

Masaryk University Faculty of Medicine Measure No. 7/2021***On the establishment of elective courses at the Faculty of Medicine of Masaryk University***

Pursuant to Section 28(1) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Higher Education Act"), I issue the following measure:

**Article 1
Basic provisions**

1. This measure sets out the requirements for the procedure for the creation of elective courses at the Faculty of Arts of Masaryk University in accordance with the internal regulation of Masaryk University - Approval, Management and Quality Assessment of Study Programmes of Masaryk University, as amended (hereinafter referred to as the "Regulation").

**Article 2
Basic concepts**

1. An elective subject (hereinafter also referred to as "OP") is a subject the completion of which is not compulsory for the study and which is not part of the compulsory study plan.
2. The creation of an elective course means the establishment of a new VP and its inclusion in the LF MU study catalogue.
3. The creation of an elective course does not give rise to the need for the establishment, extension or modification of the authorisation to implement a study programme pursuant to Articles 15, 16 and 17 of the Regulation.

**Article 3
Origin of the optional subject**

1. The VP is included in the study catalogue on the basis of a decision of the Dean of the Faculty of Arts MU. The basis for the decision of the Dean of LF MU is a proposal by the head of the supplying workplace for the creation of a new VP.
2. The proposal for the creation of an IP must include:
 - a) Name of VP,
 - b) summary characteristics of the VP,
 - c) the VP Guarantee Department,

- d) the person of the guarantor of the VP,
 - e) evidence of sufficient staffing for the teaching of VP,
 - f) the supplier site of the VP,
 - g) the VP's contact person,
 - h) the planned scope of the VP (weekly hourly allocation, course of instruction - weekly/block),
 - i) VP teaching methods,
 - j) assessment methods for passing the VP,
 - k) VP targets,
 - l) basis of the VP,
 - m) limitations for enrolment in the VP (especially student capacity by year, field/program of study, required courses),
 - n) language of instruction VP,
 - o) Identification of the curriculum within which the PG is to be offered and in which the PG is to be included,
 - p) the proposed semester for which the VP is to be announced for the first time,
 - q) the frequency of the issuing of VPs,
 - r) the proposed number of ECTS credits of the VP,
3. The proposal for the creation of a VP is submitted to the guarantor of the study programme in whose curriculum the new VP is to be offered. On the basis of the proposal for the establishment of a CoP, the guarantor of the study programme concerned shall issue a reasoned opinion recommending or rejecting the establishment of the CoP.
 4. The proposal for the establishment of a VP is submitted to the Dean of the MU Faculty of Medicine together with the opinion of the Study Programme Guarantor. After discussing the proposal for the establishment of a VP at the Dean's College, the Dean issues a decision on the establishment of a VP or rejects the proposal for the establishment of a VP.

Article 4 **Final provisions**

1. The interpretation of individual provisions of this measure and its updating is entrusted to the Study Department of the MU Faculty of Arts.
2. Compliance with this measure is monitored by the relevant Vice-Deans for Studies.
3. This measure shall enter into force and effect on the date of its promulgation.

In Brno, 28 June 2021

prof. MUDr. Martin Repko, Ph.D.
Dean of LF MU