

Minutes No. 1 **From the Meeting of the Study Program Board**

Study Program: Health Psychology, III. level, external form
Date: 13.1. - 14.1.2026

Attendees: prof. Mgr. Kanovská Halamová, PhD. (Programme Director), Mgr. Greškovičová, PhD., doc. Soták Lisá, PhD., prof. Mgr. Sokolová, PhD., Mgr. Rendošová (student representative)

Absent: Mgr. Šoková, PhD., MUDr. Rosenberger, PhD. (employer representative)

Agenda:

1. Classroom observations in the Winter Semester 2025/2026
2. Evaluation of the student survey for the Summer Semester 2024/2025
3. Amendments and proposals to course information sheets
4. Code of Practice for Doctoral Supervision

The Study Program Board ("SPB") approved the agenda, and the Programme Director stated that the SPB was quorate. The third and fourth items on the agenda were subsequently approved per rollam.

Ad 1) Classroom observations in the Winter Semester 2025/2026

The Director of the Institute of Applied Psychology ("IAP") conducted an observation of a compulsory course and prepared a brief report:

The observed class of Advanced Methodology was conducted at a high professional level. The instructor demonstrated excellent organizational and didactic skills, an interactive approach, and provided students with constructive feedback. An innovative element was the integration of AI tools. For the future, it is recommended to enhance the sharing of online resources.

Resolution No. 1/1/2026

The Study Program Board took note of the results of the classroom observations.

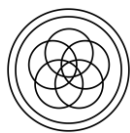
Ad 2) Evaluation of the student survey for the Summer Semester 2024/2025

No responses were submitted to the student survey, and no courses were evaluated. Given the small number of students, feedback is also provided directly during class.

Resolution No. 2/1/2026

The Study Programme Board noted the student survey results for the Summer Semester 2024/2025.





Ad 3) Amendments and proposals to course information sheets

The Study Programme Board received revised course information sheets for two courses and proposals for two new courses:

- a) **Advanced Methodology of Psychology I** – new course
- b) **Advanced Methodology of Psychology II** – new course
- c) **Advanced Qualitative Methods** – revisions to course completion requirements, course outline, learning outcomes, and literature
- d) **Advanced Quantitative Methods** – revisions to course completion requirements, course outline, learning outcomes, and literature

Rationale for revisions: The course literature and outlines of existing courses were updated to reflect current developments in the field. Revisions to assessment requirements were made in response to student feedback.

The proposal for two new courses responds to changes in the staffing of the doctoral programme and reflects current trends in psychological research methodology. The courses cover the entire research cycle – from research ethics, study design, working with literature, and Open Science principles (Advanced Methodology of Psychology I) to publication strategies, grant proposal writing, presentation skills, and building an academic career (Advanced Methodology of Psychology II). The aim is to systematically prepare doctoral students for independent research and successful careers in academia.

The Study Programme Board reviewed the revisions to the course information sheets and the information sheets for new courses. Subsequently, it voted on each course separately per rollam.

a) Advanced qualitative methods I

2. S návrhom nového informačného listu Advanced methodology of psychology I

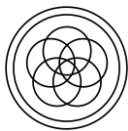
[Ďalšie podrobnosti](#)

● Súhlasim	6
● Nesúhlasim	0
● Zdržujem sa	0



Voting result: For: 6 | Against: 0 | Abstained: 0 | Did not vote at all: 1





b) Advanced qualitative methods II

3. S návrhom nového informačného listu Advanced methodology of psychology II

[Ďalšie podrobnosti](#)

• Súhlasim	6
• Nesúhlasim	0
• Zdržujem sa	0



Voting result: For: 6 | Against: 0 | Abstained: 0 | Did not vote at all: 1

c) Advanced qualitative methods

4. S návrhom úpravy informačného listu Advanced qualitative methods

[Ďalšie podrobnosti](#)

• Súhlasim	6
• Nesúhlasim	0
• Zdržujem sa	0



Voting result: For: 6 | Against: 0 | Abstained: 0 | Did not vote at all: 1

d) Advanced quantitative methods

5. S návrhom úpravy informačného listu Advanced quantitative methods

[Ďalšie podrobnosti](#)

• Súhlasim	6
• Nesúhlasim	0
• Zdržujem sa	0

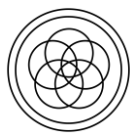


Voting result: For: 6 | Against: 0 | Abstained: 0 | Did not vote at all: 1

Resolution No. 3/1/2026

The Study Programme Board approved the proposed course information sheets for Advanced Methodology of Psychology I and Advanced Methodology of Psychology II, as well as the





revisions to the course information sheets for Advanced Qualitative Methods and Advanced Quantitative Methods. The Study Programme Board authorises the Programme Director to submit them for approval to the Accreditation Board of FSES CU.

Ad 4) Code of Practice for Doctoral Supervision

In response to feedback from external organizations, and in cooperation with Programme Director, the Director of the IAP and the Dean of FSES CU, we prepared the *Code of Practice for Doctoral Supervision*, which comprehensively regulates the rights and obligations of dissertation supervisors.

The document includes a definition of the supervisor, the rights and duties of the supervisor, principles of supervision and mentoring of doctoral candidates, and other provisions. The Code was supplemented with comments from members of the SPB and submitted for approval per rollam.

Code of Practice for Doctoral Supervision

6. So štatútom školiťelä doktorandského štúdia - doplnené o pripomienky

[Ďalšie podrobnosti](#)

● Súhlasím 6
● Nesúhlasím 0
● Zdržujem sa 0



Voting result: For: 6 | Against: 0 | Abstained: 0 | Did not vote at all: 1

Resolution No. 4/1/2026

The Study Programme Board approved the wording of the Code of Practice for Doctoral Supervision.

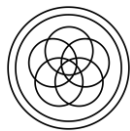
Code of Practice for Doctoral Supervision

Article 1 – Doctoral Supervisor

1) The supervisor provides primary support in the area of the doctoral student's professional activities and the topic of their dissertation, with the assumption that the supervisor is part of a broader network, such as doctoral schools or other parts of universities responsible for doctoral studies.

2) Supervisors may be persons holding the title or position of professor or associate professor who are internal employees of the training institution; or persons with an





equivalent academic title from a cooperating external institution, provided they meet the requirements for doctoral supervisors in terms of research and publication outputs and demonstrate their systematic growth, and are approved by the faculty's scientific board. Other distinguished experts with academic titles may serve as supervisors upon approval by the relevant scientific board of the faculty or university. For a specified part of the doctoral studies, a consultant may be assigned to the doctoral student, typically an external collaborator of the training institution. The Study Programme Board decides on their assignment to the dissertation upon the supervisor's proposal.

3) A supervisor supervises a maximum of 5 doctoral students simultaneously across all universities, and the total number of supervised undergraduate and doctoral students is maximum 15. Doctoral students with suspended studies are not included in these totals.

4) The supervisor supervises dissertations only in areas within their expertise to ensure sufficiently high-quality professional guidance of the dissertation. They therefore supervise theses close to the topic on which the supervisor themselves works, or theses using the same methodology and procedures.

5b) The supervisor supervises dissertations that are preferably part of grant schemes so that they can support their doctoral student with financial resources designated for conference participation or research contributions.

6) The supervisor must not be in a conflict of interest with the doctoral student, for example in a familial, romantic, or sexual relationship.

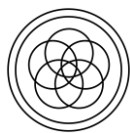
7) The supervisor demonstrates active research and creative activity, with the relevant period being the last 5 years, and undergoes regular evaluation. This evaluation concerns not only creative activity but also the supervision of final theses and supervisory duties in general.

8) The supervisor demonstrates a success rate higher than 50% among the doctoral students they supervise. When evaluating the supervisor, the coefficient of the ratio of enrolled to successfully graduated doctoral students within the standard length of study is considered, as well as feedback from doctoral students currently being supervised and those supervised in the past, and their career outcomes. Factors influencing the decision to terminate studies early are also taken into account, whereby personal reasons on the part of the student do not affect the supervisor's success rate.

9) The supervisor is integrated into the international research community in the area of the doctoral student's dissertation research and facilitates these contacts for the doctoral student for successful integration into the corresponding research or professional circles.

10) Supervision of doctoral students is part of the supervisor's job description and should be specified within the employment relationship with the faculty providing the accredited study programme or with an external educational institution based on a joint PhD provision agreement. If the supervisor is not an employee of the faculty, the rights and obligations of the supervisor towards the university must be described through another contractual relationship, for example a memorandum of cooperation between the university and the research institution where the supervisor works.





11) If the nature of the dissertation project and the discipline allow, it is appropriate for the doctoral student to also have a consultant. In line with international trends, it is also appropriate to support the establishment of supervisory teams or so-called doctoral schools.

12) In case of proven failure to fulfil duties, the supervisor may be removed by the relevant bodies responsible for the quality of the study programme. The process of removal or replacement of the supervisor is described in the relevant university regulations, which are published on the website so that anyone can consult them. The institution also has mechanisms in practice, such as a student study advisor, study counsellor, or other quality bodies that help resolve any disputes between the doctoral student and the supervisor.

Article 2 – Rights and Obligations of the Supervisor

1) The supervisor proposes a framework topic or thematic area for the dissertation. The topic is announced for admission proceedings after approval by the Study Programme Board.

2) In fields whose nature does not allow for the announcement of specific topics, and/or which assume that the applicant proposes the dissertation project themselves, this project proposal is consulted with the Programme Director of the Study Programme Board of the given institution and the prospective dissertation supervisor before submitting the application for study. During consultations, care is taken to ensure that the project is in line with the focus and professional background of the institution so that those who succeed in the admission procedure receive adequate support.

3) Within the framework topic or thematic area of the dissertation, the supervisor also presents a proposed timeline and milestones for the research work leading to the preparation of the dissertation, opportunities for involvement in an existing research team, and the funding outlook for the doctoral student, including support through grant schemes.

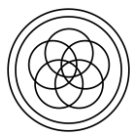
4) The admission procedure for doctoral studies is conducted as an open and transparent selection procedure for the position of researcher on the proposed dissertation topic. The supervisor participates in the admission procedure of applicants admitted to the topic they proposed. During the entrance examination, they comment on the proposal for the decision on admitting applicants to study under their supervision.

5) The admission procedure for doctoral studies is conducted as an open and transparent selection procedure for the position of doctoral student at the given institution or field. Within the available capacity depending on the financial and personnel background of the institution, those applicants whose project is evaluated by the admission committee as the highest quality and most promising are admitted.

6) By accepting a doctoral student, the supervisor declares sufficient time availability for their responsible supervision.

7) The supervisor cooperates with the doctoral student on finalising the research plan and timeline and creating the individual study plan.





8) The supervisor, in cooperation with each supervised doctoral student, organises personal or online consultations on the dissertation at least twice a month, in a total scope of at least 40 hours per year. For supervising doctoral students in the external form of study, the volume of consultations is adjusted accordingly.

9) The supervisor, in agreement with the doctoral student, proposes a consultant, jointly sets up the form of cooperation and the delineation of competencies.

10) The supervisor adheres to the strictest ethical and moral standards. These standards are specified in the institution's Code of Ethics and concern not only interpersonal relationships and the supervision of students and teams, but also publication ethics.

11) The supervisor has the duty to prevent conflicts of interest with the doctoral students they supervise. In the event that such a situation arises anyway, the supervisor has the responsibility to resolve it in a way that minimally affects the students. Sexual or other gender-based harassment or violence and the initiation or maintenance of close relationships between the supervisor and doctoral students they supervise is unacceptable.

12) The supervisor may be a co-author of the doctoral student's work results during the study period, but always in proportion to their creative contribution. The supervisor supports the doctoral student in publishing first-author outputs.

13) From the start of studies, the supervisor provides the doctoral student with information about future career opportunities after completing doctoral studies, both in academic settings and beyond, and supports them in developing the competencies needed for this.

14) All supervisors undergo continuous education and competency training. These competencies include, for example, creating supervision plans, as well as managerial and communication skills focusing on providing constructive feedback and preventing risky situations. These courses are provided by the university. Persons who have not yet supervised any doctoral students and are newly becoming supervisors are entitled to training of at least 12 hours and must complete it before the doctoral student begins their studies.

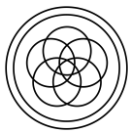
15) The supervisor participates in the monitoring of study progress, which is ensured annually by the Study Programme Board in accordance with the Comenius University Study Regulations and quality standards for the study programme, and in the defence of dissertations of all their supervised doctoral students, including the non-public deliberation of the committee on the outcome of the defence.

16) The supervisor makes every effort to ensure that supervised doctoral students successfully complete their studies within the standard study period and takes care to limit unnecessary extension of the study period.

17) In fulfilling all obligations towards supervised doctoral students, the supervisor has the right to adequate support from the faculty and university.

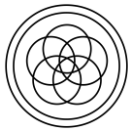
Article 3 – Principles of Doctoral Supervision





- 1) In developing the dissertation project, the doctoral student, supervisor, and any consultant are partners. The quality and success of studies, research, and creative activity is their shared responsibility.
- 2) The supervisor monitors the progress of dissertation research and provides both professional and managerial support. They ensure the feasibility of set goals and help in achieving them.
- 3) The supervisor communicates with the doctoral student not only on professional matters but also on opportunities for personal development. In case of personal problems, such as health issues including mental health, caring for a close person, that disrupt work on the dissertation project, the doctoral student and supervisor, in cooperation with other university bodies, seek possible solutions.
- 4) The supervisor's approach reflects the individual situation and needs of the doctoral student to the maximum extent possible. They particularly consider the situation of students with specific needs and students from abroad, for whom integration into a new environment can be very challenging.
- 5) The supervisor, in cooperation with the university, develops the doctoral student's competencies in independent research work, in publishing and presenting research results. Although it is desirable to guide doctoral students in submitting grant applications and provide them with support in this, the funding of the dissertation project should not be the private concern of the doctoral student. The question of the doctoral student's income and the method of funding dissertation research are transparently discussed before admission to study.
- 6) The supervisor, in cooperation with the university, familiarises the doctoral student with the rules of academic integrity and ensures that these principles are observed during work on the dissertation research, in teaching, and in other relevant situations.
- 7) The supervisor actively involves all their doctoral students in the academic community of the given field, both within the institution and internationally. They enable them to establish contacts and support them in collaboration with colleagues from abroad, including interdisciplinary collaboration at the given university and beyond.
- 8) The supervisor actively supports the doctoral student in collaboration with other doctoral students, other students, and academic staff, thereby developing their competencies for teamwork.
- 9) Where relevant with regard to the field and topic of the dissertation, the supervisor supports supervised doctoral students in collaboration with the application sphere and in the transfer of knowledge to practice and helps them create suitable opportunities for this.
- 10) The supervisor consults methods of supervising doctoral students with other colleagues through intervision.
- 11) The supervisor provides the doctoral student with regular constructive feedback.
- 12) The supervisor actively seeks and accepts feedback from doctoral students within a safe environment for them.





13) The supervisor actively seeks and accepts feedback from other supervisors at the institution, especially from the PhD Programme Director.

14) In case of uncertainties or problems during dissertation supervision, the student first communicates directly with the supervisor (ideally by email). The supervisor responds within three working days. If necessary, the student may escalate the issue progressively through the study advisor, the Programme Director, and subsequently the Director of Institute.

15) Feedback on supervisors may also be submitted through the student representative on the Study Programme Board for the third degree of study.

16) The doctoral student may request a change of supervisor via the form available on the website <https://fses.uniba.sk/studium/tlaciva-a-legislativa/>

Article 4 – Additional Provisions

1) Information about the number of doctoral students currently supervised by the supervisor and information about the success rate of doctoral students supervised by them to date is publicly available.

2) For resolving potential conflict situations between doctoral students or between a doctoral student and supervisor, the university has established a transparent procedure for supervisor replacement within the university's internal regulations.

3) During suspension of studies, the supervisor remains in active contact with the doctoral student regarding the planned return, timeline, and developments in the research area.

