



### **Functions of the Student Member of an EAEVE/FVE Visiting Team**

For a full on-site visit, a veterinary student shall be the sixth full member of an expert team plus one EAEVE staff-Coordinator; together they form the visiting team. In general, the student member will be recruited by the chair of the visit (if the chair is not a faculty member, the coordinator will recruit the student member; the student has to be enrolled into an EAEVE approved/accredited teaching establishment). Upon nomination, the student team member shall send short curriculum vitae to [office@eaeve.org](mailto:office@eaeve.org).

The student team member should either be in the final year of the undergraduate programme (clinical student) or within the first year of a postgraduate programme (e.g. PhD). The student member should be familiar with the most recent teaching methods and concepts (e.g. e-learning, problem-oriented teaching) and should be aware of the mechanisms and the functioning of internal quality assurance and management programmes.

In generating the written evaluation report, the student member should not be assigned chapter-writing alone, but should give input to the individual chapter assignees.

Focus on the following questions may act as guide to the student member:

#### **A Areas of particular interest:**

- **Organization:** *Is the structure organized in a student-friendly manner?*
- **Admission and enrolment:** *Are the requirements and the application thereof fair? Are Basic subjects (Chemistry, Physics, Animal&Plant Biology, Biomathematics &Statistics) taught sufficiently?*
- **Student accommodation, safety in general and bio-safety, union facilities, social programmes and sport:** *Are these all catered for?*
- **Teaching methodology and examinations:** *Are the means of teaching up-to-date and do the examination methods truly measure a student`s knowledge?*
- **Teaching quality and the assessment thereof:** *Is the quality of the teaching generally acceptable or is it very variable between staff. Is an internal quality assurance*

*programme in place which is regularly applied and has impact on teaching quality?  
Are the majority of students involved?*

- **Clinical learning and hands on applications:** *Are there in general enough clinical cases for each student to gain sufficient hands-on experience? Are the principles of animal welfare taught and applied?*
- **Library:** *Is the library adequate and easy to use for the students? Is there a “Virtual Campus”? Is there “E-Learning”? Is there Wi-Fi campus-wide?*

## **B Functional Details**

The student member is (or will be):

- Expected to become familiar with the EAEVE/FVE Standard Operating Procedures (SOPs), which are available on the EAEVE Website [www.eaeve.org](http://www.eaeve.org) , the members only section being accessible with name: [member](#) and password: [caracas](#);
- A full team member and will receive all documents relating to the visitation e.g. team documentation, Self Evaluation Report (SER) 2 months prior to the Visitation plus all other relevant documentation;
- Contacted by the establishment with a view to agreeing on travel arrangements (all expenses including travel, lodging and food will be paid by the visited faculty);
- Briefed by the Coordinator and Chairman prior to the initial Visiting Team meeting and a visiting timetable set, taking into account any special interests or expertise of the student member;
- Flexible and adapt to the needs of the individual visitation as they occur;
- Asked to contribute own observations and comments where relevant to the chapter-writing of the assignees;
- Able to ask for advice or guidance from Chairman and/or Coordinator at any time;
- Receive a small compensation of €50 per day through the EAEVE office (please provide bank coordinates).

GN. 11 June 2012