

**PROGRESS REPORT ON THE IMPLEMENTATION OF THE RECOMMENDATIONS OF THE EXTERNAL EVALUATION OF VILNIUS
COLLEGE OF TECHNOLOGIES AND DESIGN
2017–2021**

Content of the external evaluation recommendations	Measures to implement the recommendations	Progress achieved
I. STRATEGIC MANAGEMENT		
<p>1. The College should revise its Statute to clarify the provisions on the number of different members of the Academic Council and to clarify the procedure for the appointment or election of different members to the Academic Council.</p>	<p>To consider amending the provision of Clause 63 of the Statute of the Academic Council of the College and of the College Council regarding the procedure for the appointment or election of various members to the Academic Council of the College.</p>	<ul style="list-style-type: none"> • To ensure consistency and clarity, the College has revised and approved the wording of the Statute (Resolution No 1417 of the Government of the Republic of Lithuania of 9 December 2020), which clearly defines the provisions on the number of different members of the Academic Council. • The wording of point 58 of the Statute states that "<...> the Academic Council shall be composed of 11 members for a term of 5 years: 4 lecturers, 3 representatives appointed by the student body, 3 persons holding the positions of associate professor and senior researcher, and the Director, who shall be an ex officio member of the Academic Council <...>". • Increased participation of student representatives in the activities of the Academic Council ensures the principle of good governance at the College (transparency, accountability, inclusiveness, participation, responsiveness), where the interests of the College's students are more widely represented in the management of academic affairs and in decision-making. • The Academic Council, at its meeting on 8 December 2021 (Minutes No 14-5), approved a description of the procedure for the election and termination of the mandate of the members of the Academic Council of the Vilnius College of Technologies and Design, which specifically defines the provisions for the appointment, election, and termination of the mandate of the various members of the Academic Council. • Both the Statute and the Procedural Schedule of the College have regulated in detail the procedure for the appointment, election and termination of the term of office of the members of the Academic Council.
<p>2. Ensure that the Quality Manual is made available to all staff by publishing it on the College intranet.</p>	<p>Publish the Quality Manual on the College intranet.</p>	<ul style="list-style-type: none"> • The Quality Manual was published on the intranet in Q1 2015. • The new Quality Manual was approved by the Order of the Director of Vilnius College of Technologies and Design No 1-107 on 19 December 2018 (wording of the Order of the Director of Vilnius College of Technologies and Design No 1-88 of 10 October 2019). The Quality Manual was approved by the Academic Council at the meeting of the Academic Council on 22 November 2018 (Minutes No. 14-4) (Minutes of the Academic Council on 27 September 2019, Minutes No. 14-5).

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		<ul style="list-style-type: none"> The current version of the Quality Manual is publicly available at https://en.vtdko.lt/images/Kokyb%C4%97s_vadovas_Patvirtintas_LT-EN.pdf and in the College's single sign-on system, VTDK SSO. Both the Quality Manual approved in 2018 and the 2019 version of the Quality Manual stipulate that the College's internal quality management system is based on the Quality Assurance Framework and Guidelines for the European Higher Education Area (hereinafter referred to as the ESG). To ensure the compliance of the internal quality management system with the ESG, the College has provided specific measures for the implementation of these provisions and guidelines in the course of its study activities and their improvement.
3. Introduce a more systematic, more frequent, and longer-term risk management system.	Develop a long-term risk management inventory.	<ul style="list-style-type: none"> 31 December 2015 Order No 1-157 of the Director of the College approved the description of the procedure for the organisation of long-term risk management at Vilnius College of Technologies and Design. The description regulates the identification, analysis, and monitoring of risk factors of the College's activities. The annual risk assessment for a period of three years allows to identify the risks according to the main processes of the College's activities, considering internal and external threats, changes in the environment and/or within the College. The identification of potential risks is followed by the determination of the probability of occurrence of each risk (high, medium, low), the definition of its tolerance level (i.e., the acceptable level of risk for the College), the potential impact, the preventive actions to be taken, and the resources required to mitigate the risks.
4. Review budgeting and investment planning processes and adopt medium- and long-term planning procedures.	Review and approve the medium- and long-term planning arrangements, revising the budgeting and investment planning procedures.	After the approval of the description of financial management, budget formation and execution procedure of the Vilnius College of Technologies and Design, the financial management model of the College has been clearly defined, and it determines the main principles of financial management, allocation of funds, creating the College's income and expenditure estimate for the current year (hereinafter referred to as the Budget), control of the implementation of the Budget, etc.
II. STUDIES AND LIFELONG LEARNING		
5. Increase the availability of the ongoing on-demand continuing vocational training courses.	<ol style="list-style-type: none"> To analyse the supply of vocational training courses offered by the College in terms of market demand. Identify relevant course topics. Update the curricula of vocational training courses. 	<ul style="list-style-type: none"> The College has carried out a market needs analysis of vocational training courses and identified relevant course topics. To implement one of the objectives of the Strategic Plan, "Increase the contribution of external organisations to studies", and recognising that non-formal education is an integral part of education, and that non-formal education participants are persons who improve their competences, the College adopted

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	<p>4. Develop and approve, by order of the principal, a strategy for the promotion and marketing of the vocational training courses offered by the College.</p>	<p>the Publicity Strategy for 2017-2019 by the Order of the Director of the College No. 1-17 dated 1 March 2017.</p> <ul style="list-style-type: none"> • The publicity strategy included one of the objectives - "To stimulate the interest of adults and young people in non-formal education courses offered by the College". • Measures were foreseen for the implementation of the objective, which led to the achievement of the objective. • Following a market needs analysis, the course curricula were updated, and new ones developed. • Some of the non-formal adult education programmes (e.g. BIM modeller training; Estimator training; CNC machine operator-programmer training; Electrical safety; Preparation of technical documentation for the production of parts; Preparation of technical documentation for the production of parts for advanced users; Car maintenance technician; Interior decoration of living spaces; Graphic photo editing; Calligraphy; Animation school for adults; etc.) were updated.) have been registered and placed on the Register of Skills Development Programmes and Events. These programmes are publicised on the AIKOS system, the College's website, the website of the Lithuanian National Association of Freight Forwarders and Logistics "Lineka" (under the heading "Invest in yourself"). • 4 non-formal training programmes (e.g., Numerical Programming Control (CNC) Machine Operator-Programmer; Automotive Maintenance Specialist; Warehouseman; Road Worker) have been coordinated with the Vilnius Chamber of Commerce, Industry and Crafts and accredited by the Employment Service. The College was included in the list of providers of non-formal adult education and continuing training by order of the Director of the Employment Service. These programmes are published on the website of the Employment Service. The accreditation of the programmes and the inclusion of the College in the list of providers of education and continuing training demonstrates the College's ability to develop quality and market-relevant non-formal education programmes. • 8 non-formal adult education programmes, such as Organisation and Management of Sales of Warehousing and Terminal Services; Organisation and Management of Sales of Parcel Post Transport Services; <i>Organising and managing the sales of transport services</i>; <i>Electronic construction logbook</i>; <i>Building information modelling</i>; <i>Automotive diagnostics</i>; <i>Drafting and reading drawings in parts production</i>; <i>Programmable metalworking machines were developed under the Competence Voucher. Adult training for enterprises was</i>

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		<p><i>subsidised under Measure No 09.4.3-IVG-T-813 "Competence Voucher" under Priority 9 "Public Education and Improving the Potential of Human Resources" of the Operational Programme for Investment in European Union Funds 2014-2020. The programmes were publicised on the websites of Public Enterprise "Versli Lietuva" and the College. The College was included in the list of training providers, which was published on the website of PI "Versli Lietuva".</i></p> <p>To develop non-formal education services in the region and to meet the learning needs of adults, the College won the tender for the support of non-formal adult education and continuing education programmes announced by the Ministry of Education, Science and Sport during the evaluation period. In 2017, EUR 4066.00 was allocated to the College's non-formal adult education and continuing learning programme "Fundamentals of visual art creation for the development of personal general culture - drawing and composition". This programme aimed not only to provide seniors with specific skills in artistic expression, but also to help them become active participants in the creative process, to promote their openness to innovation, to increase their readiness for lifelong learning, to give meaning to adult leisure time, to help them to accept ageing as an interesting and meaningful period of their lives, to not feel excluded by age and to remain active members of society. A total of 30 people completed the programme.</p> <ul style="list-style-type: none"> • Extensive publicity of the College's non-formal education programmes, cooperation with the association "Lineka", the Employment Service, and PI "Versli Lietuva" helped to attract a larger number of participants to the courses, thus enabling people to pursue lifelong learning. • The College participated in the funding competition for non-formal education projects for children announced by the Ministry of Education, Science and Sport and organised by the Lithuanian Centre for Non-formal Education of Schoolchildren, the aim of which is to promote children's self-expression and positive socialisation. The College has developed 10 non-formal children's education (NFE) programmes in the field of cultural education and STEAM: science, technology, engineering and mathematics research and experimental development to link the development of students' creativity with modern technologies and to promote the College among students. All 10 non-formal education programmes for children are accredited by Vilnius City Municipality. The programmes are registered and placed in the Register of Qualification Improvement Programmes and Events. Three programmes (Robotics, Animation School, Art Laboratory) provided classes for students of Design and Technical Faculties. Non-formal education programmes for children were

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		<p>publicised on the website “Besimokantis miestas” (Learning City) managed by the Vilnius City Municipality, the AIKOS system, and the College's website.</p> <ul style="list-style-type: none"> • In order to create a sustainable future for Lithuania and promote employment opportunities in the railway sector, new non-formal adult education programmes were launched in 2021. Order No 2BE-51 of 17 February 2021 of the Director of the Lithuanian Transport Safety Administration "On the approval of non-formal training programmes for train drivers" approved the non-formal vocational training programmes for train drivers (for persons with secondary education (640-hour programme) and for persons with a certificate of an employee whose work is related to railway transport and general secondary education (360-hour programme)). By Decision No VSE-39 of the Director of the Lithuanian Transport Safety Administration on 4 April 2021, a Certificate of Recognition of the Train Driver Training Centre was obtained, which authorised the College to provide training in accordance with the approved non-formal vocational training programmes for train drivers. It is the only centre in Lithuania that provides train driver training and issues certificates entitling to take the examination for the train driver's certificate at examination centres. In 2021, 18 participants graduated from the informal vocational training programme for train drivers. The training was conducted in a mixed format. Theoretical material was studied remotely on the MS Teams platform, and practical work and work experience were carried out in the departments of “AB Lietuvos geležinkeliai” and in the College's specialised rolling stock management laboratories • In response to the needs of the railway transport market, two new non-formal training programmes were developed for 2021: a 256-hour programme "Non-formal Vocational Training Programme for Automotive Tractors, Diesel Train Cranes and Diesel Lifting Cranes" and a 32-hour programme "Training Programme for the Re-assembly of Automotive Train Cranes, Diesel Train Cranes and Diesel Lifting Cranes". • The 256-hour non-formal training programme was completed by 8 trainees, leading to the qualification of driver of mobile cranes, derricks and derrick cranes. The 32-hour training programme provided further training for 19 trainees. • During the period under evaluation, 1561 persons participated in non-formal learning programmes.

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<p>6. Assess how barriers to student mobility can be removed in order to increase its volume.</p>	<p>Develop a strategy to promote the internationalisation of the College's studies.</p>	<ul style="list-style-type: none"> • In order to increase student mobility, the College's governing body for academic affairs, the Academic Council, has approved: • Strategy for the Development of Internationality 2015-2017 (Meeting of 4 December 2015, Minutes No. 14-5); • Strategy for the Development of Internationalisation 2018-2020 (meeting of 16 March 2018, Minutes 14-2); • Internationalisation Development Strategy 2020-2025 (meeting of 12 March 2020, Minutes No 14-2). • In line with the goals and objectives set out in the strategies, during the evaluation period, information on the opportunities for students to participate in mobility programmes was made available on the College's website and publicised in several ways: <ul style="list-style-type: none"> • Information meetings with students were organised at the faculties, during which students were informed about the possibilities to participate in mobility programmes, the mobility call procedure, how to choose mobility partners and how to prepare the necessary documents. For those who were planning to participate in the mobility call, the Faculty's International Relations Coordinator organised individual counselling sessions. All mobility applicants were informed by e-mail about the selection criteria, the order of selection, the organisation procedure, the number of applications received and the selection results. For the successful participants, the College's International Relations Department organised information meetings, explained the next steps, and drew up contracts and other necessary documents. • Information about mobility during the evaluation period was publicised among students and lecturers, i.e., dissemination of the skills of returning students. To this end, meetings were organised at least twice a year between students and students who had participated in the mobility programme (for study and practice). During these meetings, study experiences and challenges were shared, and insights and suggestions were given on various issues relevant to mobility. These meetings included presentations on mobility studies and placements. • To promote student mobility and to increase their participation in mobility programmes, the College's website and Facebook account hosted a series of articles "Experiences of students who have tried Erasmus+ studies" and "Experiences of students who have tried Erasmus+ placements".

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		<ul style="list-style-type: none"> • To further motivate students to participate in mobility programmes and to help them choose partner institutions abroad, Erasmus+ coordinators were appointed at the faculties. • The network of international partners has expanded during the period under review, providing College students with a wider range of part-time study or internship options in foreign higher education institutions or companies.
III. SCIENTIFIC AND ARTISTIC ACTIVITIES		
<p>7. Develop an applied research strategy that focuses on key activities and measures their effectiveness. The strategy should include how the College can strengthen its research capacity.</p>	<p>Prepare and approve the College's strategy for applied research in the Academic Council.</p>	<ul style="list-style-type: none"> • In order to strengthen the College's applied and experimental research activities, the Academic Council, the governing body of the College's academic affairs, approved: • Strategy for Research and Development 2016-2018 (meeting of 27 April 2016, Minutes No. 14-4); • Strategy for Scientific Research and Experimental and Artistic Development in 2019-2024 (meeting of 15 March 2019, Minutes No 14-2); • The strategies highlight the scientific fields in which the College consistently carries out applied scientific and experimental activities. • In accordance with the Strategy for Research and Development for 2016-2018, a Science Foundation was established at the College in 2017. This fund is intended to encourage the College's lecturers, who are qualitatively and productively engaged in scientific (artistic) work, to support the dissemination of the lecturers' scientific production in international databases and their participation in conferences. • Research Fund - a part of the College's budget allocated to support scientific (artistic) activity and experimental development. • During the period under review, the College allocated 250 000 000 EUR to the Science Fund. EUR 250 million was allocated to the Scientific Research. • Following the establishment of the Science Fund and the promotion of lecturers from this fund, the College's lecturers have published more high-level scientific articles in international databases: • During the evaluation period, the total number of scientific publications of the SACS included in the Clarivate Analytics Web of Science / Scopus databases increased to 33 publications. The significant increase in the number of scientific publications in the Clarivate Analytics Web of Science / Scopus databases has increased from 14 publications in 2012-2016 to 33 publications in 2017-2021, i.e. an increase of 2.4 times. In 2020, the Lithuanian Science Council evaluated the College's applied, experimental and artistic activities, and awarded the College 102.07 points for scientific publications. Such a significant increase in

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		scientific publications shows the increased research competences of the lecturers, the culture of formation of applied research, and the motivation of lecturers for scientific output.
8. Consider in more detail how applied research activities could systematically and consistently impact on the quality of the study programme.	Developing a model for the integration of applied research and studies with a focus on improving the quality of studies.	At the beginning of each academic year, the curriculum committees analyse the results of the applied research carried out in the fields of study during the previous academic year. Following the evaluation of the results, the curriculum committees shall propose measures to improve the content of the studies. For example, updating the descriptions of laboratory work to include new laboratory work; developing new practical and coursework assignments.
