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Higher Education system – QUALITAS”

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SYNTHETIC REPORT OF EXTERNAL INSTITUTIONAL EVALUATION

TECHNICAL UNIVERSITY OF CIVIL ENGINEERING OF BUCHAREST

26 – 28.03.2015

Mission director:

Professor Ioan LASCAR, Ph.D.

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PARTENER



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CENTRAL AND EASTERN EUROPEAN
NETWORK OF QUALITY ASSURANCE AGENCIES
IN HIGHER EDUCATION



SYNTHETIC REPORT OF EXTERNAL INSTITUTIONAL EVALUATION

A. Evaluated institution: Technical University of Civil Engineering of Bucharest

B. Evaluation period: 26-28.03.2015

C. External Evaluation Commission:

No. crt	Name of Evaluator and University	Position of evaluator in the Commission
1.	Professor Ioan Lascar, Ph.D. – UMF Carol Davila from Bucharest	Mission Director
2.	Professor Nicolae Todea, Ph.D. – University 1 Decembrie 1918 from Alba Iulia	Coordinator of the evaluation experts team
3.	Professor Darko Petkovic – University of Zenica	Foreign expert
4.	Professor Solomon Gheorghe – Polytechnic University of Bucharest	Representative of Consultative Commission
5.	Professor Anton Hadar – Polytechnic University of Bucharest	Evaluation Expert from Institutional Commission
6.	Mirela Vlasceanu	Technical secretary
7.	Ferent Marius Lucian	Representative of students (UNSR)
8.	Catalin Iapa	Representative of students (ANOSR)
9.	Reader Rotaru Ancuta, Ph.D. – Technical University Gh. Asachi from Iasi	Program expert – Civil, industrial and agricultural constructions
10.	Professor Nicolae Taranu, Ph.D. - Technical University Gh. Asachi from Iasi	Program expert – Urban engineering and regional development
11.	Professor Mateescu Teodor, Ph.D. - Technical University Gh. Asachi from Iasi	Program expert – Arrangements and Hydrotechnical constructions
12.	Reader Gutiu Iuliu Stefanita, Ph.D. – Technical University of Cluj-Napoca	Program expert – Railways, roads and bridges
13.	Professor Borza Ioan, Ph.D. – Polytechnic University of Timisoara	Program expert – Installations for constructions
14.	Professor Vasile Nastasescu, Ph.D. – Military Technical Academy of Bucharest	Program expert – Technological machinery for constructions
15.	Professor Palamariu Maricel, P. – University 1 Decembrie 1918 Alba Iulia	Program expert – Terrestrial measurements and cadaster

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D. General framework of evaluation process:

The external institutional evaluation of Technical University of Civil Engineering of Bucharest (UTCB) was made for the purpose of identifying and certifying the extent that the evaluated institution satisfies public interest, identifying the existence in the institution of the necessary mechanisms for permanent following of the process of increasing quality in the teaching activity.

learning and research, but also in the exercise of the legal right of granting diplomas and university qualifications.

The external institutional evaluation was made in the project called "*Development and consolidation of quality culture in Romanian higher education system – QUALITAS*" (POSDRU /155/1.2/S/141894) co-funded from the Social European Fund by the Sectorial Operational Programme Human Resources Development 2007-2013, Priority Axis 1 "*Education and professional training for the support of economic growth and development of knowledge-based society*", Major Field of intervention 1.2 "*Quality in higher education*" and based on the protocol concluded on **14.10.2014** between the Romanian Agency of Quality Assurance in Higher Education (ARACIS) represented by **Professor Iordan PETRESCU, Ph.D.**, as representative of **ARACIS Council** and the **Technical University of Civil Engineering of Bucharest** represented by **Professor Iohan NEUNER, Ph.D.** as rector regarding the establishment of bachelor's degree programs subjected to the evaluation of ARACIS.

The process of external institutional evaluation was carried out according to the ARACIS methodology, the quality assurance law in higher education and specific procedures mentioned in the evaluation guidelines.

E. Objectives of external institutional evaluation:

- a) Checking the conformity of information and data presented by the visited institution in Internal Evaluation Report (self-evaluation) and the information presented in annexes to report;
- b) Checking the conformity of legal framework for organization and functioning of the institution;
- c) Evaluation from quality and quantity point of view of teaching staff and all issued related to their activity;
- d) Evaluation of existence of specific regulations for all the types of activities, procedures and their method of application;
- e) Evaluation of institutional capacity, as described in the Internal Evaluation Report and argued by annexes to report, and by observations on the spot regarding the material basis, the existence of all the functional structures (academic and administrative management etc.);
- f) Checking the method of application of regulations in force in relation to the professional activity of students, from admission to university until graduation of courses, the use of transferable credits system, the performance of internship, assurance of the necessary framework for the carrying out of research activities specific for the study programs from II and III cycles etc.;
- g) Evaluation of educational effectiveness by checking the satisfaction of performance standards regarding the content of study programs, the results of learning, the realization of scientific activities, valorisation of scientific research, assurance of resources for learning etc.;
- h) Evaluation of the method of implementation of quality management from all points of view and for all fields of activity, which make the object of **UTCB** mission;
- i) Evaluation of the way in which the code of ethics and academic integrity is applied and the assurance of a real academic and scientific atmosphere;
- j) Evaluation of transparency level of public information in relation to specific activities which are carried out in **UTCB**.

F. Procedures used for achieving the objectives of external institutional evaluation:

- a) Realization of meetings and discussions with the staff from the academic and administrative management of the institution;
- b) The performance of a detailed visit on the field, which included most of educational and research areas of the institution for the acknowledgement of the material basis, its quality and performance level, the way in which it is used;
- c) The realization of meetings and discussions with the teaching staff, with the students, with graduates and with the employers;
- d) Visiting secretariats and administrative compartments for acknowledging the conformity of application of procedures regarding the records of students, records of professional activity of students, the issue of study documents, records regarding the teaching staff, financial administration, public acquisitions etc.;
- e) Elaboration of visit sheets (at the level of evaluated study programs and at institutional level) and the report of External Institutional Evaluation Commission;
- f) Analysis of Internal Evaluation Report and annexes to the report.

G. Method of work:

- a) Activities carried out by Institutional Visit Commission in its whole: the initial meeting with the management of University (rector, president, vice-rectors, scientific secretary, deans), with the representative of Quality Assurance Department (DAC), with the contact person for institutional evaluation, with the representatives of study programs; realization of visit on the field;
- b) Activities conducted differently by Commission members: evaluation by study programs by program experts; institutional evaluation by the expert from Institutional Commission, the expert from Consultative Commission, the mission director, the mission coordinator, the foreign expert and the scientific secretary;
- c) Activities made by commission experts, mission director and coordinator, the foreign expert, the scientific secretary and students from the Commission: the meeting organized with the students of evaluated institution, the meeting organized with the graduates; the meeting with the employers;
- d) Activities made by the foreign expert: the meeting with academic and administrative management of the university and with DAC representative, visiting the university/faculty campus together with the students from the Institutional Evaluation Commission;
- e) The students from the Institutional Evaluation Commission carried out specific activities in total autonomy conditions, according to a program defined by them;
- f) Analysis of evaluation results in the External Institutional Evaluation Commission in its integrity;
- g) Presentation of evaluation synthesis in a meeting which reunited the External Institutional Evaluation Commission and the University management ((rector, president, vice-rectors, scientific secretary, deans), with the representative of Quality Assurance Department (DAC), with the contact person for institutional evaluation, with the representatives of study programs.

H. Observations of External Evaluation Commission – synthesis:

a) Institutional Capacity:

- The Technical University of Civil Engineering of Bucharest has a management system which respects the national laws, the efficient management principles and the good practices from the Romanian university education and from EU. The system is described by Charta of University, own regulations, methodologies and procedures. In all the management structures the students are represented, their weight is compliant with the legal provisions, over 25% of total number of members in these structures. The management at university, faculties and departments level is based on a communication system of strategic and operative decisions, by the management structures created. The software system in the university assures in general efficient communication made by a diversity of methods: direct meetings, posters, telephone communication, dissemination of information by Internet, intranet, university website. In University there is a coherent organization chart which reflects the management flow. The management system of UTCB uses informational and communication systems of Internet and Intranet type.
- UTCB assures educational and research spaces which correspond to its specificity, by course and seminar rooms, by didactic laboratories and research centres, hostels, canteen and other spaces available to students. The course rooms, seminar rooms, laboratories have technical equipment and modern instruments which facilitate the training, communication, learning and research. The equipment of the course rooms, seminar rooms, laboratories shows that there is specific equipment in all lecture rooms and course rooms for the application of modern teaching and instruction methods. The equipment of course/seminar rooms and didactic and research laboratories corresponds to the most exigent standards of development of scientific knowledge and is comparable with the developed universities from Europe.
- UTCB has Regulations for granting scholarships and other forms of material support for students, which it applies consistently. The scholarships are granted from allowances from the state budget and from own resources. However, from the budgetary executions from the previous years it results that less than 10% of the scholarships fund are granted from own incomes of UTCB. The students included in research teams or in implementation of projects won by competitions and the students with health problems, material or social problems benefit from prizes, incentives and other forms of material support.

b) Educational effectiveness:

- UTCB applies a transparent policy of recruitment and admission of students in bachelor's and master's degree programs. This policy was made public at least 6 months before application. The admission in a cycle of university studies is based only on the previous diploma, taking into account the hierarchical order of admission average grades. The admission in UTCB in bachelor's degree programs is based on the results of high school graduation examination and a written multiple-choice test (which includes subjects of mathematics and physics) or based on file when we take into consideration the results of

high school graduation examination as follows: the admission grade is made of the grade of Mathematics, Physics, Informatics or Economics from high school graduation examination (at the choice of candidate, with the weight of 80%) and the general average grade of high school graduation examination (with a weight of 20%).

- From the data made available to the evaluation expert team it results that over 80% of the graduates UTCB are hired within two years from the completion of studies, most of them at the level of university qualification obtained. From the graduates with bachelor's degree of the last two classes about 95% were admitted to master's degree programs. At the level of study programs from UTCB there are performed every semester or every year, investigations for evaluation of the satisfaction level of students regarding the quality of programs offered and the learning/development environment offered. For the university year 2013/2014, the results obtained confirm that on average over 80% of the students are satisfied with the community they are part of and the learning route proposed
- The research strategy has in view the national and international position of the university in the global classifications and follows themes of national and international interest. UTCB aims at developing study programs in accordance with research preoccupations validated at national and international level by recognized publications and by participation in national and transnational research teams, the attraction of external and internal financing sources. The teaching staff of UTCB is involved in the organization and participation in international conferences; the results previously presented in this report are to the extent of preoccupations. The research results are valorised especially by the high number of articles and books published by the members of research teams (168 articles ISI, 148 articles BBI, 717 works in volumes of international conferences quoted ISI, 1286 articles in magazines and volumes of conferences with referents, 180 books in national publishing houses, 101 books or chapters in international publishing houses, 13 patents and 14 scientific prizes).

c) Quality Management:

- In UTCB, quality management includes the quality management of educational process, the quality management of scientific research and the quality management of related activities. At university level function the following structures which have quality assurance activities: Quality Council, Management and Quality Commissions which have representatives at the level of all faculties and departments and Quality Management Department (DMC) with four directions: Internal Management Control Division, Quality Management Division, Division for Evaluation of Teaching Staff Performances, Division of Internal Audit and Institutional Self-evaluation. The Quality Management Department is managed by the department director who is subordinated to the Rector UTCB.
- In UTCB the evaluation of students is regulated by own internal regulations and by operational procedures of quality management system, especially by provisions of Regulations for carrying out the student activities.

The evaluation of teaching staff UTCB is theoretically organized on three levels: collegial evaluation, the evaluation by students and the evaluation by management. In practice the evaluation by students, to which a special attention is paid and the evaluation by management is performed. The collegial evaluation is not made for reasons which cannot

- be argued. The evaluation is organized every year, being based on objective criteria connected to the entire activity carried out in university.
- UTCB assures for students a series of social, cultural and sportive services, lodging spaces, sports centre, counselling services etc. The University assures lodging spaces for about 90% of students who request these spaces. In the General Administrative Division of UTCB function the Hostels-Canteen Department and the Department of Student Scholarships which deals with the problems related to student hostels and the activities regarding student scholarships. The activities which are connected with students are coordinated by the Vice-Rector responsible for the student activities who answers for: the assurance of lodging places in hostels for students UTCB; the maintenance and repair of lodging places; the canteens for students; the scholarships for students; the social problems of students; the social problems and partnerships with various organizations; social problems of students; relationships with student organizations; management of hostels, canteens and snack bars.
 - UTCB has a software system which facilitates the collection, processing and analysis of data and relevant information for the quality evaluation and assurance of the institution. The computerization of processes in UTCB is a continuous activity which is carried out both at Communications Centre of the university and at the level of university and faculties management. The Quality Management Department of UTCB follows the trend and normative acts in quality assurance field, issued by European University Association (UTCB is member of E.U.A.) in view of aligning the framework of quality assurance of educational and research processes in UTCB to the European requirements.

I. Observations and suggestions of valuator presented in the reunited meeting of Evaluation Commission and University management:

- The analysis of information collection and processing system regarding the quality standards, the assurance of finality of collection and processing process by the creation of databases available to a wide range of users, according to the internal and external requirements regarding quality assurance.
- The assurance of access to databases regarding the quality standards, including for external users, according to procedures which assure the confidentiality by categories of information and users.
- The permanent and systematic monitoring of implementation and functioning of all the quality management procedures, in all faculties and study programs, thus their practical application is assured in all cases. Example: there is no collegial evaluation performed, although there is a procedure which provides this type of evaluation.
- The resolution of internal audit problem, especially for the administrative and financial accounting activity, the diversification of its missions, so that all the aspects from the activity carried out in University are monitored at least by an action per year, which fills the need for an external audit.
- The permanent updating of internal Regulations (regulations, methodologies and procedures) from the point of view of conformity with the legal provisions, but also the agreement between the provisions of Charta and regulations, methodologies and

procedures which detail certain issues from the Charta, which regulates the carrying out of activities from UTCB.

- The reorganization of spaces so that the number of places in the reading rooms of libraries meets the requirement of assuring places for at least 10% of the number of students.
- The perfection of communication system between the management of UTCB and students, so that they know the managerial decisions, the criteria of appreciation and hierarchization which entitle to a certain facility between those that exist in the regulations and methodologies of the institution, they should be attracted in all the activities of the institution, including in the evaluation of teaching staff in a larger number.
- The establishment of clear deadlines for communication of results of final evaluation of students' knowledge, the communication and observance of these deadlines.
- The careful following of students' practice, the activity of practice coordinators, so that the time allocated to it is as efficiently used.

J. Strengths:

- Sufficient and modern material base: spaces and didactic equipment consisting of buildings, which include lecture rooms and course rooms, seminar rooms and laboratories; most of them are arranged and equipped at high quality standards, spaces and equipment specific to the activity corresponding to the directions established for didactic activity; lodging places designed for students covering almost fully their request; laboratories with equipment specific to the profile of study programs, but also with IT equipment connected to the Internet and multimedia didactic equipment.
- Sufficient and good quality resources of documentation; the holdings from the libraries of university include over 475,000 volumes, which covers the needs of all the students for all the subjects from curriculum. The library has specialty collections of specialized magazines from the country and abroad. The online access to important learning resources assures the students increased possibilities of assimilating the necessary knowledge for a good professional qualification.
- A management oriented to the quality assurance of teaching and scientific research processes. The university management declares itself determined to become a modern and flexible structure, allowing the fast adjustment to the current requirements, harmonization with the European practices and standards and quality assurance of educational and research services; the system includes monitoring and internal evaluation mechanisms and works by observing the principles of ethics and academic freedom, in conditions of transparency, assured by the decision-making flow and the instruments for dissemination of decisions and activities (university website). The decisions of the Senate are transmitted to the whole community from the university.

K. Weaknesses – suggestions:

- The employers report the insufficiency of practical studies the students UTCB have in their programs;
- There are students who declare themselves unsatisfied with the communication with the faculties' secretariats

- UTCB does not make even at this visit date an external auditing of financial statements. The activity of UTCB is regularly audited by the Court of Accounts.

L. Final conclusions:

Following the analysis of Institutional Self-Evaluation Report and annexes to this report, Reports of study programs which made the object of evaluation in the process of institutional evaluation and annexes to these reports and following all the activities carried out by the External Evaluation Commission during the visit carried out in the period 26-28.03.2015 in the Technical University of Civil Engineering of Bucharest and mentioned in point G of this report, we can draw the following conclusions:

- From the institutional evaluation and from the evaluations by programs (evaluated with the qualifying mark of confidence), it resulted that all the quality and quantity indicators related to academic infrastructure are fulfilled, which proves that UTCB can assure the carrying out in normal conditions of the teaching-learning process, and research at the highest level. We mention that the declarations from the self-evaluation reports regarding the academic infrastructure were confronted with the data from the Economic Department and proven with adequate supporting documents.
- The evaluation experts involved in the evaluation process during the visit defended in their individual reports with reasons listed in the visit sheet, that UTCB assures the carrying out of educational and research activities by resorting to the best practices resulted from own experience or obtained based on exchanges of experience with similar universities from the country and the world.
- At the same time, the team of external evaluation experts appreciated the way in which the representatives of university tried to answer promptly to the requests of supplementary information. We also appreciate the active participation in large numbers of representatives of employers, graduates and especially the students in the meeting with the team of experts.
- The permanent comparison of educational programs and scientific performances with those of universities of similar profile from the country and from Europe in partnerships can become a supplementary guarantee for the success of preoccupations for the assurance of competitiveness at international level of the quality of graduates UTCB, the didactic and scientific research activity and its implementation in economic and social practice.

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M. Qualifying mark:

Having in view the fulfilment of performance standards stipulated by the quality assurance law in higher education by the Technical University of Civil Engineering of Bucharest justified by the whole documentation used in institutional evaluation process, the External Evaluation Commission ARACIS proposes giving the qualifying mark: "**High Degree of Confidence**".

Mission director:

Professor Ioan LASCAR, Ph.D.

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