examination of carcasses and internal organs is conducted by students themselves. Group size is 15 students under the guidance of 2 employees of the Department, an official veterinarian and 1 technologist from the plant.

**Facility 2** (beef and pork meat processing plants) is situated 50-150 km from Lublin. Plants have the authorization to produce for the domestic and international market and they are equipped with a HACCP system. The aim of practical classes is to acquaint the students with the technology and the principles of sanitary and veterinary supervision over meat processing with reference to the subject „Food Hygiene of Animal Origin”. The practical training comprises 3 hours and the thematic scope includes meat processing technology and food safety assurance systems. Group size for the practical training is 30 students.

**Facility 3** (poultry slaughterhouse and poultry meat processing plant) is situated in Lublin. The plant is modern, equipped with a HACCP system and is authorized to produce for both domestic and international markets. The aim of practical classes is to acquaint the students with the technology of slaughter, ante- and post-slaughter examination of poultry, as well as processing technology and the principles of sanitary and veterinary supervision

over poultry meat processing with reference to the subject „Hygiene of Slaughter Animals and Meat”. The practical training comprises 3 hours.

Size of the group in facility 2 and 3 is 30 students under the guidance of 2 employees of the Department, a technologist, and an official veterinarian from Veterinary Inspection.

**Facility 4** (cold storage plant and game animal carcass storage) is situated approx. 110 km from Lublin. The storage for game animal carcasses is a type of cold storage. The plant is modern, equipped with a HACCP system, and authorized to produce for both domestic and international market. The practical classes are aimed to acquaint the students with the principles of: a) purchasing and storing game meat, b) sanitary and veterinary examination of wild game, c) processing technology and the principles of sanitary and veterinary supervision over wild game meat processing. The practical training comprises 3 hours.

**Facility 5** (dairy plants) is localized 20-100 km from Lublin. The plants are modern, equipped with a HACCP system and authorized to produce for domestic and international market as well. The aim of practical classes, is to acquaint the students with the technological aspects of processing and the principles of sanitary and veterinary supervision over milk processing with reference to the subject „Milk hygiene”. Students are introduced to technologies of milk and dairy product production with special regard to production of ripening cheeses, casein, whey and powdered milk. The practical training comprises 2 hours.

The size of the groups in Facility 4 and 5 is 30 students under the guidance of 2 employees of the Department and 1 technologist from the dairy plant.

In addition to these courses, there are summer extramural practical trainings (EPTs). EPTs during the summer holiday are supposed to be reported by students in their „Register of practice” In addition, confirmation of knowledge and skills acquired by students is entered by the official veterinarian into students’ Day One Skills Diary (DOSD). After the training, students are examined by teacher of the Department of Food Hygiene of Animal Origin. Final grades are entered into „Register of practice” and examination card.

### 3.1.7. Description of the selection procedures of the Electives by the students and the degree of freedom in their choice

In each year of study, there is a minimal number of hours which every student is obliged to fill with elective courses (for details see Appendix 3.1.7). The electives vary in nature, with a view to enable students to complete their studies in a chosen area of interest. The aim is to ensure flexible configuration of the curriculum. The student may complete his full complement of credits by choosing subjects from those made available each year by the Faculty. Students make their own decisions regarding the choice of subjects, what is the inherent nature of an elective. However, the total number of hours to be taken by each student out of the various subject groups is specified in the studies programme. The Faculty offers from 38 to 41 subjects (depending on recruitment/study programme), out of which students choose 12. These 12 subjects yield 180 didactic hours and 12 ECTS. The electives are divided into Basic sciences, Clinical sciences, Professional knowledge as well as others that include a First aid course. The electives are divided into 6 blocks (a - f) located respectively in 3<sup>rd</sup> (a), 4<sup>th</sup> (b), 5<sup>th</sup> (c), and 11<sup>th</sup> semester (d, e, f). Students must choose two electives from each block (for details see appendix 3.1.3). Students can choose more than obligatory number of hours, however, all extra hours have to be paid. The registration process is available within the first two weeks of each semester. The list of attendance is closed when the last available place is booked. A minimum of 26-30 registered persons (which corresponds to one auditorium group of students) is required to run the elective. The electives are limited to specific number of attendees (most often up to 60 persons, which corresponds to two auditorium groups). There are no differences in the list of proposed electives for Polish students and international students of English Division.

### 3.1.8. Description of the organisation, selection procedures and supervision of the EPT

According to NDESvetArcS, students are required to complete 560 hours of practical training (for details see Table 3.1.4). Professional training include learning the practical aspects of veterinary medicine in farms, animal treatment facilities, slaughterhouses and animal products processing and feed production plants, as well as in the field of animal insemination. During the EPTs students are expected to spend 80 hours of practical non-clinical training (breeding practice), 160 hours of veterinary inspection training, and 320 hours of clinical training (for details see Tab. 3.1.4). Students have a possibility to choose the EPT organizing facility from the list suggested by the Dean’s Office (DO). They may also choose another facility, which is then verified by the Faculty to meet standards for hosting the students. There are contractual agreements between the Faculty and the training providers. Students are covered by EPT insurance. Practical checks on the quality of teaching (and the accommodation and alimentation on breeding practices if provided by training institution) are carried out on all types of EPTs. Students have to collect the documentation of practical training in „Register of practice” which they obtain

before training. On the basis of these documents and the student's knowledge they have to pass the exam after finishing all types EPTs.

Summer student's training (breeding, slaughtering, sanitary and clinical training) is especially important in the teaching process. Two members of academic staff appointed by the Dean are responsible for the coordination, organization and supervision of student trainings. The EPTs programmes are created in didactic entities, in the Department of Food Hygiene of Animal Origin, if they concern slaughtering and sanitary training, and in the clinical departments if they concern medical training. Breeding training, which was introduced in accordance with the requirements of the new standard of teaching, is coordinated centrally by the university unit - Practical Training and Competence Development Office (PTCDO). In addition, the system approved by the FC/FB extends practical training in private clinics, meat processing companies, slaughterhouses, animal food processing companies, veterinary inspection units and stud farms beyond the required curriculum hours. The university has signed agreements with the above institutions to allow students an additional 75 hours of practical training. The students receive a list of institutions covered by the agreements and individually apply for and undergo trainings listed in Day One Skills (DOS). This is one of the necessary criteria for crediting a student with a clinical course. Students have the 5<sup>th</sup> and 6<sup>th</sup> year for completing this, however, after the latest educational standards have been fully implemented and the last semester has been freed from obligatory course work, training will be entirely dedicated for this purpose.

### **3.1.9. Description of the procedures used to ascertain the achievement of each core practical/ clinical activity by each student**

The achievement of core practical/clinical activities is ascertained by DOSD. Each student is obliged to confirm the collection of DOS which include keeping the medical records, strictly defined group of clinical skills and skills related to food safety and quality (FSQ). Students have to collect the documentation of the acquired skills. The skills are confirmed by a signature and stamp of the teacher or authorized veterinarian.

Moreover, students have to collect the documentation of EPTs in „Register of practice”, which they obtain before training. Students describe there, in details, clinical cases and activities which they had a chance to practice during FSQ, clinical and breeding trainings. Each of these activities is verified and evaluated by a teacher responsible for particular EPT. The skills are also confirmed by a signature and stamp of the responsible teacher or authorized veterinarian. Students, on the basis of „Register of practice” and acquired knowledge, have to pass the exam after completing practical clinical and slaughter training by persons responsible for training.

During rotations the students prepare rotation reports. The reports include written description of issues discussed during training. To get a credit for the rotation, the rotation report has to be authorized and approved by the responsible teacher. In addition, to pass the clinical rotations in small and large animals it is necessary to attend a night shift in the clinics.

Moreover, the extended practical trainings in private clinics, meat processing companies, slaughterhouses, animal food processing companies, veterinary inspection units and stud farms organized beyond the required curriculum hours have to be confirmed by the organization conducting it. A certificate is issued at the completion of the training. This is one of the necessary criteria for crediting a student with a clinical course.

### **3.1.10. Description of how and by whom the core curriculum is decided, communicated to staff, students and stakeholders, implemented, assessed and revised**

According to NDESVetArcS curriculum, the minimum number of hours in the field of basic content is 1185 hours, in the field of major content - 1785 hours, clinical rotation - 300 hours, external practical training - 560 hours, which gives a total of 3830 hours. The Faculty decided to allocate them to: basic subjects, major subjects, electives, subjects in the field of humanities and social sciences, physical education, occupational health and safety, modern language. Therefore 1,270 h are given to the Faculty to be managed. At the faculty level there is a procedure of FEQAS, which describes the teaching content and effects. Each of the courses, including the responsible teacher and the content, are approved by the CC and FB as indicated FEQAS. The programme and the expected effects of each course are described by responsible teachers in syllabus that is published on the official webpage of the Faculty. A teacher responsible for a course at the end of each semester analyzes the degree of achievement of students learning outcomes. If more than 30% of students fail to pass the course, improvement actions<sup>1</sup> are introduced. Learning outcomes of students are analyzed by Dean, FCQE as well as by

---

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

the UCDEQM. Questionnaires filled by students are regularly analyzed by the FCQE, and the conclusions are presented during a meeting of the FC/FB. Based on the results of the analysis of both procedures, intervention inspections are conducted if necessary. The verification of teaching is carried out in accordance with FEQAS.

The CC is the Faculty advisory body responsible for the analysis and discussion on distribution of hours and location of particular subjects with academic teachers responsible for these subjects and presenting the final version for approval of FC/FB. The CC consists of representatives of academic staff involved in veterinary teaching, the representative of external stakeholders, and representative of student. The distribution of theoretical and practical courses was evaluated on the basis of former versions of the curriculum, and was shifted towards more practical types of courses, enabling teaching/training in small groups of students. Each year in March, the FC/FB has to approve the curriculum for the incoming academic year, which means that this matter is under careful consideration and eventual minor alterations can be made once a year. After this approval, the documents are sent to Vice-Rector for Student Affairs and Didactic for acceptance. Heads of units - members of the FC/FB inform the other employees participating in the didactic process about changes in the programme presented at the FC/FB meeting. Representatives of students in the FC/FB provide information to other students. In addition, all documents containing significant changes to the curriculum, including plans, studies programme, learning outcomes, etc. are published on the Faculty website.

### 3.2. Comments

There is a different level of proficiency in using the English language of academic staff. Therefore, sometimes the same subjects are run by different academic staff for Polish and English-speaking students. Since the number of English-speaking students is small, there is limited freedom of choice in electives.

### 3.3. Suggestions of Improvement

From October 1, 2019, a new legal regulation was introduced regarding the functioning of higher education in Poland (ACT from July 20, 2018 - Law on Higher Education and Science). Also from 1<sup>st</sup> October, the new regulation applies to the veterinary programme (National Decree on Education Standards for Veterinary - NDESVet - from July 17, 2019). According to the new proposal, the total ECTS number shall increase from 330 to 360 and the contribution of clinical courses shall enhance. It should improve the present status, ie. increase the share of practical training in clinical subjects.

Before final acceptance of the new NC on October 1, 2019, curriculum was discussed with Deans of all Veterinary Faculties in Poland over several meetings in order to create similar core curriculum and some specialist subjects which students can choose from and realize within the programme of student mobility and ECTS collection. The CC works under the guidance of the Dean, who participated in meetings at the stage of preparation of the new law and all suggestions were used by advisory bodies during their work on a new version of the NC. Generally, the NC covers all subjects required by EU directive and mentioned in professional knowledge section such as: Practice management, Veterinary certification and report writing. However, career planning and opportunities do not have adequate subjects in NC. In new program prepared by the Faculty, there are subjects developing communication, business and management skills.

The Faculty works on the implementation of e-learning teaching and the development of student oriented system.

## 4. Facilities and equipment

### General information

The FVM of ULS<sup>1</sup> owns the Collegium Veterinarium (CV) building located at 12 Akademicka Street, Lublin (appendix 4.1.1. fig 1, Building No3). The lectures given in the building include basic and preclinical subjects. Clinical subject lectures are given in the Veterinary Clinics located at 30 Gleboka Street (appendix 4.1.1. fig. 1, Building No 6-11 and fig 2). The CV building is situated approximately 300 m from the Veterinary Clinics and 150 m from the Rector's Office of the ULS (appendix 4.1.1. fig 1, Building No1). The Dean's Office (DO) of Faculty is situated at 30 Gleboka Street in the ICPTA (appendix 4.1.1. fig 1, Building No 6a). Location of the above mentioned facilities was included in appendix 4.1.1.

### 4.1 Provide a brief description of the major functions of, or activities that take place in the facilities used by the college in fulfilling its mission:

The following didactic units are located in CV: Institute of Biological Bases of Animal Diseases, Department of Animal Anatomy and Histology, Department of Biochemistry, Department of Animal Physiology, Department of Food Hygiene of Animal Origin, Department of Preclinical Veterinary Sciences. Students of 1st, 2nd and 3rd year have access to 2 lecture halls and several (6) laboratories for practical classes and one seminar room.

The following didactic units are located in clinical2 campus: Department and Clinic of Animal Surgery, Department and Clinic of Animal Reproduction, Department and Clinic of Animal Internal Diseases Department of Epizootiology and Clinic of Infectious Diseases. Students of 4th, 5th and 6th year have access to surgery theaters, rooms for patient examination, laboratories, facilities for animals and mini skills lab.

In addition, students have access to sports centre and classrooms in other buildings of ULS – languages, genetics, animal nutrition, breeding of animals, biophysics, biostatistics; moreover, they have access to the library and cafeterias.

Space is adequate for current number of students enrolled.

Detailed structure of the Faculty is described in chapter 1 and can also be found at2

#### 4.1.2. Description of the premises for:

##### a) lecturing

##### b) group work

##### c) practical work

The Faculty has 4 large lecture halls (2 situated in CV –and 2 situated in ICPTA), large numbers of seminar rooms, laboratories and clinic facilities, where veterinary medical training is carried out. The lecture halls and seminar rooms are fitted out with media technology – computers, projectors and internet connection. The common rooms in some institutes and clinics are available for students for individual study, in particular for rotation students during case work elaboration. The equipment available in the rooms matches the requirements of each subject. The laboratories, dissecting and autopsy halls are signposted with safety information, escape route and emergency exit signs in accordance with the infection protection law, biomaterial ordinances, occupational safety law and internal Faculty hygiene rules. In addition, if necessary the rooms are equipped with hand washing and hand disinfection facilities, eye washing stations, emergency showering facilities, first aid kits and fire extinguishers.

The room assignment for the regular courses in the curriculum is done by the DO (Appendix 4.1.1, fig. 1, building 6a).

Details are provided in the Appendix 4.1.2

#### 4.1.3. Description of the premises for housing:

##### a) healthy animals

The Faculty has sufficient space to accommodate the animals involved in teaching and clinic activities. These are subjected to a number of legal requirements including „The Act on the protection of animals used for scientific or educational purposes” (Regulation of the Minister of Agriculture and Rural Development- Journal of Law, item 778 and Journal of Law 56, item 344)<sup>3,4</sup>. The facilities are located in ICPTA (building 6a, room 68 - 34.3 m<sup>2</sup>; building 6b No. 40 - 19.5 m<sup>2</sup>) as well as in Department and Clinic of Animal Surgery (building 7), Department and Clinic of Animal Reproduction (building 10), and Vivarium (building 8).

---

1 <https://up.lublin.pl/english>

2 <https://up.lublin.pl/vet-structure/>

3 <http://isap.sejm.gov.pl/isap.nsf/download.xsp/WDU20101160778/O/D20100778.pdf>

4 [https://static1.money.pl/d/akty\\_prawne/pdf/DU/2010/56/DU20100560344.pdf](https://static1.money.pl/d/akty_prawne/pdf/DU/2010/56/DU20100560344.pdf)



The animals kept for educational purposes must be registered with the appropriate authority, the MSHE. For all animals, kept for educational purposes, a suitable and species-appropriate animal care by qualified personnel supervised by animal welfare officers is provided. It should be emphasized that all Faculty staff, having contact with all animals, have undergone combined training for people performing activities related to the use of animals for scientific or educational purposes. This training was organized by the ULS in Lublin; each training participant received a certificate confirming its completion.

All animals intended for teaching purposes are kept on the basis of the consent of the Local Ethics Committee for Animal Experiments based at the University of Life Sciences in Lublin<sup>1</sup>.

#### **b) hospitalized animals**

In the rooms for sick animals, hospitalized animals (patients of veterinary clinics) are kept, which undergo daily medical and veterinary procedures. The ICPTA building houses rooms for horses (appendix 4.1.1. fig 1, Building No 6a), which has 18 rooms/boxes used by the Department and Clinic of Animal Reproduction, Department of Animal Surgery and the Department of Animal Internal Diseases. This building also houses rooms for cattle, small ruminants and pigs. These rooms are used jointly by the above-mentioned units.

The area of these rooms is: 12.3 m<sup>2</sup> for horses (each); 40.1 m<sup>2</sup> for cattle (room 66: tethered animal housing system); 29.8 m<sup>2</sup> for calves, pigs, goats and sheep (room No. 67) (Appendix 4.1.1, fig. 1, building 6a). All rooms are equipped with drinking troughs.

Additional rooms for hospitalized farm animals are located in the buildings of the Department and Clinic of Animal Reproduction (appendix 4.1.1. fig. 1, building No 10) and the Department and Clinic of Animal Surgery (appendix 4.1.1. fig 1, building No 7) .

Hospitalized dogs and cats - patients of Department of Epizootiology and Clinic of Infectious Diseases are kept in animal facilities No. 44 (30 m<sup>2</sup>) (appendix 4.1.1. fig. 1, Building No 6b). The rooms have animal boxes connected with paddocks and water intakes.

Hospitalized dogs and cats - patients of the Department and Clinic of Animal Internal Diseases are kept in animal facilities No. 41 (18.89 m<sup>2</sup>) and 42 (30.75 m<sup>2</sup>) (appendix 4.1.1. fig. 1, building No 6b). The rooms have animal boxes connected with paddocks and water intakes.

Operated dogs and cats - patients of the Department and Clinic of Animal Surgery are kept, after surgery, in the Intensive Postoperative Care Room - SIOP (room 219) in building B (Appendix 4.1.1, fig. 1, building 6b). There are 2 animal rooms with 3 mobile animal cages.

Dogs and cats subjected to operations in the Department and Clinic of Animal Reproduction are kept in room No. 15/17, 1 m<sup>2</sup> (Appendix 4.1.1, fig. 1, building 10a), in which there are 3 large boxes with the possibility of dividing them into large and small animals. In addition, one room with an area of 8m<sup>2</sup> (with one box) is located in building B ICPTA (room No. 224) (Appendix 4.1.1, fig. 1, building 6b). The clinic also has 2 mobile cages for dogs and cats.

All rooms meet the national standards for the above mentioned species in accordance with the regulations of Minister of Agriculture – Journal of Law 116 , item 778 and Journal of Law 56, item 3442,3.

#### **c) isolated animals**

In case of infection the examination is conducted. Then those components of infection protection law which relate to safety precautions are observed and a qualified person undertakes necessary responsibility. Appropriate records are kept and checked by the licensing authorities.

In the building ICPTA (Appendix 4.1.1, fig.1, Building No 6a) there is a room No. 28 – isolated room (area 21,58 m<sup>2</sup>); a room intended for observation and treatment of farm animals suspected or suffering from infectious diseases. The room is located in a place isolated from other animals, with an independent entrance for them and connected with a sanitary lock for staff. Equipped with UV lamp, automatic drinking troughs, forced ventilation.

The Department of Epizootiology and Clinic of Infectious Diseases has an isolation room located in the Vivarium building (Appendix 4.1.1, fig. 1, building 8) room No. 12 (50 m<sup>2</sup>), intended for observing animals in the direction of rabies. The room has a separate access. The room is equipped with animal boxes, paddocks and water intakes.

---

<sup>1</sup> <https://up.lublin.pl/lke/>

<sup>2</sup> <http://isap.sejm.gov.pl/isap.nsf/download.xsp/WDU20101160778/O/D20100778.pdf>

<sup>3</sup> [https://static1.money.pl/d/akty\\_prawne/pdf/DU/2010/56/DU20100560344.pdf](https://static1.money.pl/d/akty_prawne/pdf/DU/2010/56/DU20100560344.pdf)

The details of the listed rooms and the procedures for dealing with animals suffering from infectious diseases can be found in appendix 4.1.3. The protocols include the full range of proceedings starting from the admission of a patient up to its isolation for observation and/or treatment.

#### **4.1.4. Description of the premises for:**

##### **a) clinical activities**

The Faculty has sufficient space to conduct clinical activities necessary for teaching purposes. That includes consulting rooms, ambulatory rooms, some laboratory rooms and diagnostic with special technical equipment, such as X-ray or CT rooms (appendix 4.1.1, fig. 1, buildings 6b and 7).

##### **b) diagnostic services including necropsy**

A broad range of diagnostic services as well as scientific equipment are offered by the Establishment (appendix 4.1.2, 4.1.4, 4.1.5).

##### **c) FSQ & VPH List of slaughterhouses and meat processing plants and their location in particular**

All facilities and clinical activities mentioned above meet the relevant national Practice Standards. Details are provided in the Appendix 4.1.4.

#### **4.1.5. Description of the premises for:**

##### **a) study and self-learning**

In the Main Library (ML) of ULS (appendix 4.1.1, fig. 1, building 2) the reading room is located on 2 floors of the building, where 152 seats for students are available, including 39 seats with desktops with access to online resources. There are 38 additional places, in the „Informatorium“ of ML, of which 28 are places with desktop computers, and 10 are in laptop mode; the above is supplemented by 8 subsequent positions - also with access to online resources. There are 15 computer workstations with access to online resources in Rental Office of ML.

The CV building has a room (Ossarium, room 126), in which it is possible to view teaching aids in the field of animal anatomy. This room has 30 places with internet access. In addition, in the hall leading to the dissecting room, there are dissected skeletons of animals placed on the wall boards.

Internet with permanent cable connection is available in the campus buildings, at all workplaces and in the classrooms; in addition, in most of the buildings of the Campus there are relays installed to connect to the Internet via a wireless WIFI (Up-Campus) cellular network.

In the Large Surgery building (appendix 4.1.1, fig. 1, Building No 7) there is a rest room for self-learning (room No. 19 with an area of 88m<sup>2</sup>) and mini skills lab - room no 27 (room equipment: tables, lamps, teaching dog model, didactic model of artificial skin for exercise, didactic model of dog's paw for injection).

##### **b) catering**

Within the Campus there are three cafeterias available to students and Faculty staff, including two located in the buildings belonging to the Campus (appendix 4.1.1, building 2), and one is located opposite the CV building. These cafeterias offer hot meals, snacks, cold drinks and fast food meals. Within the clinics, in the building of the Department and Clinic of Animal Reproduction (appendix 4.1.1, fig. 1, building 10) there are also two vending machines with cold drinks and pastries. Similar devices with cold and warm drinks and snacks are located in the CV building and in the AGRO I/II building (appendix 4.1.1, fig. 1, building 2).

Other bars and cafeterias are also in the immediate vicinity of the Campus.

##### **c) changing rooms**

The big locker room for students is available in the CV with 643 clothes hangers.

In addition, there are 149 wardrobes in front of dissecting room of anatomy.

8 individual cabinets for outer clothes and one shared cabinet for aprons are located in the corridor at the entrance to the laboratory room (No. 438) of the Sub-Department of Parasitology and Invasive Diseases of the Institute of Biological Bases of Animal Diseases (second floor of the CV).

Changing rooms are also available for students in the ICPTA building. In Building A ICPTA (appendix 4.1.1, fig. 1, building 6a); they are rooms no 145 and 146. Room 146 has 48 individual cabinets, and in room 145 clothes hangers are installed. In addition, there is a cloakroom with 80 clothes hangers in the lobby on the first floor of ICPTA. In Building B ICPTA (appendix 4.1.1, fig. 1, building 6b), changing rooms are located in rooms No. 10 (female cloakroom, 28 cabinets) and in room No. 13 (men's cloakroom, 28 cabinets).

Likewise in buildings:

- Department and Clinic of Animal Reproduction - there are 3 wardrobes (Small obstetrics building - appendix 4.1.1, fig. 1, building 10a) and one room (Large obstetrics building - appendix 4.1.1, fig. 1, building 10). Also, coat hangers are located in the clinic's class room;

- Department and Clinic of Animal Surgery (old building - appendix 4.1.1, fig 1., building 7) there is 1 room for changing

- Sub-Department of Pathomorphology and Forensic Veterinary Medicine and Department and Clinic of Animal Internal Diseases are equipped with sanitary sluice (55,5 m<sup>2</sup>) - wardrobes for clothes -31 (7 for staff, 24 for students), 2 shower cubes, 2 pressure washer for shoes, apron washer, rubber shoe dryer, washing machine (appendix 4.1.1, fig 1, building 9).

#### d) accommodation for on call students

In the ICPTA there is a common room as well as a bathroom with a shower (appendix 4.1.1. fig. 1, building B, room no 14) for students while they are on-call or while on the night shift.

#### e) free time

Students can perform different kind of activities in many places within university campus. There is a sports centre for all kinds of disciplines – Sports and Recreation Center – ULS in Lublin<sup>1</sup> (appendix 4.1.1, fig. 1, building 4 i 5), which offers a wide range of sport classes and physical activities for both students and employees. The Academic Sports Association (AZS) of ULS in Lublin is active in the building<sup>1</sup>.

In addition, students spend their free time in other sports complexes located within the campus itself (indoor arena, indoor swimming pool, indoor and outdoor tennis court, cultural organizations, health care facility) and in student dormitories .

Some students pursue their passions by dancing folk dances in the Song and Dance Ensemble Jawor<sup>2</sup>, singing in the Academic Choir<sup>3</sup>, actively spending time in the Academic Equestrian Club<sup>4</sup> (AKJ) or in Roztoczanska Horse Guard of Nature Conservation<sup>5</sup>. In addition, students associate in the Student Scientific circles of Veterinary Medics<sup>6</sup> (SKNMW), expanding their knowledge in an interesting field for them (including SKNMW Animal Reproduction Section).

Some students are members of the International Veterinary Students Association (IVSA) with headquarters in Lublin<sup>6</sup>, whose role is, inter alia, organizing national and local conferences for students.

Moreover, some social events take place in lounges and cafeterias.

Considering above, students have ready access to adequate and sufficient study, self-learning, recreation, locker, sanitary and food services facilities.

#### 4.1.6. Description of the vehicles used for:

Didactic, scientific and service purposes:

- Mobile clinic (Ford Transit) for 4 students and a doctor (the decision on equipping the car with the appropriate equipment/tools/medicines depends on the purpose of the trip and is made by the doctor coordinating the trip), the equipment is in the appropriate clinics.

- Bus for field trips with students for rotation exercises - Ford Transit (8-person)

- External transport companies that have signed an agreement with ULS in Lublin for the needs of students' trips for teaching/ field classes to farms (e.g. in Uhrusk, Tarnogród) and meat processing plants and dairies (e.g. Łuków, Radzyń Podlaski). These companies have buses and smaller means of transport at their disposal, which are available depending on the purpose of the trip.

- Trailer used to transport animals

- mobile hoof correction

- private cars

All means of transport meet health and safety standards

---

<sup>1</sup> <http://sport.up.lublin.pl/>

<sup>2</sup> <https://www.up.lublin.pl/jawor-aktualnosci>

<sup>3</sup> <http://www.chor.up.lublin.pl/>

<sup>4</sup> <http://akjlublin.pl>

<sup>5</sup> <http://roztoczanskakonna.pl>

<sup>6</sup> <https://www.up.lublin.pl/weterynaria-kola/>

#### 4.1.7. Description of the equipment used for a) teaching purposes

A large range of text books (available at the library), lecture notes and presentations are used for teaching. E-learning courses are provided on the Teams Platform. Didactic materials are available on web pages of departments. Department of Biochemistry provides with virtual cases which are available at digital CASUS platform. Virtual cases (30) were prepared as part of international European project<sup>1</sup> and serve for self-study for students of 2nd year of veterinary studies. They cover the description of symptom-cellular mechanism relationship in several evidence based veterinary cases. Department also uses didactic materials prepared by students within the competition for ideal didactic materials which have been announced since 2015. They include animations, movies, phone applications, web pages, board games, crosswords etc. (available on departmental web page<sup>2</sup> or in Department directly).

Moreover, all classrooms used for practical teaching are equipped with proper instruments such as microscopes, centrifuges, small laboratory equipment for biochemical analysis, some of them has spectrophotometers and others equipment necessary to perform practical training. Mini skills lab serves for training in simple clinical skills.

Details are provided in the Appendix 4.1.5.

#### 4.1.8. Description of the strategy and program for maintaining and upgrading current facilities and equipment and/or acquiring new ones.

Further development of the FVM aimed at maintaining and improving (upgrading) facilities and equipment is implemented in accordance with the strategy adopted by the Faculty and University authorities. Part of the expenses related to this is covered by the Faculty, while larger investments are implemented as part of the university-wide budget. Every year in September, all heads of departments are required to prepare an annual report, which concerns the assessment of the material/didactic base of their unit, write a report regarding the possession of the apparatus, and submit to the DO, relevant documentation related to it. In addition, annual reports of the FCQE on the didactic base are used, internal audits are carried out, the reports of which are presented to the appropriate administrative unit and to the Dean's authorities. Each Faculty organizational unit gets an annual budget for didactic purchases (reagents, personal protective equipment, small laboratory equipment, etc.) and training.

For „upgrading current equipment", funds, obtained under the cross-border project under the Poland-Belarus-Ukraine Cross-Border Cooperation Program 2014-2020, were used.

As part of the contract with Microsoft, the University of Life Sciences in Lublin launched the „Office365" service for students and PhD students. The „Office365" service provides on-line access to tools such as: mail, Word, Excel, Power Point, Skydrive, Skype via a web browser.

In addition, the university will soon transfer remote education (e-learning, content sharing, online lectures) to the modern eduPortal educational platform<sup>1</sup>. Moreover, university-wide digitization, which aims to improve the Internet network throughout the Campus is also planning.

The project for the purchase of cows, horses and goats for educational purposes is underway.

Applications for renovation works and investments with a market value of no more than PLN 2 million are submitted by individual units of the Faculty to the Rector by the end of each calendar year at the latest. Applications are collected, compared with strategic plans and priorities of the Faculty and the University, evaluated, and after approval by the Rector they are implemented. Larger renovation works and investments financed from the University's budget, whose market value exceeds PLN 2 million, must be approved by the University Senate (from 2019 by the University Council). Supervision over the implementation of approved renovation works and investments is exercised by the University Technical Infrastructure Division.

#### 4.1.9. Description of how and by whom changes in facilities, equipment and biosecurity procedures are decided, communicated to staff, students and stakeholders, implemented, assessed and revised

Changes in facility, equipment and biosecurity are decided by the Dean and FC/FB. They are communicated by publication on web pages and personally by heads to Staff. The monitoring of implementation of any changes is done by the Dean and heads of departments. While assessment and revision is prepared by FQCS.

The evaluation of the occupational safety and health (OSH) conditions is conducted systematically by the University OSH and Fire Prevention Division. The inspectors provide the Dean with inspection protocols identify-

---

<sup>1</sup> [www.vetvip.eu](http://www.vetvip.eu)

<sup>2</sup> <https://www.up.lublin.pl/3810/?rid=6524>

ing any deficiencies. The Dean obliges the appropriate head of department to take corrective action. The regulations and instructions concerning OSH are available on website<sup>1</sup> (Work Regulation; and in the classrooms and laboratories, and in the front offices in the buildings of Faculty. Each student undergoes compulsory fifteen-hour basic OHS training at the beginning of the first semester of study, and specific training (on-the-job training; toolbox talk) in the Faculty's units at the beginning of each module.

There is a Biosecurity Strategy Development at the Faculty. The main duty of the team is to supervise the compliance with the OSH regulation, in particular in regards to biomedical regulation. On the webpage of the Faculty, there is a link to „Biosecurity strategy”<sup>2</sup>, where all safety rules, hazards' types and the instruction on the hazards communication are presented in details.

#### 4.2. Comments

- The oldest buildings of the Faculty require constant financial outlays to maintain their good technical condition
- There is a need to plan expenses for the purchase of teaching aids such as phantoms (the current amount is insufficient), plastinates, microscopes and interactive boards
- All rooms in the Campus buildings should be connected to the WIFI wireless cell network (special buildings of old clinics)

---

1 [https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin\\_pracy\\_up.pdf](https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin_pracy_up.pdf)

2 <https://up.lublin.pl/6770>

## 5. Animal resources and teaching material of animal origin

### 5.1 Factual Information

#### 5.1.1 Description of the global strategy of the Establishment about the use of animals and material of animal origin for the acquisition by each student of Day One Competences

The Faculty strives to provide a high level of veterinary education that is regularly monitored and improved. The curriculum is regularly updated to reflect new research results, legislation, student expectations and the needs of the labor market. The Faculty has sufficient facilities and resources to conduct classes with live animals and animal material. Clinical classes are focused on the acquisition of practical skills by students, in particular „day one competences” (DOC). Clinical animals, animals of private owners, animals from shelters, animals from visited farms, material sent to laboratories such as blood and urine samples, swabs, tissue samples, stool samples etc. as well as the cadavers of animals left by owners and transferred to the appropriate units of the Faculty are used for teaching purposes. The use of animals for teaching purposes requires special approval in the field of animal welfare and must be coordinated with regulatory bodies in accordance with EU. Stimulators are also implemented to learn practical skills. A project to buy 10 horses, 10 cows and 5 goats for teaching purposes is underway, for which the Faculty obtained external financing.

#### 5.1.2 Description of the specific strategy of the Establishment in order to ensure that each student receives the relevant core clinical training before graduation, e.g. numbers of patients examined/treated by each student, balance between species, balance between clinical disciplines, balance between first opinion and referral cases, balance between acute and chronic cases, balance between consultations (one-day clinic) and hospitalisations, balance between individual medicine and population medicine

The aim of the classes conducted in the clinics is to acquire skills in the field of history taking and collecting information of the disease, selection of appropriate diagnostic tests and imaging techniques, interpretation of diagnostic tests, clinical examination, treatment and prevention of diseases occurring in various animal species. Access to animal materials is provided under optimal conditions for all students in all clinical subjects. Sources that provide students access to live animals, healthy or sick, and animal materials are diverse and sufficient. Students have clinical classes in various clinics representing different disciplines as well as holiday training. Special attention is paid to additional 75 h of practice, which additionally assure appropriate balance between different cases, species and situations. Necessary changes are identified through existing feedback information system (evaluation of lectures and practical classes during classes inspections, student surveys, statistical analyses). The analysis of the training programme in terms of ensuring the possibility of gaining practical skills together with recommendations for introducing changes is carried out during the meetings of the FCQE and Faculty CC. Acquiring practical skills is crucial for the graduate and is confirmed in Day-One-Skills-Diary (DOSD) .

#### 5.1.3 Description of the organisation and management of the teaching farms and the involvement of students in its running

In order to implement the tasks of the didactic process, students of the FVM have the opportunity to gain practical experience from the experimental farms of the ULS in Lublin. As a part of the courses provided, the students are acquainted with the specifics, meaning and function of animal production on a macro and micro scale. All farm animal species are included. Students are introduced to the various technologies of animal production and breeding that are presented during practical classes. Special attention is paid to threats to the natural environment as a result of conducting specific production as well as issues related to legal conditions and organization of animal husbandry.

##### List of the farms:

1. University of Life Sciences Experimental Farm in Uhrusk – (approx. 110 km) - dairy cattle (150)
2. University of Life Sciences Experimental Farm in Bezek – (approx. 50 km)
  - small ruminants (goats – 30, sheep - 800)
3. University of Life Sciences Experimental Farm in Czesławice – (approx. 25 km) - pigs (70)
4. University of Life Sciences Small Animal Didactic and Research Center Laura Kaufman in Lublin
  - poultry (2000)
  - bee colonies (50)
5. University of Life Sciences Horse Center in Lublin - horses (50)

As a part of extramural obligatory and facultative teaching, students have access to both healthy and sick animals on the following farms based on mutual agreements in order to gain experience in the field of animal breeding, nutrition, welfare, as well as diagnosis and treatment of diseases.

1. Experimental Department of the National Research Institute of Animal Production in Chorzełów

- (approx. 170 km) - raccoon dog (50), polecat (500), mink (500), fox (100), rabbit (1000)
2. „Agricultural Cooperative Farm” in Zagroda – (approx. 70 km)
    - pigs (100),
    - dairy cattle (50)
  3. “Agromarina” farm in Kulczyn – (approx. 80 km) - dairy cattle (500)
  4. Poultry Farm – „Eco-Koko” in Świdnik – (approx. 20 km) - poultry (3000)

#### 5.1.4 Description of the organisation and management of the VTH and ambulatory clinics

The FVM Clinics are open 24 hours a day, every day of the year (52 weeks a year, 7 days a week). Consultations for companion, farm animals and horses are held daily in the Department of Epizootiology and Clinic of Infectious Diseases, Department and Clinic of Animal Surgery, Department and Clinic of Animal Reproduction, Department and Clinic of Animal Internal Diseases and Ambulatory of Poultry Diseases from Monday to Friday 8 a.m. to 2 p.m. Patient registration for individual clinics is carried out through the Central Animal Registration Unit (from Monday to Friday 8.00 a.m. to 8.00 p.m., other days – Saturday, Sunday and bank holidays 8.00 a.m. – 2.00 p.m.). Emergency cases are registered directly by surgeon on-duty.

##### Companion animal services

There are three shifts. Morning shift operates between 8 a.m. and 2 p.m., afternoon shift from 2 p.m. to 8 p.m. and a night shift from 8 p.m. to 8 a.m.

The morning shift from Monday to Friday involves:

- general consultations, emergencies and intensive care (one veterinarian on duty from each clinic)
- diagnostic imaging (x-ray, CT, ultrasound) - one radiologist and one diagnostic technician
- scheduled surgical procedures (2-3 surgeons with 1 technician)
- scheduled animal reproduction and reproductive tract surgeries and its follow-up (2 veterinarians)
- endoscopy (if required) – trained veterinarian
- internal laboratory services (haematology, biochemical panels, fluid analysis, urinalysis, microbiology, pathomorphology, parasitology Mon-Fri 7.00 a. m. to 3.00 p.m.
- outsourcing laboratory services (for services not available in the internal lab)

The afternoon shift from Monday to Friday and on weekends involves:

- general consultations, emergencies and intensive care (one veterinarian on duty from each clinic)
- diagnostic imaging (x-ray, ultrasound) – trained veterinarian
- basic laboratory analyses (blood test, biochemistry, urine) are available from 3 p.m. to 8 a.m., on weekends and bank holidays - trained veterinarian
- outsourcing laboratory services (for services not available in the internal lab)

On the night shift there is one veterinarian on duty with two students. In case of emergency, additional veterinarian or team of clinicians is called as required.

Specialist consultations are available from Monday to Friday from 8.00 a.m. to 2.00 p.m. They include: dermatology, dentistry, ophthalmology, cardiology, reproduction and obstetrics, soft tissue surgery, bone and joint surgery, endoscopy and gastroenterology, pediatrics, geriatrics, animal rehabilitation, physiotherapy and behavior disorders, exotic pets, small mammals and avian diseases as well as consultation of healthy animals. Post-operative and intensive care are provided round the clock.

Students participate in the clinical work as part of Small Animal Diseases Panel (internal veterinary medicine, surgery, reproduction, infectious diseases) and Small Animal Clinical Rotations.

##### Farm animals and horses service

Horse and Farm Animals Service is open 24/7.

There are three shifts. Morning shift operates between 8 a.m. and 2 p.m., afternoon shift from 2 p.m. to 8 p.m. and a night shift from 8 p.m. to 8 a.m.

From 8 a.m. to 2 p.m. a lot of veterinary services are available, including:

- orthopedics and surgical services, diagnosis and treatment of locomotor system, respiratory system, skin and hooves, ophthalmology and gastrointestinal tract disorders, pre-purchase veterinary exam
- gynecological and obstetric services, andrology and biotechnology services in animal reproduction
- full range of diagnostics and treatment of internal diseases, including endoscopy of the respiratory system, cardiovascular system examination (ECG, holter) and tests on a treadmill
- a diagnostic laboratory intended for horses and farm animals (located in the Department and Clinic of Animal Internal Diseases, Sub-Department of Internal Diseases of Farm Animals and Horses and in the Department

of Animal Reproduction ) provides microbiology, haematological and biochemical parameters analysis in blood and urinalysis).

- imaging diagnostics (x-ray, ultrasound)

The afternoon shift from Monday to Friday, on weekends and bank holidays involves:

- general consultations, emergencies and intensive care (one veterinarian on duty from each clinic)

- Night shifts are carried out in on-call system from 8 p.m. to 8 a.m. the next day.

Monday to Friday from 8 a.m. to 2 p.m. the consultations are provided by specialists in animal reproduction, equine surgery, equine diseases and imaging diagnostics.

Students participate in regular work in the clinics during classes and clinical rotations in Equine Diseases and Farm Animal Diseases Panels. Furthermore, the Faculty owns a specially-equipped mobile clinic, available for students, adapted to perform basic laboratory procedures. The vehicle has space for 4 students, a veterinary surgeon and a driver. The faculty also has a mini-bus for students transportation.

Besides, in case of emergency, veterinary surgeon on-duty uses either his own vehicle or transportation arranged by animal owner. Students may also participate in emergency cases. Students stay in telephone contact with the veterinary surgeon who informs them in case of emergency.

Table 5.1.5 Description of how the cadavers and material of animal origin for training in anatomy and pathology are obtained, stored and destroyed

	<b>Acquisition</b>	<b>Storage</b>	<b>Disposal</b>
Anatomy	The whole cadavers of euthanized dogs and cats are obtained from the Faculty Veterinary Clinics or other Lublin veterinary clinics, following the agreement of pet owners for the use of animal carcasses for didactic and scientific purposes. Farm animals and horses are donated by the owners. Parts of the body of animals are purchased from slaughterhouses	The obtained material (the whole cadavers, forelimbs and hindlimbs) are stored in a special room in sealed tanks, whereas the isolated organs in sealed containers in a cooling chamber. Osteology classes are conducted with the help of an abundant collection of isolated bones and complete skeletons which are stored in the Osteological Museum, being a part of the Department of Animal Anatomy and Histology	All corpses and biological waste are securely collected and stored in a cooling chamber and picked up as needed for rendering. The disposal occurs according to the national law regulations. Waste is collected by specialist company for utilisation
Pathology	The sources of teaching material for practical necropsy classes are: - carcasses of dead or euthanised animals from Faculty Veterinary Clinics - carcasses of animals supplied by private owners or veterinary clinics from the city of Lublin and the surrounding area - carcasses of animals supplied by the state administration (police, prosecutor's office, animal protection guard) for the purpose of forensic necropsy - carcasses of animals which died in other units of ULSU - poultry cadavers come from the poultry farms cooperating with Faculty Veterinary Clinics	Carcasses are stored in cold room before the necropsy or frozen and stored in a freezer if the necropsy is postponed	After the necropsy the remnants of the carcasses are stored in special containers in separate cold room until they are picked up by the authorised company. The disposal occurs according to the national law regulations. The Unit implemented and maintains permanent procedures based on the Hazard Analysis and Critical Control Point (HACCP)

### 5.1.6 Description of the group size for the different types of clinical training (both intramurally and extramurally)

Classes in clinical subjects are divided into two types: auditory and laboratory classes. Auditory classes are conducted in groups of 28-34 students, while laboratory classes are conducted in groups of 15 to 18 students.



Clinical rotations are held in groups of up to 8 students. The number of student groups in ambulatory service varies depending on the availability of transport.

#### **5.1.7 Description of the hands-on involvement of students in clinical procedures in the different species, i.e. clinical examination, diagnostic tests, blood sampling, treatment, nursing and critical care, anaesthesia, routine surgery, euthanasia, necropsy, report writing, client communication, biosecurity procedures, (both intramurally and extramurally)**

During clinical classes, the student actively participates in the process of admission, diagnosis and treatment of patients. All clinical activities take place under the supervision of an academic teacher/surgeon on-duty. The hands-on involvement of students during their rotations and other practical include:

- collecting the anamnesis by discussing it with the owner and presenting it to a surgeon on-duty;
- performing a clinical examination of the patient by examining the general condition, observation, palpation, auscultation, and measurement of body temperature;
- collecting samples for laboratory tests;
- taking part in the diagnostic process, discussing the results of laboratory tests and potential treatment options;
- taking part in preparation for the surgery: preparing the operation site by shaving hair, skin disinfection and cleaning;
- performing the anaesthesia (local, total intravenous anaesthesia or gas anaesthesia) and monitoring the basic parameters during surgical procedures under supervision of an leading surgeon;
- assisting in various surgical procedures under supervision of a leading surgeon;
- performing activities associated with postoperative monitoring and nursing care
- acquiring nursing care skills for animals in various clinical situations and instructing the owners on how to properly deal with home care
- in case of post-mortem examination, students perform a necropsy, takes samples for additional tests and writes post-mortem protocol.
- students are acquainted with patient record system of documentation and prepare the medical history of case by themselves

In addition to the training in the Faculty Clinics students can gain professional experience and improve practical skills as part of internal diseases, surgery, animal reproduction and infectious diseases in private veterinary clinics dealing with companion, farm animals and horses cooperating with the Faculty. These hours are covered by 75 h of additional clinical practice or free time of students.

##### **List of clinics:**

1. Veterinary Clinic „Poliwet” and Animal Shelter in Lublin
2. Veterinary Clinic „Lubelskie Centrum Małych Zwierząt” in Lublin
3. Veterinary Clinic “VETHOUSE” in Lublin
4. Veterinary Clinic „Kavet” in Lipniak (approx. 5 km)
5. Veterinary Clinic „Omnivet” in Orzesze (approx. 375 km)
6. Equine Clinic in Janów Podlaski (approx. 150 km)
7. Veterinary Clinic „Agrisim” in Mełgiew (approx. 20 km)
8. Veterinary Clinic in Zduny (approx. 270 km)
9. Veterinary Clinic „GlobalWet” in Szadek (approx. 360 km)

#### **5.1.8 Description of the procedures used to allow the students to spend extended periods in discussion, thinking and reading to deepen their understanding of the case and its management**

An important element of clinical classes is the student's independent work enabling the development of creative thinking process through discussing diagnostic strategy, analysing the results of laboratory tests, different diagnoses, pathogenesis and prophylaxis of certain disorders, various treatment options and possible outcomes of the diseases with surgeon on-duty and among other students in a group. During the clinical rotations in each clinic students perform clinical examination and collect laboratory and imaging results. Next each student is obliged to prepare preliminary written report of the clinical case, in which he was involved and discuss it with other students and supervising academic teacher. This allows students to become familiar with detailed analysis of the medical record treatment options and compare it with similar issues described in the literature. The final case report should contain comments resulting from the discussion and the literary study. Its preparation and passing is necessary to complete the clinical rotations.

Academic staff in clinics established time for consultations for students. This time can be used for additional discussion on interested cases or doubts. Students can visit each clinic on voluntary basis any time and deepen their knowledge.

#### 5.1.9 Description of the patient record system and how it is used to efficiently support teaching, research, and service programmes of the Establishment

All data on diagnostic procedures and treatment are available in the electronic patient record system – „Klinika 3000“ („Clinic 3000“). The system stores information regarding: patient's ID, clinical symptoms, results of clinical, laboratory and imaging tests as well as the treatment used. The system is also used for financial payments/operations and statistical analysis. Students have access to medical records under the supervision of a patient's physician/ surgeon on-duty to track patient history. Under the supervision of the academic teacher/surgeon on-duty they learn how to work with the system and how to enter data into it. In this way they become familiar with keeping records.

#### 5.1.10 Description of the procedures developed to ensure the welfare of animals used for educational and research activities

In all cases where animals are used for educational and scientific purposes, European and national law regulation („The Act on the protection of animals used for scientific or educational purposes“) regarding animal welfare is strictly respected. With the exception of clinical patients, the use of animals for scientific and teaching purposes requires the approval of the Local Ethics Committee for Animal Experiments. In the educational process, special attention is paid to animal welfare. Students are familiarized with the principles of animal handling during two subjects dedicated to this issue: „The use of animals in scientific research“ (since October 1, 2019) and „Ethology, welfare and animals protection“. Both veterinarians and support staff performing activities related to the use of animals for scientific or educational purposes undergo regular certified training. All clinical procedures are performed in a way to minimize stress and pain. Alternative teaching methods using multi-media tools or simulators are being introduced.

#### 5.1.11 Description of how (procedures) and by whom (description of the committee structure) the number and variety of animals and material of animal origin for pre-clinical and clinical training, and the clinical services provided by the Establishment are decided, communicated to staff, students and stakeholders, implemented, assessed and revised

The Faculty CC plays a key role in organizing and approving the use of animals in the educational process. The academic teachers being responsible for individual subjects are responsible for the selection of animals and material of animal origin used in pre-clinical and clinical education. They work closely with the heads of the Departments to provide sufficient resources in order to maintain a high level of teaching and in case of difficulties take necessary actions. The academic staff responsible for individual subjects have regular meetings to discuss the current state of the teaching process. The conclusions and recommendations from the meetings are implemented in routine didactic practice, whereas issues that cannot be solved are forwarded to the Faculty CC. Student representatives are actively involved in these processes.

Table 5.1.1. Cadavers and material of animal origin used in practical anatomical training

Species	2018/19	2017/18	2016/17	Mean
Cattle	2 (internal organs: lungs, heart, tongue, kidneys)	2 (internal organs: heart, lungs, tongue, kidneys)	2 (internal organs: heart, lungs, tongue, kidneys)	2 (internal organs: heart, lungs, tongue, kidneys)
Small ruminants	-	-	-	-
Pigs	1 (cadavers); 8 (internal organs: heart, lungs, tongue, kidneys)	- 8 (internal organs: heart, lungs, tongue, kidneys)	- 8 (internal organs: heart, lungs, tongue, kidneys)	8 (internal organs: heart, lungs, tongue, kidneys)
Companion animals	28 (cadavers)	28 (cadavers)	28 (cadavers)	28
Equine	9	9	9	9
Poultry <sup>1</sup>	140	147	151	146
Exotic pets <sup>1</sup>	9	9	9	9
Others (bees) <sup>2</sup>	400	400	400	400

Live animals <sup>3</sup>	4 horses 2 cows 8 dogs	4 horses 2 cows 8 dogs	4 horses 2 cows 8 dogs	4 horses 2 cows 8 dogs
Ultrasound demonstration	6 dogs	6 dogs	6 dogs	6 dogs
Specimens in anatomical museum		<ul style="list-style-type: none"> <li>○ Whole skeletons of domestic animals (9 x horse; 7 x cow; 1 x goat; 3 x sheep; 4 x pig; 14 x dog; 7 x cat);</li> <li>○ Whole skeletons of wild animals, such as: lion, puma, giraffe, European bison, donkey, kangaroo, zebra, brown bear, deer, roe deer, boar, European mouflon, moose, monkey; and whole skeletons of birds (domestic and wild);</li> <li>○ Hundreds of bones (domestic animals);</li> <li>○ Permanent specimens of all domestic animals: lungs, hearts, kidneys, brains, spleens:</li> <li>○ Dissected horse's limbs (thoracic and pelvic) demonstrating joints and ligaments.</li> </ul>		

<sup>1</sup> Classes in avian anatomy are conducted as part of the subject „ Avian diseases“

<sup>2</sup> Classes in insects anatomy are conducted as part of the subject „ Bee diseases“

<sup>3</sup> Each of living animal is scheduled for observation and palpation by small groups of student under the supervision of academic teacher

Table 5.1.2. Healthy live animals used for pre-clinical training

Species	2018/19	2017/18	2016/17	Mean
Cattle	32	30	30	31
Small ruminants	30	27	36	31
Pigs	-	-	-	-
Companion animals	15	10	10	12
Equine	30	30	30	30
Poultry and rabbits	-	-	-	-
Other mammals	-	12	12	8
Exotic pets	140	123	152	138
Others (bee colonies)	16	12	15	14

Table 5.1.3. Number of patients\*\* seen intramurally

Species	2018/19	2017/18	2016/17	Mean
Cattle	413	324	322	353
Small ruminants	46	8	8	21
Pigs	6	11	12	10
Companion animals	13169	11738	9480	11462
Equine	203	163	147	171
Poultry and rabbits	819	668	570	686
Exotic pets / small mammals	1339	813	365	839
Others birds	173	221	228	207
Others (bee colonies)	34	21	19	25
Other mammals	26	50	50	42

\*\* Each patient has to be officially recorded in the electronic patient record system of the Establishment and has to be individually examined/treated by at least 1 student under the supervision of at least 1 member of staff. Each live animal affected by one specific clinical episode is counted as 1 single patient, even if it has been examined/treated by several departments/units/clinics

Table 5.1.4. Number of patients\*\* seen extramurally

Species	2018/19	2017/18	2016/17	Mean
Cattle	1050	880	850	927
Small ruminants	550	570	550	557
Pigs	8	-	-	-
Companion animals <sup>1</sup>	280	250	270	267
Equine	180	160	150	163
Poultry and rabbits	900	1300	1200	1133

Exotic pets <sup>1</sup>	60	60	60	60
Others (pigeons, chicken embryos, owls)	290	300	250	280
Others (bee colonies) <sup>1</sup>	-	-	-	-

Table 5.1.5. Percentage (%) of first opinion patients used for clinical training

Species	2018/19	2017/18	2016/17	Mean
Cattle	99	100	99	99
Small ruminants	98	100	100	99
Pigs	100	100	100	100
Companion Animals	80	84	93	86
Equine	98	98	100	99
Poultry and rabbits	96	94	100	97
Exotic pets / small mammals	96	93	99	96
Others birds	98	99	98	98
Others (bee colonies)	94	100	100	98
Other mammals	96	96	100	97

Table 5.1.6. Cadavers used in necropsy\*

Species	2018/19	2017/18	2016/17	Mean
<b>Cattle</b>	22	4	5	10
<b>Small ruminants</b>	10	12	28	17
<b>Pigs</b>	28	0	7	12
Companion animals	287	386	624	432
Equine	18	9	12	13
Poultry	459	664	171	431
Rabbits	1	9	12	7
Exotic pets	31	30	30	30
Other mammals	4	12	17	11
Other birds	6	12	18	12
Wildlife undomesticated animals	40	35	32	36
Others (bees)	450	450	450	450

\*These numbers represents only necropsies performed intramurally.

Table 5.1.7. Number of visits in herds/flocks/units for training in Animal Production and Herd Health Management

Species	2018/19	2017/18	2016/17	Mean
Cattle	73	50	85	69
Small ruminants	5	7	6	6
Pigs	-	-	-	-
Companion Animals	2	2	2	2
Equine	17	20	15	17
Poultry and rabbits	8	8	8	8
Exotic pets	3	3	3	3
Others (pigeons, chicken, embryos, owls)	-	-	-	-
Others (bees)	2	2	2	2
Fish	1	1	1	1

<sup>1</sup> Each patient has to be officially recorded and has to be individually examined/treated by at least 1 student under the supervision of at least 1 member of staff. Each live animal affected by one specific clinical episode is counted as 1 single patient

Table 5.1.8. Number of visits in slaughterhouses and related premises for training in FSQ

Species	2018/19	2017/18	2016/17
Pig and ruminant slaughterhouses	3	3	3
Poultry slaughterhouses	1	1	1
Meat factories	1	1	1
Dairies	1	1	1

## 5.2 Comments

- From 2013 to 2015, as a result of the reconstruction of clinical buildings and the construction of the „ICPTA”, the Faculty Clinics operated to a limited extent, which significantly affected the number of patients in this period and the following years.

- The reduction of the number of patients admitted to the Clinic was also influenced by the decision of the Rector of the ULS in Lublin dictated by economic considerations (Regulation No. 14 of the Rector of the University of Life Sciences in Lublin of March 19, 2018) suspending night shifts from 04.2018 to 04.2019.

- Due to the prompts from the Regional Veterinary Chamber and the Faculty's authorities, the night shifts were restored in April 2019 (Regulation No. 15 of the Rector of the University of Life Sciences in Lublin of April 1, 2019).

- Financial restrictions imposed since 2016 by the University authorities prevent the full use of „mobile clinic" and imply the need to use private cars for clinical and teaching purposes, which also adversely affects the number of patients.

- A small number of farm animal and horses as patients seen intramurally results from the fact that diagnosis and treatment more often takes place extramurally with the use of the „mobile clinic" and private cars. In order to increase the availability of equine patients the students took an active part in consultations, examination and treatment of horses (not registered in the electronic clinical system) from farms over which employees of the Veterinary Clinics of the University of Life Sciences in Lublin provide veterinary care as a part of their own business. This cooperation has been recently formalized on the basis of relevant agreements.

- A low number of pig patients seen both intramurally and extramurally as well as a low number of pig necropsies results from administrative regulations introduced in connection with the spread of African Swine Fever in Poland (ASF). The Eastern part of Poland was the first region of the country affected by these regulations.

- A small number of cattle, sheep and goats necropsies is due to the European and National Regulations (e.g. 999/2001, 73/2009, 1069/2009). Until 2018 the Department of Pathomorphology could not receive the cadavers of livestock animals from outside. Only animals that died in the Veterinary Clinics could be sent to necropsy room.

- In 2018 Animal Carcass Disposal Unit was organized and registered in the Veterinary Inspectorate, which legally supervises the disposal of animal cadavers. This enables obtaining cadavers directly from animal farms. The Unit meets the requirements of the Regulation (EC) No 1069/2009 of the European Parliament and of the Council of 21 October 2009 laying down health rules as regards animal by-products and derived products not intended for human consumption.

## 5.3 Suggestions for improvement

- Since 2016 the Faculty Clinics have been constantly developing based on modern scientific and research equipment and building of ICPTA. This has a positive effect on the quality of veterinary services provided and the quality of student education.

- Starting from the academic year 2020-21, it is planned to increase the number of clinical rotation hours from 270 to 375 with the division: 120 hours for farm animals, 120 hours for companion animals, 80 hours for horses, 40 hours for poultry and 15 hours for parasitology and invasiology.

- With the Animal Carcass Disposal Unit, it is planned to increase the number of livestock and horse necropsies.

- Rehabilitation and Physiotherapy Center for companion animals is implemented.

- In order to increase the number of horses seen intramurally, it is planned to launch a 24-hour Equine Veterinary Hospital with a full range of services.

## 6. Learning resources

### 6.1 Factual Information

#### 6.1.1 Description of the main library of the Establishment

Students, employees and postgraduate students of the ULS in Lublin have access to ML resources<sup>1</sup>. Since 2012, the University Main library headquarter has been located in a new building and it serves as a Regional Centre for Agricultural Science Information.

##### -) staff (FTE) and qualifications

The total number of employees is 37 (35 librarian and 2 other employees). All librarians obtained a master's degree in library science or life science. Additionally three persons received a PhD degree. Librarians participate in the seminars and conferences every year as well as in Erasmus+ program designated for University employees.

##### -) opening hours and days

The ML is available for users from Monday to Friday from 8 a.m. to 7 p.m. and on Saturday between 10 a.m. – 2 p.m.

##### -) annual budget

The library annual budget is based on the internal by-law established by the Rector of the University of Life Sciences in Lublin and released as an updated version every year. According to regulation from 2018, the annual budget comprises two components: salaries and building maintenance costs and this constituents are calculated as follows: 428,00pln x  $\Sigma$  (total number of students, PhD students and academic teachers) and additional 600 000 pln designated for new books, journals, databases maintenance, permanent subscription, library IT system maintenance as well as equipment replacement.

##### -) facilities: location in the campus, global space, number of rooms, number of seats

The ML library has 4181 m<sup>2</sup> floor area with 154 places for users (desks, tables and three places for disabled users are also included). In addition sofas, 40 pouf seats, 2 group work rooms and 3 individual work rooms are also available for students and other guests.

The building is located within the campus, walking distance (5-10 min) from CV and veterinary clinics.

##### -) equipment: number of computers, number of electrical connections for portable PC available software's for bibliographical search

The ML provides 94 desktops with free access to the internet and library software. In addition Wi-Fi is available in the entire building and there is an appropriate prepared laptop space for users with their own notebook.

##### -) number of veterinary books and periodicals

The total book collection of the ML is 383 372 volumes (241 832 books and 141 540 periodicals). Veterinary books include 1549 titles (in different numbers of copies, from several to 32), veterinary periodicals comprise 51 titles (with 33 in current subscription).

##### -) number of veterinary e-books and e-periodicals

E-books and e-periodicals are collected in databases in the following fields: STM-Science, Technology and Medicine. ML provide access to 56100 titles of e-books and 26248 titles of e-periodicals. The ML of the ULS, through participation in numerous consortiums of scientific libraries, may arrange access to full texts of several-thousand titles of books and periodicals. Users can order selected items personally as well as via the internet. Standard service of the library includes access to the lending department which contains Polish and global literature connected to the scientific and didactic work carried out by the academic faculty. Students have an access to the Polish textbooks related to the courses conducted by the FVM or those recommended by their teachers.

Moreover, students have access to data base of scientific papers published by workers of faculty

#### 6.1.2 Description of the subsidiary libraries

Individual departments have their own literature resources (branch books, scientific journals, monographs, PhD dissertations) that are available to faculty employees.

#### 6.1.3. Description of the IT facilities and of the e-learning platform (dedicated staff, hardware, software, available support for the development by staff and the use by students of instructional materials)

---

<sup>1</sup> <https://bg.up.lublin.pl>

The IT center of the ULS supervises the IT systems used as part of on-line learning. Students and employees have access to the Office 365 suite. IT facilities include dedicated rooms located in the Regional Center for Agricultural Science Information, which are equipped with modern computer stations with free access to the internet and necessary software such as: journal browser, text editors, internet browser. On-line classes are conducted using the Microsoft Teams Platform which is the part of Office 365 suite. Students have their own accounts which are verified via the ID number. Students are able to participate in the remote, on-line classes which are carried out by teleconference with the teacher. Knowledge verification (mid-term tests, final exams) can also be performed by using online e-learning system.

From October 2020, a fully integrated educational platform entitled „Edu-portal” will be introduced. The educational platform will include, among others, e-learning module, document and multimedia repository, career office service. The project is developed by Asseco Data Systems S.A.. Currently, trainings for teaching staff and administration are carried out via the webinar.

#### **6.1.4. Description of the available electronic information and e-learning courses, and their role in supporting student learning and teaching in the core curriculum**

Electronic version of the didactic materials (i.e. lecture and practical classes drafts, powerpoint presentations, graphs, diagrams, instructional videos) intended for self-study purposes are available on the University of Life Sciences in Lublin website, and they are constantly updated by the particular didactic units of the FVM<sup>1,2,3</sup>. In addition, the Microsoft Teams e-learning platform allows the exchange of teaching materials.

Department of Biochemistry offers virtual cases for self-study. Cases are located on Casus platform and are available upon invitation (see page 28).

Electronic didactic aids are of great importance for students mainly due to the fact that they are available at any time of day and for not limited period of time. These materials prepared by teachers cover selected topics which are important for understanding and gaining new knowledge.

#### **6.1.5 Description of the accessibility for staff and students to electronic learning resources both on and off campus**

Since 1995 the library has been using the integrated system entitled VTLS and since 2003 its improved version, namely, VIRTUA, which provides access to the library catalogues at any place in the world. The ML VPN (Setup BG UP) system provides an entry to all licensed by ML electronic sources for the library account holders. The ML also offers computer workstations where students and employees have an access to the library website and all remaining electronic library resources. Scientific journals or books can be immediately viewed and downloaded in PDF format.

#### **6.1.6 Description of how the procedures for access to and use of learning resources are taught to students**

Students receive an electronic ID (which also serves as a library ID) during the immatriculation ceremony. At the beginning of the education (i.e. first semester) student participate in the course entitled „Methodology for searching scientific information”. In addition student may attend in several courses organized by the main library employees.

#### **6.1.7. Description of how (procedures) and by who (description of the committee structure) the learning resources (books, periodicals, databases, e-learning, new technologies,) provided by the Establishment are decided, communicated to staff, students and stakeholders, implemented, assessed and revised**

The library collection department orders new library items each year according to the demand. All library users, both students and employees, have the opportunity to request new library items. The request can be submitted electronically, as well as by phone and in person. In addition, academic staff receives a monthly newsletter from the Head of library with new items related to the subjects of fields of study carried out at the university. The chairmen of the CC make the purchase decision and send it (after acceptance of Dean) to the library collection department. Moreover, the demand for individual library items is monitored and also influences the decision to extend quantity of each items to increase the collection's availability.

---

<sup>1</sup> (<http://www.biochwet.up.lublin.pl/>)

<sup>2</sup> <http://www.fizjologia.up.lublin.pl>

<sup>3</sup> <https://www.up.lublin.pl/weterynaria-struktura/>

New positions are advertised at library web page. Work of library is assessed in graduate questionnaire and analyzed yearly by FCQE. In case of any problems adequate activities are undertaken but up to now it was not necessary.

### **6.2 Comments**

The ML of the ULS in Lublin is modern and well equipped. It provides access to a large number of relevant monographs and periodicals, and is perceived as a good learning resource. The new facility guarantees users comfortable access to extensive library resources.

### **6.3 Suggestions for improvement**

It is recommended to take further steps towards e-learning, educational platform development based on the educational needs of each University faculty.



## 7. Student admission, progression and welfare

### 7.1 Factual information

#### 7.1.1 Description of how the educational programme proposed by the Establishment is advertised to prospective students

Information on education provided by the FVM is available on the main page of the Faculty in the bookmark „candidates” (in Polish)<sup>1</sup> and in English<sup>2</sup>, as well as on the main page of the University by using redirect links in the „recruitment”<sup>3</sup> and „Study in English” bookmarks<sup>4</sup>. The Faculty website presents a brief description of the veterinary profession competences obtained after graduation, the organizational structure of the Faculty in terms of didactic units, research, history, scientific and professional events and meetings in which students may also take part, as well as short spots and presentations promoting Polish and English studies at the FVM. There is also information on the organization of the academic year, subject descriptions and learning outcomes<sup>5,6</sup>. Other website<sup>7</sup> contains general information in English about the University: authorities, faculties, international cooperation, and main contact information. The University websites and the Faculty websites are linked by redirect links, and the same information can be obtained from both websites. The Polish-language website also contains information on clinical activities, the activities of student scientific circles<sup>8</sup>, scientific societies as well as reports on events important for Faculty<sup>9</sup>.

Moreover, in cooperation with the Department of Communication and Academic Exchange of ULS, „Open Days” of the University, Lublin Science Festival, meetings in secondary schools in region as well as agreements with secondary schools in Lublin (Department of Biochemistry provides with laboratory practice for pupils from Chemical secondary school in Lublin) are organized and event reports posted on the University's website<sup>10</sup>.

Self-study report of FVM is available on faculty website<sup>11</sup> and actual information about the ESEVT Establishment's status as well<sup>12</sup>

#### 7.1.2 Description of the admission procedures for standard students:

##### Selection criteria

The prerequisites to enter veterinary education and its mode are described in actual ordinance of MSHE dated from 16 April 2019 replacing ordinance from 27 September 2018.

##### 7.1.2.1. Polish candidates:

The admission for Polish candidates is regulated centrally each year by a new Resolution of the Senate of the ULS (on determining the conditions, procedure and date of starting and ending recruitment for the first year of studies).

Recruitment of candidates is conducted via the Internet using the system called Internet Registration of Candidates (IRK). University offers also possibility to registration on site (a specially prepared place with a computer stand). The internet portal for candidates for studies complies with WCAG (Web Content Accessibility Guidelines) standards.

In the competition evaluation, the results obtained on the secondary school-leaving certificate are converted in accordance with the scale published each year in the regulations of recruitment procedures (Resolution of the Senate). In the last year of recruitment they were biology and chemistry as obligatory subjects and to choose mathematics or physics with astronomy (proposition of FC of the FVM).

Based on the results obtained in the qualification procedure by the candidates, a ranking list is created, which specifies the order in which candidates are admitted within the limits of places set for the field of study. The limit of places for both standard and full fee students is determined annually by a decision (Resolution of the FC/FB of the FVM) and approved by the Rector. In the recruitment procedure for the academic year 2019/2020,

---

<sup>1</sup> <https://www.up.lublin.pl/5388/>

<sup>2</sup> <https://www.up.lublin.pl/veterinary>

<sup>3</sup> <https://www.up.lublin.pl/rekrutacja-info>

<sup>4</sup> <https://www.up.lublin.pl/study-in-english/>

<sup>5</sup> <https://www.up.lublin.pl/dziekanat-wet/>

<sup>6</sup> <https://www.up.lublin.pl/graduate-vet/>

<sup>7</sup> <https://www.up.lublin.pl/english>

<sup>8</sup> <https://www.up.lublin.pl/weterynaria-stow/>

<sup>9</sup> <https://www.up.lublin.pl/weterynaria-galeria/>

<sup>10</sup> <https://www.up.lublin.pl/rekrutacja-kontakt/>

<sup>11</sup> <https://www.up.lublin.pl/weterynaria-jakosc/>

<sup>12</sup> <https://www.up.lublin.pl/certyfikat-wet>

the admission limit of standard students was 120 and for full fee students was 90. A similar admission limit was established in previous years.

Table 7.1.1. Summary of the number of candidates for studies in individual years in relation to the average limit of established students

	Number of candidates			Admission limit for students
	2019/2020	2018/2019	2017/2018	
Standard students	1022	1062	1263	120
Full fee students	368	441	325	90

An example limit for the number of points for standard students in the 2018/2019 was 320, and for students with full fee 180, while in the 2017/2018 it was 262 and 184, respectively. This accounted for 56.2% and 70.2% respectively point limit for standard students, with average of 36% lower point limit for students with full fee.

During admission process candidates may contact the Faculty Recruitment Commission (FRC) in person, by phone or email<sup>1</sup>.

#### 7.1.2.2. English candidates

Information in English regarding the recruitment procedure, as well as a list of documents necessary to qualify are available on the website<sup>2</sup>. Candidates may contact the Admission Office<sup>3</sup> and an external cooperating company supporting the recruitment process<sup>4</sup>.

The following requirements must be met:

- Preparing, signing and scanning all required documents by defined deadline: the Application Form (downloaded from the ULS website), the secondary school certificate authorizing the candidate to undertake studies in the country of its issuance, document confirming the knowledge of English (if secondary school education is in other than English, Health Certificate (downloaded from the ULS website).

- Candidate must obtain grades of at least: 65% of a maximum grade in biology and 65% of a maximum grade in chemistry or 65% of a maximum grade of the subject covering chemistry and biology programme in their secondary school certificate. In case of grades lower than 65% of respective maximum grades, the candidate will have to take the entrance exam via the Internet (e.g. Skype) or on site at ULS on the date agreed with the University. Candidates are admitted in accordance to ranking list.

#### 7.1.2.3. Policy for disable and ill students

A Health Certificate confirming that student is eligible for the course of study which has been chosen is required as an obligatory document necessary to apply for admission to studies. The FRC does not assess the health condition of the candidate, it is determined by the opinion of the certifying doctor who assesses whether the candidate can take veterinary studies. If a student with a disability that does not affect his/her ability to study is admitted, can contact the Center of Didactics and Student Affairs of ULSL (CDSA)<sup>5</sup> providing support for students.

#### 7.1.2.4. Appeal process

The candidate may appeal against the decision of the FRC to the Rector within 14 days from the date of delivery of the decision. The appeal against the decision is previously accepted by the FRC.

#### 7.1.2.5. Composition and training of the selection committee (FRC)

The recruitment procedure is carried out by the FRC appointed by the Dean for one year. The chairman of the commission is the Dean. The commission consists of three members. A separate, also three-person recruitment committee is appointed for recruitment for English students (the knowledge of English is an additional requirement for the members).

Members before the recruitment process are subject to the obligation to familiarize with the current Rector's Regulations and Resolutions of the Senate regarding recruitment in the current academic year and with the applicable Acts and Regulations of the MSHE. The competences of the commission are determined by the Resolution of the Senate.

<sup>1</sup> <https://www.up.lublin.pl/6520/>

<sup>2</sup> <https://www.up.lublin.pl/6338/>

<sup>3</sup> <https://www.up.lublin.pl/4341/>

<sup>4</sup> <http://medicineinpoland.com/>

<sup>5</sup> <https://www.up.lublin.pl/5939/>

#### 7.1.2.6 Description of how the Establishment adapts the number of admitted students to the available educational resources and the biosecurity and welfare requirements

The limit of admitted students is set every year and ranges from 210-230. It is based on previous experience and is adapted to the material, didactic, and personal possibilities. The limit is set on the basis of the ratio of the number of academic teachers per student number by the FC/FB and approved by the Rector's Regulation. Since admitted candidates do not have to inform about resignation before the final admission to the first year of studies, it is assumed to be about 10% of the percentage of resignations in the recruitment procedure of candidates each year, recruiting 10% more candidates than the accepted limit. The FVM must continuously adapt the possibilities of organizing the teaching process related to the number of teaching animals, patients and other teaching aids (organization of new teaching rooms, e.g. adaptation laboratories to the didactic purposes in accordance with teaching standards). The Faculty cannot regulate the number of student groups independently. The number of student groups is regulated in advance for all University students through the relevant Rector's Regulation<sup>1</sup>, one teacher conducts laboratory classes with 15-17 students, while clinical rotation with 8 students<sup>1</sup>. The teacher responsible for the subject is required to provide biosecurity during classes or in the case of generalized events (COVID 19), biosecurity is governed by the Dean's ordinances under the Rector's Regulation<sup>2,3</sup>. Student welfare requirements (admission to student housing, material assistance) is carried out by the central units of University<sup>4,5</sup>.

The heads of the departments annually in accordance with Instruction No. 9 of the BEQ draw up reports on the quality of the material and didactic base<sup>6</sup>.

The needs related to the ongoing adaptation of teaching facilities and teaching aids are added up every year, presented and discussed in the report of the FCQE and implemented as far as possible. Efforts are also made to obtain external funds, which resulted in, among others equipping clinical units with didactic phantoms.

#### **Number of government-funded student places:**

all standard student places are government-funded

#### 7.1.3. Description of:

##### 7.1.3.1. The progression criteria and procedures for all students

The curriculum specifying the manner and deadlines for subject implementation, at the request of the CC and teachers responsible for each subject, is determined by the FC/FB and approved by the V-ce Rector for student affairs and didactics. All information on the implementation of the didactic process (study plan, forms of credit, schedule of organization of the academic year) shall be made available to students at least 14 days before the beginning of the semester; for Polish<sup>7</sup> and English<sup>8</sup> students on the website.

Successful participation in all courses is documented in Virtual Dean's Office (VDO) and the student has access online at any time. Through an individual VDO account, in addition to learning progress, the student can also check the following information: status, study plan, group assignment, course of study (subject hours, number of ECTS credits and scope of trainings, as well as fees (if required)). VDO also enables two-way e-mail contact with the DO. The platform is in Polish, therefore English students are kept informed of progress directly by teachers responsible for subjects (the system is under translation). Detailed study regulations regarding the rules for passing modules or taking the exam are presented in the Study Regulations (SR)<sup>9</sup>.

##### 7.1.3.2. The remediation and support for students who do not perform adequately

The SR define the rules for obtaining credit and promotion for the next semester/year of study<sup>9</sup>. In general matters, students may contact the office of the CDSA. However, in matters related to teaching or organizational

<sup>1</sup> <http://bip.up.lublin.pl/rektor/2017/044/zarzadzenie44.pdf>

<sup>2</sup> <https://www.up.lublin.pl/english/?form=en&rid=20639>

<sup>3</sup> <https://www.up.lublin.pl/weterynaria/?rid=20676>

<sup>4</sup> <https://www.up.lublin.pl/pomoc-materialna/>

<sup>5</sup> <https://www.up.lublin.pl/akademiki/>

<sup>6</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

<sup>7</sup> <https://www.up.lublin.pl/dziekanat-wet/>

<sup>8</sup> <https://www.up.lublin.pl/veterinary/>

<sup>9</sup> [http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations\\_of\\_studies.pdf](http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations_of_studies.pdf)

problems in individual subjects, students contact DO (the Dean offers consultation twice a week for Polish students and once a week the meeting with V-ce Dean is organized for English students). The teachers responsible for the subjects are also obliged to weekly consultations within each subject offering help in solving problems. If necessary, the FCQE in consultation with the person responsible for the subject has the ability to determine corrective actions to improve the student's achievement of learning outcomes. Activities are documented based on reports and their effectiveness related to the number of students achieving the intended learning outcomes.

Designated supervisors of individual academic years of students draw up reports on meetings organized with students once a semester. In order to improve the quality of education, the students' comments and suggestions contained in the reports were regularly forwarded by the Faculty authorities to the heads of individual didactic units. Details about retake of credits of subjects or exams are presented in the SR<sup>1</sup>.

#### **7.1.3.3. The rate and main causes of attrition**

The Faculty annually collects key data on the quality of education, which is contained in the Report of FCQE. Corrective actions in the Faculty units (didactic units, DO) and in relation to units directly cooperating with students (Department of Student Social Affairs - scholarships and dormitories, Practical and Continuing Training Department, International Exchange Office, Department of Study Organization) are taken based on the results of graduate and student surveys. Graduates are asked to justify negative grades, but only about 1/3 of them put explanations for their grades. As in the previous two years, they mainly concern too large number of student groups, and thus low availability of animals and insufficient time for practical training (please see explanation 7.1.2.6)

There is no official survey of University students resigning from further education (analysis of reasons). Based on the data collected by DO, it was determined that students who submitted a written resignation without a specific reason constitute respectively: 39% in 2016/2017, 49% in 2017/2018 and 26% in 2018/2019, of all students removed from student lists. Other reasons for removal are most often associated with the transfer to another university (in 2016/2017 - 12 students, in 2017/2018 - 10 students, in 2018/2019 - 16 students), lack of achieving learning outcomes (in the year 16/17, 17/18 and 18/19 – 28, 19 and 31 respectively) or failure to study (in the year 16/17, 17/18 and 18/19 – 32, 37 and 37 students respectively).

#### **7.1.3.4. The exclusion and appeal procedures**

The Dean issues a decision to strike off the student list in writing in accordance with the provisions of the Code of Administrative Procedure. The Dean decides to remove a student from the list in cases specified in the SR<sup>1</sup>. The decision on striking off the list of students may be appealed within 14 days from the date of its delivery.

#### **7.1.3.5. The advertisement to students and transparency of these criteria/procedures**

All the above rules are included in the SR<sup>1</sup> and are annually repeatedly communicated to students by the DO and by members of examine board.

#### **7.1.4. Description of the services available for students (i.e. registration, teaching administration, mentoring and tutoring, careers advice, listening and counselling, assistance in case of illness, impairment and disability, clubs and organizations: supporting of physical, emotional and welfare needs of students)**

The ULS provides a wide range of support, ranging from recruitment (FRC, DO), through admission and teaching administration (CDSA, DO) to monitoring student careers and support in navigating the labor market<sup>2</sup>. At the university there is a program mental health support, and the psychologist employed conducts consultations depending on the needs of students. Information on psychological consultations are available on the university's website and on posters placed on information boards.

The ULS also has a unit for disabled students<sup>3</sup> and offers various forms of material support. In the case of disabled students, a total of 58 veterinary students have benefited from support over the past three years (2016-2018). All forms of support are listed on website<sup>4</sup>.

To increase support for students and employees with children, the ULS has started a program to launch a nursery strictly located in the center of the academic campus. Students and academics are prioritized in recruitment children to the nursery.

---

<sup>1</sup> [http://bip.up.lublin.pl/files/biurorektora/Uchwal%202018-2019/122/regulations\\_of\\_studies.pdf](http://bip.up.lublin.pl/files/biurorektora/Uchwal%202018-2019/122/regulations_of_studies.pdf)

<sup>2</sup> <https://www.up.lublin.pl/kariera>

<sup>3</sup> <https://up.lublin.pl/niepelnosprawni>

<sup>4</sup> <https://www.up.lublin.pl/5935/>

Raising the value of the graduate on the labor market, the ULS also organizes (as part of the funds obtained from the Operational Program Knowledge Education Development) 160-hour paid internships for students graduated fifth year of veterinary study<sup>1</sup>. Student Careers and Alumni Relations Office also organizes free trainings and meetings with employers<sup>2</sup>.

The Faculty is currently participating in the didactic project<sup>3</sup>, enabling the purchase of equipment increasing the quality of education, as well as raising the professional competence of teaching staff towards language skills as well as interpersonal communication on the student-teacher line and modern methods of knowledge transfer.

In the case of problems related to the teacher-student conflict, the student may report the problem directly to the Dean or Vice-Rector for Student Affairs and Didactic or contact a psychologist.

#### 7.1.5. Prospected number of new students admitted by the Establishment for the next 3 academic years.

In the coming years a similar number of admitted Polish students is expected as before, i.e. 210-220. However, an increase in the number of English students is expected.

#### 7.1.6. Description of how and by whom the admission procedures, the admission criteria, the number of admitted students and the services to students are decided, communicated to staff, students and stakeholders, implemented, assessed and revised

Student admission procedures are described in section 7.1.2.1-2. Intended and expected changes in the number of students and changes in the number of students going through individual stages of study are analyzed during regular meetings of the UCDEQM, meetings of the Dean of the Faculty and Vice-Rector for Student Affairs and Didactic. Problems are identified on the basis of analysis of anonymous surveys of students and graduates and analysis of student progress in achieving the intended learning outcomes, and anonymous surveys conducted during periodic meetings of students with supervisors of individual years, summed up in the reports of the FCQE and discussed with members of the FC/FB. The members of the CC also meet if necessary and discuss the problems reported by students and teachers related to improving the organization of the teaching process (improving the study program, taking into account comments made by external stakeholders, especially on professional practice). Decisions regarding student services are also made and implemented as a result of consultation and exchange of information between students, the DO and the CDSA.

All decisions made, including any changes regarding the above-mentioned issues, approved by the decision-making body in the given case, are forwarded to interested students (individual persons, given academic year of study, all veterinary students) and teachers.

Table 7.1.2. Number of new veterinary students admitted by the Establishment

Type of students	2018/19	2017/18	2016/17	Mean
Standard students (SS)	123	97	103	108
Full fee students (FFS)	88	76	78	81
English division students (EDS)	3	-	-	ND
Total	214	173	181	568

<sup>1</sup> (<https://www.up.lublin.pl/6175/>)

<sup>2</sup> (<https://www.up.lublin.pl/4381/>)

<sup>3</sup> (<https://www.up.lublin.pl/pracownicy/?rid=18453>)

Table 7.1.3. Number of veterinary undergraduate students registered at the Establishment

Year of study	2018/19		2017/18		2016/17		Mean
	SS	FFS	SS	FFS	SS	FFS	SS+FFS
First	111	77	87	66	91	74	169
Second	83	58	83	61	93	70	151
Third	65	64	70	34	83	60	125
Fourth	79	35	94	47	107	46	136
Fifth	133	-	149	-	152	-	147
Sixth	140		154		181		158
Total	611	234	637	208	707	250	882

Table 7.1.4. Average duration of veterinary studies

This is equivalent to the minimum time required (11 semesters or 5.5 years)

Duration time	% of students who graduated on 2016/2017
+0 (11 semesters)	82%
+1 year	12%
+2 years	3%
+3 years and more	3%

The average duration of study for graduating students in 2016/17 was 11.53 semesters (weighted average).

Table 7.1.5. Number of postgraduate students registered at the Establishment

Programmes	2018/19	2017/18	2016/17	Mean
Polish Veterinary Specialization Trainees -together	64	64	119	82
a. dogs and cats diseases	21	21	42*	28
b. veterinary radiology	43	43	77*	54
PhD students (only Polish)	12	14	10	16

\* include both, closing and starting recruitment

## 7.2. Comments

- The Faculty is subjected to transparent central selection procedure for candidates.
- The number of admitted students is centrally regulated (the seating limit is finally approved by the Rector) and depends on the curriculum (required hours and structure) and the teaching capacity of the core funded academic staff. There is no flexibility for the Faculty, and recruiting additional teaching staff would only result if more student are centrally admitted.
- There is a broad range of information and support activities (also covering material and health support) available both at the ULS and the Faculty.
- The progression of students is regularly monitored by FCQE and results of quality of teaching processes control are annually discussed with University authorities
- Comprehensive student-level monitoring of study progress is recorded by DO in and by CDSA. Students have ongoing access on their study progress information by VDO (translation into English is under construction)
- Child-care facilities near campuses are available to students (i.a. nursery priority admission is given to children of students and employees of University)
- Progressive circulation of information and documentation of progress in teaching via electronic platform<sup>1</sup>. While progression of teaching is confirmed by examiners in the reports on the completion of classes prepared in the form of printouts of electronic data, periodic cards of student achievements, are prepared in the form of printouts of electronic data, an index in the form of printouts of electronic data containing a summary of student grades.

<sup>1</sup> Rector's Ordinance 40/2018 of 17.09.2018 on the introduction of the lack of the necessity of obtaining grades written in student book for students admitted at 2018/2019

### 7.3. Suggestions for improvement

- The need to expand the English-language website, which due to the start of the full education cycle in English only in the 2018/2019 academic year, arises on an ongoing basis. Detailed information on individual subjects in the following years of education is supplemented by the didactic units involved.
- The need to implement a VDO in English, with the option of including English-speaking students in the survey
- The need to create a central algorithm in the event of suspected harassment of students. Creating a central safe contact for students.
- The need to implement an obligatory survey of students who resign from studies. Diagnose the reasons of resignation facilitates indication of critical points of education.
- Too high number of student in laboratory/clinical rotations groups is centrally regulated therefore the Faculty has no influence on it.
- With the growing number of veterinary faculties in Poland, increasing activity at the level of advertising and promotion should be considered (greater cooperation with the Department of Communication and Academic Exchange, greater activation of teachers towards open lectures, workshops for secondary schools, open days, creation of new, professional advertising films promoting the faculty, etc.)

## 8. Student assessment

### 8.1. Factual information

#### 8.1.1. Description of the global student's assessment strategy of the Establishment

The process of veterinary student's assessment is regulated by the SR<sup>1</sup>. The assessment in the context of the quality of teaching is coordinated and supervised by the Vice-Rector for Student Affairs and Didactic and the Dean, and implemented by the FCQE<sup>2,3</sup>. The commission includes members of the academic staff and a representative of students, doctoral students, support staff and external stakeholders. The FCQE analyzes student progress once a year and has the option of making changes to the assessment strategy if necessary.

The main objective of the evaluation is to determine whether students acquire the knowledge and skills required for further studies and for practicing as professional veterinarian. Moreover, it helps to confirm and monitor similar qualifications of graduates year to year. The veterinary didactic process is divided into two parts, the preclinical part (first 6 semesters) and the clinical part (which starts in the 7th semester and ends with the final exams in the 11th semester). The prerequisite for advancing to the clinical study phase is the successful completion of all subjects of the preclinical education.

The academic year includes: two examination and retake sessions (winter and summer) lasting not less than 1-2 weeks each. The detailed organization of the academic year, including the dates of the exam sessions, is determined by the Vice-Rector for Student Affairs and Didactic at least three months preceding the new academic year, and this is available on the university's website.

The person responsible for the subject is required to prepare: 1) description of the education subject; 2) the regulations of the classes: the method of controlling the learning outcomes, the mode and schedule of course completion, including the manner and mode of announcing the results of the evaluation tests, projects and other forms of course completion, the principles of justifying absences from classes, the form of the exam; 3) detailed conditions for passing the subject, including: mandatory requirements and the proportions of the impact of partial grades and exam grades on the final grade. This information is available in the DO, on notice boards in each unit and passed to students during the first class.

The current Regulations of the ULS in Lublin Studies, introduced by the Senate Resolution No. 122/2018-2019<sup>1</sup>, contain the rules in force in the field of study regarding: passing classes (§ 22), passing exams (§ 23), passing the semester (§ 20), evaluation criteria (§ 25) regarding the commission/board exam (§ 27), regarding exclusion from the list of students (§ 28), regarding resumption of studies (§ 29) regarding leave from classes (§ 30, § 31, § 32) regarding the completion of studies (§ 45).

#### Students with disabilities

Reasonable adjustments to assessment arrangements are made to ensure that students with disabilities are not substantially disadvantaged.

#### Pregnancy

Pursuant to the Law on Higher Education and Science, a pregnant student and a parent student, at the request of the person concerned, is granted permission to: 1) study according to the individual organization of studies until their completion 2) leave from classes with the option of verifying the obtained learning outcomes specified in the study programme.

A pregnant student is granted a leave up to the date of child's birth. A student, who is a parent may apply for leave within 1 year of the child's birth. A student, who is a parent, is granted a leave for a period of up to 1 year – on condition that the end of the leave falls during the semester, the leave may be extended until the end of this semester.

#### 8.1.2. Description of the specific methodologies for assessing: -) theoretical knowledge; -) pre-clinical practical skills; -) clinical practical skills

##### Description of the specific methodologies for assessing:

Following the rules of SR and the BEQ, the assessment may be written (eg. test of single or multiple choice), oral, practical or in a combination of these formats. The syllabi of each subject and BEQ define the form of the assessment, the assessment components and the time in the course of study.

Semester usually ends with exams or course credits – depending on subject. They consist of summative assessment. The principles of passing the semester and the course of the examination session are defined by SR<sup>1</sup>.

<sup>1</sup>[http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations\\_of\\_studies.pdf](http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations_of_studies.pdf)

<sup>2</sup><http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202019-2020/053/053.pdf>

<sup>3</sup><https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>



The exams typically take place in session, i.e. during the time when no courses are run. Examinations groups for oral and practical tests consist generally of 3 (minimum 2) students. The exams are organized and conducted by academic teachers responsible for a given subject. The first exam retake takes place usually not earlier than one week after the first failed examination. If the second retake is failed the exam might be taken one year later.

The condition of passing the semester is obtaining learning outcomes by passing the classes and EPT provided in the study programme, to which ECTS points have been assigned on the dates specified in the organization of the academic year. A student who has passed the semester is promoted by the Dean's decision for the next semester.

Formative assessment, which allows for the monitoring of progress in obtaining learning success is done during semester. The form of this assessment depends on specificity of subject and is given in syllabi – available for students at the beginning of subject.

#### -) theoretical knowledge

Theoretical knowledge is assessed primarily in oral or written examinations. The examination subjects in which both theoretical knowledge and practical skills are examined can be split into several examination components. Questions are prepared by person responsible for a given subject and usually checked by another teacher – specialist in the field. Moreover, the quality of tests can be monitored by computer system based on statistical analysis of answers (chemistry). Persons responsible for subject are obliged to prepare examples for each grading level as well as reports from oral exams. The limits for passing are recommended in BEQ or announced by persons responsible for subject.

#### -) pre-clinical practical skills and clinical practical skills

Practical skills are primarily assessed in combined oral-practical formats. The preparation of an experiment or a compilation of a case report is often a mandatory element of the examination. Persons responsible for a given subject are obliged to prepare this assessment. The form of assessment is announced to students either in syllabi and during the first class. Practical skills are evaluated during clinical rotations and holiday training, but to make it fully objective and repetitive, the Faculty works on introducing OSCE (objective structured clinical examination) and mini CEX (mini clinical evaluation exercise).

### 8.1.3. Description of the assessment methodology to ensure that every graduate has achieved the minimum level of competence, as prescribed in the European System of Evaluation of Veterinary Training (ESEVT) Day One Competences

To fulfill the above mentioned objectives the formative assessments consist of the mixture of practical and theoretical exams and are designed to allow students to practice different question formats, in order to gauge their own knowledge and understanding of clinical situations. Feedback is provided for each student. Summative assessments: the written or oral examination contains a variety of questions formats, mirroring the formats used for the formative assessments. For each unit, the teacher is expected to provide the clear, relevant and appropriate questions in the specified format(s), together with marking scheme for each. Marking of scripts or answers is undertaken using the agreed marking schemes. The case reports submitted by students and the follow-up oral examinations are assessed and marked by an academic teacher. The case reports allow candidates to demonstrate that they are able to investigate and manage cases appropriately.

The Faculty works on the improvement of objectification of learning outcomes assessment and examination results.

### 8.1.4. Description of the processes for:

#### -) ensuring the advertising and transparency of the assessment criteria/procedures;

The Faculty website contains all the relevant legislation and information on examination periods. This information is also posted on the websites of didactic units. Detailed information on the structure, content and evaluation criteria for examinations are listed in syllabi. They are presented to students during the first class or available on the notice boards.

In accordance with the BEQ, FVM (6. Instructions and procedures)<sup>1</sup>, it is recommended to use the following framework system of student assessment:

a) subjects ending with credit/exam - the credit/exam may be in written or oral form; the teacher is obliged to inform students about the form of the exam and the method of getting credit during the first class of the

---

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

subject; in the case of an oral exam/credit, the examiner is obliged to keep records containing: student's name, number of questions asked from the list or content of questions asked and assessment of each question;

b) to obtain a positive grade, it is necessary for the student to possess all the learning outcomes (knowledge, skills) contained in the subject - on at least satisfactory level and social competences.

c) oral examinations recommendations:

- creating by the examiner a database of at least 100 questions in the subject;
- the student at the oral exam draws a set of questions that are recorded along with the name of the examiner in the examiner's internal protocol (these protocols should be kept until the examined person graduates);

- the exam grade is the total grade for all questions;
- for clinical subjects, whose passing/exam requires practical knowledge of the subject, it is recommended to introduce individual credit /practical exam cards.

-) **awarding grades, including explicit requirements for barrier assessments;**

The criteria used for the assessment of credit/exams and control tests are defined by the person responsible for the subject and presented to students during the first class and in the syllabus. For each examination topic, student receive a mark between 5 (very good) and 2 (fail). Each official exam has to be passed (mark 3 or better). To obtain a positive grade, it is necessary for the student to obtain all learning outcomes (knowledge, skills) contained in the subject - on at least satisfactory level and social competences. These marks and the grade points' average for each examination section are detailed in BEQ on the Faculty website<sup>1</sup>. The person responsible for the subject may set other assessment rules but must present them to students during first class and in the syllabus.

At the student's request submitted within three days from the date of the announcement of the results of the first resit examination, the Dean may order a commission/board examination (§ 27 SR)<sup>2</sup>.

If 30% of students fail to obtain the expected results in subject (in all dates of the exam/credit session) (30% of unsatisfactory grades), the person responsible for the subject: informs the head of the unit, and they jointly analyze the reasons, introduce a recovery programme with the support of the head of department and draw up a note and forward it to the FCQE.

-) **providing to students a feedback post-assessment and a guidance for requested improvement;**

The examination results of an oral, practical or combined examination are logged by the examiner(s), reported to the student immediately after the completion of the examination. There is a possibility to apply for the short feedback report. Written examinations are evaluated within 5 days and the results are communicated to the students in adherence to data protection guidelines. All results are transferred to the VDO.

Students receive feedback for their assessments, both formative and summative. The feedback offered is related to learning outcomes and assessment criteria, and is consistent with the mark/grade awarded. Feedback to students for their assessed work is seen as an integral part of the assessment process.

-) **appealing**

A formal appeals procedure is in place for students who have been unsuccessful in their examinations, or who are dissatisfied with their results or believe that their academic performance has been adversely affected by factors beyond their reasonable.

### **Description of:**

--) **the progression criteria and procedures for all students;**

The condition for being promoted to the next year is passing all required exams. Decisions are made by the Dean. In selected situations, the student may be promoted to the next semester and receive conditional credit. Students of the 6th semester must obtain all credits from semester 1-6 subjects to continue their studies in the 7th semester.

--) **the remediation and support for students who do not perform adequately**

Extensive academic support is provided for students through the teachers. This support is implemented and monitored by the CDSA. Specific advising regarding the veterinary curriculum is available in DO. The examination progress is monitored by DO. Students not sufficiently progressing can consult their problems with the Dean. The

---

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

<sup>2</sup> [http://bjp.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations\\_of\\_studies.pdf](http://bjp.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations_of_studies.pdf)

DO offers consultation meetings for students two-four times weekly. The meetings with students who do not perform adequately are aimed at working on solutions of problems.

Consultations are also conducted in each Sub- Department/Department by people conducting given classes with students. Office hours (at least once a week) are posted on the notice board.

The Dean appoints tutors from academic teachers for the entire period of study of a given year. The task of tutors of years is to help in the educational and organizational activities undertaken by the Faculty<sup>1</sup>.

#### --) the rate and main causes of attrition

The Faculty annually compiles key figures on academic progress in a quality report FCQE, which is discussed with the UCDEQM. The number of students remaining is constant at 96% (2018/2019).

There is no official survey of University students resigning from further education (analysis of reasons) (See 7.1.3.3).

#### --) the exclusion and appeal procedures

Students, who do not pass the first examination retake have the right to submit a written appeal within 3 days of the announcement of the results of exam/credit to the Dean, who may order a commission check of the level of knowledge in a given subject according to SR principles<sup>1</sup>. Student, who did not pass the semester can apply for conditional credit submitting a written application to the Dean according to the principles defined in SR<sup>1</sup>. At the request of a student, who did not pass the semester, the Dean orders him to repeat the semester. The principles of semester re-taking are defined by SR<sup>1</sup>. The student, who did not submit an application in due time shall be excluded from the list of students. The rules for re-admission of a student excluded from the list are found in the SR<sup>1</sup>.

#### -) the advertisement to students and transparency of these criteria/procedures

The academic teacher responsible for the subject is required to enter the results of a credit/exam to the VDO and make them available to students in accordance with the principles of personal data protection.

The examination process including criteria for expulsion is laid out in the SR and by VDO repeatedly communicated to students.

### 8.2. Comments

- The progression of students is closely monitored in the University quality teaching processes and annually discussed with the FCQE and UCDEQM (in accordance with IEQMS).

- There is a broad range of information and support activities available both at University and the Faculty,
- Comprehensive student-level monitoring of study progress is registered by DO, CDSA
- Close vicinity of Child-care facilities for small children near the campuses is a convenience.
- Quality assurance is put in place. There is regular peer review of teaching with feedback to teachers.
- Guidelines are provided for students so that they are fully aware of the requirements, marking is standardised and transparent.
- The appropriate and reasonable provisions are made for pregnant students and with disabilities, tailored to the individual.
- Reasonable appeals process is provided

### 8.3. Suggestions for Improvement

- Reduction of the number of students in rotation groups .
- University is actually in the course of implementation of integrated information system for university management. It is expected that it will help to enhance study programme performance.

---

<sup>1</sup> [http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations\\_of\\_studies.pdf](http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/122/regulations_of_studies.pdf)

## **9. Academic and support staff**

### **9.1. Factual Information**

#### **9.1.1. Description of the global strategy in order to ensure that all requested competences for the veterinary programme are covered and that staff are properly qualified and prepared for their roles**

The procedure of employing academic teachers at the ULS in Lublin complies with the internal guidelines for employment and appointment of employees contained in the University Statute (Chapter VII § 87-90)<sup>1</sup> and the Law on Higher Education. In the accreditation period, in connection with the entry into force of the new Act on Higher Education, there were partial changes to the procedures and solutions, as indicated in the text below.

The number of positions for research-teaching and teaching staff is related to the study curriculum and the number of students in each year, and results directly from the number of hours of classes conducted by employees of teaching units and clinics and the number of student groups. The vast majority of teaching staff are graduates of FVM, which is included in the currently applicable education standard. Academic teachers are employed in the group: research-teaching; as: professor; university professor, assistant professor and assistant; and in the group of teaching staff in the positions of: teaching professor, university teaching professor, visiting professor, didactic assistant professor, lecturer, instructor. There are no positions just for research. Employment of research-teaching staff takes place through a competition where one of the requirements is a medical diploma, Vet. or related. The procedure of employing academic teachers is related to the staff policy of the university authorities and results from the requirement to complete the teaching load. The number of working hours is specified in a separate document - Work Regulations for Employees of the ULS<sup>2</sup>.

#### **9.1.2. Description of the formal programme for the selection, recruitment and training to teach and assess students (including continuing education) of the academic Staff.**

In order to select the most valuable employees with the highest qualifications and predispositions, the procedure of employing academic teachers at the University of Lublin is open and competitive. It applies only to persons employed for the first time at the ULS in Lublin, regardless of the position. It is a multi-stage process involving the heads of teaching units and clinics, FC/FB, the Faculty Personnel Commission/currently the Faculty Competition Commission for Academic Teachers and the Rector of the University. In the first months of work, the employee participates in classes as an assistant, training his/her skills in teaching and assessing students under the supervision of experienced educators. Some candidates employed by the FVM are graduates of doctoral studies at the ULS in Lublin or other universities and already have teaching experience related to the need to conduct classes during doctoral studies. The work of all teachers is subject to regular inspection and advisory visits. An academic teacher with work experience of up to 5 years is subject to class inspection once in the academic year, and a doctoral student twice in the academic year, other teachers - once in 4 years. The purpose of inspection is to diagnose the strengths and weaknesses of didactic work and to support the inspected person in improving their teaching skills. The authorities of the Faculty monitor the development of the teaching staff, identifying thematic areas of scientific and research work with the scope of the teaching activities conducted. Each teacher fills in and regularly updates the Teacher's Charter, which contains information on the professional competences of the teacher along with a list of publications and research topics corresponding to the scope of the classes. An academic teacher is subject to periodical evaluation by the Rector's Authorities (titular professors every 4 years and other employees every 2 years) in the field of scientific development and teaching achievements. An important element of this evaluation is the evaluation of the immediate superior and the semester evaluation done by students. ML provides with application for bibliometric statistics for all teachers.

#### **9.1.3. Description of the formal programme for the selection, recruitment and training to perform their specific duties (including continuing education) of the support Staff**

##### **Selection and recruiting**

The selection and recruitment of support staff combines the local activities of the heads of teaching units and clinics as well as the authorities of the Faculty and the University. The creation of support staff positions has so far resulted from the algorithm of employed academic teachers. There were 0.3 jobs support staff position per one teaching postfunded by the Rector's subsidy. Units and clinics could additionally employ support staff, demonstrating financing from other sources (grants, commissioned research). This algorithm was applied to the following units: Department, Clinic, Institute. It has not been applicable for two years and the number of support positions is the responsibility of the Rector and results from the financial capacity of the University. Heads of

---

<sup>1</sup> <https://bip.up.lublin.pl/statut/>

<sup>2</sup> [https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin\\_pracy\\_up.pdf](https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin_pracy_up.pdf)

units may apply for an increase in the number of support staff, at the same time indicating the source of financing a full-time job (clinical activity, grant projects). The head of department and the clinic, who is the immediate superior, has greater powers in the selection of support staff. They present the qualifications and skills requirements for support staff positions. Candidates are selected on the basis of the compliance of qualifications which are confirmed by school diplomas and vocational training certificates. The further employment procedure results from the work and remuneration regulations and falls within the competence of the HR Department of the ULS in Lublin<sup>1</sup>.

#### Training and lifelong learning

Heads of teaching units and clinics check the required skills at various positions. In the absence of specialized competences, special on-site training or delegation of employees for appropriate training to external units are offered. External training is carried out especially when there is a need to operate new specialized equipment. In the new workplace, the employee receives a written scope of duties and on-the-job training is carried out by the immediate superior or an authorized person. Support staff are trained in biosecurity and animal handling, participate in training for people involved in performing procedures on animals, providing first aid, waste management in laboratories, and the use of standard and specialized computer software. Employees undergo regular health and safety training.

#### 9.1.4. Description of the formal programme for the appraisal, development, promotion criteria and procedures, supporting and monitoring of both academic and support Staff

A newly hired employee obtains the position of an assistant and has 8 years to complete and defend a doctorate. The next 8 years are dedicated to obtaining the degree of dr hab. The next stage is obtaining the title of professor from the President of the Republic of Poland. These stages require having relevant scientific achievements and are correlated with positions at the university - respectively assistant professor and university professor. If this time frame is not met, the employment contract may be terminated. Similarly, when an employee fails the periodic appraisals. Each year, the top 10 employees who publish the best papers receive an incentive bonus granted for a period of 1 year. In addition, annual awards are granted for work for a degree or outstanding series of publications, as well as for didactic and organizational achievements (conditions described in the Rector's regulation).

Support staff has the possibility of professional development in the form of training. The quality of the work of support staff that has an impact on the quality of education is assessed by their immediate superiors<sup>2</sup>. Gaining new competences as well as outstanding work are the basis for a position promotion. Support staff can be awarded the annual JM Award for Outstanding Work.

The academic staff is constantly motivated to scientific and didactic development by participating in conferences and training courses in Poland and abroad. Every year the number of staff going to foreign universities under the ERASMUS programme increases.

#### 9.1.5. Description of the formal rules governing outside work, including consultation and private practice, by staff working at the Establishment

Employment of academic staff outside the primary place of work (ULS in Lublin) is possible after reporting this fact and approval of the University Authorities before starting employment. This applies to employment in other universities, private clinics and veterinary offices under an employment contract. In the event of a conflict of interest, the University Authorities may refuse such employment. In the case of running your own business-self-employment, you only need to notify the rector's authorities about this fact.

#### 9.1.6. Description of the formal programme of the Establishment for the assessment of teachers by students and its outcome

Assessment of the quality of teaching by students is carried out in accordance with the internal evaluation regulation in accordance with the guidelines of the University regulations and FCQE. In VDO, academic teacher evaluation questionnaires are distributed via the Internet every semester after the end of classes. The anonymous questionnaire for students deals with general information about the learning environment, subject and individual academics. The results of the assessment are available in the VDO for Dean, heads of departments and assessed teachers (if they are responsible for the subject). The results of this evaluation are one of the elements of the general periodic evaluation of an academic teacher. Ad hoc comments regarding the teaching staff may

---

<sup>1</sup> [https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin\\_pracy\\_up.pdf](https://bip.up.lublin.pl/files/biurorektora/2019/066/regulamin_pracy_up.pdf)

<sup>2</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

be provided by students to the yearbook tutors or directly to the Dean. After graduation, the graduates anonymously evaluate the entire didactic work via the Internet in the form of the Graduate Survey<sup>1</sup> of the ULS in Lublin. The results of the assessment are analyzed by the Dean and FCQE and are presented in the form of reports to the FC/FB and remedial programs are proposed in justified cases. Details are contained in BEQ<sup>1</sup> and QCS<sup>2</sup>.

#### **9.1.7. Prospected number of FTE academic and support staff of the veterinary programme for the next 3 academic years**

The number of research and teaching positions depends on the number of students and the adopted study program, therefore the Faculty, mainly due to financial possibilities, does not expect significant changes in the nominal employment plan in the next 3 years. The number of academic staff members will remain stable. If new funding opportunities appear, the priority will be to increase the number of support staff, especially clinical veterinarians and visiting professors.

#### **9.1.8. Description of how and by whom the strategy for allocating, recruiting, promoting, supporting and assessing academic and support staff is decided, communicated to staff, students and stakeholders, implemented, assessed and revised**

The authorities of the Faculty, together with the heads of departments, take care of the recruitment of highly qualified academic and support staff.

The positions of professors in departments are filled by promotion of employees of these units after meeting the criteria specified in the Rector's regulation (the position of university professor) or after obtaining the academic title of professor (the position of professor). In the absence of internal candidates for the position of a professor, the Dean will announce an open (internet) competition for this position, presenting detailed requirements. Applicants were verified by the Departmental Personnel Committee, currently by the Academic Teacher Evaluation Committee (scientific achievements, reference letters). The committee prepares a report and a recommendation. The decision to hire a professor is voted by the University Senate.

In the case of other positions of permanent academic staff, the initiative for hiring new employees comes from the heads of departments and clinics in the form of an application to retain or grant a position of an academic teacher in a given unit or clinic. In the case of maintaining the existing positions or appointing new ones, the approval is each time expressed by the Rector of the University, who makes the decision dependent mainly on the number of teaching hours in the unit. After the head of department specifies the requirements for candidates for a specific position, the dean calls up a competition in accordance with the rules set out in the University Statute<sup>3</sup>. The first contract is concluded with an employee for a trial period of up to 33 months. After this period, the head of the unit or clinic submits a written opinion on the employee and the FC/FB recommends the Rector to hire the employee for the next period. During the period of employment, employees are verified as part of periodic appraisal, gain new degrees and are promoted to positions.

Inconsistent teaching academic staff (recruited from a group of specialists in their field) are employed under a civil law contract to carry out a certain number of teaching hours on application of the heads of departments (within the workload of hours held in the unit). The application for specific candidates is reviewed by the FC/FB.

In the case of support staff, the initiative of employment comes from the heads of teaching units and clinics, within the scope of their vacancies. The process of selecting candidates is carried out by the interested didactic unit or clinic in accordance with the regulations in force at the ULS.

---

<sup>1</sup> <https://www.up.lublin.pl/files/weterynaria/Jakosc%20kształcenia/beq.pdf>

<sup>2</sup> <https://www.up.lublin.pl/6590/?rid=20792>

<sup>3</sup> [https://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/088/statut\\_up.pdf](https://bip.up.lublin.pl/files/biurorektora/Uchwaly%202018-2019/088/statut_up.pdf)

Table 9.1.1. Academic staff of the veterinary programme

Type of contract	2016/2017	2017/2018	2018/2019	Mean	
Permanent (FTE)	125	124	113	120,67	
TEMPORARY	Interns (FTE)	-	-	-	
	Residents (FTE)	-	-	-	
	PhD students (FTE)	9	3	4	5,33
	Practitioners (FTE)	-	-	-	-
	Others (fixed-time contract) (FTE)	7	11	8	8,67
	Others (teachers from other faculties of ULS Lublin)	13	12	12	12,33
TOTAL (FTE)	154	150	137	147	

Table 9.1.2. Percentage (%) of veterinarians in academic staff

Type of contract	2016/2017	2017/2018	2018/2019	Mean
Permanent (FTE)	90,4	88,7	89,37	89,49
Temporary (FTE)	34,48	26,92	29,17	30,19

Table 9.1.3. Support staff of the veterinary programme

Type of contract	2016/2017	2017/2018	2018/2019	Mean
Permanent (FTE)	52	52	46	50
Temporary (FTE)	4	2	3	3
Total (FTE)	56	54	49	53

Table 9.1.4. Research and teaching staff of the Establishment – tu musza byc jakies liczby!!

Type of contract	2016/2017	2017/2018	2018/2019	Mean
Permanent (FTE)	82	85	85	84
Temporary (FTE)	43	39	28	36,67
TOTAL (FTE)	125	124	113	120,67

## 9.2. Comments

The selection of teaching staff and their systematic evaluation are subject to specific, detailed procedures in force at the ULS in Lublin. The number and proportions of the academic staff of the FVM (academic teachers/ support staff) are independent of the Faculty authorities. They result mainly from the financial policy of the university. The Faculty's authorities strive to increase the number of support positions and to create as few student groups as possible, especially in the field of clinical subjects.

## 9.3. Suggestions for Improvement

New sources of financing for teaching should be sought, going beyond the university subsidy, especially in terms of employing a larger number of support staff, including clinical veterinarians.

## 10. Research programmes, continuing and postgraduate

### 10.1 Factual information

The Faculty offers long-cycle Master's degree, postgraduate, doctoral and specialisation studies. Detailed information on the studies and the system of the quality of continuous education can be found in Chapter 3. Each organisational unit of the Faculty conducts research in accordance with its area of expertise and is funded annually by the MSHE or other agencies including the Polish National Science Centre, the National Centre for Research and Development. Each student can be involved in the research project that is in line with his/her interests and training in evidence-based scientific work on an individual basis.

#### 10.1.1 Description of how the research activities of the Establishment and the implication of most university staff in it contribute to research-based undergraduate veterinary education

Offering students at all levels, high-quality, up-to-date research-oriented teaching has always been a mission of the ULS in Lublin and the FVM. A vast range of research carried out by the university staff covers virtually all aspects of veterinary sciences and selected ones of biotechnology, general medicine and basic biomedical sciences. Well-equipped laboratories at the Faculty and effective research cooperation with domestic and foreign scientific institutions play a key role in the research-oriented teaching process.

Currently, the Faculty assures the integration between staff research findings and several key points of education. The vast majority of the university staff members carry out research that is strictly connected with the classes they conduct. Thus, they directly use their research experience for the teaching process. The list of publications is annually updated, incorporated into the Teacher's Charter and supervised by the FCQE.

Within conducted classes, students are encouraged to use an extensive database of staff publications, which includes research findings in basic and clinical sciences<sup>1</sup>.

On the basis of this information, they prepare reports, essays, presentations and case descriptions. Thus, they gain knowledge of using evidence-based medicine. It includes publications in journals listed in the JCR, and "Życie Weterynaryjne" a professional journal of the Polish National Veterinary Chamber, which is responsible for direct supervision of post-graduate training for veterinary professional development and proper pursuit of the veterinary profession under the national and EU legislation. Besides, students have an opportunity to use doctoral and postdoctoral theses as well as papers from domestic and international conferences available in the ML of the University. The full list of staff publications in the years 2016 - 2019 is available on the Faculty's website<sup>2</sup>.

In order to deepen their scientific interests and link them with the teaching process, Veterinary Medicine students are encouraged to participate in research and scientific projects within scientific circles under the supervision of the Faculty staff. Currently, there are 9 Faculty's scientific circles whose members take part in domestic and international scientific conferences and science festivals. The cooperation results in joint scientific publications in the veterinary field of study<sup>3</sup>.

Periodical scientific and didactic seminars on the proper clinical practice and the use of scientific research in veterinary practice<sup>4</sup> are organized by the students involved in international student organizations ((IVSA-International Veterinary Student's Association)<sup>4</sup>. The meetings are arranged within the so-called 'Clinical Tuesdays'.

Students cooperate with companies operating in the veterinary and food industry. The collaboration of IVSA Students (currently 180 people) with the Royal Canin, the PefectVet, the Polish Small Animal Veterinary Association, the VETFORUM, the Vet Agro and others is particularly noteworthy. The description of their performance in the years 2017 - 2018 is available on the IVSA website<sup>4</sup>. In addition, having completed a long-cycle Master's degree programme in Veterinary Medicine, students have an opportunity to apply for the position of research and didactic assistant and pursue a doctoral degree at the university. The recruitment rules for doctoral studies and the position of an assistant are defined in the Statutes of the University and the resolutions of the Senate<sup>5,6</sup>.

Besides, within the framework of scientific and didactic activities, students have an opportunity to take part in Erasmus exchange didactic programmes and study at other European universities with a veterinary profile<sup>7</sup>.

The university staff participate in university exchange within the Erasmus programme to gain didactic and scientific knowledge at other veterinary universities in Europe. The detailed list of university staff international

---

<sup>1</sup> <https://publikacje.up.lublin.pl/bpp/uczelnia/UP/>

<sup>2</sup> <https://www.up.lublin.pl/6589/>

<sup>3</sup> <https://www.up.lublin.pl/weterynaria-kola/>

<sup>4</sup> <https://www.up.lublin.pl/weterynaria-stow/>

<sup>5</sup> <https://www.up.lublin.pl>

<sup>6</sup> <https://www.bip.up.lublin.pl>

<sup>7</sup> <https://www.up.lublin.pl/erasmus>



trips is available at the International Exchange Office<sup>1</sup>. In order to acquire scientific knowledge, students are encouraged to participate in scientific meetings of scientific societies open to students – i.e. the Polish Society of Veterinary Sciences, Society for Biology of Reproduction, the Lublin Scientific Society, the Polish Physiological Society, the Polish Small Animal Veterinary Association and others. Students also have the opportunity to undergo voluntary practical training on an individual basis, at the faculty and units outside it.

The Faculty offers postgraduate studies in „Veterinary Radiology” and „Diseases of Dogs and Cats” to Veterinary Medicine diploma holders, with at least two-year professional experience and basic knowledge in the field of radiological imaging or diseases of dogs and cats, respectively. The last edition of the specialisation in radiology (2017-2019) was attended by 43 veterinarians. Since 2017, the "Diseases of Dogs and Cats" specialisation has been accredited by VETCEE. 21 veterinarians took part in the first edition of the specialisation.

It is mandatory to exchange at least 30% of the lecture materials for undergraduate studies annually. To meet the FEQAS requirements for practical classes, the programme is continuously updated and modified. Current research outcomes are supposed to be introduced during lectures and practical classes on regular basis. To enhance study curriculum, the Faculty currently offers 38-41 elective modules (in accordance with the curriculum valid until October 1, 2019) and 59 elective modules (in accordance with the up-dated curriculum, in force since October 1, 2019). Since the fifth semester, the curriculum has focused on broadening clinical knowledge and developing practical skills required in the profession. For details see 3.1.7. There are also 2 elective subjects specially designed for students interested in running research projects on an individual basis (See chapter 10.1.3.),. Within the framework of research projects carried out at the Faculty, the University provides the possibility to apply for research assistant positions to students. Each year undergraduate students participate in the research within scientific projects conducted at the Faculty. For postgraduate studies (PhD and specialization studies) the core curriculum is developed on the basis of the latest staff research findings , for details see Table 7.1.5).

#### **10.1.2 Description of how the postgraduate clinical training of the Establishment contribute to undergraduate veterinary education and how potential conflicts concerning case management between post- and undergraduate students are avoided**

There is no conflict in access to patients, as there are enough patients for both PhD and undergraduate students. Moreover, patients used for didactics differ in terms of the degree of complexity of the clinical case for each group. The PhD students, as well as, undergraduate students could participate in scientific conferences, both national and international, supported by internal grants or external ones founded by the Polish National Science Centre, the MSHE, the National Centre for Research and Development and other institutions. The number of conference abstracts prepared by undergraduate students within scientific activity is presented in Appendix 10.1.2a.

Both doctoral students (90 h) in the course of their PhD studies and postgraduate clinical trainees (60 h) are involved in teaching of undergraduate students. Most commonly, they are employed as teaching assistants during practical classes, however, advanced postgraduate students and veterinary specialists can also be responsible for teaching classes within elective subjects. There are 28 (non-faculty) lecturers conducting classes at the FVM, including experts in clinical, preclinical and general academic subjects, 17 acknowledged experts in clinical sciences representing national and foreign scientific institutions (Appendix. 10.1.2.b).

The key advantage of their engagement in the didactic process is the integration of their state-of-the-art knowledge and specialised skills offered in both mandatory and elective courses for undergraduate students as well as during clinical rotation.

Furthermore, after graduation, veterinarians are involved in student practical training. Experienced veterinary surgeons with a licence to practise their profession and Veterinary Medicine PhD students are directly engaged in clinical rotations and didactic classes. Initially, some trainees are paid by the Job Centre, after six months they are employed on the basis of a labour contract for specific tasks by the University.

---

<sup>1</sup> <https://www.up.lublin.pl/erasmus>

### 10.1.3. Description of how undergraduate students:

-) are made aware of the importance of evidence-based medicine, scientific research and lifelong learning:

In compliance with the national policy on veterinary education and the curriculum, students are made aware of the significance of scientific research, lifelong learning and evidence-based medicine. Thus, as early as possible, they are taught to formulate clinical and research questions, get acquainted with biostatistics, bibliographic research, critical reading and thinking skills and virtual cases.

There are two optional elective courses introduced specially for students interested in research: „Utility of Molecular Biology Technics in Veterinary Research and Diagnostics” and “Genetic Modification and Gene Therapy”, The new curriculum for 2019/20 also includes the obligatory course 'Use of Laboratory Animals in Scientific Research' and the optional one 'Utility of Molecular Biology Techniques in Veterinary Research and Diagnostics'<sup>1</sup>.

Differential diagnosis tests, case studies, exercises and written case reports are required to complete each mandatory clinical module and a clinically-oriented elective course. To advocate the idea of lifelong learning, the Faculty supports students in volunteering for the Faculty clinics or external clinics of their choice and taking part in extra-curricular activities, student association, research projects carried out at the Faculty etc. During clinical rotations, under the close supervision of veterinary surgeons, students are offered the possibility of looking into patients' medical records within 3000 Clinic Programme. Furthermore, both passive and active participation in scientific conferences is financially supported, for instance by extra funding for veterinary medicine students who practise the profession and actively participate in conferences. Additionally, postgraduate students acquire knowledge of new educational, student-oriented schemes, develop languages skills, and are provided with an opportunity to participate in classes conducted by acknowledged foreign experts – see chapter 10.1.2.

-) are initiated to bibliographic search, scientific methods and research techniques, and writing of scientific papers (e.g. through a graduation thesis);

Seminars based on literature study are an obligatory part of the teaching process for every student at the Faculty at all levels of education. Classes begin with general courses and gradually proceed to preclinical and clinical ones. In terms of clinical courses, a great emphasis is put on case studies, where each student is supposed to write at least 8 mandatory, extended clinical reports (5 for small animals, 3 for large ones) on clinical rotations, herd health management and veterinary prevention cases. At the beginning of the teaching process, each student is well acquainted with handling library tools, intellectual property, and introducing to MS Office within obligatory courses. Additionally, post-graduate students are offered classes in intellectual property, presenting scientific data, writing a PhD thesis, research methodology and other courses stimulating field-specific interest among students. The classes are provided either as elective courses or the ones conducted by the lectures invited by the PhD student council.

-)are offered to participate in research programmes on a non-compulsory basis

The Faculty strongly promotes students' extra-curricular scientific activities. Research projects are provided within the IVSA and student research circles. Students also have the opportunity to participate in scientific research as volunteers in the implementation of research projects at individual scientific units of the Faculty and under contracts with business entities. Students' involvement in the activities of the circles results in their enormous success and brilliant academic performance<sup>2</sup>. The effect of this activity is not only the acquisition of knowledge and scientific experience but also the possibility of obtaining awards from the MSHE in the form of scientific scholarships. It should be emphasized that the number of laureates at the Faculty is the highest in percentage terms in comparison with other faculties of the USL in Lublin.

### 10.1.4. Description of how continuing education programmes provided by the Establishment are matched to the need of the profession and the community

In response to the requests from the Polish Veterinary Chamber, the profession and the community, the Faculty has prepared postgraduate programmes. Those requests are submitted to the Faculty in many ways, mostly through person-to-person meetings. Continuing education courses are offered by the Faculty or in the frame of international collaboration every year.

In addition, the Faculty annually hosts several education symposia, conferences and workshops, some being internationally acclaimed (e.g. Food Hygiene, Buiatric Congresses, Animal Nutrition Conferences and others). Following main events, academic papers with extended abstracts and monographic chapters are published, covering up-to-date research and current case studies. In the years 2016 and 2019, the Faculty organised 16 conferences and training sessions (table 10.1.4).

---

<sup>1</sup> <https://www.up.lublin.pl/2353/>

<sup>2</sup> <https://www.up.lublin.pl/weterynaria-kola>

Although the Polish Veterinary Chamber is making efforts to introduce obligatory continuous education for veterinary surgeons, continuous education in Poland is optional currently. In order to meet the needs of the veterinary community for improving qualifications and developing competencies, post-graduate studies are conducted under the supervision of the National Committee for Continuous Education of Veterinary Surgeons and Specialisations. Within 17 specialisations there are course-specific and disciplinary ones.

Postgraduate Studies in Veterinary Radiology and Diseases of Dogs and Cats with European VetCee accreditation are conducted at the FVM in Lublin. It should be emphasized that this is the only faculty in the country which obtained such accreditation in the years 2015-2019, confirming the European quality of the training courses<sup>1</sup>.

The aim of postgraduate studies is to familiarise students with the types of imaging tests and diseases of dogs and cats at a specialist level. Another goal is to develop practical skills in the use of specialist equipment.

The key objective is to improve the skills to make a proper diagnosis and implement appropriate treatment of animal diseases. Education in veterinary radiology results from, among other things, the dangers of ionising radiation emission and its impact on cellular structures in animals and humans (somatic and genetic damage). Therefore, these examinations must always follow medical indications based on thorough clinical knowledge and the knowledge of the scope and diagnostic possibilities of the examination methods used. The knowledge and practical skills acquired will make it possible to work in specialist veterinary clinics and protect the health of animals and their owners.

#### 10.1.5 Prospected number of students registered at post-graduate programmes for the next 3 academic years

In the next 3 years, the Faculty is planning to admit about 12 PhD students to the doctoral school and extra-mural studies (approximately 12 starting/finishing).

At present 21 veterinary surgeons continue postgraduate studies in Diseases of Dogs and Cats with a VETCEE accreditation, and 43 veterinarians in Radiology (table 10.1.2.).

Due to the educational cycle, that number should not change over the upcoming two years. For the sake of preserving the high quality of practical training, the increase in the number of students in the 2020-2022 period is not planned.

#### 10.1.6. Description of how (procedures) and by who (description of the committee structure) research, continuing and postgraduate education programmes organised by the Establishment are decided, communicated to staff, students and stakeholders, implemented, assessed and revised.

In compliance with the Law on Higher Education and Science, all research, continuing and postgraduate education programmes should be approved by FC/FB and the Rector. In accordance with up-to-date Law on Higher Education and Science, the University is subject to new regulations on PhD programmes.

All programmes are periodically evaluated by the UCDEQM. The postgraduate studies curriculum is determined on the basis of the criteria defined by a state authority, i.e. the Commission for Postgraduate Studies of Veterinary Practitioners, Continuing Education and Specialisation of the National Veterinary Council and European VETCEE standards. It is additionally assessed by the FC/FB. Wherever necessary, there is a procedure within guidelines of the FEQAS to amend and enhance teaching quality offered at both under- and postgraduate levels

There is no official veterinary internship programme in Poland. Postgraduate students can work as regular veterinarians without any prerequisites.

The Faculty does not run the EBVS residency programme

Table 10.1.1. Number of students registered at postgraduate clinical training

Degrees	2016/17	2017/18	2018/19
PhD	0	0	0
Others (specify)*	3	2	1

\*Postgraduate clinical training in the Department of Epizootiology and the Clinic of Infectious Diseases

Table 10.1.2. Number of students registered at postgraduate research training

Degrees	2016/17	2017/18	2018/19	Average
PhD	13	17	12	14
Dogs and cats	42	21	21	28
Veterinary Radiology	77	43	43	54.3
Total	132	81	76	96.33

<sup>1</sup> <http://old.fve.org/education/vetcee.php#APPROVED>

Table 10.1.4. Number of attendees at continuing education courses provided by the Establishment

Courses/Conferences-title date	2016/17	2017/18	2018/19	Mean
Equine Dermatology		240		240
Animal Models Used in Biomedical Research	6	-	-	6
V Scientific and Training Conference "Innovations in Medicine and Pharmacotherapy- part II"		45		45
XV Convention of Polish Society for Veterinary Sciences „Per Scientiam ad Salutem Animalium et Hominum”, 22-24.06.2016	450			450
Combined Training for People Taking Part in the Activities Involving the Use of Animals for Scientific or Educational Purposes 3 18.12.2016 r. 17.03–8.04.2018	215		56	135,5
4th Conference „Current Approach to Health and Animal and Human Diseases ” 19 -20.09.2019 r.			120	120
<i>Seminars:</i>				
The Effectiveness of Bioactive Ingredients of Coriander Coriandrum Sativum in the Prevention of Cadmium Toxicity in Rats.	6			6
"Whey Proteins in Cadmium Detoxification in Rats"	6			6
Casein and Whey Proteins Protective Effects against Cadmium Toxicity in the Female Reproductive System of Rats		6		6
Casein and Whey Proteins Protective Effects against Cadmium Toxicity in Rats' Gastrointestinal Tract.			6	6
Specialisation „Dogs, and Cats Diseases"	21			21
VETCEE Course "Dogs and Cats Diseases	21	21	21	21
Specialization Veterinary Radiology	77	43	43	56,5
Molluscs – a Potential Hazard to Consumer Health and a New Challenge in Official Food Supervision; 02.06.2017	105			105
Health Quality of Regional and Traditional Dairy Products; 08.06.2018		85		83
Food poisoning as a permanent risk to public health; 31.05.2019			194	194

Table 10.1.5. List of the major funded research programmes in the Establishment which were on-going during the last academic year prior to the Visitation (2018/19)

Scientific topics:	Grant/year (Euro)	Duration (yrs)
Risk Assessment of Transfer of Multi-resistant E. faecium Strains Based on Molecular Analysis in the Animal -Human Aspect.	11 096,3	1
Studying the Dog's Tolerance of Biopronil Spot on.	25 674,32	8 months
Influence of Silibum marianum on the Antioxidative and Oxidative Profile and the Mineral Profile of a Pregnant Goat in the Perinatal Period	11 440,267	1
Developing a Universal Model of Testing Pharmacokinetics of Therapeutic Monoclonal Antibodies at the Preclinical Stage Using an Animal Model of a Farm Pig	212 717,51	1
Studies on Application of the Selected Parameters of Immunological System Assessment in the Diagnostics of Inflammatory States of the Mammary Gland of Dairy Cows Caused by the Streptococcus agalactiae, the Streptococcus dysgalactiae and the Streptococcus uberis.	11 559,04	1
Screening of Keratinolytic Activity of the Animal Strains <i>Trichophyton mentagrophytes</i> , <i>T.verrucosum</i> and <i>Microsporum Canis</i> ".	9514,9	1
Phenotypic and Genotypic characteristics of Lactobacillus Bacteria Isolated from Turkeys.	11 785,71	1
Clonal Structure And Analysis Of Virulence And Drug Resistance of Enterococcus Faecalis Strains Isolated From Yolk Sacs of Broiler Chicks.	11 883,8	1
Glycoprotein Profile in Bovine Placenta during Pregnancy	11 762,14	1
Proteomic Analysis of Protein Profiles of Pigs Sera Experimentally Infected with <i>Trichinella spiralis</i> , <i>Trichinella pseudospiralis</i> and <i>Trichinella britovi</i> .	11 594,39	1
Analysis of Tear Film Proteome in Dogs with Diabetes Using the Mass Spectrometry	11904,76	3
Establishment of the Transmission Diseases Research Team as Part of the Restructuring	156 666,6	1
Studies on the Structure and Antigenicity of the Cell Membrane of Erythrocytes in Dogs Suffering from Babesiosis	38498,04	1
Performance of Tests on the Residue of Injecto Pyralgini Biowet Puławy- Veterinary Medicinal Product in Bovine Milk	25 389,05	9 months
Preclinical Pilot Single Dose Pharmacokinetics Study of the Use of Kinumab in Pigs' Health ( <i>Sus scrofa f. domestica</i> ).	22 821,62	4 months

ENERGYFEED - Development and Assessment of the Sustainable Basis for Economic, Productive and Biosafe Livestock Nutrition System Utilizing Polish Natural Resources, and Particularly the Modern Rye Varieties.	75 559	3,5
Mass Spectrometer with the Time-of-flight Detector (MALDI-TOF).	53 114,25	3
Hepatic Neoplasia Modifications Induced by Reprogramming of the Monocyte/Macrophage System in Rats and Humans.	27 000	3
"Developing of the Innovative Technology of Creating Laser Microprobes for Cancer Diagnostics"	22 767,85	3
Studying the Epizootic Situation, the Degree of Genetic Variability of Surface Protein Structure of the <i>Anaplasma phagocytophilum</i> Rickettsia Isolated from Animals in Poland	8 898,8	4

\* These are only 21 projects ongoing during last 4 academic years. To see all of them please visit the website<sup>1</sup>:

\*\* The Faculty does also have scientific agreements with national and international business entities funded externally (details in DO)

## 10.2 Comments

The main research activities at the Faculty in the foreseeable future (min. 5-10 years) will focus on modern methods of diagnostics, identification of the factors involved in the aetiopathogenesis of animal diseases and therapy. The list of the main scientific research topics, covered and planned, includes biotechnology and proteomics in veterinary and human medicine, cancer immunology and therapy, modern experimental alternative phage therapies in animals, pharmacokinetic research of new antibacterial and analgesic drugs in veterinary pharmacology, the use of proteomics, transcriptomics and metabolomics in the study of biochemical processes in cells and tissues, genomic variety of multi-resistant pathogens caused infections in domestic and wild animals. Those research topics will have a great impact on the postgraduate program offer and the teaching process of undergraduate and postgraduate students. The Faculty strongly encourages students to actively participate in the research projects. However, in Polish veterinary education writing a scientific thesis is not mandatory, we expect that all PhD students will succeed in pursuing a PhD title.

Unfortunately, the Faculty does not influence the number of places on full-time doctoral studies. On the other hand, there is a general shortage of young scientists willing to enrol for PhD studies, driven mostly by the disproportion between the salary of entry-level university staff / PhD scholarships and veterinary practitioners, which is a common problem in Poland.

The number of PhD students taken for calculation of indicator covers of PhD student registered at the Establishment (doctoral programme) and academic staff defending PhD thesis.

## 10.3. Suggestions for Improvement

The university plans to introduce a broader e-learning offer as a form of education. Asseco Data Systems S.A. is an entity responsible for implementing the project. Currently, training sessions for didactic and administrative staff are held via webinars<sup>2</sup>. Owing to the recently introduced didactic platform it will be possible to expand the offer of post-graduate courses conducted both remotely and on-site.

Heavy teaching load of PhD students limits their participation in scientific research. Their motivation for direct research involvement can be increased by the proposal for the presentation of scientific research within scientific circles or science festivals.

In the near future, several foreign teachers will be invited to conduct classes for our students within the project funded by the National Centre for Research and Development. This may improve student motivation for scientific work.

Due to limited financial resources to fund scientific circles, the Faculty plans to encourage students to apply for a diamond student grant (funded by the MSHE) and other types of extra funding. PhD students are offered access to additional funds granted by the National Science Centre and the National Centre for Research and Development.

<sup>1</sup> [polon.nauka.gov.pl](http://polon.nauka.gov.pl) website;

<sup>2</sup> <https://www.up.lublin.pl/pracownicy/?page=2&form=default&rid=20476>

## 11. Outcome Assessment and Quality Assurance

### 11. Outcome Assessment and Quality Assurance

#### 11.1. Factual Information

11.1.1. Description of the global strategy of the Establishment for outcome assessment and Quality Assurance (QA), in order to demonstrate that the Establishment:

-) has a culture of QA and continued enhancement of quality;

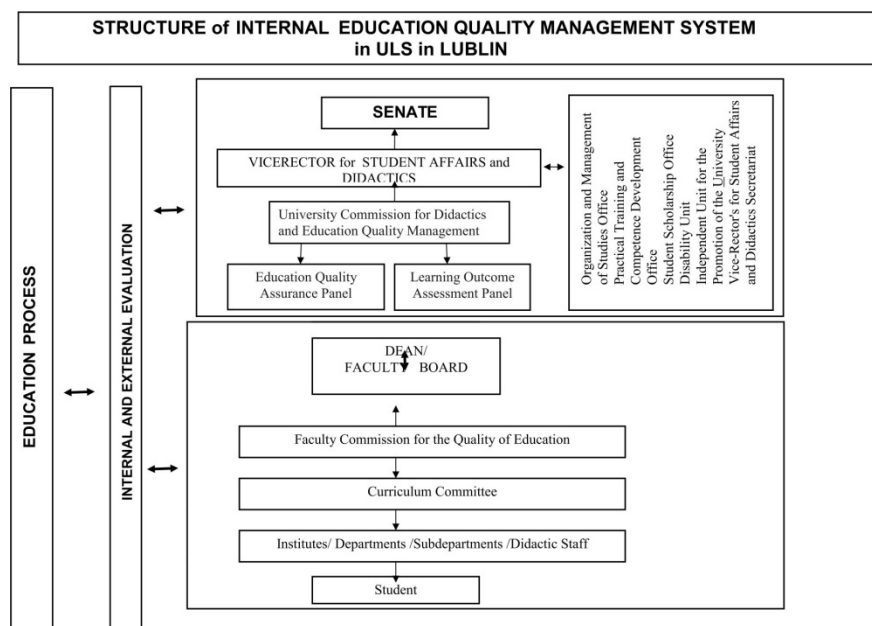
The fundamental instrument for building a culture of learning and teaching assessment and quality assurance at the ULS in Lublin is quality management system called Internal Education Quality Management System (IE-QMS). The objectives of IEQMS :

- continuous improvement of the level of students' education and graduate education,
- improving the quality of didactic work by employed academic teachers and specialists from outside ULS
- using the teaching and research achievements of academic teachers in their teaching.

The operation of IEQMS covers ULS employees, students, doctoral students and participants of postgraduate studies as well as people from outside ULS who carry out didactic classes. Specific information on the structures, procedures and documents are available on dedicated subpage on the ULS website<sup>1</sup>. IEQMS covers three areas of operation:

- assessment of the quality of education,
- ensuring the quality of education
- improving the quality of education.

These activities are carried out on three levels: universities, faculties and fields of study. In order to carry out activities at the university level, the Rector appoints: the Plenipotentiary for Education Quality and the UCDEQM. The UCDEQM consists of two panels: The Education Quality Assurance Panel and Quality of Training (Learning Outcome) Assessment Panel. The main role of UCDEQM is supervising the IEQMS. The UCDEQM is also carrying out continuous improvement of the quality of education by monitoring the quality activities of individual faculties. According to the IEQMS, UCDEQM prepares an annual evaluation report on the quality of education for the past academic year. The report contains a description of the work of the commission, opinions and suggestions of students and graduates regarding the education process at ULS<sup>2</sup>. UCDEQM publishes reports annually on the ULS<sup>2</sup> website. In order to carry out tasks at the Faculty level, the Dean appoints the FCQE. FCQE is composed of the vice-dean as chairman, at least 5 academic teachers employed at the Faculty, a student representative appointed by the faculty student government council, a representative of doctoral students studying at the Faculty indicated by the Doctoral Students' Council. FCQE has competence in education quality assurance as well as in the assessment of education quality<sup>3</sup>.



<sup>1</sup> <https://up.lublin.pl/jakosc-ksztalcenia/>

<sup>2</sup> <https://up.lublin.pl/3624/>

<sup>3</sup> <http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202019-2020/053/053.pdf>

-) operates ad hoc, cyclical, sustainable and transparent outcome assessment, QA and quality enhancement mechanisms;

In order to assure education quality FCQE :

1. indicates methods of improving education, including the organization and conditions of teaching classes, methods and forms of education, methods of verification of learning outcomes, correct application and assignment of ECTS points, organization of the teaching process at the Faculty,
2. supports the CC in activities,
3. works on improving curriculum,
4. develops methods of improving the administrative service of the teaching process,
5. conducts activities to improve the quality of education.

In the scope of education quality assessment FCQE:

1. controls the activities recommended by UCDEQM at the Faculty,
2. analyzes the methods and forms of education and the ways of verifying the learning outcomes achieved by the student,
3. analyzes the adaptation of learning outcomes to the requirements of the labour market,
4. coordinates the survey on student evaluation of academic teachers conducting classes,
5. analyzes the results of the assessment of the quality of education, in particular: the results of exams and other forms of verification of learning outcomes in terms of knowledge, skills and social competences, and analyzes the conclusions from the monitoring of graduates' careers,
6. annually presents the dean, FB and UCDEQM with an assessment of the quality of education at the faculty and presents recommendations for a remedial plan to improve the quality of education,
7. cooperates with the FGQC within QCSQA,
8. publishes the annual results of the education quality assessment on the faculty website<sup>1</sup>.

FCQE performs an outcome assessment in the following aspects:

1. assessment of the verification of the learning outcomes,
2. evaluation of the Faculty's cooperation with the social and economic environment in creating and improving the results of education
3. assessment of collecting and sharing information on the quality of education,
4. assessment of the course of classes – classes inspection,
5. assessment of technical staff participating in the teaching,
6. assessment of the quality assurance of teaching staff,
7. assessment of the survey,
8. assessment of periodic verification of instructions,
9. assessment of apprenticeships and programme practice,
10. assessment of the material and didactic base.

In order to carry out tasks at the level of the field of study, the Rector appoints a CC for each field of study. CC is responsible for preparing a curriculum and controlling its implementation. CC may modify the curriculum in the event of unsatisfactory learning outcomes and monitor the use of hours after any change in the number of hours per subject, and monitor the effects of these changes.

-) collect, analyse and use relevant information from internal and external sources for the effective management of their programmes and activities and informs regularly staff, students and stakeholders and involves them in the QA processes and closes the loop of the QA Plan-Do-Check-Act (PDCA) cycle;

The development of the study curriculum at the FVM is handled by the CC of the study curriculum appointed by FC/FB and from October 2019 by the Rector of ULS. The CC of the field of study includes academic teachers assigned to the field of study, a representative of students and the socio-economic environment. External stakeholders with an advisory role with the right of inference may participate in the design of the study curriculum. CC works closely with the Dean of the Faculty. The detailed description about the CC is presented in Chapter 1.

The prepared study curriculum is reviewed by FCQE, FC/FB and SC. It is supervised in terms of correctness by the Education Quality Assurance Team and then sent to the ULS Senate, which finally sets the study curriculum for a given field of study. Minor changes to the study curriculum are approved by the Vice-Rector for Student Affairs and Didactics. The ULS observe internal and external standards and guidelines in the operationalization and implementation of quality targets:

---

<sup>1</sup> <https://up.lublin.pl/weterynaria-jakosc/>

The Veterinary curriculum for students starting their studies before October 1, 2019 is in line with the NDE-SVetArcS of September 29, 2011. As of October 1, 2019, the NDESvet from July 17, 2019 is compliant with European Standards and Guidelines for Quality Assurance in Higher Education and Directive 2005/36/EC of 27 October 2005 amended by Directive 2013/55/EU.

Verification of study curriculum takes place with the participation of external entities: PKA (Polish National Evaluation Agency) (member of ENQUA) - they make visits and check the establishment for the quality of education (documentation of the education process, curriculum and its implementation).

And through internal quality assessment based on:

A. evaluation of students, graduates and alumni 1. the anonymous student questionnaire in the scope of the assessment of the fulfillment of teaching duties by an academic teacher handled by VDO; 2. graduate survey in the field of veterinary medicine; 3. graduate survey - conducted several years after graduation studies, aimed at shaping study programs, based on the opinions of graduates and their professional lives.

B. ongoing analysis of work documentation in individual modules performed by academic teachers

C. periodic class inspection of an academic teacher by the dean and the immediate superior, documented in the form of a periodical evaluation sheet of an academic teacher's work available on the ULS website<sup>1,2</sup>.

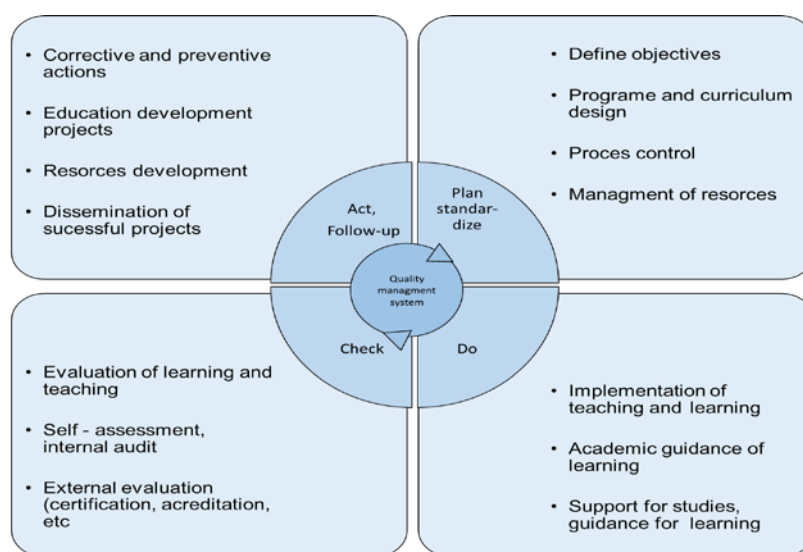


Fig. B. General Process of the development of training

#### -) is compliant with ESG Standards

We are compliant with ESG standards as outlined in Part 1 and Part 2 of Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG):

Part 1. Standards and Guidelines for Internal Quality assurance. We have a wide range of policies and processes assuring:

1. the quality of curriculum design
2. student-centered learning, teaching and assessment
3. student admission, progression, recognition and certification
4. recruitment of faculty of high-quality
5. good quality learning resources and student support
6. the use of management information to review and enhance curriculum
7. critical external quality assurance

We also have procedures in operation from the external EEG standard (Part 2. Standards for external quality assurance), expressed in:

1. Consideration of internal quality assurance
2. Designing methodologies fit for purpose
3. Implementing processes
4. Peer-review experts

<sup>1</sup> <https://up.lublin.pl/3624/>

<sup>2</sup> <http://bjp.up.lublin.pl/zarzadzenia/>



5. Criteria for outcomes
6. Reporting

The University and the Faculty observe internal and external standards and guidelines in the operationalization and implementation of quality targets, in particular:

- European Standards and Guidelines for Quality Assurance in Higher Education
- Directive 2005/36/EC of 27 October 2005 amended by Directive 2013/55/EU of the European Parliament and of the Council of 20 November 2013
- Act of July 20, 2018 - Law on Higher Education
- Act of 3 July 2018, provisions introducing the Act - Law on Higher Education
- Regulation of the Minister of Science and Higher Education of September 29, 2011 on education standards for veterinary and architecture studies
- Regulation of the Minister of Science and Higher Education of July 17, 2019 on the standard of education to prepare for the profession of a veterinarian
- Senate Resolution 53 / 2019-2020 on the internal education quality management system at the University of Life Sciences in Lublin<sup>1</sup>
- Rector's Ordinance 20/2020 of 28.02.2020 on the introduction of procedures for the functioning of the internal education quality management system and the definition of questionnaires assessing the quality of education at UP Lublin, including attachments

#### **11.1.2. Description of the form by which the strategy, policy and procedures are made formal and are publicly available.**

General University Quality Assurance (QA) scheme is presented at the University webpage<sup>2</sup>, while the Faculty QA is available in Polish and English in the DO and the Faculty webpage<sup>3,4</sup>.

#### **11.1.3 Description of the regular publication of up to date, impartial and objective information, both quantitative and qualitative, about the educational curriculum and University awards the Establishment is offering.**

The Faculty follows an open-communication culture. Meetings at the Faculty are formal and involve monthly meetings of the VDB and the FB, and meetings of the Faculty Teams at the VDB that are convened as needed. The composition of the Faculty Teams is published on the Faculty's website<sup>5</sup>. The schedule of meetings of the Faculty's bodies is published on the website<sup>6</sup>. Study and teaching topics are a standing item on the agenda of each FB meeting. Arrangements and information on decisions made regarding the teaching process and its quality assessment at the faculty are passed on by the dean to the heads of departments and then to employees and students. Meetings of employees and students are held in an informal manner, i.e. departmental meetings, meetings between students and tutors of individual years, teacher-student meetings as part of individual consultations, topic-specific workshop and training sessions. These meetings are aimed at exchanging information, planning development strategies and making decisions appropriate to the situation. The Faculty publishes information on the website for students in the form of a description of education modules, a detailed description of the field of study, the assumed learning outcomes and learning outcomes, and a description of the graduate's profile. All information is available on the Establishment<sup>7</sup> website.

Detailed information for students, doctoral students and postgraduate students is available on the website:  
<https://www.up.lublin.pl/3691/> - information for students.  
<https://www.up.lublin.pl/studia-podyplomowe/> - information about postgraduate studies  
<https://www.up.lublin.pl/szkola-doktorska/> - information for PhD students

#### **11.1.4. Description of the QA processes not yet described in the other 10 Standards**

All important QA processes connected with the realization of the didactic process have been described above in relevant chapters of the current report. The graphs showing the PDCA cycle at the Establishment are presented

<sup>1</sup> <http://bip.up.lublin.pl/files/biurorektora/Uchwaly%202019-2020/053/053.pdf>

<sup>2</sup> <http://bip.up.lublin.pl/files/biurorektora/2020/020/020.pdf>

<sup>3</sup> <https://www.up.lublin.pl/6590/?rid=20792>,

<sup>4</sup> <https://www.up.lublin.pl/files/weterynaria/Konkurs/system.pdf>

<sup>5</sup> <https://www.up.lublin.pl/6589/?rid=20541>

<sup>6</sup> <https://www.up.lublin.pl/6589/?rid=20191>

<sup>7</sup> <https://up.lublin.pl/dziekanat-wet/>

in Figure B. The process of improving teaching quality is also explained in the above part of the report. Additionally, the Establishment has a QCS, which also covers other aspects of its activity, such as scientific and clinical activity<sup>1</sup>.

#### **11.1.5. Description of how and by whom the QA strategy of the Establishment is decided, communicated to staff, students and stakeholders, implemented, assessed and revised**

The University level QA system is implemented at the Faculty via specifically-adapted process. The individuals responsible for laying down the teaching QA procedures are: Dean and Chairman of FCQE in accordance with their respective scopes of responsibilities. In order to carry out the tasks in the field of QA and Outcome Assessment, the FVM has appointed the FGQC, which monitors the work of the FCQE, the work of the quality at the VDB and clinical activities<sup>2</sup>. FCQE evaluates didactics (quality of education) on the basis of BEQ records in accordance with the instructions published on the Faculty's website<sup>2</sup>. The persons responsible for the implementation of the IEQMS are the members of the FGQC and the heads of the Departments and then the employees in accordance with their competences. The input into the process is provided by EAEVE and ENQA recommendations, consultation with external stakeholders, comments submitted by the teaching staff, students, graduates and Career Monitoring Centre. All processes and results are communicated to the respective entities through the meeting minutes in either the printed or electronic document.

#### **11.2. Comments**

In recent years, the implementation of teaching quality assurance processes and cycles in ULS and FVM in Lublin has significantly increased the administrative workload. However, we strongly believe that the benefits of their implementation, such as: solid information procedures, early identification of problems and implementation of reliable and effective countermeasures overshadow the increased workload. In conclusion, quality assurance procedures provide the necessary impartial tools to analyse general and specific learning processes, identify specific problems and solve them in the most appropriate way. The inclusion of a quality assurance system in teaching provides the basis for the development of a modern, pro-market oriented learning process and will allow for maintaining the long-term teaching success of the FVM.

#### **11.3. Suggestions for Improvement**

The mission of our establishment for the near future is to improve and consistently implement QA procedures in the establishment. Assessment of student satisfaction and constant contact with students, graduates and external stakeholders such as practitioners and employees of the Veterinary Inspection and members of the Veterinary Medicine Chamber in order to obtain useful feedback and adjust the curriculum to the needs of the job market seems to be particularly important.

---

<sup>1</sup> <https://www.up.lublin.pl/6590/?rid=20792>

<sup>2</sup> <https://up.lublin.pl/weterynaria-jakosc/>

## 12. ESEVT Indicators

### 12.1. Factual informations

Name of the Establishment:									
Date of the form filling:									
Calculated Indicators from raw data						Establishment	Median	Minimal	Balance <sup>3</sup>
						values	values <sup>1</sup>	values <sup>2</sup>	
<b>I1</b>	n° of FTE academic staff involved in veterinary training / n° of undergraduate students					0,117	0,16	0,13	-0,009
<b>I2</b>	n° of FTE veterinarians involved in veterinary training / n° of students graduating annually					0,700	0,87	0,59	0,110
<b>I3</b>	n° of FTE support staff involved in veterinary training / n° of students graduating annually					0,271	0,94	0,57	-0,296
<b>I4</b>	n° of hours of practical (non-clinical) training					992,250	905,67	595,00	397,250
<b>I5</b>	n° of hours of clinical training					914,000	932,92	670,00	244,000
<b>I6</b>	n° of hours of FSQ & VPH training					330,000	287,00	174,40	155,600
<b>I7</b>	n° of hours of extra-mural practical training in FSQ & VPH					160,000	68,00	28,80	131,200
<b>I8</b>	n° of companion animal patients seen intra-murally / n° of students graduating annually					72,394	70,48	42,01	30,384
<b>I9</b>	n° of ruminant and pig patients seen intra-murally / n° of students graduating annually					2,674	2,69	0,46	2,210
<b>I10</b>	n° of equine patients seen intra-murally / n° of students graduating annually					1,080	5,05	1,30	-0,218
<b>I11</b>	n° of rabbit, rodent, bird and exotic seen intra-murally / n° of students graduating annually					11,204	3,35	1,55	9,659
<b>I12</b>	n° of companion animal patients seen extra-murally / n° of students graduating annually					1,684	6,80	0,22	1,461
<b>I13</b>	n° of individual ruminants and pig patients seen extra-murally / n° of students graduating annually					9,385	15,95	6,29	3,090
<b>I14</b>	n° of equine patients seen extra-murally / n° of students graduating annually					1,032	2,11	0,60	0,437
<b>I15</b>	n° of visits to ruminant and pig herds / n° of students graduating annually					0,476	1,33	0,55	-0,071
<b>I16</b>	n° of visits of poultry and farmed rabbit units / n° of students graduating annually					0,051	0,12	0,04	0,006
<b>I17</b>	n° of companion animal necropsies / n° of students graduating annually					2,731	2,07	1,40	1,331
<b>I18</b>	n° of ruminant and pig necropsies / n° of students graduating annually					0,244	2,32	0,97	-0,726
<b>I19</b>	n° of equine necropsies / n° of students graduating annually					0,082	0,30	0,09	-0,011
<b>I20</b>	n° of rabbit, rodent, bird and exotic pet necropsies / n° of students graduating annually					3,333	2,05	0,69	2,640
<b>I21*</b>	n° of FTE specialised veterinarians involved in veterinary training / n° of students graduating annually					0,107	0,20	0,06	0,044
<b>I22*</b>	n° of PhD graduating annually / n° of students graduating annually					0,046	0,15	0,09	-0,042
1	Median values defined by data from Establishments with Approval status in April 2016								
2	Recommended minimal values calculated as the 20th percentile of data from Establishments with Approval status in April 2016								
3	A negative balance indicates that the Indicator is below the recommended minimal value								
*	Indicators used only for statistical purpose								

## 12.2. Comments

- Value of I 1 depends on the number of real didactic hours in particular unit and on decisions of Rector about hiring new employees. This value expresses mean value but in majority of units the ratio between didactic hours and number of academic staff is correct. The problem concerns some units in which the number of overtime hours is high, e.g. Sub-Department of Animal Anatomy (e.g. 2018/19 1340 hours), Sub-Department of Histology and Embryology (e.g. 2018/19 - 524 hours), Department of Biochemistry (e.g. 2018/19 - 751 hours)
- Value of I 3 similarly like I 1 depends on the number of academic staff in unit and decisions of vice-rector. When the number of academic staff was low the number of support staff could not increase. In addition financial shortage had great influence on the situation
- Low Value of I 10 results from investment of Center for Pathology and Therapy of Animals. At this time former building of Clinic of Animal Internal Diseases was demolished and the capacity of facilities for large animals was reduced temporary, and the number for horse patients was reduced. Now the situation gradually has been improving – the number of horses increased in the last year significantly. Establishment aware of this situation increased the number of patients seen extramurally
- Low value I 15 results from ASF – Lublin area is one of the most affected by the disease and the number of pig farms decreased. In addition due to biosecurity measures and legal restrictions establishment has limited access to the farms.
- Value I 18-19 – number of pig necropsies is low due to mentioned epidemiological situation related to ASF. Low mortality rate of cattle patients in our clinic results in low number of necropsy material. Until 2018 there were also some legal restrictions related to the transportation of cattle cadavers from farms to the Establishment. Low horse case load and low mortality similarly as above result in low necropsy numbers. Some of the owners of animals used for recreation are reluctant to cooperate since they are obliged to pay for the utilization of the carcasses.
- Value 22 – the number of PhD students is regulated on University level and does not depend on the Establishment. Moreover, current conditions for employment of young researchers are not satisfactory that is why their number is not high. This is a common problem in Poland. In addition, number of PhD students and new positions in Establishment depend on the number of available didactic hours in units.

## 12.3. Suggestions for improvement

- Ad value I 1 - Together with changes in financial model this value should change within coming months
- Ad value I 3 - Together with changes in financial model this value should change within coming months
- Ad value I 10 – Efforts are being made to increase the number of horse patients seen intramurally
- Ad value I 15 – Efforts are being made to increase access to the cattle farms
- Ad value I 18 and I 19 – In 2018 Animal Carcass Disposal Unit was organized and registered in the Veterinary Inspectorate, which legally supervises the disposal of animal cadavers. This enables obtaining cadavers directly from animal farms and increasing the number of necropsies. Moreover, the Establishment has in the process of making arrangement with utilization company for delivering cadavers for didactic purposes.
- Ad value I 22 – Establishment works on getting extra external money for improvement of employment conditions for PhD students and young scientists

## Dictionary of abbreviations used

BEQ - Book of Education Quality  
CC- Curriculum Committee  
CDSA - Center of Didactics and Student Affairs  
CV - Collegium Veterinarium  
DO - Dean's Office  
DOS - Day One Skills  
DOSD –Day One Skills Diary  
DOC – Day One Competences  
EPT – External Practical Training  
FB – Faculty Board  
FC – Faculty Council  
FCQE - Faculty Commission for the Quality of Education  
FEQAS – Faculty Education Quality Assurance System  
FGQC - Faculty Group for Quality Control  
FRC- Faculty Recruitment Commission  
FSQ – Food Safety and Quality  
FVM - Faculty of Veterinary Medicine, University of Life Sciences in Lublin  
IEQMS - Internal Education Quality Management System  
IEQAS - Internal Education Quality Assurance System  
ICPTA - Innovative Center for Pathology and Therapy of Animals  
IRK -Internet Registration of Candidates  
ML – Main Library  
MSHE - Minister of Science and Higher Education  
NC - National Curriculum  
NDESvetArcS - National Decree on Education Standards for Veterinary and Architecture Studies  
NDESvet - National Decree on Education Standards for Veterinary  
PTCDO - Practical Training and Competence Development Office  
QA – Quality Assurance  
QCS - Quality Control System  
SC – Student Council  
SR – Study Regulations  
UCDQM - University Commission for Didactics and Quality Management  
ULS – University of Life Sciences in Lublin  
VDB – Veterinary Discipline Board  
VDO – Virtual Dean's Office

## List of appendices

- Teaching during the COVID-19 pandemic  
See appendix COVID-19
- Units of study of the core veterinary programme: title, position in curriculum (year, semester), whether it is mandatory or elective, hours and type of training, ECTS value, learning outcomes and their alignment with the ESEVT Day One Competences (Unit of study 1-0 FVM, Unit of study 2-0 FVM)
- Maps of the Establishment  
See appendix 4.1.1
- List of scientific publications from the Establishment's academic staff in peer reviewed journals during the last three academic years  
As the documenting material is large, it is not included here. Please visit for details:  
<https://www.up.lublin.pl/6589/>

### -) Other relevant documents

- Appendix 1.1.4 a – Organizational chart of the university
- Appendix 1.1.5 – List of Departments/units/clinics with their heads
- Appendix 3.1.5 – Clinical rotations details
- Appendix 3.1.7 – Detailed elective options
- Appendix 4.1.1 – Campus map and the location of the premises used for veterinary education
- Appendix 4.1.2 – Premises for lecturing, group work and practical work
- Appendix 4.1.3 - Premises for keeping healthy and hospitalized animals
- Appendix 4.1.4 – Premises for clinical activities, diagnostic services including necropsy and FSQ & VPH
- Appendix 4.1.5 – Description of facilities and equipment
- Appendix 9 – List of academic staff
- Appendix 10.1.2.a - The number of conference abstracts prepared by undergraduate students within scientific activity
- Appendix 10.1.2.b - Experts in clinical sciences representing national and foreign scientific institutions