

**TAP project 573738-EPP-1-2016-1-PS-EPPKA2-CBHE-SP
Slovak University of Technology in Bratislava (STUBA)
Comments to video meeting 25.3.2019**

1. Composition and role of the internal and external QA teams in place (see Power Point Presentation)

2. Activities implemented so far and timetable of activities foreseen
 - Preparation and presentation of topics in accordance with the TAP project plan at seminars and meetings in Athens, Bratislava, Cork and Alicante
 - Revision of TAP project documents made by project partners, eg. Quality Plan
 - Expert assessment of the outputs of the TAP project from Palestine universities
 - Active discussion during TAP seminars and meetings in Athens, Bratislava, Cork and Alicante
 - Video consultation with TAP project partners
 - Information on the partial results of the TAP project at STUBA in university journals
 - Incorporating TAP project outputs into the STUBA pedagogical process
 - Use of project results for STUBA accreditation process
 - Informing about the TAP project on the STUBA WEB site

Planned Activities:

- Preparation of a presentation focused on strategy and quality policy in the pedagogical process at STUBA in Cork meeting (2-4.5.2019)
- Video consultation with project partners
- Completing the tasks for the final year according to the project plan
- Active participation in the final TAP seminar
- Cooperation in Project TAP evaluation

- Informing the public about the results of the TAP project
 - Use of TAP project results to increase the effectiveness and quality of education process at STUBA
3. Procedure in place for feedback and for implementing remedial measures

When a nonconformity on the base of feedback will occur including any arising from complaints, we will

- a) react to the nonconformity and, as applicable:
 1. take action to control and correct it,
 2. deal with the consequences,
- b) evaluate the need for action to eliminate the cause(s) of the nonconformity, in order that it does not recur or occur elsewhere, by:
 1. reviewing and analysing the nonconformity,
 2. determining the causes of the nonconformity,
 3. determining if similar nonconformities exist, or could potentially occur,
- c) implement any action needed,
- d) review the effectiveness of any corrective action taken,
- e) update risks and opportunities determined during planning, if necessary,
- f) make changes to the Quality Assurance System, if necessary.

Corrective actions shall be **appropriate** to the effects of the nonconformities encountered.

The organization shall **retain documented information** as evidence of:

- a) the nature of the nonconformities and any subsequent actions taken,
- b) the results of any corrective action.

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