



Visoka šola za hotelirstvo in turizem Bled  
Prešernova cesta 32, 4260 Bled  
t 08 205 59 59, m 040 322 106  
referat@vs-bled.si, www.vs-bled.si



## SUMMARY OF SELF-EVALUATION REPORT FOR ACADEMIC YEAR 2021/2022

Adopted at the Senate meeting 1/2023 on 27 **02. 2022**



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# 1 SELF-EVALUATION

## 1.1 Self-evaluation procedures

The trend of the following indicators is monitored for the study programme:

- enrolment, transition, structure of students, average grades achieved at exams in year 1, and the number of graduates;
- analysis of student satisfaction, satisfaction of teaching and other staff, and work placement mentors.

Employment of graduates is monitored on the basis of the membership in the VŠHTB Alumni Club.

## 2 INTEGRATION INTO THE ENVIRONMENT

VŠHTB contributes to the more rapid and efficient development of economy, in particular hotel management and tourism. We rely on the current economic and social needs and at the same time monitor and take into account economic changes.

### 2.1 Assessment of the situation and plans for the future

It can be concluded on the basis of contacts with numerous potential employers that the level of the integration into domestic environment and the recognition is good and shows the growth (expanded range of organisations for work placement).

The institution and the students are currently carrying out a research project *Research on the impact of COVID 19 on drinking among young adults (20 – 30 years)*. This means that the Institution is integrated into the environment as the project aims at making young adults in Slovenia aware of the relevance of healthy eating habits and making healthy food choices.

#### Plans for the future

The following is proposed in order to increase the integration into the environment:

- more guest foreign lecturers,
- encouraging participation in the EU development projects,
- encouraging preparation of internal projects.

## 3 DEVELOPMENT GOALS

The Institution development programme and annual plan of work follow the set strategic development goals.

### 3.1 New higher education study programme

VŠHTB has prepared a new higher education study programme Management in food industry and nutrition, which is currently undergoing the process of accreditation.

### 3.2 Assessment of the situation and plans for the future

VŠHTB regularly carries out self-evaluation procedures and on the basis of the obtained information and continuous monitoring of the development of the discipline and scientific findings continuously renovates study programmes Hotel management and Medical Tourism by updating the study literature and materials and active involvement of students in the internal research project and organisation of study visits in tourism companies.

VŠHTB strives to encourage student and staff mobility. Students are advised about work placements abroad (Erasmus+) individually.

The institution is constantly strengthening promotion and recognition. VŠHTB participates in education fairs and career days.

In order to encourage scientific – research activity of the Institution and ensure protection of interests, the Board for Ethics in the research, involving work with people, has been founded.

### **Plans for the future**

The following is proposed in order to increase the integration into the environment:

- Preparation for projects according to current tenders.
- Harmonisation of the Institution legal acts (in case the new study programme is accredited).

## **4 OPERATION OF THE HIGHER EDUCATION INSTITUTION**

Lecturers' scientific, research and expert knowledge is integrated in the study process and closely linked to the contents concerned.

### **4.1 Assessment of the situation and plans for the future**

The Institution functions in accordance with the vision, mission and goals in harmony with the social changes and changing conditions.

VŠHTB relies on the current economic and social needs. Consequently, a new higher education study programme Management in food industry and nutrition has been prepared.

#### **Plans for the future:**

- VŠHTB is aware of the importance of cooperation with the environment, particularly with the economy. Therefore, the Institution encourages preparation of various projects that could involve teaching staff and students.

## **5 STUDY ACTIVITY**

The institution is carrying out:

- Higher education study programme Bologna level I Hotel management and tourism
- Higher education study programme Bologna level I Medical tourism

### **5.1 Implementation of study programmes in academic year 2021/2022**

The following programmes were conducted: Hotel management and tourism for years 1 and 2, and year 2 under transition criteria – both elective modules, and year 3. In Medical tourism years 2 and 3 were conducted.

### **5.2 Additional free training for VŠHTB students.**

VŠHTB offers students a free 20-lesson introductory intensive course of Italian language. Students attended free workshops, aimed at improving digital competencies with the emphasis on digital marketing and digitalisation of work processes.

### **5.3 Optional excursions**

Two excursions were organised for students – to Terme Dobrna and Terme Zreče.

### **5.4 E-classroom**

VŠHTB uses Ames e-classroom.

### **5.5 Erasmus +**

2 students did their work placement within Erasmus+ and two teachers participated in staff mobility – job shadowing. One teacher attended training in Spain.

## **5.6 Career counselling**

An important VŠHTB activity is comprehensive student career development, looking for employment, cooperation and liaison with the key stakeholders in the environment, particularly the employers, active encouraging for self-employment. For this purpose, the Institution is in contact with employers and students who are informed about grants, vacancies and ways of acquiring additional knowledge.

## **5.7 Assessment of the situation and plans for the future**

Teaching process and promotion of the institution were carried out in accordance with the set objectives. Career counselling is carried out according to students' needs.

### **Plans for the future:**

- To continue promoting the school at home and abroad.

## **6 SCIENTIFIC, RESEARCH, EXPERT AND TEACHING ACTIVITY**

Lecturers' scientific, research and expert knowledge is integrated in the study process and closely linked to the contents concerned. This is reflected also in the application of the results of their scientific, research and expert work in the concept and form of the study programme. Most lecturers apply their own scientific and research work and its results to designing teaching content. In academic year 2020/2021 24 VŠHTB lecturers were registered in SICRIS database.

### **6.1 Research on the impact of COVID 19 on drinking among young adults (20 – 30 years)**

In academic year 2021/2022 VŠHTB continued the work on internal research project *Research on the impact of COVID 19 on drinking among young adults (20 – 30 years)* (01. 01. 2021 to 31. 12. 2022). Students of years 2 and 3 are members of the project group.

### **6.2 Participation of students at expert and scientific conferences**

A student upgraded the knowledge acquired in the theoretical and research field and wrote a scientific article that she presented at an international scientific conference THE INTEREST OF HEALTH TOURISTS IN HALOTHERAPY: THE IMPACT OF THE SEVERITY OF COVID-19.

A 3rd-year student wrote and defended his Diploma thesis on the basis of research work within the internal project. A 2nd-year student is going to present the results of the said project at the 6th international conference, which will take place in October 2022.

### **6.3 Assessment of the situation and plans for the future**

Cobiss data shows continuous scientific-research and expert activity of the lecturers at VŠHTB. In spite of moderate financial means, the institution carries out an internal research project, which involves VŠHTB students.

### **Plans for the future**

- As the conditions to apply for the Slovenian Research Agency tenders are very demanding, an application to the Slovenian Research Agency research projects is a long-term objective.
- Preparation of internal development, research or applicative projects.

## **7 STUDENTS**

Below is the information about the enrolment of students in academic year 2021/2022.

### **7.1 Enrolment**

10 students enrolled to HT study programme year 1 while 2 students re-enrolled to year 1 of Medical tourism study programme. 7 students were enrolled in year 2, of which 5 in programme HT, 2 in Medical tourism, and 2 students were re-enrolled. 15 people enrolled in year 2 under the transition criteria - 7 in programme HT, 5 in Medical tourism and 3 students re-enrolled. 14 students enrolled in year 3, of which 13 in study programme HT and 2 in study programme Medical tourism. 4 students decided for the graduation year. 21 students graduated.

### **7.2 Average grade of part-time study exams**

Average grade of the exams in study programme HT was 8.15, and 8.2 in study programme Medical tourism.

### **7.3 Analysis of progressing of part-time students (transition).**

63% (HT) and 40% (Medical tourism) respectively, progressed from year 1 to year 2. Transition from year 2 to year 3 was 81% (HT) and 100% (Medical tourism) respectively.

### **7.4 Number of graduates and average grade of Diploma works**

21 students graduates with the average grade of 9.2.

### **7.5 Monitoring of the employability of graduates**

Employability of VŠHTB graduates is carried out with the help of Alumni club. In 2021/2022 81% of ALUMNI club members were employed.

## **8 ANALYSIS OF THE 2021/2022 SURVEYS**

### **8.1 Analysis of student satisfaction**

On average, students assessed their satisfaction with the operation of the school with 4.4 (HT 4.5, Medical tourism 4.3). Average grade of satisfaction with the lecturers' work was 4.8. It is evident from the surveys that students are satisfied with the work placement. 84% and 85% of students respectively, were of the opinion that there is no need to update study programmes.

#### **8.1.1 Assessment of the situation and plans for the future**

The school is assessed very well and there are no substantial deviations. The average grade of satisfaction with the lecturers' work is excellent. Nobody had problems with work placement and all students were of the opinion that mentors in companies were accessible for questions and solving any dilemmas, that their cooperation was professional and correct, that they could work in a team, acquire work discipline and develop care about responsible work, learned about the culture of the work environment and rules of conduct in the organisation. Average student satisfaction with study programmes is very high (4.5 and 4.3, respectively).

#### **Plans for the future:**

- Monitor student satisfaction and in case of deficiencies or dissatisfaction act immediately.
- Eliminate deficiencies with some lecturers whose grade was lower than the average.
- Monitor student satisfaction with work placement.
- Monitor student satisfaction with study programmes.

## **8.2 Analysis of work placement mentor satisfaction**

It is evident from the surveys that mentors are satisfied with the work placement. 100% of mentors were of the opinion that there is no need to update study programmes.

### **8.2.1 Assessment of the situation and plans for the future**

All the mentors were of the opinion that students who came to their companies had enough competencies for successful work placement, they were able to cope with the basic work procedures in the area they are trained for, and they were able to work with the up-to-date equipment in their field. The average grade of work placement mentor satisfaction was 4.8, which is excellent.

#### **Plans for the future:**

- Monitor work placement mentor satisfaction with the help of surveys and personal interviews.
- Organise meetings with work placement mentors more often.
- Monitor work placement mentor satisfaction with study programmes with the help of surveys and personal interviews.

## **8.3 Analysis of teaching and other staff satisfaction**

The average grade of lecturer satisfaction with the school was 4.6, and other staff 4.9.

### **8.3.1 Assessment of the situation and plans for the future**

The average grade of lecturer and other staff satisfaction was very good. Assessment of lecturers improved in the following:

- Relationship with the direct superior is good.
- Relationships among the employees are good.
- Institution acts are accessible.

Other staff assessed all the items as excellent.

#### **Plans for the future:**

- Conduct annual interviews of the school management and all the employees regularly.
- Conduct regular annual interviews of the school management and all the employees, find out the reasons for dissatisfaction and eliminate them together.