

**Timetable and guidelines for the Visitation**  
*(as approved by the EAEVE Executive Committee on 29 May 2019)*  
**Onsite visit of FVM and FVHE University of Veterinary Sciences Brno**  
**Dates: 2<sup>ed</sup> to 6<sup>th</sup> October 2023**

<b>Monday (Day 1) October 2</b>		
15.00-19.00 arrival of the Visitors at the hotel, Initial meeting with management		
<b>Tuesday (Day 2) October 3</b>		<b>Place</b>
07.30-08.30	Transfer to the VEE Team Room	SIC, block B, 3 <sup>ed</sup> floor, seminar room 334
08.30-09.00	Meeting with the management of the Establishment: <b>presentation of the objectives of the Visitation by the Chairperson and presentation of the Establishment by its Head</b>	Rectorate Meeting room (building N. 1, 2 <sup>ed</sup> floor)
<b>09.15-16.45</b>	<b>Visit of all the intra-mural facilities/departments/units by the complete Team with a very short introduction by the responsible person of each unit</b> (strict timetable requested to avoid any delay)	
17.00-19.00:	Team work in hotel Team room	
<b>Wednesday (Day 3) October 4</b>		<b>Place</b>
08.00	Transfer to the VEE Team Room or transfer to the University farm* (earlier pickup of experts visiting Univ. farm*)	
08:30-12:00	<b>By individual Visitors or by sub-groups of Visitors:</b> visit of the extra-mural facilities involved in the veterinary curriculum (teaching farms, slaughterhouses, ...) visit in depth of selected intra-mural facilities (e.g. VTH and pre-clinical training facilities) <i>Liaison Officer</i>	
11:00-12:00	meeting with staff involved with QA (Meeting room 336, SIC building, block B, 3 <sup>ed</sup> floor)	
12.00-13.00	Informal lunch with Team alone	
13:00-17:30	<b>Separate meetings with the relevant responsible persons for each ESEVT Standard, i.e.:</b>	
	13:00-14:00 Areas 1 & 2: Organisation, QA and Finances	Meeting room - SIC, block B, 3 <sup>ed</sup> floor, seminar room 336
	14:00-15:00 Area 3: Curriculum	
	15:00-15:30 Area 4: Facilities	
	15:30 – 16:00 Areas: Animal Resources & Learning Resources	
	16:00 – 16:30 Areas 7 & 8: Students admission, progression, welfare and assessment	
	16.30-17.00 Area 9: Staff	
17.00-17.30 Standard 10: Research and post-graduate programmes		
17.30-19.00:	Team work in hotel Team room	
<b>Thursday (Day 4) October 5</b>		<b>Place</b>
08.00	Transfer to the Establishment Team room	
08.30-09.30	Meeting with Academic Staff	Meeting room - SIC, block B, 3 <sup>ed</sup> floor, seminar room 336
09.30-10.30	Meeting with graduates involved with the veterinary curriculum (interns, residents, assistants, PhD students)	
10.30-11.00	Meeting with Support Staff (technical, laboratory, administrative, nursing, IT)	
11.00-12.00	Meeting with undergraduate students (several students from each year/semester of the curriculum, including students on eventual foreign language)	
12.00-12.45	Open session in confidence for individuals (staff and students) in the Establishment Team Room	
13.00-14.00	Lunch with alumni (i.e. local practitioners, employers of graduate students, representatives of professional organisations and stakeholders) who understand and speak basic English	
14.00-18.30	Team work in hotel Team room	
<b>Friday (Day 5) October 6</b>		
08.00	Transfer to the Establishment Team room	
8.30-9.00	Exit presentation to the management of the Establishment and representatives of staff and students (e.g. members of the Establishment's Council) Place: Rectorate Meeting room (building N. 1, 2 <sup>ed</sup> floor)	
From 9.30	at the earliest: transfer of the Visitors to the airport/train station	