



STUDIJŲ KOKYBĖS VERTINIMO CENTRAS

Kauno kolegijos
**STUDIJŲ PROGRAMOS *KOSMETOLOGIJA* (valstybinis kodas -
653B95003)**
VERTINIMO IŠVADOS

**EVALUATION REPORT
OF *COSMETOLOGY* (state code - 653B95003)
STUDY PROGRAMME
at Kaunas College**

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Išvados parengtos anglų kalba
Report language – English

DUOMENYS APIE ĮVERTINTĄ PROGRAMĄ

Studijų programos pavadinimas	<i>Kosmetologija</i>
Valstybinis kodas	653B95003
Studijų sritis	Biomedicinos mokslai
Studijų kryptis	Medicina ir sveikata
Studijų programos rūšis	Koleginės studijos
Studijų pakopa	Pirmoji
Studijų forma (trukmė metais)	Nuolatinė (3)
Studijų programos apimtis kreditais	180
Suteikiamas laipsnis ir (ar) profesinė kvalifikacija	Grožio terapijos profesinis bakalauras
Studijų programos įregistravimo data	2002-06-25

INFORMATION ON EVALUATED STUDY PROGRAMME

Title of the study programme	<i>Cosmetology</i>
State code	653B95003
Study area	Biomedical Sciences
Study field	Medicine and Health
Type of the study programme	College studies
Study cycle	First
Study mode (length in years)	Full-time (3)
Volume of the study programme in credits	180
Degree and (or) professional qualifications awarded	Professional Bachelor of Beauty Therapy
Date of registration of the study programme	25 th June, 2002

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The Centre for Quality Assessment in Higher Education

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I. INTRODUCTION

1.1. Background of the evaluation process

The evaluation of on-going study programmes is based on the **Methodology for evaluation of Higher Education study programmes**, approved by Order No 1-01-162 of 20 December 2010 of the Director of the Centre for Quality Assessment in Higher Education (hereafter – SKVC).

The evaluation is intended to help higher education institutions to constantly improve their study programmes and to inform the public about the quality of studies.

The evaluation process consists of the main following stages: 1) *self-evaluation and self-evaluation report prepared by Higher Education Institution (hereafter – HEI)*; 2) *visit of the review team at the higher education institution*; 3) *production of the evaluation report by the review team and its publication*; 4) *follow-up activities*.

On the basis of external evaluation report of the study programme SKVC takes a decision to accredit study programme either for 6 years or for 3 years. If the programme evaluation is negative such a programme is not accredited.

The programme is **accredited for 6 years** if all evaluation areas are evaluated as “very good” (4 points) or “good” (3 points).

The programme is **accredited for 3 years** if none of the areas was evaluated as “unsatisfactory” (1 point) and at least one evaluation area was evaluated as “satisfactory” (2 points).

The programme is **not accredited** if at least one of evaluation areas was evaluated as “unsatisfactory” (1 point).

1.2. General

The Application documentation submitted by the HEI follows the outline recommended by the SKVC. Along with the self-evaluation report and annexes, the following additional documents have been provided by the HEI before, during and/or after the site-visit:

No.	Name of the document
1	Questionnaire Feedback from Students (1)
2	Questionnaire Feedback from Students (2)
3	Questionnaire Feedback from Graduates

1.3. Background of the HEI/Faculty/Study field/ Additional information

Kaunas College (hereinafter referred to as KK) is one the largest state-owned institutions of higher education in Lithuania, established in 2000, accredited in 2005 as a non-university higher education institution by Order of the Minister of Education and Science of the Republic of Lithuania, No. 1094, 01/09/2000. In 2014, KK was accredited by international external evaluators. It implements first cycle collegial studies of technological, biomedical, humanitarian and social sciences as well as arts, which provide the degree of Professional Bachelor in 51 study programmes.

The subject study programme Cosmetology (hereinafter referred to as SPC, code 653B95003) is a first cycle collegial beauty therapy study, belonging to the Biomedical Sciences study area, Medicine and Health study field, accredited in 2002. It is implemented by the Department of Cosmetology (hereinafter referred to as DC), which is one of 7 departments of the Faculty of

Medicine, which was incorporated into KK in 2001 as Kaunas School of Medicine.

Previous external evaluation of SPC was performed in 2013, yielding the accreditation of 3 years.

1.4. The Review Team

The review team was completed according *Description of experts' recruitment*, approved by order No. 1-01-151 of Acting Director of the Centre for Quality Assessment in Higher Education. The Review Visit to HEI was conducted by the team on *3rd March, 2016*.

- 1. Prof. Dr. Aleksandar Jovanovic (team leader)**, *Vice-rector for International relations, Professor of Faculty of Medicine, University of Pristina/K.MITROVICA, Serbia.*
- 2. Dr. Katarzyna Pytkowska**, *Rector at Academy of Cosmetics and Health Care, Cosmetic Science Lecturer at Postgraduate School of Aesthetic Medicine, Poland.*
- 3. Prof. Dr. Janko Zmitek**, *dean of the private university VIST – Higher school of Applied Sciences in Ljubljana, Head of the Institute of Cosmetics, Slovenia.*
- 4. Ms. Kristina Letkauskaitė**, *beautician at The Service of Beauty and Health, lecturer at Department of Beauty Therapy, Klaipėda State college, Lithuania.*
- 5. Mr. Benas Gabrielis Urbonavičius**, *doctoral student of Kaunas University of Technology study programme Materials Engineering, Lithuania*

Evaluation coordinator – Ms. Dovilė Stonkutė.

II. PROGRAMME ANALYSIS

2.1. Programme aims and learning outcomes

The aim of the study programme of Cosmetology is to educate a beauty therapist having a holistic approach towards human health and being able to apply modern cosmetology and provide high quality cosmetology services, work independently and in team and organize the business of providing cosmetology services. The aim is clear, well-defined and fits labor market demands for cosmetologists.

The title of the study programme matches the learning outcomes which are focused on the knowledge on human body and health, assessing client's aesthetic needs, selecting, designing and properly performing cosmetic procedures, as well as on the knowledge on cosmetic products. Learning outcomes are well defined and clear.

The aim of the programme as well as learning outcomes reflects professional and public requirements in cosmetology; the programme has a clear set of competencies, both generic and specific, related to the declared aim (e.g.: collecting and analyzing health- and cosmetology-related data; assessing aesthetic needs; designing and performing general cosmetological treatments as well as advanced ones; being able to educate clients and other professionals). These are linked to the study cycle learning outcomes.

Learning outcomes are based on the labor market demands. The social partners were actively involved in the definition of the intended learning outcomes. Social partners are also

continuously involved in the programme management system as the members of the Study Committee.

Aims and learning outcomes both on the study programme level and at the level of courses within the study programme are well composed, related to LQF and EQF descriptors and the qualifications requirements and also harmonized with each other.

The aim and anticipated learning outcomes of the SPC are properly announced on the internet websites <http://www.kaunokolegija.lt>, <http://www.aikos.smm.lt/aikos/index.htm>, <http://www.studijos.lt/>, <http://lamabpo.lt>.

2.2. Curriculum design

The design of Cosmetology study programme's curriculum design meets legal requirements: the study programme includes 180 ECTS credits. General subject group includes 15 ECTS credits, study field subjects include 135 ECTS credits, and additionally in the programme field study subjects for deeper specialization are included (21 credits). The general subjects' scope fits the minimum legal requirements. The programme includes 5 practical internships of total volume of 800 academic hours and 30 ECTS credits which fits the minimum legal requirements.

Study subjects are spread in a balanced manner - 1600 academic hours per year and 30 ECTS credits per semester. The balance between general college subjects and study field subjects and practices meet the requirements for college study programmes described in *Description of General Requirements for the First Cycle Degree and Integrated Study Programmes* (approved by Order No V-501 of 9 April 2010 of the Minister of Education and Science of the Republic of Lithuania).

The content of the subjects is consistent with the type and level of Professional Bachelor studies and the content of the subjects is appropriate for the achievement of the intended learning outcomes. Design of the curriculum is focused on subjects related to the practical work of cosmetologists. The scope of the programme is sufficient to ensure learning outcomes. The holistic approach stated in the programme's aim is reflected in the curriculum and the content of subjects, the medical approach to the beauty therapy is emphasized, especially in the facial procedures area. Less attention is paid to body care and – especially – foot care, it would be good to introduce more activities in this area in the future.

General subjects' learning outcomes refer in general to the programme aim, discussing topics directly related to the cosmetologist's work or cosmetology student activities as Internet data searching, problems in person-to-person communication and cosmetology-related English classes (Information Technologies, Basics of Psychology, Foreign Language). In the case of Introduction to Philosophy the topics seem to be unrelated to the subject learning outcomes - general-philosophy oriented lectures (essence and origin of philosophy, the problem of being, features of Social Philosophy etc.) are the predominant form of teaching (24 hours), while practicals represent only 12 hours; learning outcomes are very skill-oriented (evaluation of the significance of duties, critical assessment, philosophical evaluation of cosmetic technology, etc). An example of good practice could be the content of Basics of Law subject – the topics (basis of health law, Lithuanian health system, Beauty therapy profession legal regulations etc.) fit the demand of beauty care specialists.

In the group of field study subjects minor gaps and overlaps in topics are present: e.g.: cosmetic products actives and composition topics in General Cosmetology and Skin Diagnostic overlaps Studijų kokybės vertinimo centras

similar topics in Cosmetic Products and Technologies subject (fats, essential oils, biologically active components etc.). Learning outcome: "[student] will analyze skin changes" in the subject of Cosmetic Products and Technologies has no reflection in subject topics; analysis of skin changes is sufficiently fulfilled on practical cosmetology subjects and "Woman's Health. Skin Diseases" subject.

More general subjects in the group like Cytology and Genetics and Drawing and Coloristic are well related to cosmetology. Some subjects seem to be artificially made up of pre-existing shorter subjects (Woman's Health. Skin Diseases, Environment and Health, Microbiology). Ergonomics and Human Safety subject seems to be realized a little bit too late (3rd semester) to achieve good attitude of students to their own practical work habits.

The practical part of Cosmetic Chemistry and Materials Science subject is focused on plant actives' extraction instead of modern cosmetic raw materials and physicochemical forms. Additionally, there is overlapping with Cosmetic Products and Technologies subject.

Methods of teaching and students' assessment are focused on group or pair/individual work, case studies, presentations and the assessment of practical skills, which seem to be appropriate for assessing the learning outcomes of the study programme. Final theses are based on applied research in the field of beauty therapy although there are some minor irregularities in the approach in particular theses (e.g. level of application of statistical analysis and quantity of volunteers in the study varies dramatically between different theses - from no application of statistics at all to full statistical analysis). Formal requirements for diploma theses should be equalized to ensure both thesis quality and students workload.

In conclusion, the research approach in the final theses should be standardized and unified - formal and meritorious requirements for diploma theses (like: level of statistical analysis applied, quantity of volunteers' group, type of research methodology applied) should be equalized to ensure both thesis quality and students workload. The study programme committee should check the opportunity to increase the volume and include additional contents of pedicure. The subject's logical sequence in the programme should be reconsidered in some minor cases like: Biophysics, Ergonomics and Human Safety. The content of the programme in general reflects the latest achievements in science and technology, but cosmetic chemistry related subject's content should be reconsidered in the direction of more advanced products and approaches.

2.3. Teaching staff

The study programme is provided by the staff meeting legal requirements - all members of the staff have 3 years or more practical experience, 35% of the volume of study field subjects are taught by scientists. The formal qualifications of the teaching staff are adequate to ensure the learning outcomes - they are specialists from life sciences, cosmetology and education sciences. In addition, practical-cosmetological subjects are taught by practitioners with practical experience in the field of cosmetology. The age profile of staff is well balanced between 50+ and below 50 groups. The College shows a good approach to succession planning as the teaching staff is being systematically complemented with younger members, including its graduates of Cosmetology programme, who cooperate closely with seniors. The staff turnover is negligible, in the last 5 years 6 new teachers joined the staff due to increasing number of students.

The teaching staff is evaluated regularly (every 5 years) according to the internal College regulation (Minimal quantitative requirements for lecturer's performance for a 5-year term in

KK), nevertheless it would be advisable to include also results of assessments conducted by students to the teachers' evaluation system.

The number of teachers and their qualifications is adequate to ensure the provision of the programme and achievement of learning outcomes. Teachers involved in the Cosmetology study programme participate in international exchange programs (Erasmus +) as well as in international scientific and professional conferences, courses, trainings and seminars, but only 5 teachers' activities are directly related to cosmetology, others participate in events related to their main area of scientific interest (medicine, pharmacology, social sciences, educational sciences). Cosmetology-related activities are focused on the professional (brand-related) trainings, professional shows and exhibitions. Unfortunately, in the evaluated period staff members did not participate in international scientific conferences or seminars devoted to beauty therapy, cosmetology or cosmetic chemistry.

Despite publication of 132 articles by members of the staff in the period 2011-2015, the number of papers and scientific conference presentations of applied research related directly to cosmetology is still low (5 papers). But it is worth to emphasize that applied research in cosmetology/beauty therapy fields are conducted (topics: "Acne diagnosis and the opportunities of correction using cosmetics and procedures, and the quality of customers' life". "Girls' awareness of the health effects of ultraviolet radiation and links to tanning behavior", "Correction of post-inflammatory changes of face skin by cosmetic products and procedures", "Possibilities of correction of the problems of the skin of aging hands by cosmetic procedures, and the quality of customers' life").

The research in the cosmetic area and its reporting in scientific journals should be increased, profitably with an inclusion of well experienced medical-sciences specialists into the beauty therapy research groups. The management team should define strategic goals and success criteria for this research area, and communicate them to the teaching and administrative staff.

2.4. Facilities and learning resources

The premises are adequate in size and quality and enable high standard for work at school as well as for individual work. They are located in several buildings of KK and partners at different locations in Kaunas, of which the new modern library is quite far away from the main sites; therefore the team recommends to consider the transfer of essential literature into the Department for more convenient access. The management team is aware of the problem that facilities are not adapted to the students with special needs (handicapped students) and plan appropriate actions.

Modern professional equipment for cosmetic hand, feet, face and body care as well as several devices for skin analyses is used, and the equipment is regularly and systematically complemented every year. However, as there is no classroom for practical work with controlled air condition (room temperature and humidity), at least in one control should be implemented for reliable measurements of skin condition and applied beauty research procedures. Further, the existing massage beds should be replaced with height-adjustable massage ones.

High quality materials for practical work are available in sufficient quantities, material management system is implemented but should be improved to fully meet legal hygiene requirements and standards (currently cosmetic products in use are not properly marked with opening and expiration dates after opening). Related to these regulations and standards also sterilizations logbook should be amended to provide evidence on the sterilizations performed and sufficient evidence on their effectiveness (currently sterilization logbook does not contain all

necessary data and most of the chemical indicators are missing).

In conclusion, the teaching and learning equipment and tools as well as materials are adequate in size, quantity and quality to develop knowledge and practical skills and achieve the learning outcomes of the study programme. Implementation of the above recommendations will further improve them.

The Department has adequate arrangements for students' internships with numerous social partners. The internships are well organized, counselled and monitored, and they are in accordance to the goals of the study programme. Students perform their professional internships in cosmetic surgeries and centers, spas, beauty clinics, pharmacies, skin diseases divisions in hospitals, centers of primary health care, and some also outside the country. Two of the internships are organized at the Department in a way that real circumstances are simulated – under supervision of the teaching staff students perform all activities as being in a real beauty salon, with the recognized advantages of having available all the necessary equipment and high quality products. Such internships are recognized by the students to be more efficient and desirable than most of the internships outside the school, and is an example of excellence.

Teaching materials (manuals, books, periodicals, databases) are adequate and accessible, systematically updated every year according to the needs. They are accessible to students at the new modern spacious and well equipped KK's library and information resource center, and at library of the Department of Cosmetology.

The former provides professional information services and access to information resources needed for the studies and applied research, including virtual library with the access to e-books and about 17,000 scientific journals and other publications in 16 international subscription databases: EBSCO Publishing, Taylor & Francis Online Library, etc. It is a member of Lithuanian Academic Libraries Network (LABT) and Lithuanian Association of Collegial Libraries. In addition, students have access to the learning materials, such as summaries of the lectures, course materials, self-study tasks, descriptions of practical assignments, available in the virtual environment (Moodle), which is also actively used for informing students about the course, study plan, recommended references, theoretical materials for studies, self-study tasks, assessment criteria, and feedback.

The programme is well equipped with computers with internet access, 3 multimedia projectors, 2 printers, video and audio recorders, so there is possibility for students to watch broadcasted video conferences and films directly on-line. MOODLE and LieMSIS systems are used in the study process.

2.5. Study process and students' performance assessment

Admission of students to the programme is competitive and based on grades in secondary School maturity exam and annual scores. Admission score is comprised of exam of annual scores of three main groups of subjects: compulsory (*Biology* and *Lithuanian language and literature*), alternatively selected (*Mathematics* or *Chemistry*) and additional subjects (*Mathematics / Chemistry / History / Geography / Information technologies / Physics / Foreign language*). There is no special entrance examination. Information related to admission can be accessed through Kaunas College website as well as Joint Admission Network Association of Lithuanian Higher Education (LAMABPO) informational websites and booklets. (SER, 2.5, 53-54)

Programme's popularity is stable with the average number of 61 students admitted per year over

the last 3 years. Average competition to this programme is high with an average number of 305 applicants per year (during the last 3 years period). There is a consistent number (~15 per year) of students that are non-state funded. Average admission score in 2015 was 6.43 out of 10 possible and the lowest score was 4.94 (in 2015). These figures indicate that the programme is popular. Admission rules are consistent with the nature of the studies and skills required from the students. (SER, 2.5, 55-57)

Virtually all students that were admitted to the programme have finished it. Most prominent reasons for this are preconditioned by favorable and flexible study conditions, and the number of students who join studies in various semesters having had their individual knowledge and skills acquired through non-formal and informal learning assessed. These are usually the persons having the experience of practical work in the field of cosmetology. The assessment of non-formal and informal learning achievements of the applicants for the studies of the SPC was launched in 2011. (SER, 2.5, 60-61)

During the entire period of studies, theoretical lectures are allotted 835 hours (17.4 per cent), practical training - 1594 hours (33.2 per cent), self-study - 1927 hours (40.15 per cent), and consultations 444 hours (9.25 per cent). In the Study Plan, professional internships follow theoretical training, which preconditions consistent achievement of learning outcomes. The distribution of course contact hours into lectures, practical activities, consultations and assessment helps students to effectively plan their studies and combine them with self-study activities. (SER, 2.5, 68)

All the students of the SPC are provided with proper conditions to perform professional internships, which are well organized and controlled following the Study Plan and the Schedule for the Academic Year, and procedures are governed by the order of the Dean. Students have the freedom to choose the internship institution themselves or it could be suggested by the College. During the internships students' performance is constantly monitored by their supervisor from the College and from the internship institution.

Depending on the anticipated learning outcomes of professional internships, students have them in cosmetic surgeries, beauty salons, SPAs, beauty clinics, pharmacies, dermatological departments in hospitals. Internships of Body Massages and Hand, Foot Treatments and the Internship of Facial and Body Cosmetic Services for Customers are performed in the Department. Internships in foreign country institutions within the EU (Latvia, Greece, Cyprus, and Malta) are performed as well. (SER, 2.5, 70)

Students' opinion about the study quality is collected by the mandatory questionnaires at the end of each subject. These questionnaires evaluate the facilities, schedule of the subject, lecture and/or practical session quality, examination procedure quality. (SER 2.5, 61, 70, 73)

Often the courses combine theory with practical work which is mandatory for a programme of this nature. Students' performance is assessed by having diverse methods of assessments including practical work reports, laboratory works, presentations, discussions etc. This allows evaluating the student performance during the semester and allows improving knowledge in areas that are lacking. (Annex 1 (Course descriptions), SER 2.5 72-73)

The Professional Bachelor Theses are developed in the 6th semester according to the exact rules and assessed according to *the Order of Organising the Final Assessment of the Students of the FM*. They have practical applied significance. Some of them are ordered by stakeholders, published in the scientific publications of the works of collegial students of the Republic of Lithuania and presented at students' applied scientific conferences. (Annex 1 (Course

descriptions), SER 2.5 74-75) Although during the visit it became apparent that there is a duplication of content between final thesis and previously done reports. Because of this credits are awarded twice for the same student work. This issue should be resolved as soon as possible.

SPC promotes applied research among its students stimulating students to take part in national and international scientific-practical conferences and projects. Although after the visit and document analysis it became apparent that this area should be strengthened, especially in the field of Cosmetology.

Many additional activities are organized in favor of improvement students' general and professional competences, presenting examples of good practice. In this respect students and Alumni Club members participate in the events of make-up, facial treatment, facial massage and manicure in annually organized professional mastery contests. To consolidate practical and teamwork skills, students participate in various TV and image projects, which expand cooperation with diverse stakeholders. Social campaigns, various events and workshops for the various social groups are organized. Mobile cosmetic services are provided in real environments, where final-year students integrate practical and general skills while providing services for the population of different ages and social layers in non-specialized places. Cooperation with these stakeholders revealed the need to supplement the curriculum by a course in Mobile cosmetic services. Training workshops are regularly organized as well. According to their content, they are integrated in the study courses which enrich their content with new technologies and knowledge. Workshops are conducted by Lithuanian and international trainers from France, Germany, and the United States. All these activities are encouraged to be further developed. (SER, 2.5, 78-79)

Although the study programme already achieves good results in internationalization, including staff and students mobility, expanding study internationalization is set a priority in the Kaunas College Strategy till 2020 with main objective to increase the international mobility of students. Students are encouraged to participate in mobility programs. Meetings with the project coordinator are organized; lecturers and students who participated in academic mobility programs share their best practices. So far the host foreign institutions (cosmetics, wellness and SPA centers) for students' international mobility has been expanded in addition to the cooperation with Greece and Malta: cooperation with two Latvian higher education institutions that implement study programmes of Cosmetology was commenced, cooperation with the Cyprus wellness and spa centres was initiated, and the possibility of cooperation with the administration, academic staff and students of the Department of Clinical Cosmetology of Kharkov State University College of Pharmacy (the Ukraine) was discussed.

These activities yielded positive changes, so 31 SPC students participated in various mobility programs in 2011-2015, of which 24 had their professional internships abroad, and 4 students studied under the Erasmus IP Welltour-2 intensive programs. 2 students participated in international professional mastery contests, and 1 student participated in an international conference. During 2011-2015, 10 students arrived from 2 foreign institutions, 2 of them came to study, and 8 participated in the Erasmus IP Welltour-2 intensive programs. (SER, 2.5, 81-82)

College ensures adequate level of academic and social support in many aspects and ways in an organized and regulated manner, including the course Introduction to Studies consultations, group tutors counseling students on various academic issues, meetings the administrative staff with students' groups, lecturers' consultations and information on programme, assessment methods, topics, organization of self-study and consultation, the system of cumulative assessment, and the assessment criteria, career opportunities etc., psychological support by calling help lines, discounted possibilities of sports and cultural activities, financial support etc.

There are scholarships for mobility as well as social scholarships for students from poor background. Up to this date all students that met the requirements for a social scholarship have got it. Disabled students get financial support as well. Various student-driven activities (organizations, clubs and events) within the College provide an important boost of morale and social support. Studies are undertaken in well-equipped learning facilities and students have access to internet everywhere on campus; they can use various sports facilities (SER, 2.5, 85-88) Employment rate among graduates is high – ~78% of the graduates work by the profession. Some students start working during their studies. Some of graduates are on maternity leave. These statistics shows good prospects for students of this programme. (SER, 2.5, 96)

Alumni Club of the study programme graduates is established, which in addition to monitoring of the graduates' carriers is active in exchanging information and experiences among members, which share their professional competences as well as career and employment opportunities; discuss expansion of the fields of professional activities; carry out career counselling. The Department supports its activities, and regular communication between them is established.

Thus Alumni Club somehow performs activities instead of Career Center which is not yet established. Nevertheless establishment of the Career center would be recommended. (SER, 2.5, 95-96)

2.6. Programme management

The responsibilities and duties in the management of the study programme are well placed and distributed. Study Committee is active and engaged in improving all the qualitative aspects of the study programme. All stakeholders including students and social partners are represented in the Committee and the procedure of their influence on the management of the programme is ensured. Quality procedures are in place and well documented.

The direct responsibility for the implementation of the SPC is assigned to the Department of Cosmetology. The responsibilities for the implementation and monitoring of the study programme of Cosmetology (SPC) as well as decision-making is clearly distributed, organized and implemented according to relevant legal and internal documents.

In 2010, the internal study quality assurance system was defined in KK, and in 2013, the Academic Council approved the KK Quality Policy and Quality Assurance System. The Quality Assurance System is based on the KK Quality Policy and Strategy 2020. The quality assurance system covers all levels and procedures of the implementation of the SPC, governed by Order of Studies at KK, Regulation on Certification of Study Subjects/Modules, Regulation on Certification of Electronic Subjects, Order of organizing internships. The internal quality assurance measures are effective and efficient. Management is responsive to observed weaknesses and appropriate measures are regularly undertaken.

Information and data on the implementation of the programme are regularly collected and analyzed. For this purpose surveys that are filled in by students, graduates and social partners, are very useful. The Methodology of assessing study courses and their teaching, the Description of developing Final Thesis, the Order of organizing freely elective subjects, Job descriptions as well as the documents governing the implementation and monitoring of SPC are available at the electronic document management system Kontora, Dokumentų katalogas <https://dok.kauko.lt/>. However, additional analyses of real workload of students could help for further adjustments of the programme.

Assessment process is implemented through self-assessment, benchmarking and other quality assurance measures. The criteria and indicators of assessing KK performance comply with the KK mission, strategic goals as well as and the criteria of external assessment (CQAHE, MOSTA, U-Multirank). Self-assessment and planning of activities is carried out every year at every level of KK structure. KK Quality Assurance System focuses on the quality of study programmes, which ensures their compliance with the Standards and guidelines for quality assurance in the European Higher Education Area (*ESG*) as well as the provisions of lifelong learning. However, as the SER is very descriptive and mainly deals with strengths, for further progress of the Department and the study programme, the SER teams need to be more focused on eventual weaknesses to detect opportunities for further improvements.

The outcomes of internal and external evaluations of the programme are used for the improvement of the programme. The evaluation and improvement processes involve social partners that are regularly involved in the assessment and improvement processes. Evaluations are carried out following the Order of the Development and Approval of the Intended to Implement Study Programmes and the Improvement of On-going Study Programmes approved by KK Director. Amendments to the study programme are initiated by the coordinator of the SPC taking into account legal requirements, proposals of stakeholders, and the results of labor market studies. The Committee of the SPC analyses all the assumptions adjusts the programme and monitors the study process quality assurance and the functioning of the quality system.

During the visit there were no clear answers regarding strategic goals, particularly not for the applied research on the fields of beauty therapy and cosmetic science, therefore it is recommended that management team defines strategic objectives and success criteria on crucial areas and communicate them to the teaching and administrative staff.

To improve transparency and control over changes it is recommended to implement document marking system in a manner that affiliation, date of its creation and/or approval are apparent from each document, so that current (in)validity status and traceability is basically assured.

2.7. Examples of excellence

Internships that are organized at the Department in a way that real circumstances are simulated – under supervision of the teaching staff students perform all activities as being in a real beauty salon, with the recognized advantages of having available all the necessary equipment and high quality products. Such internships are recognized by the students to be more efficient and desirable than most of the internships outside the school, and is an example of excellence.

Strong and long lasting partnership with diverse social partners, which are systematically involved in quality assessments, improvement procedures and performance of activities.

III. RECOMMENDATIONS

1. In the future, SER teams should focus more on the areas of improvement.
2. The research results in the medical area are adequate, but the research in the cosmetic area should be increased. The management team should further define strategic goals and success criteria for this research area, and communicate them to the teaching and administrative staff.
3. Appropriate document marking system is recommended to be implemented to improve transparency and control over changes.
4. In order to enhance the integration of current research into the study programme contents, the final thesis may be awarded with more ECTS points than the legal minimum.
5. The research approach in the final theses should be standardized and unified.
6. The study programme should check the opportunity to increase the volume and include additional contents of pedicure.
7. The subject's logical sequence in the programme should be reconsidered in some minor cases.
8. Cosmetic chemistry related subjects' content should be reconsidered in the direction of more advanced products and approaches.
9. The Department should consider joint degrees with other study programmes, locally, regionally and internationally.
10. The College must renew the massage beds – replace existing beds with the height-adjustable ones.
11. It is recommended to transfer essential literature into the department for more convenient access; the current location is far and hardly accessible.
12. At least in one classroom for practical work room temperature and air humidity control should be implemented, which is a precondition for reliable measurements of skin condition and applied beauty research procedures.
13. High quality materials for practical work are available in sufficient quantities, a material management system is implemented, but should be improved to fully meet legal hygiene requirements and standards (currently cosmetic products in use are not properly marked with opening and expiration dates after opening).
14. Sterilizations logbook should be amended to provide evidence on the sterilizations performed and sufficient evidence on their effectiveness.

IV. SUMMARY

The aim of the programme is clear, well-defined and fits labor market demands for cosmetologists. The title of the study programme matches the learning outcomes. The programme has a clear set of competencies, both generic and specific, related to the declared aim. Aim of the programme as well as learning outcomes reflect professional and public requirements in cosmetology (proper performing and designing treatments). Learning outcomes are based on the labor market demands.

The design of Cosmetology study programme's curriculum design meets legal requirements. Study subjects are spread in a balanced manner. The content of the subjects is consistent with the type and level of Professional Bachelor studies and the content of the subjects is appropriate for the achievement of the intended learning outcomes. Design of the curriculum is focused on subjects related to the practical work of cosmetologists. The scope of the programme is sufficient

to ensure learning outcomes. In the group of field study subjects minor gaps and overlaps in topics are present. Methods of teaching and students' assessment are focused on group or pair/individual work, case studies, presentations and the assessment of practical skills. Formal requirements for diploma theses should be equalized to ensure both thesis quality and students workload.

The study programme is provided by the staff meeting legal requirements. The formal qualifications of the teaching staff are adequate to ensure the learning outcomes. The age profile of staff is well balanced. The College shows a good approach to succession planning. The staff turnover is negligible. In the evaluated period staff members did not participate in international scientific conferences or seminars devoted to beauty therapy, cosmetology or cosmetic chemistry. Applied research in cosmetology/beauty therapy fields are conducted, although the number of papers and scientific conference presentations of applied research related directly to cosmetology is still low. The research in the cosmetic area and its reporting in scientific journals should be increased.

The premises dedicated to the teaching process are adequate in size and quality and enable high standard for work at the college as well as for individual work. Modern professional equipment for cosmetic hand, feet, face and body care as well as several devices for skin analyses is used, and the equipment is regularly and systematically complemented every year. However, there is no classroom for practical work with controlled air condition (room temperature and humidity). High quality materials for practical work are available in sufficient quantities; material management system is implemented but should be improved to fully meet legal hygiene requirements and standards. The internships are well organized, counselled and monitored, and they are in accordance to the goals of the study programme. Teaching materials (manuals, books, periodicals, databases) are adequate and accessible, systematically updated every year according to the needs.

Admission of students to the programme is competitive and based on grades in secondary School maturity exam and annual scores. Programme's popularity is stable. Students' opinion about the study quality is collected by the mandatory questionnaires at the end of each subject. The courses combine theory with practical work which is mandatory for a programme of this nature. The Professional Bachelor Theses have practical applied significance. Many additional activities are organized in favor of improvement students' general and professional competences, presenting examples of good practice. Although the study programme already achieves good results in internationalization, including staff and students mobility, expanding study internationalization is set a priority in the Kaunas College Strategy till 2020 with main objective to increase the international mobility of students. The College ensures adequate level of academic and social support in many aspects and ways in an organized and regulated manner. There are scholarships for mobility as well as social scholarships for students from poor background. Alumni Club of the study programme graduates is established, which in addition to monitoring of the graduates' careers is active in exchanging information and experiences among members.

The responsibilities and duties in the management of the study programme are well placed and distributed. Study Committee is active and engaged in improving all the qualitative aspects of the study programme. All stakeholders including students and social partners are represented in the Committee and the procedure of their influence on the management of the programme is ensured. Quality procedures are in place and well documented. Information and data on the implementation of the programme are regularly collected and analyzed. Assessment process is implemented through self-assessment, benchmarking and other quality assurance measures. The outcomes of internal and external evaluations of the programme are used for the improvement of the programme. The evaluation and improvement processes involve social partners that are

regularly involved in the assessment and improvement processes. To improve transparency and control over changes it is recommended to implement document marking system in a manner that affiliation, date of its creation and/or approval are apparent from each document, so that current (in)validity status and traceability is basically assured.

V. GENERAL ASSESSMENT

The study programme *Cosmetology* (state code – 653B95003) at Kaunas College is given **positive** evaluation.

Study programme assessment in points by evaluation areas.

No.	Evaluation Area	Evaluation of an area in points*
1.	Programme aims and learning outcomes	4
2.	Curriculum design	3
3.	Teaching staff	4
4.	Facilities and learning resources	3
5.	Study process and students' performance assessment	3
6.	Programme management	4
	Total:	21

*1 (unsatisfactory) - there are essential shortcomings that must be eliminated;

2 (satisfactory) - meets the established minimum requirements, needs improvement;

3 (good) - the field develops systematically, has distinctive features;

4 (very good) - the field is exceptionally good.

Grupės vadovas: Team leader:	Prof. Dr. Aleksandar Jovanovic
Grupės nariai: Team members:	Dr. Katarzyna Pytkowska
	Prof. Dr. Janko Zmitek
	Ms. Kristina Letkauskaitė
	Mr. Benas Gabrielis Urbonavičius

**KAUNO KOLEGIJOS PIRMOSIOS PAKOPOS STUDIJŲ PROGRAMOS
KOSMETOLOGIJA (VALSTYBINIS KODAS – 653B95003) 2016-04-15 EKSPERTINIO
VERTINIMO IŠVADŲ NR. SV4-96 IŠRAŠAS**

<...>

V. APIBENDRINAMASIS ĮVERTINIMAS

Kauno kolegijos studijų programa *Kosmetologija* (valstybinis kodas – 653B95003) vertinama teigiamai.

Eil. Nr.	Vertinimo sritis	Srities įvertinimas, balais*
1.	Programos tikslai ir numatomi studijų rezultatai	4
2.	Programos sandara	3
3.	Personalas	4
4.	Materialieji ištekliai	3
5.	Studijų eiga ir jos vertinimas	3
6.	Programos vadyba	4
	Iš viso:	21

* 1 - Nepatenkinamai (yra esminių trūkumų, kuriuos būtina pašalinti)

2 - Patenkinamai (tenkina minimalius reikalavimus, reikia tobulinti)

3 - Gerai (sistemiškai plėtojama sritis, turi savitų bruožų)

4 - Labai gerai (sritis yra išskirtinė)

<...>

IV. SANTRAUKA

Studijų programos *Kosmetologija* tikslas yra aiškiai apibrėžtas ir atitinka darbo rinkos reikalavimus kosmetologams. Studijų programos pavadinimas ir numatomi studijų rezultatai yra suderinti. Aiškiai nustatytos šios programos suteikiamos kompetencijos, bendrosios ir specialiosios, susijusios su skelbiamu tikslu. Programos tikslas ir numatomi studijų rezultatai yra pagrįsti profesiniais reikalavimais kosmetologijai ir visuomenės poreikiais (tinkamos atlikimo ir planavimo procedūros). Numatomi studijų rezultatai pagrįsti darbo rinkos poreikiais.

Studijų programos *Kosmetologija* sandara atitinka teisės aktų reikalavimus. Studijų dalykai išdėstyti nuosekliai. Dalykų turinys atitinka studijų rūšį ir pakopą (profesinio bakalauro studijas) ir leidžia pasiekti numatomus studijų rezultatus. Programos sandara orientuota į dalykus, susijusius su kosmetologo praktika. Programos apimtis yra pakankama studijų rezultatams užtikrinti. Kalbant apie studijų krypties dalykus, yra nedidelių spragų ir pasikartojančių temų. Mokymo ir studentų vertinimo metodai orientuoti į grupinį arba porinį ir individualų darbą, atvejų analizę, pristatymus ir praktinių įgūdžių vertinimą. Norint užtikrinti baigiamųjų darbų kokybę ir studentų darbo krūvį, reikėtų suvienodinti oficialius reikalavimus diplominiams darbams.

Šios studijų programos dėstytojai atitinka teisės aktų reikalavimus. Oficialios dėstytojų Studijų kokybės vertinimo centras

kvalifikacijos yra tinkamos numatomiems studijų rezultatams užtikrinti. Dėstytojų amžiaus struktūra gerai subalansuota. Geras kolegijos požiūris į tęstinumo planavimą. Darbuotojų kaita nedidelė. Vertinamu laikotarpiu dėstytojai nedalyvavo grožio terapijai, kosmetologijai ar kosmetikos chemijai skirtose tarptautinėse mokslinėse konferencijose ar seminaruose. Atliekami mokslo taikomieji tyrimai kosmetologijos ir grožio terapijos srityse, nors tiesiogiai su kosmetologija susijusių mokslinių straipsnių ir mokslinių konferencijų pristatymų vis dar nedaug. Reikėtų atlikti daugiau tyrimų kosmetikos srityje ir daugiau publikacijų apie jų rezultatus skelbti moksliniuose žurnaluose.

Mokymo procesui skirtos patalpos yra tinkamos ir jų pakanka; jos užtikrina kokybišką darbą kolegijoje ir individualų darbą. Naudojama šiuolaikinė profesinė kosmetinė rankų, kojų ir kūno priežiūros įranga, yra keli odos diagnostikos aparatai, įranga kasmet papildoma nauja. Tačiau nėra praktiniam darbui skirtos patalpos, kurioje būtų įrengtas kambario temperatūrą ir drėgmę reguliuojantis oro kondicionierius. Turima pakankamai kokybiškų medžiagų, reikalingų praktiniam darbui; įdiegta medžiagų valdymo sistema, bet ją reikia tobulinti, kad atitiktų teisinius higienos reikalavimus ir standartus. Praktika gerai organizuota ir stebima, teikiamos konsultacijos; ji atitinka studijų programos tikslus. Metodinė medžiaga (vadovėliai, knygos, periodiniai leidiniai, duomenų bazės) yra tinkama, prieinama ir kasmet atnaujinama atsižvelgiant į poreikius.

Studentai į šią programą priimami konkurso būdu, atsižvelgiama į vidurinės mokyklos brandos egzaminų pažymius ir metinius rezultatus. Programos populiarumas yra stabilus. Pasibaigus kiekvieno dalyko kursui, studentai pareiškia savo nuomonę atsakydami į privalomas anketas. Dalykai apima teoriją ir praktiką, kuri privaloma studijuojant tokio pobūdžio programą. Profesinio bakalauro baigiamasis darbas yra praktinės, taikomosios svarbos. Siekiant sustiprinti studentų bendruosius ir profesinius gebėjimus, organizuojama daug papildomos veiklos – tai gerosios praktikos pavyzdys. Nors įgyvendinant šią studijų programą jau pasiekta gerų rezultatų tarptautiškumo didinimo srityje, įskaitant dėstytojų ir studentų judumą, Kauno kolegijos strategijos iki 2020 m. prioritetas yra didinti studijų tarptautiškumą, o pagrindinis su tuo susijęs tikslas – aktyvinti tarptautinį studentų judumą. Kolegija organizuotai ir nuolat užtikrina tinkamą įvairių formų akademinės ir socialinės paramos lygį. Skiriamos stipendijos judumui, socialinės stipendijos nepasiturintiems studentams. Įkurtas šios studijų programos alumnų klubas, kurio nariai ne tik stebi absolventų profesinę veiklą, bet ir aktyviai keičiasi informacija bei patirtimi.

Aiškliai paskirstyta studijų programos Kosmetologija vadovų atsakomybė ir pareigos. Studijų komitetas aktyviai dalyvauja tobulinant visus šios studijų programos kokybinius aspektus. Komiteje yra visų socialinių dalininkų, įskaitant studentus ir socialinius partnerius, atstovų; yra procedūra, užtikrinanti jų poveikį programos valdymui. Sukurtos ir dokumentais įformintos kokybės (užtikrinimo) procedūros. Nuolat renkama ir nagrinėjama informacija bei duomenys apie šios studijų programos įgyvendinimą. Vertinimo procedūra įgyvendinama atliekant savianalizę, palyginimą ir taikant kitas kokybės užtikrinimo priemones. Programa tobulinama remiantis jos vidinio ir išorinio vertinimo rezultatais. Vertinimo ir tobulinimo procese nuolat dalyvauja socialiniai partneriai. Siekiant didinti skaidrumą ir geriau kontroliuoti pokyčius, rekomenduojama įdiegti dokumentų ženklavimo sistemą, kad iš kiekvieno dokumento būtų aiškiai matyti jo autorystė, parengimo ir (arba) patvirtinimo data, ir taip būtų iš esmės užtikrintas dabartinis (ne)galiojimo statusas bei atsekamumas.

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III. REKOMENDACIJOS

1. Savianalizės suvestinės rengimo grupė ateityje turėtų daugiau dėmesio skirti tobulintinioms sritims.
2. Medicinos srityje atliekamų tyrimų rezultatų yra pakankamai, bet daugiau tyrimų reikėtų atlikti kosmetikos srityje. Vadovybė turėtų nustatyti konkrečius šios tyrimų srities strateginius tikslus ir sėkmės kriterijus ir perduoti juos dėstytojams bei administracijai.
3. Rekomenduojama, siekiant didesnio skaidrumo ir geresnio pokyčių valdymo, įdiegti dokumentų ženklavimo sistemą.
4. Kad dabartiniai tyrimai būtų sparčiau įtraukiami į studijų programos turinį, baigiamiesiems darbams galėtų būti skiriama daugiau ECTS kreditų nei teisės aktais nustatytas mažiausias jų skaičius.
5. Reikėtų sunorminti ir suvienodinti baigiamuosiuose darbuose taikomą tyrimų metodą.
6. Reikėtų apsvarstyti galimybę padidinti šios studijų programos apimtį įtraukiant į ją daugiau su pedikiūru susijusio turinio.
7. Reikėtų persvarstyti kai kurių studijų dalykų loginę seką šioje programoje.
8. Reikėtų persvarstyti su kosmetikos chemija susijusių dalykų turinį ir į jį įtraukti pažangesnių produktų bei metodų.
9. Kosmetologijos katedra turėtų apsvarstyti jungtinio laipsnio kartu su kitomis studijų programomis suteikimo galimybes vietos, regiono ir tarptautiniu mastu.
10. Kolegija turi atnaujinti masažo lovas, t. y. esamas lovas pakeisti tokiomis, kurių aukštis reguliuojamas.
11. Rekomenduojama pagrindinę literatūrą perkelti į katedrą, kad literatūra būtų lengviau prieinama; dabar ji yra toli ir sunkiai pasiekama.
12. Bent viename praktiniam darbui skirtame kambaryje turėtų būti kontroliuojama oro temperatūra ir drėgnis – tai būtina patikimo odos būklės įvertinimo ir mokslo taikomųjų grožio terapijos srities tyrimų procedūrų atlikimo sąlyga.
13. Yra pakankamai kokybiškų medžiagų, reikalingų praktiniam darbui; įdiegta medžiagų valdymo sistema, bet ją reikia tobulinti, kad atitiktų teisinius higienos reikalavimus ir standartus (šiuo metu naudojami kosmetikos produktai nėra tinkamai paženklinėti – nenurodytas galiojimo laikas po talpyklės atidarymo).
14. Reikėtų padaryti pakeitimus sterilizavimo žurnale, kad būtų įrodymų apie atliktą sterilizavimą ir pakankamą jo veiksmingumą.

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Paslaugos teikėjas patvirtina, jog yra susipažinęs su Lietuvos Respublikos baudžiamojo kodekso 235 straipsnio, numatančio atsakomybę už melagingą ar žinomai neteisingai atliktą vertimą, reikalavimais.

Vertėjos rekvizitai (vardas, pavardė, parašas)