

Quality Assurance Plan of the Doctoral School of Literary and Cultural Studies (IKDI)

September 10, 2025

The Quality Assurance Plan of the Doctoral School of Literary and Cultural Studies is based on the quality assurance principles and procedures developed over decades and it complies with the requirements of ESG 2015. It focuses on student-centered learning and teaching processes and the principle of providing continuous professional and pedagogical training for teachers. It creates its quality culture by establishing a feedback procedure.

1. Regulatory framework for quality assurance

The rules for doctoral admission, doctoral training, and the obtaining of the doctoral degree are set out in the Doctoral Regulations of the Faculty of Humanities and Social Sciences and the University of Pécs Doctoral Regulations adopted by the University of Pécs Senate. The rules adopted by the doctoral school within its own competence are contained in the organizational and operational regulations.

The quality assurance of the Doctoral School of Literary and Cultural Studies applies to the framework for doctoral admission, doctoral training, and the obtaining of the doctoral degree. The quality assurance plan was prepared taking into account the following laws, regulations, and guidelines:

- Act CCIV of 2011 on the National Higher Education
- Government Decree 387/2012 (XII. 19.) on doctoral schools, doctoral procedures, and habilitation.
- the quality assurance regulations, quality policy, and quality objectives for 2025 of the University of Pécs
- Doctoral Regulations of the University of Pécs
- Operational regulations of the Doctoral Council of the Faculty of Humanities and Social Sciences, University of Pécs
- Resolutions of the Hungarian Accreditation Committee and the National Doctoral Council
- The organizational and operational regulations of the Doctoral School of Literary and Cultural Studies

The quality assurance plan summarizes the Doctoral School's own rules of procedure, focuses on subject-specific solutions, and does not repeat the quality assurance principles set out in various regulations.

2. The organizational structure of the Doctoral School of Literary and Cultural Studies

The Doctoral School of Literary and Cultural Studies comprises two programmes. The programme directors and the members of the Doctoral Council assist and supervise the work of the head of the School, who relies on the quality assurance principles and methods of the Faculty and the University.

The head of the Doctoral School represents the School on the faculty and university doctoral councils and actively participates in the decision-making processes of these bodies, thus integrating the school's quality assurance processes (while maintaining the School's

professional characteristics) into the quality management framework of the faculty and the university.

At the end of each academic year, the Council of the Doctoral School of Literary and Cultural Studies evaluates the Head's annual report, which covers current developments and quality assurance objectives. As part of the annual evaluation, student enrollment figures, data related to degree completion, and the financial resources of the doctoral school are also assessed. The Council considers the opinions of doctoral students and those having obtained a degree at the doctoral school within five years. The Council decides on any further measures to be taken.

All Doctoral School program directors, instructors, and supervisors follow the procedural requirements that guarantee quality. Each training cycle, program directors make recommendations for updating the programme. Instructors and course coordinators are in charge of updating the courses to ensure they are in line with the curriculum, while supervisors offer regular consultation.

The students of the Doctoral School are responsible doctoral candidates who are aware of their rights and obligations. Students present their ideas and quality objectives at the Doctoral School Council meetings through their representative, who has voting rights. Students actively participate in shaping quality objectives through activities ranging from the evaluation of a publication platform through conference attendance to initiating new international relationships.

3. Quality assurance objectives

The Doctoral School of Literary and Cultural Studies aims to maintain its professional excellence in doctoral education, established over more than thirty years, and its stable position among the region's doctoral schools in the humanities. It also seeks to uphold and further develop its professional portfolio. At the same time, the Doctoral School will be able to expand its quality objectives thanks to the fact that by 2026 the School will have a strong community of younger generation scholars and a steadily growing number of students. To this end, the School is strengthening its English-language programme, launched four years ago, in line with the internationalization goals of the University of Pécs. Also, the School plans to launch new doctoral programs drawing on the scientific potential fostered in its research workshops.

4. Quality assurance tasks

Announcement of doctoral research topics

Doctoral topics are offered by lecturers and researchers who are qualified to be doctoral supervisors in accordance with the regulations of the doctoral database. Research topics are approved by the Doctoral School Council. Based on feedback from students and lecturers, the Doctoral School Council announces the list of research topics at the end of each fall semester.

Admission to the doctoral programme

The admission requirements for the School ("excellent" or "good" MA degree, language exams, a research plan related to the topics offered) ensure the excellence of the programme. The admissions committee consists of the Doctoral School Council together with potential supervisors.

Supervisors

The supervisor provides guidance for the doctoral student's scientific and research activities through regular consultations and reports on this to the Doctoral School Council annually. The supervisor assists the doctoral student with finding opportunities for publication and conference participation and involves them in research workshops. The supervisor is responsible for supporting their students throughout the entire programme until the candidate's defence. Only in exceptional cases may a supervisor have more than six active doctoral students who have not yet obtained their absolutorium.

Instructors

Only instructors and researchers with academic degrees deemed suitable by the Doctoral School Council may serve as instructors at the Doctoral School. Instructors are invited by the Council to teach doctoral courses for a given period. Their work is evaluated by the Doctoral School Council on the basis of students' evaluations, the instructor's cooperation with colleagues, and professional achievements.

The content of the Doctoral programme

The curriculum of the Doctoral School (and its individual subprogrammes) is approved by the Doctoral Council of the Faculty of Humanities and Social Sciences and the Doctoral Council of the University of Pécs. The curriculum is reviewed by the Doctoral Council of the School of Literary and Cultural Studies and makes recommendations for any necessary changes each training cycle. The curriculum is recorded in the electronic study system (Neptun), where doctoral students have access to all course descriptions.

Research and publication requirements

The School involves doctoral students in the activities of research workshops relevant to the Doctoral School's programmes. The minimum expected academic activities (publications, conference presentations, professional practice) are included in the curriculum and the appendix to the regulations. The School supports and guides doctoral students in their early academic careers, providing consultation on their research and publication plans following admission, before the comprehensive exam, and before the in-house defence.

Monitoring

Student academic performance is recorded in the electronic study system (Neptun). Students are also required to record their publications, conference presentations, and creative works in the Hungarian Scientific Works Repository (MTMT). Students are required to give an annual report in the form of a presentation at the Doctoral Conference organized by the School in May every year. Feedback given in the transparent environment of the academic community of the university provides valuable feedback to the student.

Established on the initiative of the Doctoral School, the alumni circle serves to track the scientific careers of the School's graduates.

The procedure of awarding a PhD degree

The procedure of awarding a PhD degree is governed by the regulations of the Doctoral Council of the University of Pécs. The School's quality assurance principles for the doctoral programme and the doctoral procedure are the following:

- *Control* is ensured by the widest possible scientific (national and international) community therefore it is vital to invite external lecturers, co-supervisors, and opponents at every stage of the doctoral meme and the procedure.

- *Transparency* is guaranteed through the publication of research topics, curricula, and course lists for each semester on the School's website and in the Hungarian Doctoral Council (ODT) database. The comprehensive exam, the in-house defence, and the doctoral defence are public events; the venue and the time of events are published on the Doctoral School notice board and website at least two weeks in advance.
- We consider *feedback* an essential part of the doctoral programme. The activities of the instructors, supervisors, and doctoral school director participating in the doctoral programme are evaluated by the Doctoral School Council every September. The Student Council representative attends the Doctoral School Council meetings where they present students' questions related to the doctoral programme.

Documentation

The Doctoral School Council and the Doctoral Council of the Faculty of Humanities and Social Sciences, University of Pécs, are responsible for keeping records of students' academic progress as well as any decisions and resolutions related to the doctoral programme and doctoral degree procedure.

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