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REPORT

on the results of an independent evaluation of the main professional
educational programme of higher education
45.04.02 Theoretical and applied linguistics
the Federal State Autonomous Educational Institution of Higher Education
the “North-Caucasus Federal University” (NCFU)

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REPORT ON THE RESULTS OF AN INDEPENDENT EVALUATION OF THE MAIN EDUCATIONAL PROGRAMME

The main educational programme 45.04.02 «*Theoretical and applied linguistics*» is implemented within the 45_00.00 «Linguistics and literary criticism» field by the Romano-Germanic linguistics and intercultural communication department and leads to the award of the Master's degree. The programme is run by the head of the Romano-Germanic linguistics and intercultural communication department Tatiana N. Lomteva.

An independent external assessment of the educational programme has been conducted by AKKORK expert(s) on the November 8th - November 11th, 2016.

CURRENT STATUS AND TRENDS OF THE REGIONAL MARKET DEVELOPMENT OF EDUCATIONAL SERVICES IN THIS AREA

Analysis of the role and place of the programme

The analysis of the labour market needs is presented on the website of the Stavropol department of the Federal service of state statistics, based on these data the need for graduates of the programme "Translation and translation science" is characterised as high. In 2014, the greatest demand of the Stavropol region employers for qualified personnel in the sphere of education was about 9 thousand people, then in 2016 there was an increase of 10 %.

The programme 45.04.02 "Linguistics" in the Stavropol region along with the Federal State Autonomous educational Institution of Higher Education the North-Caucasus Federal University (NCFU) is realised by the Pyatigorsk State University (Pyatigorsk) (4 500 students и about 2000 participants of the continuous education system.

However, the programme "Translation and translation science" is not taught in this university. The number of jobs in the educational field organisations in June 2016 was 85663 people.

The need in such staff is justified with the opinion of potential employers and characteristics of the regional labour market associated with the activities of large companies which build productive relationships with foreign partners, functioning of industrial enterprises of Stavropol, Nevinnomyssk and Pyatigorsk.

The NCFU has signed a cooperation agreement with the Ministry of labour and social protection of population of the Stavropol region (No. 1 of 17.02.2014).

Demand for graduates in the labour market is noticed according to the recruitment agencies and hr-agencies Super Job (www.superjob.ru) and Head Hunter (www.hh.ru).

The programme 45.04.02 "Linguistics" in the Stavropol region along with the North-Caucasus Federal University (NCFU) is realised by the Pyatigorsk State University (Pyatigorsk) (4 500 students and about 2000 participants of the continuous education system). (http://pglu.ru/upload/iblock/9d9/prilozhenie_1_new_new_krim.pdf).

The profile "Theoretical and applied linguistics" is realised in the Pyatigorsk State University at the bachelor level. However, the same Master's programme is not taught in this university.

The programme "Theoretical and applied linguistics" (field of study 45.04.02 "Linguistics") in is not realised in other higher educational institutions of the Stavropol region. The share of the NCFU graduates is 100%.

Statistics for 2013-2016, showing how quickly the programme's graduates could find a job in their specialty, was analysed on the basis of graduation of 2014, field of study 45.04.02 "Linguistics", programme "Theoretical and applied linguistics":

In total 8 people were graduated, including:

87.5% are employed in the region,

12.5 % continue their education in the postgraduate course.

The Romano-Germanic linguistics and intercultural communication department maintains ties with graduates, some of whom take on the role of heads of practice, employers and experts.

Information indicators analysis

The university has established cooperation with the graduates and employers that allows to track information on how successful graduates work at their job in accordance with the obtained qualification and on the career development of graduates in the dynamics.

Communication with graduates is provided by the Romano-Germanic linguistics and intercultural communication department and the specialised department of the university - Centre of graduates' employment and students' career planning. The employment data is stored and regularly updated in accordance with the changes. For example, it is known that all the master course graduates of 2014 are employed and continue their education in the postgraduate course, successfully work, and have career prospects within a chosen kind of applied activity.

81.8% of employers believe that competencies of the programme's graduates fully comply with the requirements for modern industry specialists.

18,2% believe that competencies mainly correspond to the modern requirements for the professionals in this field. However, there are significant comments. The essence of the comments consists of the possibility of integration or differentiation of individual competencies and the role of information picture of the world. The employers mark a high level of theoretical and practical training of graduates.

Analysis of satisfaction with the graduates' educational results is based on the graduation of 2014 in the field of study 45.04.02 "Linguistics" programme "Theoretical and applied linguistics". According to graduates, the programme results are sufficient to begin professional activities. 7 of 8 people who answered the questionnaire (87.5 per cent) were fully satisfied with the actual learning results, 1 person (12.5 %) was mostly satisfied with the learning results.

N. Kabylkina after the graduation of the programme has opened an individual entrepreneur "Education centre "Oxford" in the Novoselitskoye village in the framework of the project, defended on the North-Caucasian youth forum «Mashuk-2014».

Additional material

Meeting with working graduates confirmed that the job search after graduation takes less than two months. Graduates typically work as teachers of foreign languages in private and in public institutions, and as translators for private companies.

Surveyed graduates already have work experience from two to seven years in the field of education and translation. In particular, they appreciated the assistance received from the NCFU in employment and in relation to their career and postgraduate academic development.

SUMMARY OF THE PROGRAMME

Strengths of the programme

The active participation of employers in the development and implementation of the Master's programme is due to the fact that the competencies the programme's graduates completely meet the requirements for modern specialists of this area, and facilitate 100% employment of graduates.

Improvement of the efficiency of the educational process and practical aspects of education through the involvement of employers in programme in the framework of the master classes, authors' courses (Linguistics of discourse; Linguistic semantics and the theory of syntax), supervision for master's dissertations, participation in the State final examination (as members of the commission, reviewers of dissertations).

A clear prediction and vision of the programme "Theoretical and applied linguistics" in several significant ways: the inclusion of the programme into networking cooperation of master's

programmes of federal universities; sustaining partnerships with the University of York (UK) in the context of joint cooperation Memorandum in the format of academic exchanges, internships, included exchanges, double diplomas; approbation of the programme's implementation results in scientific publications, databases Scopus and Web of Science.

Regular (annual) update of the innovative educational programme considering the needs of employers in their dynamics.

Providing internships of master programme students with higher levels of educational achievement in the University of York.

The themes of graduate qualification works are consistent with the assignments for the pre-degree practice. The analysis of the themes of master's dissertations indicates the interest of employers in carrying out research works of applied specificity and which has practical value. The works are of great interest for a number of enterprises of small and medium-sized businesses that make an application for this kind of work to get qualitative research of spheres interesting for employers, and also to use the results of scientific research of master programme's students.

Attracting students to the research activity takes place within existing research centres, problem research laboratories and scientific fields of departments and leading professors. The department annually organizes round table discussions and methodological seminars with the participation of representatives of the chamber of Commerce of the Stavropol region on the issues of integration of basic aspects of Master's training in the production infrastructure of the region.

Due to the high level of the e-learning development in the university the use of new educational methods at the programme level to improve the quality and availability of learning, which is reflected in the work of the server "e-Campus".

Weaknesses of the programme

There are no base departments of leading employers in the field of study at the university.

At the enterprises, which are the main consumers of graduates there are no university departments in the field of study.

There are no laboratories equipped at the expense of the social partners.

There are no patents and certificates of conformity of the research works results to the Russian and international quality standards in the framework of the specialty profile.

Recommendations

It is advisable to develop a system of interaction with employers, which allows to bring a new innovative methodology of solving professional tasks in business.

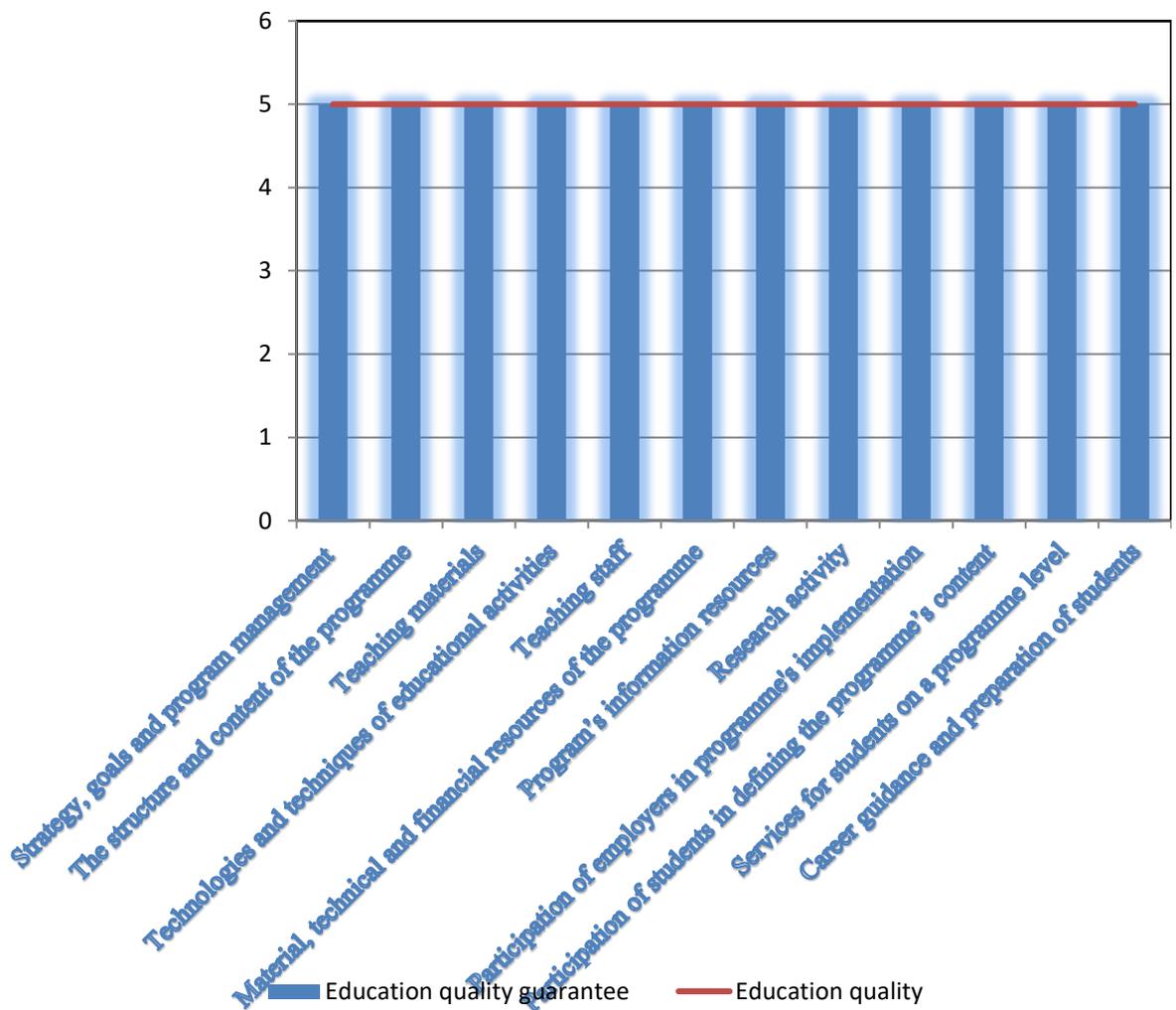
To strengthen the correlation of studies within the framework of Master's dissertations with the requirements of the priority fields of scientific research in the framework of the state policy of the Russian Federation.

Profile of learning outcomes assessment and quality assurance of education

№	Criterion	Mark
<i>I</i>	<i>Quality of the education results</i>	5
	1. Demand for graduates of the programme on labour market	5
	2. Satisfaction of all customers	5
	3. Results of direct assessment	5
<i>II</i>	<i>Education quality guarantee:</i>	5
	1. Strategy, goals and programme management	5
	2. Structure and content of the programme	5

	3.	Teaching materials	5
	4.	Technologies and techniques of educational activities	5
	5.	Teaching staff	5
	6.	Material, technical and financial resources of the programme	5
	7.	Programme's information resources	5
	8.	Research activity	5
	9.	Participation of employers in programme's implementation	5
	10.	Participation of students in defining the programme's content	5
	11.	Services for students on a programme level	5
	12.	Career guidance and preparation of students	5

Profile of learning outcomes assessment and quality assurance of education



QUALITY OF THE LEARNING OUTCOMES

The direct assessment of competence by the expert

During the on-site visit a direct assessment of graduating students' competencies was carried out. 7 2-nd year students (100% of the graduating class) participated in the direct assessment.

During the direct assessment procedure measuring materials developed by the educational institution were used as these materials are recognised valid by the expert.

“Linguistic semantics and the theory of syntax”

A colloquium on the topic of the study programme: Theory of a concept. The correlation of concept and notion. Conceptualisation and categorisation. Grammatical and lexical categorisation.

General professional competencies, ownership of the linguistic knowledge system, including knowledge of the main phenomena on all language levels and patterns of functioning of studied languages, functional varieties

When implementing the direct assessment procedure of competencies, the expert used the following measuring materials: questions for a round table (study programme).

According to the results of the direct assessment of competencies, the expert pointed out that the students had successfully executed the task and answered all questions.

Level	Sufficient level (have managed with 80% of the proposed tasks)	Acceptable level (the percentage of solved tasks from 50 to 79%)	Low level (percentage of solved tasks is less than or equal to 49%)
Students ratio			
100% (7 people)	+		

Assessing the education quality, the expert examined 8 graduate qualification works which were 100 % of the graduation qualification works of 2014 (the last graduation year). He concluded that examined graduate qualification works complied with all stated requirements.

GRADUATE QUALIFICATION WORKS

No	Objects of assessment	Comments of the expert
1.	Subject of graduate qualification work corresponds to the field of study and modern level of science, technology in the programme's field.	100% The analysis of the master's theses topics indicates the interest of employers in carrying out research works, which have applied nature and practical value.
2.	Tasks and contents of graduate qualification works are aimed at confirmation of a graduate's competences.	The graduate qualification work topics correspond with the tasks for pre-degree practice.
3.	Utilization rate of materials collected or obtained during the passage of pre-degree practice and implementation of course papers in research parts of the graduate qualification work.	During the practices, students perform professional tasks, supplement their knowledge, abilities, and skills, improve competencies.

4.	Subject of graduate qualification works is defined by demands of industrial organisations and tasks of experimental activities solved by professors of the educational institution.	The share of graduate qualification works of 2014 graduation year students performed at the request of enterprises and organisations of the city and region is 100%.
5.	The results of graduate qualification works find practical application in the workplace.	The results of the works performed at the request of representatives of small and medium business are transferred to them for use in the production process. The average number of similar works is 60% from all works performed at the request of the organisations and enterprises. For example, the requests to perform graduate qualification works are made by educational institutions of the city and region (Municipal educational institution Gimnasium №12 named in honour V.E. Belokon, non-state educational institution educational centre “Erudit”, municipal educational institution Gimnasium №25 of Stavropol, non-state educational institution “English house”), individual entrepreneurs providing educational services (individual entrepreneur A.B. Khalatyan, Language club «ViaLata», individual entrepreneur O.V. Dudinova «English school of Oksana Dudinova»)
6.	Utilisation rate of the results of research activities of the department, faculty, and third-party research and production and / or research organizations when performing independent research parts of the graduate qualification work.	100%

Conclusions and recommendations of experts

Conclusions

There are no base departments of the leading employers in the field of study at the university.

There are no university departments in the field of study at the enterprises, which are the main consumers of graduates.

There are no laboratories equipped at the expense of the social partners.

There are no patents and certificates of conformity of the research works results to Russian and international quality standards in the framework of the speciality profile.

Recommendations

It is advisable to develop a system of interaction with employers, which allows to bring a new and innovative methodology for solving professional tasks in business.

To strengthen the correlation of research within the framework of Master's dissertations with the requirements of the priority fields of scientific research works in the framework of the state policy of the Russian Federation.

An effective form of communication with graduates, many of whom work as freelancers, is a page of graduates in the account of an administering department in social networks, which helps to improve employment opportunities, and to exchange experience.

Additional material

According to the results of the programme students questioning by the educational institution the data was provided which was checked by the expert during the site visit. Data represented by the educational institution was confirmed by the expert during the site visit.

QUALITY ASSURANCE OF EDUCATION

1. Strategy, goals and programme management

Evaluation of criterion: excellent

Strengths of the programme

The development strategy of the main educational programme 45.04.02 “Linguistics” comes from the NCFU development programme (approved by the Government decree of the Russian Federation from May 28, 2012, No. 854-R), (in the decree wording of the Government of the Russian Federation from July 18, 2015, No. 1403-R) the Institute for Humanities development programme, the Romano-Germanic linguistics and intercultural communication department, the translation theory and practice department, and includes actions in the following priority areas:

1. The extension of educational services through the introduction of new destinations and profiles that meet the socio-cultural and economic needs of the North Caucasian Federal District.
2. The intercultural dialogue development in a cosmopolitan mixture of the region.
3. Conducting the research directly related to the social order and the demands of the educational services market.

4. Networking with vocational secondary education and higher education institutions, scientific organisations located on the North Caucasian Federal District (NCFD) territory.

The programme development strategy is correlated with the needs dynamics of the regional labour market in specialists of this field (experts in the field of computational linguistics and linguodidactics, automated text processing, judicial-linguistic examination of the text, machine translation, intercultural communication, business correspondence on a foreign language); the needs of the regional labour market in a competitive environment are predicted with the direct participation of the leading employers according to the types of activities in the region (chamber of Commerce of the Stavropol region, the Ministry of economic development of Stavropol region, JSC “Concern Energomera”, educational institutions of Stavropol). The programme also correlates with the positive European practice of forming the content of a similar Master's programmes, which is achieved due to the close academic cooperation in the framework of this Master's programme with the University of York (The UK).

The current socio-economic situation in the NCFD is characterized by the development of processes of cultural and economic interaction within the country, and with foreign partners in the sphere of economics, business, culture and education; political and civil activity of the NCFD inhabitants increase; the expansion of the high technologies usage, including education and scientific researches, including the expansion of ICT in the activities of linguist-expert (automated analysis and processing of texts, machine translation, development of interactive e-learning resources, etc.).

The strengths of the programme include:

1) a wide range of competencies in several practically oriented activities of the linguist-expert that is reflected in the structure and content of Master's programme according to approved curriculum;

2) availability of a broad and diversified practices base, which includes organisations acting as potential employers and conducting regular consulting on adapting the Master's programme for the current needs of the region;

3) the programme implementation is carried out in conditions of international cooperation with the leading European universities within the international rating QS (the University of York, The UK).

The unique advantage of the Master's programme compared to potential competitors is the possibility of foreign probation graduate students at the University of York 6 months length with certificating upon the completion of training.

Recommendations

The practice-oriented disciplines programmes increasingly take into account the requests of regional and local labour markets, economic sectors, oriented to the foreign trade.

It is recommended increased involvement of employers in the analysis, design and implementation of the programme in the aim to take account of regional labour market requests.

Additional information

The strategic plan for the development of three programmes covers the period from 2012 to 2021 years. It is aimed at implementation of innovation in methodology and teaching methods. As stated by the rector at the public event, innovation and development are a priority for the North-Caucasus Federal University. Indeed, the NCFU has recently successfully passed the state accreditation of higher education.

There is a sequence in the development of programme objectives in relation to labour market requirements. However, the director of the Institute for Humanities the NCFU explained, at some points, but always in accordance with federal law, more and more importance is attached to educational rather than a professional federal standards to ensure the level of students competence.

As it is explained in the self-assessment report, the NCFU has implemented an internal system for monitoring and evaluating the quality of education. Among other functions, this system guarantees the content update of the programmes to adjust in accordance with the labour market demands, constant assessment of competencies (both staff and students), as well as employers' participation in the educational process.

During the site visit, the expert conducted interviews with students, faculty, staff, and received data which enables the expert to make a conclusion about the integrity of self-examination and to recommend minor changes and improvements according to individual criteria.

2. The structure and content of the programme

Evaluation of criterion: excellent

Strengths of the programme

The content of the educational programme is built in such a way that the curriculum subjects are selected taking into account the production practices in graduate education within the regulatory period and held a number of sessions, workshops, meetings, round tables, scientific conferences, conferences on the practices results with employers invitation.

In addition to practical training, students participate in scientific conferences, grants, educational seminars, etc., since the first days of training in the field of study 45.04.02 "Linguistics", which also contributes to the digestion of the necessary professional competencies and the acquisition of practical skills in linguo-didactic, information and linguistic, scientific research and methodological areas. Thus, the competencies of the Master's course students have formed throughout the learning process through the interaction of faculty members with partners and employers.

The interaction system with employers, representatives of labour market is based on contractual relations. One of the important improving directions the quality of programme implementation is the participation of employers in the analysis, coordination and improvement of its content. A positive example of this may be the strategic cooperation of the University with the JSC "Concern Energomera", the Chamber of Commerce of Stavropol, Municipal educational institution Gymnasium №24, etc.

With the aim of enhancing the demand for Master's programmes employers requests were monitored to analyse work programmes of disciplines, elective courses, etc.

The teachers-experts are involved in the process of developing teaching materials on the level with the regular teaching staff. Moreover, employers are attracted to review discipline programmes. The proportion of courses developed or reviewed by employers, is not less than 20%.

The educational programme of specialisation "Linguistics" became the winner of all-Russian contest "the Best educational programmes of innovative Russia" 2013-2014.

Recommendations

In disciplines evaluation funds it is recommended to increase the number of technologies (role games, business games, design technology, case tasks) aimed at formation of professional competencies.

It should specifically address the role of employers in the development of the study programme - both developers and reviewers.

Additional information

The master's programme "Theoretical and applied linguistics" has been taught since 2011. The number of credits for the programme - 120, course duration - 2 years, 4 semesters. The minimum number of credits per student and semester - 30.

The subjects' complexity is calculated in the form of credits and operation hours.

The programme actually complies with federal laws on education.

For admission to the Master's programme candidates must pass an entrance exam and demonstrate the successful assessment of learning during their bachelor programme. MA applicants, who have not received a Bachelor's degree in linguistics and foreign languages, must pass an additional test to evaluate their level of foreign language knowledge.

There are special admission requirement for foreign students who must show the knowledge and skills of the Russian language, before they go on academic programmes.

The areas of expertise and specialisation clearly defined in terms of professional, personal, academic and scientific competences. Curriculum subjects are planned in accordance with the educational and professional needs of different learning profiles. The programmes complete the other programmes offered by the Institute for Humanities of the North-Caucasian Federal University. These are the following Bachelor and Master's programmes taught at the Faculty of Philology, Journalism and Intercultural Communication: Journalism, Theory and Methods of Teaching Foreign Languages, Teacher Education (Teaching foreign languages), Advertising and Public Relations, Philology.

The main teaching mode requires the presence of full-time students in the classroom, but for students and teachers there is a possibility to communicate online via email and local e-campus platform. Diligent, but having problems with a presence at the lessons students are allowed not to attend classes. They have to apply for this service and get the approval from the curators.

The students' quota (20 budget places in the relation to the Bachelor degree programme and 6 or 7 in the framework of Master's programmes) corresponds to the number of department working teachers: Department of Linguistics and didactics, the Romano-Germanic philology and Intercultural Communication department and the Department of Theory and Practice of Translation. With a large student's number, entering the programme, the students' number in the class does not exceed 30. The maximum number of students in the theoretical modules - 20, while on a practical training that number does not exceed 10. As noted during the visit, the educational institution classes clearly support university aims and meet the students' needs.

The main teaching language is Russian, but given the nature of programmes, other languages are used (English, Spanish, French, German).

During the site visit, the expert held meetings with students and graduates of the evaluated programme. One of the discussed issues – compliance of the programme structure and content the expectations of direct consumers – students. In the accordance of meetings results, the expert makes a conclusion about the maximum satisfaction of students and graduates with programme structure and content.

3. Teaching materials

Evaluation of criterion: excellent

Strengths of the programme

All staff of departments, providing graduates training of the educational programme, is involved in the teaching materials development, as well as students, alumni, representatives of professional associations. The final edition of the main educational programme is signed by the heads of departments and representatives of organisations - employers, is considered at the Academic council, Educational council of the university and approved by the deputy principal for academic affairs. The main educational programme and all annexes development, including - working curricula, State Final Examination programmes, practices, etc., starts after the work plan approval.

Employers participate in the preparation of work programmes, practices programmes, guidelines for seminars, workshops and materials for independent work. Moreover, the employers attend the sub-faculty meetings, where the issues of the teaching materials approval or adjustment are discussed, recommendations for the teaching materials publication. The employers are customers of the graduate qualification works, perform as the graduate qualification work external reviewers. It is important the opinion of employers and partners of the departments of students practice organisation in the development and updating of the labour training programmes. To this end, at the sub-faculty meetings the employers' offers about the content of curriculum elective courses and practice programmes are heard.

This interaction within the graduate department and employers ensures continuity of the theoretical knowledge and practical skills in the students' preparation.

Thirdly, employers act as external reviewers of the teaching materials developed by the teaching staff. Students have the opportunity to influence the process of developing and updating the teaching materials through the submission of proposals directly to the graduate department from the student community, through official notes and statements addressed to the Deputy Director for academic affairs of the State University, through the decision of the student self-government council.

The interaction of different services, departments are coordinated during the development and updating of teaching materials.

The teachers prepare elements of teaching materials in accordance with the curriculum, the standards and Clause of the NCFU Instruction Department educational programme; represent them at the sub-faculty meetings for the review and approval; get an extract from the minutes of the department meeting of the recommendations for publication and (or) the placing on the NCFU educational portal; sign at the head of the department and head of the administering department covers; submit the kit of prepared teaching materials (in paper and electronic form) and an extract from the minutes of the department meeting to the deputy director for academic affairs of the Institute (the Institute Chairman of the teaching materials).

b) The Deputy director for academic affairs of the Institute (the Institute Chairman of the teaching materials): verifies (organises the verification of compliance) matching of the teaching materials execution to the Clause of the teaching materials, the Clauses of the Federal State educational institutions of high education or self-imposed by the University educational standards, curriculum direction of preparation (specialty); organize the signing of programmes and other elements of the teaching materials by the Director of the Institute; submit the kit, including the work programme and other elements of the teaching materials (paper and electronic), an extract from the minutes of the department meeting and extract from the minutes of the meeting of educational-methodical Commission of the Institute to the educational-methodical management.

c) The employee of Educational Department: verifies that the work programme and other elements of the teaching materials requirements; receives the visa of the deputy principal for academic affairs and development; recommends for accommodation on the NCFU educational

portal; transmits the electronic versions of the work programmes to be placed on the NCFU educational portal.

Recommendations

It is necessary to strengthen the specialisation of the programme by the entering only the profile industrial practice and pre-degree practice, in the content of research and provide the implementation of core competencies.

Some tutorials have to be updated, it is desirable to use more unadapted (authentic) materials for the study of language, and the combination of textbooks with authentic materials.

Additional information

During the site visit, the expert familiarised with the teaching materials developed in the educational institution.

The expert makes a conclusion about the high quality of teaching materials and their full compliance with the Federal State educational institutions of high education.

During the site visit, the expert analysed the measurement and control materials, which were used in the educational institution for the ongoing monitoring of progress. It helped the expert to make a conclusion about the high quality of teaching materials and their full compliance with the Federal State educational institutions of high education.

By results of the questionnaire represented by the educational institution, the results of which were confirmed during the full-time visit, most students think that their opinion is taken into account when developing and maintaining teaching materials.

4. Technologies and techniques of educational activities

Evaluation of criterion: excellent

Strengths of the programme

Applied educational technology, as well as methods of preparing and conducting major types of training sessions sufficiently provide the disclosure of the content of training courses and contribute to the achievement of the stated goals of the programme.

Currently, it is possible to speak about full-scale implementation at the university the following types of educational technologies: technology of integrated learning and face-to-face technology. And a focus area of the University is the development and subsequent implementation of distance learning technologies, some elements of operation which are gradually being introduced into the action.

It should be noted that in the NCFU technologies of integrated education (different splice variants of educational technology of different groups) are used on a more regular basis, rather than taken separately e-learning or face-to-face technology.

Active (interactive) forms of employment are used in the educational process: role and business games, colloquiums, seminars, discussions, lectures, presentations, problem lectures, etc. Due to the attraction of such a variety of different technologies and methods full disclosure of the course content and the formation of the claimed competence is possible.

Due to the fact that professional disciplines are designed to build the students a set of professional competencies, their list and content is the result of long and painstaking work of professors and associate professors of the Institute for Humanities of the NCFU. The authors' educational programme is referred on the development of student's relevant professional knowledge. High level training contributes to peer-reviewed faculty lectures and practical classes.

The technologies and methods used in the educational process are reflected in the working programmes of the curriculum disciplines.

The main forms of training include: round tables, interviews, traditional workshops, discussion, essays, solution of the multi-level tasks of creative works in the curriculum disciplines, for example, Scientific-methodological basis of linguistic expertise, Language

portfolio of scholar, Theory and practice of speech communication. These forms of work enable you to form a professional competence.

Recommendations

To define more clearly the curriculum implemented with the use of e-learning.

To consider the mechanisms of interaction with foreign students, to students of the NCFU could improve the oral skills of the languages they study.

Additional information

When cameral analysing on the self-assessment report, the analysis of the curriculum and schedule of classes, the expert has determined that the proportion of classes in an interactive form in general is about 40%. In the process of the on-site visit has been studied the five disciplines teaching materials. Data about sessions conducted in an interactive form in the context of the studied methodologies is presented below. On the basis of them the expert makes a conclusion about full compliance of technologies and methods of educational activities to modern requirements of experts' preparation on basic professional educational programme.

5. Teaching staff

Evaluation of criterion: excellent

Strengths of the programme

Recruitment of the department teaching staff is carried out in accordance with the Clause on the replacement procedure of scientific and teaching staff posts in higher education of the Russian Federation under an employment agreement with the preliminary passage of competitive selection.

The specific terms of the employment agreement are determined by agreement of the parties with regard to the opinion of the University Academic Council. The conclusion of the employment contract is preceded by the contest applicants. Before the election period expiration in the contest or during the term of an employment agreement in order to confirm the employee's compliance with the position held scientific-pedagogical employee can be qualified.

The staff is involved to the educational process qualification of which allows you to implement the educational process using approved technologies and methods of educational activities. The teaching staff is involved to the learning process, passed the competitive selection, up to 5 years. With the passage of competitive selection of teaching staff takes into account the results of scientific, educational and methodical, organisational and methodical, innovation and improvement of professional skills in accordance with the requirements of the university.

In the educational process in the field of study 45.04.02 "Linguistics", Master's programme "Theoretical and applied linguistics" was attended by 17 people, including 3 doctors of Sciences, 2 professors, 14 PhDs, 7 docents.

In three years all the teaching staff passed training, internships, forming skills using approved technologies and methods of educational activities.

At the Romano-Germanic linguistics and intercultural communication department the training plan is made up, the organizations are selected and set the timing of its passage. The university has the potential implementation of additional professional training programmes in the amount of 72 hours for teachers. The teaching staff of the department also regularly held training on the basis of scientific and educational centres in Russia and abroad.

At the end of the academic year students conducted a survey, which provides for the assessment of the work of full-time teachers.

Special questionnaires are developed for the anonymous survey, students are invited to a private audience, where the survey takes place. The results of the survey are taken into account when evaluating teachers, the competition for filling vacant posts and the appointment of additional incentives.

According to a survey in 2015 100% of the students are fully satisfied with the availability of teachers, 100% - the organisation of practices and internships. 100% of students are attracted to the evaluation of training and teachers.

Recommendations

To offer the strategic partners from foreign universities to conduct online lectures for selected modules of the curriculum in a foreign language.

To increase the number of international mobility programmes of teachers in collaboration with other foreign universities.

Additional information

Analysing the facts set out by the educational institution in the self-assessment report, the expert concluded that the data were relevant and reliable.

6. Material, technical and financial resources of the programme

Evaluation of criteria: excellent

Strengths of the programme

The programme is facilitated with 16 classrooms, three of which with 100 seats, 1 – for 50 seats, 6 – for 25 seats, 2 – for 15 people, 4 language laboratories.

The field of study “Linguistics” Master's programme “Translation and Translation science” is facilitated with the necessary set of educational and scientific laboratories: 411, 405, 401 classrooms teaching block 1, 324, 318 classrooms teaching block 2 are equipped with a stationary video projector and multimedia equipment necessary for the demonstration of teaching materials. There are interactive whiteboards in the classrooms (classroom 318, 324 the teaching block 2) allows to improve the technological support of activities.

The departments have an internet access, permanent e-mail accounts, thereby cooperation is fixed, mutual exchange of information through the Internet with philological and linguistic faculties of universities in Russia and the Southern Federal District (Moscow State University, Voronezh State University, Volgograd State University, Tomsk State University, Kuban State University, Rostov State University, Adygeya State University, VSPU, Moscow State Pedagogical University, Herzen State Pedagogical University of Russia, the Ural State University, Altai State University, etc.). The professors constantly carry out the monitoring process of official government and educational sites, as well as training and consulting Master's programme students remotely. The Institute and its subdivisions have personal pages on the NCFU website.

There are electronic data banks on the Institute floors, where everyone can see the classes schedule, the teacher staff, departments of the Institute. The museums expositions of the Institute are also submitted in electronic banks.

The Institute for Humanities also provides a subscription to the linguistic software and online scientific databases.

There are screens on each floor, which constantly broadcast educational and news programmes that gives the opportunity to the masters and professors of the department to be in the modern information context.

All current documentation, relating to the work of the Institute, is formed with the help of Institute electronic system IACS, which greatly simplifies the process of documents compiling and analysing.

Electronic whiteboards are implemented in the training activities in which the subject of the development going on in the media format.

The graduate students use the services of the university computer labs (classroom 324 teaching block 2), equipped with 14 computers, and language laboratories. The University provides students and teachers the access to the global Internet, there is a free users access (graduate students and teachers) to computer classes to schedule training sessions, as well as in

extracurricular time (by the schedule of computer class to complete independent work). The students and teachers are engaged in the public access computer classrooms (classrooms 120, 125 the teaching block 1) and in the Fundamental scientific library (60 seats). The display time per student per year is 108 hours, that exceeds the envisaged minimum standard by Federal state educational standards.

In general, the size of the specialised classrooms area and technical equipment of specialty increases annually.

The graduate departments and research laboratories are equipped with modern computers and copy machines (computers, scanners, printers), connected to the Internet and are included in the university local network.

The made analysis allows to conclude that the material-technical base meets the licensing standards and allows you to train personnel with higher professional education for field of study "Linguistics".

50% of classrooms are equipped with resources (including modern software products), providing access to the information necessary for the effective operation of participants in the educational process. The education process of students is carried out in the teaching block 1 at Stavropol, Pushkin str., 1, 2. The Institute is located in a separate four-storey building, where are the departments of the institute, classrooms, computer labs with enough computers.

It should be noted that these facilities are adapted for physically challenged people (which ensures access to the education), and that new facilities in another building will be used in the nearest future.

Financial support of the programmes is regulated by the following:

1) The development programme of Federal state Autonomous educational institution of higher professional education "North-Caucasus Federal University" in 2012 - 2021 years from May 28, 2012.

<http://www.ncfu.ru/uploads/doc/razvitie.pdf>,

http://www.ncfu.ru/uploads/doc/izm_progr_razvit_NCFU_18.07.2015.pdf;

2) The financial and economic activities plan for 2014 and the planning period of 2015 and 2016 years. http://www.ncfu.ru/uploads/doc/Plan_FHD_02.02.2015_.pdf;

3) The financial and economic activities plan for 2015 and the planning period of 2016 and 2017 years. http://www.ncfu.ru/uploads/doc/plan_fhd_2015-2017_22.12.15.pdf;

4) The financial and economic activities plan for 2016 and the planning period of 2017 and 2018 years. http://www.ncfu.ru/uploads/doc/plan_fhd_2016-2018_28.06.2016.pdf

Transparency in financial resources use is provided via the NCFU website in the sections "Documents, regulating educational activities": http://www.ncfu.ru/docs_obr.html and in the section "Conditions of financial and economic activities" <http://www.ncfu.ru/index.php?do=static&page=plany-finansovo-hozyaystvennoy-deyatelnosti>.

The private funds, permitted in the Russian Federation has also attracted in addition to Federal budget funds, funds and grants for students and researches.

Additional information

During the site visit, the expert conducted interviewing with students and professors participating in the programme on satisfaction with the quality of classroom fund. The obtained data allow the expert to conclude about the satisfaction of both parties the classrooms quality, infrastructure in general; along with this the wish was expressed for the specialised room for interpretation to form of specialised competencies.

During the on-site visit in an educational institution, the expert team inspected the material and technical base. There are details below about the laboratory equipment. These data allow to make a conclusion about the basic professional educational programme good material and logistic level and to encourage programme managers to equip the room for interpretation to form specialized competencies.

7. Programme's information resources

Evaluation of criterion: excellent

Strengths of the programme

The NCFU gives special attention to the issues of information technologies application in the management and organisation of the educational process.

The teaching department and informatisation department of the NCFU realise collection, analysis and dissemination of information which is necessary for effective management of the educational process, assistance in organisation of educational process in the departments of the university.

In the university buildings the Wi-Fi zones are spread. Specialised lecture rooms are created. They are provided with multimedia and interactive equipment for conducting lectures and seminars, organisation of webinars and multi-point videoconferences with branches and partners of the university. During the process of teaching disciplines, the teaching staff use a wide range of training and specialised software packages, electronic directories and databases, installed and contributing to the development of professional competencies of future specialists.

Professors and students have access to the resources of electronic library systems (ELS), which include fundamental works, the main domestic and foreign journals in field of study, monographs of famous scientists and literature on the profile of the programme.

The university has an educational portal "The Electronic Campus of the NCFU". The mission of the project "eCampus" is to improve the quality and convenience maintenance of the educational process for students and professors of the NCFU considering the modern level of technology. <http://ecampus.ncfu.ru/>

On the educational portal "The Electronic Campus of the NCFU» professors have the possibility to view a workload and register where they can to note the attendance and marks for the control points.

Also the teaching staff on their its initiative widely uses the e-mail opportunities (professors' work email addresses are published on the personal pages of staff members on the website of the NCFU) and social networks.

Official documents uploaded on the website and the individual sections on the Internet provide accessibility and transparency for various academic, administrative and research activities.

Students can use the web page "Ask the rector" (<http://www.ncfu.ru/forma-obratnoy-svyazi.html>) for the purpose of expressing their opinions or offering methodological and technical improvements.

8. Research activity

Evaluation of criterion: excellent

Strengths of the programme

Research activities is realised by collectives of 5 departments. Involving students in active scientific life of the institute and the university is carried out through the work of student scientific associations operating in the structure of scientific departments of the Institute for Humanities.

The following associations are successfully functioning at the department of Romano-Germanic linguistics and intercultural communication in the field "Linguistics":

– scientific field "Adragogical fundamentals of professional linguistic education" (head: professor T.N. Lomteva);

- Youth innovation centre "Lingua" (head: docent M.V. Kamenskiy);

– scientific study group "computer assisted text analysis" (head: docent M.V. Kamenskiy).

The result of the research works is the active involvement of student of Master's programme and teaching staff of departments in innovative activities, facilitating their participation in the educational and academic competitions, grants, conferences and contribution to their publication activity, which is reflected in a significant number of participations in conferences and scientific publications of various levels and status.

Teaching staff supports scientific communication in the format of virtual collaboration with scientists from the University of York (UK) on theoretical, methodological and practical aspects of the implementation of the Master's programme.

Students actively participate in making collective applications for grants of leading scientific funds and participate in the author's contest of student projects.

Attracting students to scientific activity takes place within existing research centres, problem research laboratories and scientific fields of departments and leading teachers of the Institute for Humanities of the NCFU.

On the basis of the Youth innovation centre "Lingua" regular meetings of the problem group on automated text analysis and discussions and seminars dedicated to the realization of projects in the framework of the research practices of the students of Master's programme take place.

The results of studies conducted within the work of a master's dissertations are embedded in the work of the North Caucasus enterprises. By orders of the enterprises 100% of master's dissertations are performed, the implementation of the results is made at the following educational enterprises: non-public educational institution "English house", individual entrepreneur O.V. Dudinova "English school of Oksana Dudinova", Municipal educational institution Gimnasium №12 named in honour V.E. Belokon, non-state educational institution educational centre "Erudit", municipal educational institution Gimnasium №25 of Stavropol, non-state educational institution "English house", individual entrepreneur A.B. Khalatyan, Language club «ViaLata».

Professors of the departments of the Institute for Humanities actively participate in scientific events organized by the university and other organisations.

The following scientific study groups work at the Romano-Germanic linguistics department:

- "Automated analysis of a text" (head: docent M.V. Kamenskiy);
- "Adragogical fundamentals of professional linguistic education" (head: professor T.N. Lomteva);
- Youth innovation centre "Lingua" (head: docent M.V. Kamenskiy).

Additional material

Employment of students in the scientific study groups was analysed. For students of the evaluated programme in the educational institution, there are 3 scientific study groups (see above), the performance of the research activity of students is very high, and interviews have completely confirmed the information.

In recent years, employees have launched on pilot mode, a lot of research projects. They were supported by internal (specific programmes of the NCFU) and external funding (Federal target programme "Scientific and scientific-pedagogical personnel of innovative Russia for 2009-2013", Russian Foundation for Humanitarian Research; Erasmus Mundus Action 2; University of Potsdam in Germany, Grant of the President of the Russian Federation).

9. Participation of employers in programme's implementation

Evaluation of criterion: excellent

Strengths of the programme

Employers are attracted to teaching the specialized subjects (I. V. Frazer, E. N. Krasikova, N. V. Kasyanova, V. N. Titov, I. Y. Kozlov), guidance of the practice (I. V. Frazer), guidance of the students' graduate qualification works, reviewing of graduate qualification works (I. V. Frazer, E. N. Krasikova).

Social partners of the basic professional educational programme:

- Association of Leading Universities;
- JSC concern «Enorgomera»;
- Chamber of Commerce of the Stavropol region;
- Television company «STV»;
- Information portal of the youth of the Stavropol region.

Meetings of the administering departments with the participation of employers regularly take place. These meetings cover: working programmes of academic disciplines, reviewers for a number of which are employers; programmes of educational and work practices, the results of practices, changes in the structure and practices are made; the results of term paper defence and thesis pre-defence and master's dissertations, performed at the request of employers; issues of employment and graduates' career support; issues of the development of partnerships with employers.

Practical work in companies for students starts since the first year and continues during the following years. We have received proofs that the departments had established contacts with enterprises and institutions for the organisation of students' practice. The process of interaction with employers on the practical training of students is governed by the NCFU (order of 4 March 2016, No. 216-O).

Additional material

In the self-assessment report of the educational institution the information about the results of the survey of employers regarding their satisfaction with the quality of training of graduates is presented.

Employers have noted that the graduates has the formed all necessary competencies on the declared programme, required for professional activities in the field of theoretical and applied linguistics.

10. Participation of students in defining the programme's content

Evaluation of criterion: excellent

Strengths of the programme

Tactics of the promotion of the master's programme is based on regular publishing and updating information about the programme on the university website (<http://www.ncfu.ru> section "Applicant"); the publication of information about the programme in brochures, reference books, university newspaper (<http://www.ncfu.ru> sections of "Media", "Newspaper"); regular familiarise of applicants with the structure and content of the master's programme and potential career opportunities according to the results of learning in the framework of the open days, the admission committee and other events related to career guidance activities (<http://www.ncfu.ru> sections: "Applicant", "Open day at the NCFU").

Students of Master's programme take part in the management of the programme through the student self-government bodies: in the structure of the Institute for Humanities, and also the NCFU. It should be noted that all information obtained through the student self-government bodies, is processed and gets feedback (not always positive). The schedule changes offers, requests for the substitution of a teacher are examined.

In addition, the content of the educational programme is constantly corrected based on the results of the survey.

In the framework of the survey along with the issue of the relevance of the course the use and quality level of the teaching materials applied by the teacher are examined. Thus, according to the results of the questionnaire survey conducted in the 2015 – 2016 academic year, 72% of

students were satisfied with the quality and quantity of teaching materials, proposed on the department disciplines, their authenticity, relevance and practical value.

For students evaluating the quality of education as "excellent" - 1/3, "good" / "satisfactory" - 2/3, "unsatisfactory" - no.

Additional materials

In the process of conducting the on-site visit, the expert examined the student's participation in the student self-government bodies and scientific study groups.

11. Services for students on a programme level

Evaluation of criterion: excellent

Strengths of the programme

It was stressed in the interview with the representatives of the administration that the NCFU had implemented (and working on developing) a number of services (regulation for which are included in the self-assessment report) to improve the conditions for students in stipend provision, internships, financial support, participation in extracurricular activities and federal contests, employment, career development, psychological consulting, social and cultural activities and sports.

The formation of personal and social competencies of students, organisation of their leisure and recreation is implemented in accordance with the regulations of the NCFU ("Regulations on the promotion of students (visits to cultural centres)", approved on 24.02.2013). The university, through the department of educational work represented by the division of coordination of the curators' work 1 time per semester signs a contract with the following cultural centres:

- Stavropol academic of "The Honour sign" drama theatre of named in honour M.Y. Lermontov;
- State cultural institution "State philharmonic of the Stavropol region";
- State cultural institution "Stavropol state museum of ethnography named in honour G.N. Prozriteleva and G. K. Prave";
- State cultural institution "Stavropol regional museum of fine arts";
- the cinemas "Salut", "Atlantis", etc.;
- Stavropol state circus, etc.

to purchase tickets for the students of the university to visit the mentioned centres.

The regular payment of social stipends for students from socially unfortunate families is based on the documents obtained from the regional Department of labour and social protection.

Students in these categories have a priority right to material assistance from the primary trade union organization of students and postgraduate students of the NCFU.

Mobility of students, postgraduates, PhD students and the teaching staff is one of the key clauses of the Bologna Declaration. The implementation of students academic mobility is possible only under condition of an individual trajectory construction of student learning. At this stage the special role the Institute curators, Tutors, as the responsibilities of Tutors is to help students in selecting an individual trajectory of training and implementation support during its implementation. This area is also actively being developed at the university. In order to intensify academic exchange at the university technologies of teaching foreign languages are applied: English, German, Italian and Portuguese.

The academic exchange programme is actively develops Erasmus Mundus MULTIC. The consortium includes the following universities of the European Union: the Dresden technical university (Germany), the Wroclaw University (Poland), the Ruhr-University Bochum (Germany), the Wroclaw Technical University (Poland), The Sapienza University of Rome (Italy), the Nova University of Lisbon (Portugal), The University of Trento (Italy), the Vienna University of Technology (Austria). The NCFU participation in international programmes and

projects TEMPUS – JPCR Tuning Russia, Erasmus Mundus Action 2 "MULTIC", Erasmus Mundus Action 3 (ISEKI Mundus 2), Tempus GREENCO, Tempus IQ

Additional information

During the site visit, experts were provided with documents confirming the attendance of additional courses and programmes.

CV of EXPERT (S)

Name of the Expert: **Vera A. Mityaguina**

Place of work, position	Federal State Autonomous Educational Institution “Volgograd State University” (VSU), the Head of the Theory and Practice of Translation Department
Academic degree, academic title	PhD in philology sciences, professor
Deserved titles, degrees	Honorary employee of higher education of the Russian Federation
Education	Higher
Professional achievements	The Head of the regional branch, the member of the Board of the Russian Union of Translators. The expert of the Russian Scientific Fund, and the Russian fund of fundamental research. The Russian Head of the Partnership programme of the German studies institutes DAAD (University of Mainz and VSU, 2013-2023). The member of two dissertation councils. The author of over 150 publications.
Research interests	Theory, methodology and didactics of translation, theory of discourse, communication theory, cultural linguistics
Practical experience in the field of the programme subject to assessment	The Head of the main professional educational programme 45.04.04, 45.03.02 «Linguistics. Translation and translation theory» in the Volgograd State University. Work experience in higher educational institutions – 31 years.