Statute on the USTP Board's Working Committee for Programme Development (Period 2026–2029)

The standing working committees of the USTP Board create a framework for cross-disciplinary collaboration between the bodies and organisational units of USTP that are concerned with the topics of the committees. They pool knowledge and experiences of the faculties, the USTP Board, and the service and competence centres, advance the strategic further development of teaching, applied research, and internationalisation to ensure the implementation of competence- and future-oriented studies at university level, and support quality assurance in teaching and research and the evaluation of the entire teaching operations including the curricula. Establishing working committees and defining their Statutes are within the responsibility of the USTP Board in agreement with the Provider (§ 10 para. 3 line 10 of the University of Applied Sciences Act – FHG).

The Committee for Programme Development sets great store by continuously optimising our study programmes' long-term attractiveness and societal relevance. We monitor and react to technological, economic, and societal developments and labour market demands early on – thereby contributing to the demand-oriented design of innovative study programmes and ensuring our institution's long-term competitiveness.

1. Competencies and Responsibilities: Preparing a Basis for Decision-Making

By giving recommendations to the USTP Board, the Committee supports the continuous further development of our study programmes' quality (both degree programmes and continuing education programmes) and advances the strategic further development of programmes/curricula. It integrates a circle of representatives of the USTP Board, the faculties, teaching staff, and representatives of USTP services that are relevant to teaching.

The working committee addresses the challenges, potentials, current developments, as well as the national and European framework conditions and guidelines for the strategic further development of programmes and curricula. It prepares a coherent basis for decision-making for upcoming USTP Board decisions on curriculum amendments of study programmes and continuing education programmes.

The composition of the committee members ensures collaboration with the service and competence centres for Higher Education Development and Quality Management (HSE-QM) and Teaching/Learning Development and Educational Offers (LEARN).

2. Assignments and Decisions

The committee is associated with the statutory defined tasks of the USTP Board pursuant to § 10 FHG. It is therefore responsible for matters that are key to providing consultation to the USTP Board – thus playing a significant role in decision-making and the formation of opinions. Tasks are assigned to the committee by the head of the committee and as part of the regular planning process for the amendment of study programmes and continuing education programmes. Requirements for assignments may be given to the head of the committee by the USTP Board, other committees, the Extended Management Board focusing on academic teaching in education and training. In addition, the committee itself may define fields of responsibilities contributing to the further development of programmes and curricula.

The committee does not have any decision-making competencies. In accordance with the University of Applied Sciences Act (FHG), the competence to make decisions remains with the USTP Board in agreement with the Provider.

3. Tasks Pertaining to Teaching pursuant to § 10 FHG and to Quality Management at USTP

3.1. Tasks of the USTP Board Pertaining to Teaching pursuant to § 10 FHG

§ 10 (3) 3. modifying the accredited degree programmes in consultation with the Provider;

§ 10 (3) 4. establishing or terminating study programmes and continuing higher education programmes in consultation with the Provider;

§ 10 (3) 7. coordinating the content of all teaching and examinations;

§ 10 (3) 8. assuring the quality of teaching and research as well as evaluating all teaching, including examination regulations and curricula

3.2. Tasks of the USTP Board Pertaining to Quality Assurance at USTP

- 5-year PDCA: “Plan” – establishing, approving, and terminating programmes (study programmes, continuing higher education programmes) – giving recommendations to the USTP Board (internal accreditation)
- Optimising programme development guidelines (topics are contributed by HSE-QM, the USTP Board, or the “Teaching Circle”) as recommendations to the USTP Board (e.g., approval guideline, checklists, templates, information sheets, etc.)

4. Composition of Members of the Committee for Programme Development (2026–2029)

The members of the Working Committee are nominated by the Chairperson of the USTP Board (if needed, in agreement with the Heads of Department) and decided upon by the

USTP Board. The committee's composition should ensure that appointed committee members are experienced staff members with high professional expertise, a great level of commitment, and intrinsic motivation for the topics of the working programme. They should have a solution-oriented attitude taking the entire organisation into account and should think independent of their individual position and their own unit, department, or study programme. Collaboration with the service and competence centres LEARN and HSE-QM is essential. The selection criteria are defined as follows:

- Balanced representation, in other words:
  - Integration of representatives of the Departments
  - Integration of students
  - Integration of relevant services (LEARN / HSE-QM; if needed, further services are included)
- Gender balance and balanced representation in terms of age, professional experience, and duration of affiliation with USTP
- A reasonable group size for discussion and collaboration (approx. 8–10 persons)
- A minimum of two USTP Board members should be part of the committee
- Further colleagues may be invited to contribute to specific topics, on individual occasions, if needed