

## **Regulations on the procedure for voluntary attestation of the academic staff at FSAEI HE “SPbPU” approved by the order dated 24.02.2021 No. 316**

The purpose of the voluntary attestation of the academic staff is to verify the development of competences in a member of the academic staff, essential to implement the educational activity in accordance with the strategic goals and priorities of the University development.

The voluntary attestation of the academic staff involves evaluation of the teaching quality by *four attestation modules*:

- ✓ legal and regulatory module provides for knowledge of the legal and regulatory issues of teaching activity;
- ✓ module of digital literacy provides for an ability to work in a transformational digital environment of the University;
- ✓ professional module provides for mastering the material in an occupation;
- ✓ communication module provides for mastering techniques of effective delivery of the course material, organization of interaction with students.

Three modules (legal and regulatory module, module of digital literacy, professional module) are performed in the form of testing; the communication module involves an independent survey of students.

The academic staff can be prepared for voluntary attestation by signing up for the following career advancement programmes for SPbPU teaching staff:

- ✓ Legal and regulatory support of education in the system of higher education (36 academic hours) - legal and regulatory module;
- ✓ Digital environment of education institution (36 academic hours) - module of digital literacy;
- ✓ Public speaking in education and research (36 academic hours) - communication module.
- ✓ The academic staff can sign up for one, two or three career development programmes, or they can be admitted to testing without enrolment in the above-listed programmes. Upon completion of the career development programmes for the legal

and regulatory module and the module of digital literacy the obtained grades are validated within the attestation for a respective module with the maximum score.

Upon successful completion of the voluntary attestation, the academic staff is granted a certificate which is valid for 3 years.

The voluntary attestation of the academic staff is integrated into the current incentive system – members of the academic staff can add their attestation vantage grade in accordance with the Regulations on Performance Appraisal of the Academic Staff under effective Contract.