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REPORT

**on the results of an independent evaluation of the main professional
educational programme of higher education
45.04.02 “Linguistics. Translation and translation studies”
at 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 *Linguistics. Translation and translation studies* is implemented within the field of study 45.00.00 *Language Studies and Literary Studies* by the Department of Translation Theory and Practice of the Humanitarian Institute of the NCFU and leads to the award of the master qualification. Serebryakova S.V., the Head of the Department of Translation Theory and Practice, runs the programme.

An independent external assessment of the educational programme has been conducted by the AKKORK expert Vera A. Mityaguina from 08.11.2016 until 11.11.2016.

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

Analysis of the role and place of the programme:

Analysis of the labour market is presented on the website of the Stavropol department of the Federal State Statistics Service. The need for graduates of the program "Translation and Translation Studies" is characterized as high on the basis of these data. If the largest employers' demand of the Stavropol Territory for qualified personnel in the field of education was about 9 thousand people in 2014, an increase was outlined of 10% in 2016.

In the Stavropol region the programme 45.04.02 «Linguistics» along with the FSAEI HE the North-Caucasus Federal University is carried out by the Pyatigorsk State University (Pyatigorsk) (4,500 students and about 2,000 participants of the continuous education system). However, the programme "Translation and translation studies" in that university is not taught.

The number of vacant positions in organizations in the education sector in June, 2016 was 85 663 people.

The need for such personnel is justified by opinion of potential employers and peculiarities of regional labour market associated with the activities of large companies building productive relationships with foreign partners. It is also justified by the functioning of industrial enterprises of Stavropol, Nevinnomyssk and Pyatigorsk.

The NCFU has concluded a cooperation agreement with the Ministry of Labour and Social Protection of the Stavropol Territory (No. 1 of February 2nd, 2014).

The demand for graduates in the labour market is marked also by recruitment and hr agencies Super Job (www.superjob.ru) and Head Hunter (www.hh.ru).

The program "Translation and translation studies" (field of study 45.04.02 "Linguistics") is not taught in other Stavropol region universities. The proportion of graduates of the NCFU is 100%.

Analysis of information indicators

Statistical data for 2013-2016 showing how long for the graduates of the programme it took to find a job and start working on a specialty, is analysed on the basis of 2014, 2015 and 2016 graduation years in the field of study 45.04.02 "Linguistics", on the profile "Translation and translation studies":

- Total number of graduates - 24 people, among them:
- 75% - employed in the region,
- 16% - continue their education in post-graduate school,
- 4% - maternity leave,

All graduates are working and residing within the region. The Department of Translation Theory and Practice supports communication with alumni, some of which act as heads of practice, employers and experts.

Graduates of 2016 study year.

- 45.04.02 Linguistics, "Translation and translation studies": total number of graduates – 10, employed in the region – 8,
- who works in specialty - 7.
- 1 person is employed in other specialty.
- who continue postgraduate studies - 2.

There is no unemployed graduates in this profile.

Total positive feedback on the work of graduates in 2016 - 5 (60%).

Data on the educational programme 45.04.02 "Linguistics", the profile "Translation and translation studies" is analyzed based on the graduation in 2016:

- 8 persons (80%) are employed,
- 2 persons (20%) continue their education in post-graduate school.

Many students come specifically for the master's program for further training, being engaged in the fields of linguistics and translation, which indicates the full compliance with the program career expectations.

The proportion of students of the educational programme 45.04.02 "Linguistics" on the profile "Translation and translation studies", combining training in high school with work in the field of the specialty, during the analyzed period is high. This is due to the fact that many specialists and bachelors, having started their work, wish to enhance professional competence and to provide career growth, consciously choosing a master's programme. So, all 7 persons (100%) among the graduated masters of 2014, 4 of 7 persons (57%) in 2015, 6 of 10 masters (60%) in 2016 combined study and work in the field of study 45.04.02 "Linguistics" on the profile "Translation and translation studies".

Additional information

The interview with the working graduates reaffirmed that after graduation the job can be found less than in two months. The graduates tend to work as teachers of foreign languages in private and public institutions, and as translators for private companies.

The surveyed graduates already have experience of 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 terms of their career and postgraduate academic development.

SUMMARY OF THE PROGRAMME

Strengths of the programme

The applicability of the master's programme "Translation and translation studies" in the field of study "Linguistics" is justified by the labour market needs in the North Caucasian Federal District, the innovative trends in the economic development of the region, and the demand for graduates in the labour market: according to statistics, 80% are employed in their specialty, 20% continue their education in graduate school. The content of the programme and the process of its implementation are characterized by the active participation of employers.

Most of them act as strategic university partners and have signed long-term cooperation agreements: JSC Concern "Energomera", JSC "Monocrystal", the "Lex" translation bureau, Travel international agency "Skalsa", LLC "TOUR Hotel", LLC "Nuance", non-state educational institution English House.

The employers are actively involved in the development of the programme, in the implementation of the educational process, acted as teachers of a number of disciplines and practices, provided by the curriculum. The share of the teaching material agreed with key partners from the labour market at the time of the assessment was 65%. The surveys of employers, conducted in the framework of the on-site visit, and familiarity with the letters of the review showed that the graduates of the main educational programme is highly appreciated by the employers. 80% of employers' reviews are positive.

Students of Master's programme have the internship in various enterprises of the city and the region in order to consolidate and activate general professional and professional competencies that allows future translators to successfully solve different tasks. The share of students who have received an invitation to work on the basis of practice in 2016 is 5 people (50%).

The applied educational technology, as well as methods of preparation and holding of the main types of studies adequately provide the content of training courses and contribute to the achievement of the stated objectives of the programme. In the educational process the active (interactive) forms of holding classes are used such as: business games, seminars, discussions, lectures, presentations, problem lectures and others. The share of classes in the interactive form, including in the form of trainings, is about 40% of the total classroom hours.

The level of development of e-learning technologies in the university allows to use fully new techniques to improve the quality and accessibility of education on the programme level, which is reflected in the educational portal "Electronic Campus of the NCFU". In the buildings of the University there is the zone of free wireless Wi-Fi Internet access. The specialized classrooms equipped with multimedia and interactive technology for conducting lectures and seminars are deployed, organising webinars and multipoint videoconferences with branches and partners of the University.

The university has an access to digital (electronic) library providing access to professional databases, information reference and search systems, as well as other information resources: electronic library system "University Library Online", ELS "Lan", SCOPUS international abstracts database, search platform Web of Science, OPAC "Folio" of the NCFU. The share of educational programs implemented by using e-learning platforms and tools, is 100%.

The teaching staff, whose qualification allows to organise the educational process using approved technologies and methods of educational activities are involved to the learning process. 100% of professors have certificates of conformity to the requirements of professional industry standards and qualifications framework (diplomas of candidates and Ph.D., associate professors and professor diplomas, certificates of advanced training certificates). The teaching staff of the department regularly hold trainings on the basis of scientific and educational centres in Russia and abroad.

It should be noted, first of all, the integration of the master's programme to the international scientific context, as evidenced by the successful implementation of scientific projects of Professor

Serebryakova S.V. and Assoc. prof. Milostivaya A.I. in the Institute of Translation, Linguistics and Cultural Studies of Mainz University named after J. Gutenberg (Germany), under the results of which the articles indexed in Scopus were published. In addition, the positive point is the successful implementation of research projects with external financing by the leading domestic and foreign scientific funds (the Federal Target Programme "Research and scientific-pedagogical personnel of innovative Russia", the Russian Humanitarian Science Foundation, the grant of the Russian President, the European Community Mobility Programme Aurora).

The material and technical base meets licensing standards and allows to train personnel with higher education in the field of «Linguistics».

The library collection is completed by printed and / or electronic publications of the main textbooks in the disciplines of basic and variable parts for the last 5 years.

The financial resources of the programme allow to provide the learning process with teachers and staff, whose level of skills and competencies are sufficient to achieve the appropriate learning outcomes of the prospective student.

Weaknesses of the programme

During the development of the programme content and the ways of its realization the requests of the regional and local labour markets, economic sectors, oriented to the foreign trade are not always adequately taken into account in the practice-oriented programmes of disciplines. The profile of the programme only requires the introduction of translation and undergraduate practices. In the content of research it is necessary to provide priority of specialized translation skills realization.

The assessment tools of the disciplines are lack of technologies (role games, business games, design technology, case tasks), aimed at the formation of professional competence in the field of translation.

The role of employers in the development of the study programme of the discipline is not specified - both developers and reviewers. The study programmes implemented with the use of e-learning tools are not always clearly defined.

In terms of scientific activity the weakness of the analyzed Master's programme is funded by the lack of financed research in the form of economic agreements on the part of enterprises in the city and region, as well as organisations of employers paying salaries for professors who implement a master's programme, and master's students.

In addition, the results of the scientific activity of professors implementing the master's programme, could be presented in a larger number of publications in international journals, including the top-rated first or second quartile for databases as Web of Science Core Collection and Scopus.

In general it is important to highlight the following weaknesses of the programme:

- the absence of the rooms, equipped with the necessary technical means for training different types of interpretation;
- insufficient involvement of employers in the preparation of final qualifying work as supervisors, reviewers and co-heads;
- lack of active involvement of students in the development of teaching materials in the implementation of educational programme, and in the problems of improving the organisation and management of the educational process;
- not regular monitoring of the satisfaction of the faculty of career opportunities;
- not provided information about the study of dynamics of the average salary of graduates;
- the absence of additional sources of funding for the programme (small innovative enterprises, research economic agreements with companies and others);
- the absence of page of the Master's program graduates "Translation and translation studies" (45.04.02 "Linguistics") in social networks.

Recommendations

As recommendations for the organisation of scientific activity of professors and students it should be noted the need to enter into a greater number of economic agreements with specialized companies to perform research work with specified payment.

It seems appropriate to increase the number of applications to various scientific funds with the participation of graduate students, to encourage students to participate in competitions of scientific works of the regional and nationwide level in order to strengthen analytical and research competencies of graduates.

The practice-oriented programmes of the disciplines should take into to a greater extent account the requests of regional and local labour markets, economic sectors, oriented to foreign trade. It is necessary to strengthen the specialisation of the programme by entering the translation and pre-diploma practice and to provide the implementation of specialized translation competences in the scientific research content, as well as to expand the list of bases for passing practices by multinational companies and companies with international participation, which will significantly improve the quality of training and the level of graduates demand on international level.

It is better to define more clearly the academic programmes implemented with the use of e-learning tools.

It is advisable to equip the classrooms of learning various kinds of interpretation with the necessary technical means.

The assessment tools of the disciplines is recommended to increase the number of technologies (role games, business games, design technology, case tasks), aimed at the formation of professional competence in the field of translation.

It is advisable to more specifically indicate the role of employers in the development of the study programmes - both developers and reviewers.

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

It is advisable to increase the involvement of employers in the preparation of graduate qualification works as supervisors, reviewers and co-heads of work.

To activate processes aimed at obtaining additional funding for the programme in order to further develop the programme.

To pay more attention to the use of the new educational technologies, the spread of e-learning formats, online teaching.

It recommended to attract students to the development of the teaching materials during the implementation of the educational programmes more actively through surveys and round tables and to problem solving to improve the organisation of educational process.

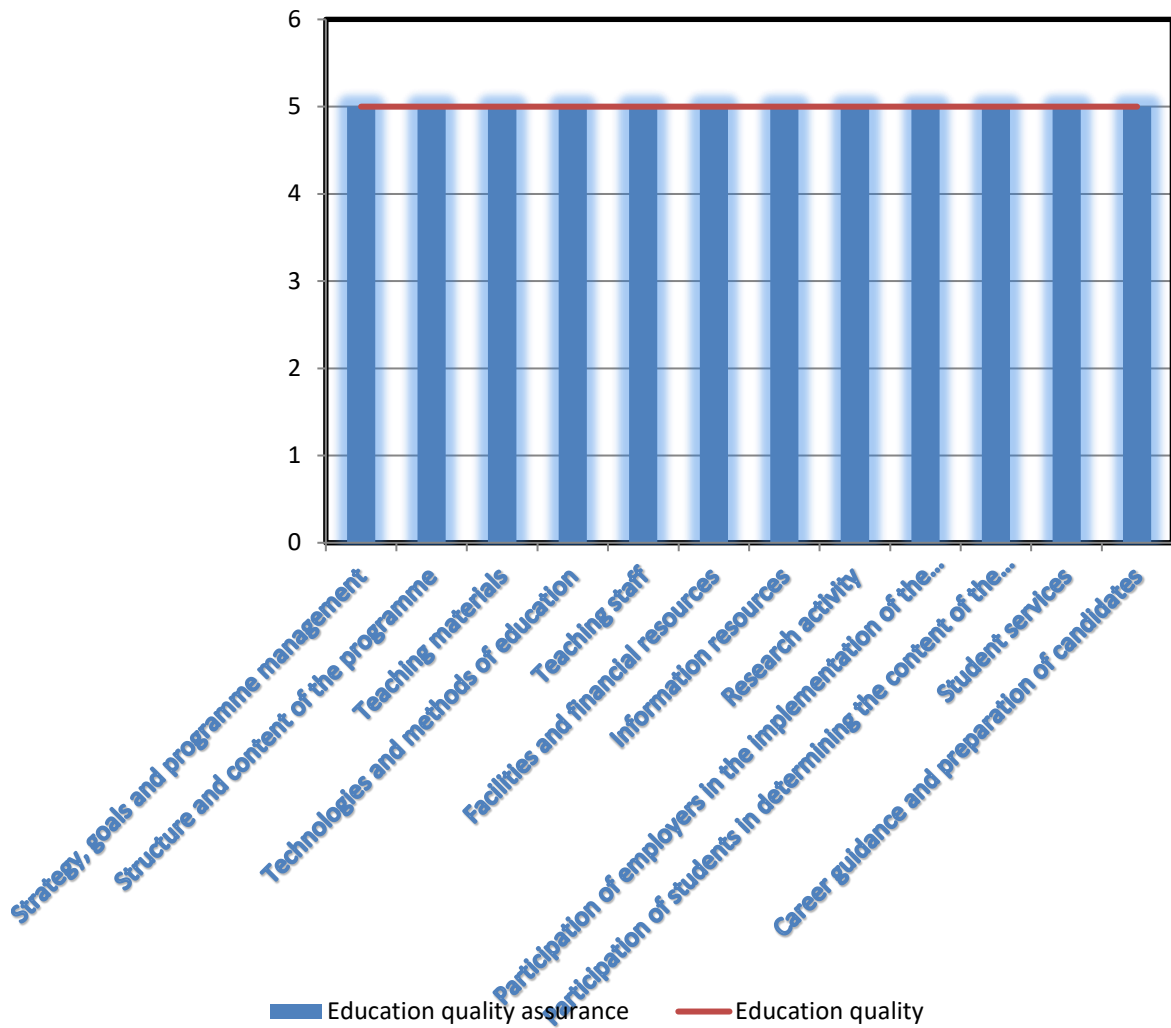
The effective form of communication with the translators-graduates of the master's programme "Translation and translation studies" (45.04.02 "Linguistics"), many of whom work as freelancers, can be considered the graduates' page of the administering department account in social networks, which would help to improve the employment opportunities and to establish an exchange of experience.

Profile for learning outcomes assessment and quality assurance of education

No	Criterion	Mark	
<i>I</i>	<i>Quality of education outcomes:</i>		
	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>Quality Assurance:</i>		
	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.	Physical facilities and financial resources	5
	7.	Informational resources	5
	8.	Research activities	5
	9.	Participation of employers in the implementation of educational programmes	5
	10.	Participation of students in determining the content of the programme	5
	11.	Students' services	5
12.	Career guidance and preparation of applicants	5	

Profile of learning outcomes assessment and quality assurance of education



QUALITY OF LEARNING OUTCOMES

Direct assessment of competence

In the process of the on-site visit the direct assessment of competences of the graduate students was carried out. There the students of 2 study year took part, consisting of 7 people, representing 100% of the graduating class. During the direct assessment procedure the measurement and control materials were used, developed by the educational institution, as these materials were considered valid by the Expert.

To assess the competencies formed the Expert chose the following:

Formation of GPC-12, 15, 20, 21, PC-47 is happening since 2014 (Appendix 3).

- possession of modern scientific conceptual apparatus, the capacity for the system representation of the dynamics of the chosen field of scientific and professional activity (GPC-12);

- ability to organize and integrate knowledge from different fields of professional activity and be able to creatively use and develop this knowledge in during the solution of professional tasks (GPC-15);

- readiness to use modern technologies of collection, processing and interpretation of experimental data (GPC-20);

- ability adapt to new conditions of activities to creatively use the acquired knowledge, skills and competencies beyond the narrow professional sphere (GPC-21)

- possession of skills to organize research and design work (PC-47)

During the procedure of the direct assessment of competencies the Expert used the control test on the History and Theory of Translation.

On the results of the direct assessment of competencies the Expert evidenced the high level of competencies formed - 100%.

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%	+		

Assessing the quality of education the Expert familiarized with 5 (number) of graduate qualification works, which made up 50% of the final works of the last year in this area. The Expert concluded that the analysed works comply with all the requirements stated below:

GRADUATE QUALIFICATION WORKS

No	Objects of assessment	Comments of the expert
1.	Subject of graduate qualification work corresponds to the direction of training and modern level of science, technology and (or) software technology.	100% The analysis of the topics of master's theses indicates the interest of employers in doing research with an applied nature and practical value. There are master's thesis, performed at the request of enterprises and organisations of the city and region.
2.	Tasks and contents of graduate qualification work are aimed at confirmation of graduate competences.	Topics of graduate qualification works are agreed 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 the graduate qualification work.	During practice the students perform professional tasks, complete their knowledge and skills, and improve the necessary competencies.

4.	Subject of graduate qualification work is defined by demands of industrial organisations and tasks of experimental activities solved by faculty of the institution.	It should be noted that every year the share of the graduation qualification works, made at the request of companies, is at least 80%: Graduation of 2014 study year – 100 % Graduation of 2015 study year – 100% Graduation of 2016 study year - 80%
5.	The results of graduate qualification work find practical application in the workplace.	The results of works carried out at the request of representatives of small and medium-sized businesses, are transferred for use in the production process. On average, the number of such works is 50% of all performed by request of organisations and enterprises.
6.	Utilization rate of the results of research activities of the department, faculty, and third-party research and production and / or research organisations when performing independent research parts in the graduate qualification work.	100%

Conclusions and recommendations of the Expert

Conclusions

- insufficient involvement of employers in the preparation of final qualifying work as supervisors, reviewers and co-heads;
- lack of active involvement of students in the development of teaching materials in the implementation of educational programme, and in the problems of improving the organisation and management of the educational process;
- not regular monitoring of the satisfaction of the faculty of career opportunities;
- not provided information about the study of dynamics of the average salary of graduates;
- the absence of additional sources of funding for the programme (small innovative enterprises, research economic agreements with companies and others);

Recommendations

It is advisable to more specifically indicate the role of employers in the development of the study programmes - both developers and reviewers. To offer strategic partners from foreign universities to conduct online lectures on selected modules of the curriculum subjects in a foreign language. It is advisable to increase the involvement of employers in the preparation of graduate qualification works as supervisors, reviewers and co-heads of work.

To activate processes aimed at obtaining additional funding for the programme in order to further develop the programme.

To pay more attention to the use of the new educational technologies, the spread of e-learning formats, online teaching.

Additional information

As a result of questioning of students the data was presented by the educational institution that were tested by the Expert during the on-site visit. The data presented by the university was confirmed by the Expert as a result of on-site visit.

QUALITY ASSURANCE OF EDUCATION

1. Strategy, goals and programme management

Evaluation of criteria: Excellent

Strengths of the programme

The programme development strategy correlates with the dynamics of the regional labour market demand for specialists of this area (experts in the field of computational linguistics, and linguodidactics, automated text processing, forensic linguistic examination of the text, machine translation, cross-cultural communication, business correspondence in a foreign language). The needs of the regional labour market in competitive conditions are predicted with the direct participation of the leading employers in these kinds of activities in the region (the Chamber of Commerce of the Stavropol Territory, the Ministry of Economic Development of the Stavropol Region, JSC "Energomera", educational institutions in Stavropol). The development of the programme also correlates with positive European practices to form the content of similar master's degree programmes, which is achieved due to the close academic cooperation in the framework of the master's programme with the University of York (UK).

Recommendations

- 1) In the programmes of practice-oriented disciplines it is advisable to take better account of regional needs and requests of local labour markets, economic sectors, oriented to foreign trade.
- 2) It is necessary to strengthen the specialization of the programme by entering only the translation practice and pre-degree practice.

Additional information

The strategic plan for the development of the programme covers the period from 2012 to 2021. It is aimed at innovation in methodology and teaching. As stated by the Rector of the open event, the innovation and development are a priority for the North Caucasus Federal University. Indeed, the NCFU 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, as explained by the Director of the Institute for Humanities of the NCFU, at some points, but always in accordance with the federal law, more and more importance is paid to educational rather than professional federal standards to ensure the level of competence of students.

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

During the on-site visit, the Expert conducted interviews with students, faculty, and staff and received data that allowed the Expert to conclude the objectivity of the data mentioned in the report and to recommend minor changes and improvements on specific criteria (see. above).

2. The structure and content of the programme

Evaluation of criteria: Excellent

Strengths of the programme

The content of the educational programme is built so that the subjects of the curriculum are selected in view of educational and work practices of master students within the normative study

period. There are also a number of sessions, workshops, meetings, round tables, scientific conferences, conferences on the results of the practices conducting with employers.

The structure and content of the programme in the field of study 45.04.02 "Linguistics" include holding workshops.

5 workshops with the participation of guest professors were conducted in 2015-2016 academic year.

The organisation of educational process in the field of master's training 45.04.02 "Linguistics" meets the FSES HE in the field of 45.04.02 "Linguistics". All training and methodological support of the programme is built in accordance with the types of training sessions and educational works, being in full compliance with the content areas of training programs 45.04.02 "Linguistics" and includes all academic disciplines necessary for the formation of the stated competencies. The work practices contribute to the formation of practical skills required to be achieved by the graduate of the master's programme.

The curriculum of each discipline (module) in the field of 45.04.02 "Linguistics" clearly defines learning outcomes in relation to master the knowledge and skills and to acquire competencies in the whole educational programme based on the master's programme "Translation and translation studies". Each programme has a list of expected results for the discipline (module), correlated with the results of the planned development of an educational programme.

Additional information

The Master's programme "Translation and translation studies" exists since 2011. The number of credits - 120, duration: 2 years, 4 semesters. The minimum number of credits per student and semester is 30.

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

The programme actually comply with the 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 undergraduate programme. Students entering the Master's degree programme who have not received a Bachelor's degree in linguistics and foreign language, must pass an additional test to evaluate their level of knowledge of a foreign language.

There are special admission requirements for international students who should prove the skills and knowledge of the Russian language before they arrive on the academic programmes.

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

The main training mode requires the full-time presence of students in the classroom, but students and teachers have the possibility to communicate online via email and local e-campus platform. Diligent students having problems with the lessons attending are allowed not to attend classroom courses. They have to apply for this service and receive approval from the supervisors.

The quota of students (20 budget places in relation to the bachelor degree programme and 6 or 7 in the framework of master's degree programmes) corresponds to the number of working professors of the departments: the Faculty of Linguistics and Didactics, the Faculty of Romano-Germanic Philology and Intercultural Communication and the Faculty of Theory and Practice of Translation. With a large number of students entering the program, the number of students in 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 in the course of the on-site visit, the

premises of the educational institution clearly support tasks of the University and satisfy the needs of the students.

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

During the on-site visit, the Expert met with students and alumni of the evaluated programme. One of the issues discussed was about matching the structure and content of the programme to the expectations of the consumers of the programmes – the students themselves. According to the results of the interview the Expert concludes that the satisfaction of students and graduates with the structure and content of the programme is maximum.

3. Teaching materials

Evaluation of criteria: Excellent

Strengths of the programme

The staff of the departments that train graduates of the educational programme, as well as students, alumni, representatives of professional associations are involved in the development of all the teaching materials. The final edition of the main educational programme is signed by the Heads of departments and representatives of organisations - employers, considered at the Academic Council of the Institute, teaching university council and approved by the Vice-Rector for Academic Affairs. After the approval of the study plan the development of the main educational programme and all its applications starts, including - curricula, programmes of State Final Examination, practices, etc.

The employers participate in the preparation of study programmes, practices, and guidelines for seminars, workshops and materials for independent work. In addition, the employers are present at the faculty meetings, where the issues on the approval or adjustment of teaching materials, recommendations for teaching materials publication. The employers are customers of the graduate qualification works, perform as external reviewers of the graduate qualification works. In the development and updating of the study programmes the opinion of employers and partners in the departments helping with students practice organisation is important. To this end, at faculty meetings propositions of the employers about the content of the curriculum, elective courses and practice programmes are heard.

Such interaction of the administering department with employers ensures continuity of theoretical knowledge and practical skills in the preparation of students.

Thirdly, employers act as external reviewers of the teaching materials developed by the teaching staff. Students also have the opportunity to influence the process of developing and updating the teaching materials through submission of bids directly to the administering departments from the part of the student community, through memos and statements addressed to the Deputy Director for Academic Affairs of the Institute for Humanities, through the decision of the Board of the student government.

Recommendations

Some training manuals need to be updated, it is desirable to use a non-adapted (authentic) materials for language learning, as well as to use active combination of textbooks with authentic materials.

Additional information

During the on-site visit, the Expert acquainted with the teaching materials developed by the educational institution. The Expert concludes about the high quality of the teaching materials and their full compliance with the FSES HE.

During the on-site visit the Expert analysed the measurement and control materials, which are used by the educational institution for the ongoing monitoring of the progress. It allowed the Expert to make conclusion of the high quality of the teaching materials and their full compliance with the FSES HE.

By the results of the questionnaire submitted by the educational institution, the results of which were confirmed during the on-site visit, the most students think that their opinion is taken into account in the drafting and updating of the teaching materials.

4. Technologies and techniques of educational activities

Evaluation of criteria: Excellent

Strengths of the programme

The applied educational technology, as well as methods of preparation and holding of the main types of studies adequately show the content of training courses and contribute to the achievement of the stated objectives of the programme. The use of educational technologies and techniques is regulated by the internal standards.

It is now possible to talk about the full implementation of the following types of educational technologies in the University: integrated education technology and technology face-to-face. And the priority of the university is the development and subsequent implementation of distance learning technologies, the individual elements of which is gradually put into effect.

It should be noted that in the NCFU more regularly uses the integrated training technologies (different options of connection of educational technologies of different groups), rather than taken separately the e-learning and face-to-face technologies.

In the educational process the active (interactive) forms of holding classes are used: role and business games, colloquiums, seminars, discussions, lectures, presentations, and problem lectures and others. Due to attraction of such a variety of different technologies and techniques it is possible to completely disclose the content of training courses and to form the claimed competence.

Due to the fact that professional disciplines are designed to generate in students a set of professional competencies, their list and the content is the result of long and painstaking work of professors and associate professors of the Institute for Humanities of the NCFU. The author courses of the educational programme are aimed to the current development of students' professional skills. Attending by the professors lectures of each other helps to increase the level of lectures and practical classes.

The technologies and techniques used in the educational process, are reflected in the study programmes of the disciplines of the curriculum.

The results of the development of each discipline should be read in conjunction with others, because they are all aimed at achieving a common goal - to develop the necessary competencies. The technologies and techniques used in the educational process, accompanied by the following teaching materials:

- Training modules;
- Teaching aids;
- Lectures;
- Programmes of practices;
- Guidelines for implementation of term papers and graduate works;
- Guidelines and tasks for the practical training, laboratory work (workshops);
- Methodical recommendations to conduct independent work of students;
- Workshops of pedagogical practices heads;
- Diaries of students practices.

The interdisciplinary state examination programmes in the field of study are in the development phase, since for them there was no graduation yet.

In developing the teaching materials, the opinion of employers and students is taken into account, as evidenced by, for example, the results of the survey of students. All proposals from employers and students are brought to the discussion and provided their appropriateness the programme shall be amended accordingly.

The teaching staff of the University hold regular work to improve the teaching materials used in the educational process. The adjustment process is monitored through the guidance of a

teaching management. The development of the teaching materials is included in the remuneration system of the teaching staff and is encouraged by bonuses to the wage.

During cameral analysis of the self-assessment report, analysis of the curriculum and class schedules, the Expert determined that the share of employment in an interactive way for the whole programme is **40%**. In the course of the on-site visit the teaching materials of five subjects were studied. The data about the classes held in an interactive manner in the context of the studied teaching materials is presented below. On the basis of this data the Expert concludes about the full compliance of the technologies and methods of educational activities to the modern requirements of training specialists in the main professional educational programme.

Recommendations

To think through the mechanisms of interaction with foreign students, so that the students of the NCFU could improve the oral skills of the language they learn.

5. Teaching staff

Evaluation of criteria: Excellent

Strengths of the programme

The recruitment of teaching staff of the department is carried out in accordance with the Regulations on the procedure for the replacement of posts of scientific and teaching staff in higher education of the Russian Federation under an employment contract with the preliminary passage of competitive selection.

Specific terms of the employment contract shall be established by the agreement between the parties taking into account the opinion of the Academic Council of the University. The conclusion of an employment contract precedes the applicants contest. Before the expiry of the election in the competition, or during the term of a temporary employment contract in order to confirm the suitability of an employee to the position the examination of a scientific and pedagogical employee can be carried out.

To the educational process the personnel which qualification allows to implement the educational process using approved technologies and methods of educational activities is involved. To the learning process the teaching staff, passed the competitive selection, is involved for the term up to 5 years. During the competitive selection of the teaching staff the results of scientific, educational and methodical, organizational and methodical, innovation activity are taken into account as well as the improvement of professional skills in accordance with the requirements of the University.

16 people, including 3 Doctors of Sciences, Professors, 12 Associate Professors participate in the educational process in the field of study 45.04.02 "Linguistics", Master's programme "Translation and translation studies".

For three years the entire teaching staff passed further trainings, internships forming skills to use approved technologies and techniques.

100% of professors in the main educational programme have basic education and fit the profile of the subjects taught.

93% of staff, full-time and adjunct professors implementing the main educational programme in the field of study 45.04.02 "Linguistics" have the degrees.

100% of full-time professors of the educational programme are involved in research and / or scientific-methodical activity, creative activity.

Recommendations

To increase the number of international faculty mobility programmes 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 is relevant and reliable.

6. Material and technical and financial resources

Evaluation of criteria: Excellent

Strengths of the programme

The programme uses 16 classrooms, three of which are for 100 seats, 1 for 50 seats, 6 for 25 seats, 2 for 15 seats, 4 language laboratories.

The Master's programme in the field of study Linguistics "Translation and Translation Studies" has the necessary set of educational and scientific laboratories: classrooms No.411, 405, 401 in educational building No 1, classrooms 324, 318 in educational building No.2 are equipped with a stationary video projector and have multimedia equipment necessary for the demonstration of teaching materials. The classrooms of the Institute have an interactive whiteboard (classrooms 318, 324, Bld. 2) allowing to significantly improve the technological support activities. The Departments have an access to the Internet, permanent electronic mailboxes with established interaction thereby mutual exchange of information through the Internet are established with the philological and linguistic faculties and universities of Russia and the Southern Federal District (Moscow State University, Voronezh State University, Volgograd State University, Tomsk State University, Kuban State University, Rostov State University, Adygea State University, Voronezh State Pedagogical University, Moscow State Pedagogical University, Russian State Pedagogical University n.a. Herzen, the Ural State University, Altai State University and etc.). The professors continually monitor official governmental and educational sites, educate and advise master students remotely. The Institute and its structural divisions have personal pages on the site of the NCFU.

The electronic data banks are presented at the floors of the main building of the university, where everybody can see the schedule of classes, faculty, structural units of the Institute. The museums exposure of the Faculty are also represented in the electronic data bank.

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

The screens on each floor continually broadcast news and general educational programmes that allows master's students and teachers of the Faculty to keep themselves up-to-date.

All current documentation relating to work of the institute and faculties is formed by Electronic Informational Automatic Management System (e-IAMS), which significantly simplifies the process of formation and analysis of documents.

There are electronic whiteboards implemented in education activities by means of which the mastering of a subject occurs in a media format.

The students use university computer lab services (Rm. 324 Bldg. 2), equipped with 14 computers. The University provides for master students and teachers the opportunity to enter into a global network of Internet. There is a free access for users (master students and professors) in computer classes to work on a schedule and after hours (on schedule of a computer class for independent work). The master students and teachers of the department work in computer classrooms of public access (Rm. 120,125, Bldg. 1) and in the Fundamental Scientific Library (60 places). The display time per a master student per year is 108 hours, which exceeds the minimum standard provided by the Federal state educational standards.

In general, the dimensions of specialized classrooms and amount of specialized technical equipment increase annually.

The administering departments and research laboratories are equipped with modern computers and copying equipment (computers, scanners, printers), have Internet access and are included in the university local network.

This analysis allows to conclude that the material and technical basis corresponds the licensing standards and allows to prepare the staff with higher professional education in the field of study "Linguistics".

50% of the classrooms are equipped with the resources (including modern software products), providing access to the information necessary for the effective activity of participants in the educational process. Preparation of students is carried out in the building No.1 at the address: Stavropol, st. Pushkin, 1, 2. The Institute is located in a separate four-storey building, where there are the departments of the institute, classrooms, and computer labs with enough number of PCs.

It should be noted that these facilities are adapted for disabled people (for whom there is an access to education), and that the new facilities in another building will be used as soon as possible.

The financial support of the programmes is regulated by the following:

1) Development Programme of the federal state autonomous educational institution of higher education "North-Caucasian Federal University" for 2012 - 2021 years of May 28, 2012.

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

http://www.ncfu.ru/uploads/doc/izm_prog_razvit_NCFU_18.07.2015.pdf;

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

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

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

The processes of formation and use of financial resources channelled for the programme implementation, for professors, students and the public are transparent. They are freely available on NCFU's website in section "Documents regulating educational activities": http://www.ncfu.ru/docs_obr.html and in the section "Terms of financial and economic activity" <http://www.ncfu.ru/index.php?do=static&page=plany-finansovo-hozyaystvennoy-deyatelnosti>.

In addition to the federal budget funds, foundations and grants for students and research the private funds authorized in the Russian Federation are also attracted.

Recommendations:

It is advisable to equip a separate room for training different types of interpreting with the necessary technical means.

Additional information

During the on-site visit, the Expert conducted interviews with the students and professors participating in the programme implementation, and asked about satisfaction with the quality of the classrooms. The data obtained allow Expert to conclude that both sides are satisfied with the quality of classrooms, and material and technical base as a whole. Along with it the desire of the specialized room for interpretation to form the core competencies was expressed.

During the on-site visit to the educational institution the review panel inspected the material and technical base. The data on laboratory equipment shows a good level of facilities of the main professional educational programme. The panel also recommend to equip the room for interpretation to form the core competencies.

7. Programme's information resources

Evaluation of criteria: Excellent

Strengths of the programme

Special attention is paid to issues of application information technologies in the management and organisation of the educational process.

The collection, analysis and dissemination of information necessary for the effective management of the educational process, aid in the organisation of educational process in the

University's divisions is exercising the Educational and methodical department and IT department of the NCFU.

Zones of free Wi-Fi are deployed in buildings of the University. Specialized classrooms have been created equipped with multimedia and interactive technology for conducting lectures and seminars, organizing webinars and multipoint videoconferences with branches and the University partners. The teaching staff use in the process of teaching a wide range of training and specialized software packages, electronic directories and databases established and contributing to the development of professional competencies of future professionals.

The students and professors have access to the electronic educational resources (Electronic Library System) that have fundamental works, major domestic and foreign magazines in the field of training, monographs of famous scientists and other literature on the profile of the programme.

An educational portal "Electronic Campus of the NCFU" is functioning at the University. The mission of the project "eCampus" is to improve the quality and maintainability of the educational process for students and professors of the NCFU in view of the current level of technology. <http://ecampus.ncfu.ru/>

Teaching staff can view the workload and journal on the educational portal "Electronic Campus NCFU", where it is possible to put the attendance and evaluation for reference points.

The faculty staff also widely use e-mail features and social networks on its own initiative (e-mail addresses of professors are listed on the personal pages of employees on the NCFU site).

Official documents uploaded to the website, and separate sections on the Internet provide the accessibility and transparency for the various scientific, administrative and research activities. Students can use the Internet page "Ask the Rector" (<http://www.ncfu.ru/forma-obratnoy-svyazi.html>) to express their opinion or offer methodological and technical improvements.

8. Research activity

Evaluation of criteria: Excellent

Strengths of the programme

1. Teachers have passed scientific trainings at the Institute of Translation, Linguistics and Cultural Studies in Johannes Gutenberg- Universität Mainz in Germersheim, where scientific professional relationships with the staff of the institution have been established.

2. The Head of the Theory and Practice of Translation Department professor Serebryakova S.V. and coordinator of the international projects of the department, associate professor Milostivaya A.I. had a working visit to the Institute of Translation Studies of Innsbruck University (Austria) from October 29th to November 5th, 2014. The visited institutions are the leading ones among the universities in the field of translation, interpreting and teaching of intercultural professional communication.

3. Organizing the workshop of the scientific advanced training "Critical analysis and evaluation of the translation" as part of the international scientific-practical conference "Media and Intercultural Communication in European Context" for the teachers-iterpreters with the participation of the foreign professor Alireza Hanyang (Iran, Tehran University (Allameh Tabataba'i University, Tehran). Certificates of the advanced training were received by the teachers of English language Master's program, as well as by 13 participants from other universities of the city.

4. From October 10th till 17th, 2015 an professor Horst Pöttker (Ph.D.) of the University of Hamburg (Germany) paid a working visit to North Caucasus Federal University, where in collaboration with the teachers of the Translation Theory and Practice Department of the Humanitarian Institute he read a course of lectures "Situational-cognitive aspects of translation" for Master's students of "Linguistics" direction of training (Master's program "Practice and Theory of Translation").

5. The advanced training courses for teachers "Learning technologies and didactics of translation" were held at the Institute for Humanities of the North Caucasus Federal University. During the whole week from March 16th till 21st, 2015 the sessions on two thematic clusters "Didactics of translation in the context of the Bologna Process" and "Social and cultural aspects of translation technology" were conducted by the teachers of Theory and Practice of Translation Department of North Caucasus Federal University: professor S. V. Serebryakova, associate professors A.I. Milostivaya and L.R. Vartanova together with Stefan Walter, an associate professor the Institute of Translation, Linguistics and Cultural Studies in Johannes Gutenberg- Universität Mainz (Germersheim, Germany). These training courses were attended by representatives of the teaching staff from the Faculty of Philology, Journalism and Intercultural Communication of North-Caucasus Federal University, as well as specialists from the Stavropol State Agrarian University, Stavropol State Medical University, Stavropol State Pedagogical Institute and other high educational institutions of Stavropol Region.

The program included various lectures, practical classes and workshops on actual issues of teaching translation and interpretation in accordance with the requirements of the Bologna process. The preliminary agreement was made on holding Russian-German advanced training program "Technology and didactics of translation" on the basis of the Institute for Humanities of the North-Caucasus Federal University together with the Institute of Translation, Linguistics and Cultural Studies of Johannes Gutenberg- Universität Mainz, the world's leading institution in the field of translation, interpretation and training of professional communication. , It was reached at the meetings during the scientific trainings of the academic staff from our university- professor S. V. Serebryakova (February-March 2015) and associate professor A.I. Milostivaya (May-July 2014 r.) in Germersheim.

At the end of the advanced training programme all participants received State-recognized certificates (72 hours) of completing. This event helped the University's integration into the international educational space through the organization of cooperation with foreign professional community in the field of translation theory and practice.

In 2015 organizing advanced training program "Technology and didactics of translation" with involvement of the participants from external organizations contributed to the improvement target of the Development Program of North-Caucasus Federal University "The number of students from external organizations that have passed professional retraining or advanced training program at the university to one academic staff". 36 external participants were attracted, the income of North Caucasus Federal University from the teaching at the advanced training courses was 72 000 RUB.

6. From June 6th till 10th, 2016 professor Michaela Wolf, a leading expert in the field of sociology of literary translation and didactics of translation of the Institute of Theoretical and Applied Translation Studies University of Graz (Graz, Austria), conducted lectures and seminars in the Institute for Humanities of the North-Caucasus Federal University as the part of the course "Translation Sociology" in the framework of graduate programs. The emphasis was made on such urgent problems of modern translation studies as "Austrian tradition of the translation in the European context", "Translation competence of the Bologna process", "Social and cultural rules of translation", "Features of the feminist translation theory". Participants of the course, taught in English, were masters, graduate students, and young teachers from linguistics departments. The agreement on Michaela Wolf's visit was reached at the meetings during the visit of the academic staff of North-Caucasus Federal University professor S. V. Serebryakova and associate professor A.I. Milostivaya in November 2014 in Graz. The agenda of the lecture course and other training and educational activities was also discussed during the visit in the NCFU.

At the end of the course, all students (including 16 students and masters, 12 teachers) received the Certificates of participants signed by M. Wolf.

7. Travel-grants provided by the University of York (UK). The scientific and didactic training in the field of linguistics and intercultural communication on the program «English Culture and Teacher Development Programme» has been passed as part of a business trip to the University of York (United Kingdom) in July 2014 by Assoc. Kuzmenko S.A., Assoc. Marchenko T.W.; in July 2015 by Assoc. Vartanova L.R., Assoc. Pivanova E.V; in July 2016 by Assoc. Kuzmenko S.A.)

The main objective of the program was the development of skills in the field of English language teaching methodology, as well as an understanding of the cultural context and intercultural communication. The training program included the following modules: the development of skills and intercultural communication competence (verbal communication and socio-cultural aspects), the methodology of teaching English (workshops on teaching English language and linguistic tools used by the teacher in the classroom, learning in micro and macro-groups, pedagogical practice).

To achieve this objective within the program following activities were carried out:

- Attendance and active participation in the classroom for the exchange of experiences, approaches and methods of English language teaching, planning lessons, training needs analysis, curriculum consultation with pupils, language awareness, teaching systems and pedagogical skills;
- Visiting and following discussion of practical workshops organized by leading practitioners and teachers of the University of York;
- Preparation and presentation to the teaching staff and Master's students of the University of York's of the experimental lesson poster plan, demonstrating the use of new teaching methods and techniques.

In general, the receiving party carried out the practical training, suggesting intellectual and emotional participation of the audience, within the agenda of the training program. The certificate of the University of York on the fulfilment of the program has been obtained as a result of the successful final certification presentation and the implementation of control task. Further collaboration is possible in the framework of cooperation of the North Caucasus Federal University and the University of York, both in scientific and practical directions.

Additional information

The documents of the self-assessment report of the educational institution provided information on the results of monitoring students' opinions "The impact of research on the quality of education." The Expert made conclusions on a close connection of the Department's R & D with the main professional educational programme and about full compliance of the provided information to the real situation.

In recent years, the employees have started on an experimental basis, a lot of research projects. They were supported by both internal (specific programmes of the NCFU), and external financing (the Federal Target Programme "Research and scientific-pedagogical personnel of innovative Russia for 2009-2013", the Russian Foundation for Humanities Research; Erasmus Mundus Action 2; the University of Potsdam in Germany, the Grant of the President of the Russian Federation).

9. Participation of employers in programme implementation

Evaluation of criteria: Excellent

Strengths of the programme

Employers are attracted for training, leading of graduate qualification work.

Employers offer jobs to graduates based on the results of the defence of master's theses and state examinations marks.

The employers are engaged as external reviewers of the graduate qualification works. There are regular meetings of administering departments involving employers, which address the following: the study programmes of the disciplines, whose reviewers are a number of the employers; the programmes of educational practice and internships; the results of practices, the

changes are made to the structure of the practices; the results of term papers and preliminary defence of the final works and master's theses carried out on the employers' demand; the questions about employment and career support of the graduate; the questions about the development of partnerships with employers.

The practical work in companies for students begins in the first year and continues during the following years. The Experts received evidence that the departments established contacts with the companies and institutions for the organisation of students' practice. The process of interaction with employers for practical training of students is regulated by the NCFU (the Order as of 4th March 2016, No. 216-O).

Recommendations:

It is advisable to increase the involvement of employers in the preparation of the final qualifying works as practice supervisors, reviewers and co-heads of such works.

Additional information

The self-assessment report of the educational institution provides information about the results of the survey of employers in terms of their satisfaction with the quality of training of graduates. In addition, the employers noted that the graduates have all the necessary competences formed on the declared programme, and necessary for professional work in the field of translation and translation studies.

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

Evaluation of criteria: Excellent

Strengths of the programme

Students of the Master programmes participate in the program through student self-governance bodies: Board of students of the Institute of Humanities, the Board of the North-Caucasus Federal University. It should be noted that all information received through the bodies of the student government, is being processed and receives a response. Proposals to change the schedule, requests for replacement of a teacher, etc. are being taken into consideration.

In addition, the content of the educational program is being changed on the basis of the results of the students survey in order to identify the most relevant and interesting topics for the students, as well as the forms, methods and technologies of training.

Since 2014 students have the opportunity to evaluate the work of curators through the university study "Curators as viewed by the students."

A systematic student survey on teaching quality assessment is carried out twice per academic year. The results are taken into account when assigning the disciplines of the teachers for the next academic year.

The evaluation of the quality of the studies is carried out by the survey, the individual application to the deputy Director for Academic Affairs of the Institute of Humanities, and the Head of administering department.

As part of the survey, along with the question on the relevance of the course, it is analysed the use and the quality of the teaching material used by the professor. Thus, according to the results of the survey conducted in 2014 - 2015, about 72% of the students were satisfied with the quality and quantity of the teaching materials offered in the disciplines of the department, its authenticity, relevance and practical value.

Among the students, evaluating the quality of education, there are such evaluations as "Excellent" - 1/3, "Good" / "Satisfactory" - 2/3 "Unsatisfactory" - no.

Additional information

In the course of the on-site visit, the Expert analysed the students' participation in the student self-governing bodies and the academic circles.

11. Services for students on a programme level

Evaluation of criteria: Excellent

Strengths of the programme

The system of educational institutions is aimed at the formation of personal and social competencies and is executed in accordance with NCFU regulations. (The "**Regulations on the promotion of students to visit cultural and aesthetic centres**", approved on 24.02.2013). One time per semester University through the Educational Department presented by the department coordinating the work of curators makes an agreement with the following cultural centres:

- Stavropol Academic Drama Theatre named in honour of M. Lermontov;
- State Stavropol Regional Philharmonic;
- Stavropol State Regional Museum named in honour of Prozriteleva G.N. and Prave G.K.;
- Stavropol Regional Museum of Fine Arts;
- Cinema "Salute", "Atlantis", etc.;
- Stavropol State Circus and others.

in order to purchase the tickets of these centres for the university students

The payment of regular social scholarships for students from socially disadvantaged families is based on the documents received from the regional Department of Labour and Social Protection.

The students of these categories have a priority right to material assistance from the principal trade union organization of students and graduate students of the NCFU.

The mobility of students, postgraduate students, doctoral students and faculty is one of the key provisions of the Bologna Declaration. The academic mobility of students is possible only under condition of building individual path of the student learning. At this stage, a special role is played by the Institute of monitors and tutors, as the duty of tutors is to assist students in choosing an individual path of training and to support them. It is actively developed at the university. In order to intensify the academic exchange, the technologies of teaching foreign languages as English, German, Italian and Portuguese are applied at the University.

In the active manner the academic exchange programme for Erasmus Mundus MULTIC is developed. The consortium consists of the following EU universities: the Technical University of Dresden (Germany), University of Wroclaw (Poland), Ruhr University of Bochum (Germany), Wrocław University of Technology (Poland), University of Rome La Sapienza (Italy), Universidade Nova de Lisboa (Portugal), University of Trento (Italy), Vienna University of Technology (Austria). The NCFU participates in the 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

In the course of the on-site visit, the Experts analysed the documents confirming the students' attending of additional courses and programmes.

CV OF EXPERT

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

Place of work, position	Federal State Autonomous Educational Institution “Volgograd State University”, the Head of the Theory and Practice of Translation Department;
Academic degree, academic title	Doctor of Philological Sciences, Academic;
Deserved titles, degrees	Honourable employee of the higher professional 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 (the University of Mainz and the Volgograd State University, 2013-2023). The member of two dissertation councils. The author of over 150 publications.
Research interests	Theory, methodology and didactics of translation, discourse theory, communication theory, cultural linguistics
Practical experience in the direction of the programme subject to assessment	The Head of the main professional educational programme 45.04.04, 45.03.02 Linguistics. Translation and translation studies in the Volgograd State University. Work experience in higher education - 31 years.