

Professional Education Competence Centre
“Riga Technical College”



First level higher professional education

TELEMATICS AND LOGISTICS

Study Programme Evaluation Report

Riga 2011

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INTRODUCTION

The first level higher professional education study programme “Telematics and Logistics” with the obtainable qualification “Logistics specialist” is submitted for the evaluation.

The programme was licensed on November 11th, 2010. The licence expiry date is 13.11.2013. Study programme licence No 041003-13

General Studies and Management department of Professional Education Competence Centre “Riga Technical College” (further in the text - RTC) offers the new study programme “Telematics and Logistics” integrating the study programme “Post services”.

1. QUALITY OF THE STUDY PROGRAMME „TELEMATICS AND LOGISTICS”

1.1. Study Programme Aims and Tasks

To accomplish the State political aims the new labour market requires such education and employment policy which would ensure a complete human resources use, thus developing a productive base for economic growth. Such position and changes in the labour market put forward new requirements for education and determine the necessity to create a new quality study programme uniting technical knowledge and social competences.

Aims

The main aim of the study programme “Telematics and Logistics” is to ensure the acquisition of both theoretical knowledge and practical skills to attain the professional competence corresponding to the Profession standard and the first level of higher professional education (the 4th level of professional qualification).

To obtain the qualification of the Logistics Specialist within the study programme it is envisaged:

- to prepare students for work at enterprises connected with transport and load flow;
- to provide knowledge and practical skills necessary in the field of transport and warehouse management as well as for organizing and planning raw materials flow;

- to train skills of developing and maintaining the relationships with transaction partners and other interested parties;
- to promote the acquisition of knowledge, skills and the attitudes development for ensuring the students' obtaining the corresponding qualification and facilitating their competitiveness in the changeable social and economic conditions;
- to raise motivation for professional development and further education.

Tasks

To achieve this aim the totality of theoretical knowledge and practical skills acquisition has been defined envisaging that Logistics specialist should know:

- the professional terminology in the state language and at least two foreign languages;
- labour safety and environment protection rules;
- laws, normative documents and regulations and the requirements regulating enterprise operation;
- forms of commercial activity and types of the property;
- basic principles of the company' s commercial transactions registration;
- the company' s internal logistics processes;
- calculation methods of commodity flow expenses;
- work payment and material incentive forms;
- documents drawing up and registering application software in the warehouse;
- main conditions of goods (raw materials) purchase organization and planning;
- dangerous cargo transportation rules;
- information systems and technologies in logistics;
- information processing methods;
- the main conditions of collective microclimate development;
- business communication on the national and international levels;
- main directions of professional ethics;
- statistical information development principles and types of statistical reports;
- collective management and microclimate development main conditions;
- computerized information processing possibilities;

and should be able to:

- realize the economic policy of the enterprise;
- find and analyse necessary information;

- organize the preparation and the processing of the documents;
- plan transportation routes, time and organize transportation conditions;
- control the stock of the raw materials in the warehouse;
- evaluate the influencing factors of the internal and external environment and their influence on financial results of the enterprise's economic activities;
- determine periodicity of orders or ordering amount according to the chosen stock ordering models;

Professional Education Competence Centre "Riga Technical College" study programme "Telematics and Logistics" corresponds to the 4th level of professional qualification requirements stipulating that students have to acquire the training making it possible to implement doer's complicated job as well as to organize and manage other specialists' work.

1.2. Study Programme Content and Organization

Content of the Study Programme

The duration of the study programme is 2 years, 4 terms for full-time study programme and 2,5 years, 5 terms for part-time study programme.

Both study programmes are carried out in an intramural form.

Study programme volume is 80 credits (CR).

Contents of a credit are 1 CR = 40 hours of a student's workload per week;

- Proportion of the full- time studies -- 20 contact hours and 20 hours of independent work;
- Proportion of part-time studies -- 16 contact hours and 24 hours of independent work.

The study programme involves (Study plan in enclosure Nr.1):

- 8 general education study courses (20 CR);
- 16 branch obligatory and limited choice study courses (36 CR)
- 3 placements (16 CR).

Studies are completed with the qualification paper writing and its defence (8 CR).

The Correspondence of the Study Programme to its Name

The study programme "Telematics and Logistics" is oriented to the

specialization in the field of business activities transport services and is compatible with higher educational institutions programmes envisaging the acquisition of the Bachelor's degree. The acquired qualification provides the right to continue academic and professional studies.

Telematics enters our daily life (the origin of the word is telecommunication + informatics) more and more. Telematics finds possibilities of achieving the essential expansion of modern TC and IT resources initial functions to offer new services.

Practically electronic control and management of the processes and equipment enter all the spheres.

Logistics is the management art and science, technique and technical activities envisaging planning, supply and routing resources use to carry out the achievement of planned activity aims put forward.

General education obligatory study courses ensure acquisition of knowledge, skills and competences according to the first level higher professional education.

Obligatory and optional study courses of the branch envisage acquisition of the branch and professional qualification knowledge, skills and competences

Organization of the Study Process

The choice of the study programme study courses is done according to the requirements indicated in the professional standard. The contents of the study courses were elaborated by the work groups, they were evaluated and agreed upon at the sitting of the General Studies and Management department to achieve the cross-curricular link, the information being not duplicated.

The studies of the programme “Telematics and Logistics” started in the academic year 2011/2012 and they are based on the documents regulating the programme activity and contents (education standard and professional standard).

Theoretical studies are organized for each student group separately or together with other groups of the stream. The time and the study rooms of the lectures are stipulated by the timetable. Duration of one lecture is 2 x 45 minutes. The timetable of lectures is published on the RTC home page.

The Individual Approach and Feedback

Students use teachers' individual consultations (the list of consultations is published on the RTC home page). The academic staffs of RTC use e-mails on daily basis to communicate with students. Students make a common group e-mail box for

receiving lecture materials, presentations and information on the study process.

To gather information on the students' needs the programme administration regularly meets with the group, follows teachers' and students' cooperation and in the end of the term it carries out a planned survey.

The analysis of the acquired data is reflected in the annual study programme self-appraisal to use it as a basis for study programme updating.

1.3. Evaluation of the Studies and Knowledge

The knowledge of students starting the programme studies

Basing on the RTC matriculation order of the academic year 2011/2012 entrants were matriculated for the full-time studies in the competition procedure summing up the number of points of two state exams (in the Latvian language and Mathematics and either Physics or the English language) -- the average mark in the achievement statement (marks=points).

In Figure 1 the summarized information gives evidence that in the Latvian language exam C and D levels dominate, in Maths-- level D, in English-- level C and the Physics exam results were submitted only by two entrants of the study programme "Telematics and Logistics".

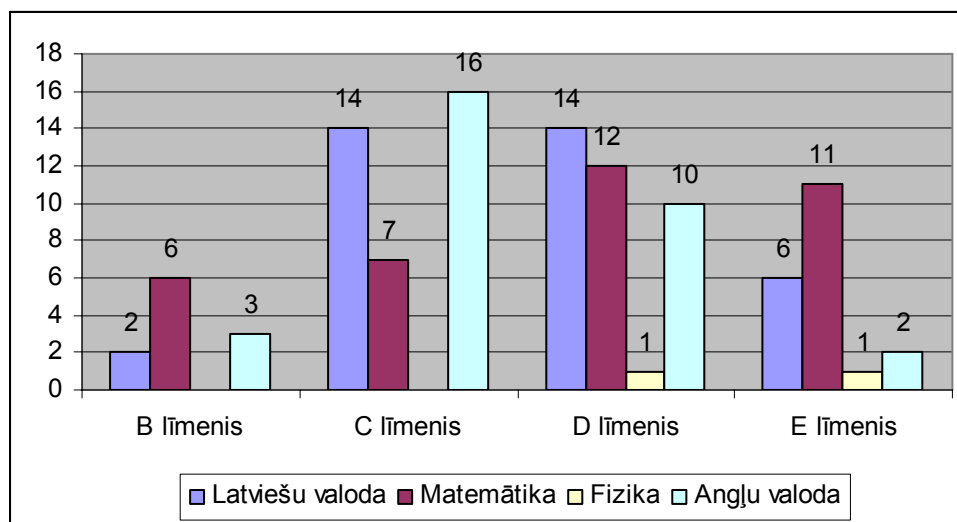


Figure Nr.1. Matriculated students' results in the centralized exams

The centralized exams were not taken by 4 entrants that had got the secondary education before the year 2004 or abroad.

Study methods

Organizing the study process academic staff chooses methods promoting students'

responsibility for self-education. The methods are to be oriented on the practical skills acquisition, to promoting students' communication, ability to work in groups, to overcoming conflicts, to being self-confident, to developing fairness, creative use of knowledge, on independence developing in problem solving.

For each study course the lecturer writes the programme and the corresponding description with the defined aim, tasks (**expected results**), the indicated themes and requirements for the programme acquisition (type of the interim result control), seminars, practical and independent work tasks and reference sources – obligatory, recommended literature and internet resources.

The academic staff of RTC demonstrate the lecture materials:

- using prepared synopses and tasks in the programme *MS PowerPoint*
- as the direct information from the internet.

It saves time for the information provision in groups, it is possible to discuss and analyse the information. The use of IT technologies in the lessons helps students to get accustomed to the nowadays possibilities of the technology use - it is possible to send lecture materials by e-mail or to print it out.

Quality of study results

In the Professional Education Competence Centre “Riga Technical College” the quality management system comprising all the aspects of the educational institution work and explaining the quality setting in the educational establishment operates. The quality management system changes together with the changes in the environment. The quality management system ensures that the processes are planned, organized and in some way controlled and corrected.

A big importance lies in the following:

- how effectively we can evaluate existent achievements or analyse them in interconnection with self-organized and managed activity;
- how we can discern internal resources, development potentials;
- whether we can put forward the most essential, forecast definite desirable results and subordinate the further activity to them (put forward development aims and tasks; select the most suitable tasks solution variants for the definite audience, situation and environment);
- whether we can define the contents and gaining procedure of the necessary information for the further activity process evaluation;

The internal evaluation of the educational institution makes it possible to assess our own activity and its results in their point of facts. Exactly evaluation shows the desirable development ways based on the internal resources and needs of the educational institution (students, the teaching staff, employees, material and technical as well as methodical base).

The main principles of education evaluation of the study programme are:

- summarizing principle of positive achievements;
- principle of testing obligation;
- openness and clarity principle of the evaluation criteria;
- variety principle of the evaluation forms;
- accessibility principle of testing.

Students' knowledge evaluation results are summarized twice in an academic year at the Studies department, they are evaluated by the study programme administration and they serve as a basis for the further study process improvement.

The main forms of the programme acquisition evaluation are **exam and test** in the form of a test with a mark or a test without a mark. The form of the examination is defined in the study programme and it is to be passed at the end of each study course. The examination period schedule is confirmed at the Studies department and published on the RTC home page.

Testing of the interim results

Apart from the final exam, each study course programme also envisages running tests - control works, presentations at seminars, independent study works. Assessment of the testing is registered in the individual study plans and in a test/exam sheet. In a planned time according to the lecture timetable or examination period schedule not passed final test is considered to be a study debt. Rules and the order of a study debt passing are stipulated by the corresponding RTC documents.

Evaluation standards and regulations of students' achievements

For the study programme „Telematics and logistics” each study course successful acquisition the requirements and estimation criteria have been elaborated. At the beginning of studies students are informed about their knowledge and skills evaluation in each study course. The obtained information stimulates students to study, permits to assess themselves and enables the teaching staff to evaluate the study process in a group. Students pass the tests without marks, the tests with marks and exams according to the study plan. In the subjects where students have laboratory

or practical works, they prepare reports and defend them.

The information on the tests, exams and course works results is summarized in the study records and in the Individual study plan of each student. The progress and results of the students are regularly analysed and discussed at the RTC General Studies And Management department sittings.

In the final stage of the studies students write and defend **qualification paper** which is intended for disclosing and solving of transport and logistics companies' actual problems using professionally the acquired knowledge.

The diploma of the first level higher professional education is received by the students who have acquired the programme and passed the state qualification exam obtaining the evaluation not lower than 4 (almost average).

1.4. Study Provision and Management

Mutual relationships of administrative, academic staff and students

To define the mutual relationships of administrative, academic staff and students the lecturer E.Tozhe worked out Riga Technical College Ethics code based on the European Council of Schools children protection documents, Children's rights protection law, Education law, International Children's Rights Protection Convention, Latvia Administrative crime code and RTC internal order regulations. It is accessible to all students, teachers in the library, at the group curators and the Education work Deputy Director. The Ethics code task is to stimulate the pupils and the students, teachers and the academic staff as well as the college employees to be fair, decent and reliable, to perform their direct duties as a matter of best conscience, follow the basic principles of ethics in the mutual interaction and behaviour.

The students are involved in the decision making process. The study programme "Telematics and Logistics" students have been engaged in the work of the Student Council to solve their actual questions.

The machinery of problem solving and coordination

The realization of the study programme is organized and coordinated by the study programme head and the department head directly subordinated to the Study department. Periodically the questionnaire of the students and graduates is carried out, the questionnaire results on the study progress organization, academic staff work are summarized and analysed to raise the quality.

1.5. Scientific Research (creative) Work of Academic Staff and Students

The students in the course of the programme realization obtain the necessary knowledge and skills for the Logistics specialist qualification. As the programme is oriented on the medium level of the company's manager training, the study plan includes the coursework writing on the two study courses:

- Business economics analyses;
- Transport telematics.

Connection of the students' scientific research work with the programme aims

The aim of the coursework writing is to consolidate theoretical knowledge, acquire research and experimental character research work basic skills, as well as to evaluate students' knowledge and skills in the corresponding study course.

Students agree on the themes and the tasks of the coursework with a definite study course lecturer. Students draw up the coursework according to "Methodical Directions for the Qualification Paper Writing at Riga Technical College". Basing on the coursework writing experience, students write the qualification paper.

In the academic year 2010/2011 two Department students K.Melece and I. Ivanova used the qualification papers themes in the scientific research and together with lecturers L.Jonane and M.Martinsone prepared articles for the RTC 9th International scientific practical conference "Higher Professional Education in Theory and Practice".

- 1) M.Martinsone, I.Ivanova "The assessment of student competitiveness at Riga Technical College in an unstable socio-economic environment";
- 2) L.Jonane, K.Melece "Work motivation, its types and expression in teacher's job in the context of the current economic crisis circumstances".

Connection of academic staff's scientific research work with delivered study courses

For the RTC 9th International scientific practical conference "Higher Professional Education in Theory and Practice" the articles were submitted by:

- I.Golubeva, L.Peks "Pillars of education for sustainable development: examining the Riga Technical College faculty and student perceptions";
- E.Toze "The introduction of the code of ethics in the conduct of teachers, administration and students at Riga Technical College";
- I.Malzuba "Aggressiveness as an interaction problem";

- R.Kelberere “Autogenesis as an opportunity for students to raise competitiveness in the labour market”;
- D.Berziņa “Teachers creativity and innovation techniques organizing students independent work in the study process”;
- J.Kuzmina “The Analysis of Original System and Business Requirements in IT discourse”.

For the RTC 8th International scientific practical conference “Higher Professional Education in Theory and Practice”. the articles were submitted by:

- L.Jonane “The historical heritage as a reflection of its social life in the context of the Riga Technical College history”;
- I.Ulmane “The vision of the future of education”;
- T.Fjodorova “Implementation of the interactive learning method in the process of post officer’s training”;
- I.Golubeva, M.Martinsone, I.Jurevica “Practical Use Possibilities of Students’ Qualification Works for the Analysis of Postal Communication Services Costs at Enterprises”.

For the RTC 7th International scientific practical conference “Higher Professional Education in Theory and Practice” the articles were submitted by:

- M.Martinsone, I.Golubeva “Possibilities of using economic data in the students’ qualification works”;
- J.Sagajeva “Portfolio as a tool of the English language vocabulary development in colleges”;
- I.Ulmane “Economical crises as the start of new thinking”;
- T.Fjodorova “Post-office specialists’ cognition work factorization at special technology lessons using the „Manager’s work correspondence examination” method”;
- V.Pavļenko “Secondary school student’s intercultural competence development at the English language lessons on the basis of action research”.

1.6. Quality Provision and Guarantees

Graduates’ outlooks evaluation

The development of logistics in Latvia is actual, what is purported by experts’ evaluations. Latvian Republic Economics Ministry State Secretary Anrijs Matiss

thinks that “the economics recovery plan would affect transport and logistics interests, especially affecting the management political competitiveness for the favourable setting creation and state support machinery.

In their turn Foreign investors council board member „Latvia Statoil” Ltd. chief executive officer Sandis Shteinis basing on the fact that Latvia took the 27th place in the last year’s transport and logistics field expresses his thoughts: „What branches in Latvia could be the most prospective in the terms of investments? First of all transport and logistics. Only it is necessary to administer and develop effectively the past inheritance, which is the basis of this branch, raising it to a new quality level.”¹

A similar idea is expressed by Latvia Investment and Development Agency’s director Andris Ozols, “Not only goods can be transported, we should not forget about the services which are not just tourism. Transport and logistics export is one of the Latvia’s income whales”²

As a basis of the study programme “Telematics and Logistics” the study programme “Post Services” is used. A new study programme was designed in cooperation with the leading specialists of SJ-SC “Latvian Post”, Riga Technical University Engineering Economics and Management faculty teaching staff and Copenhagen Technical Education Centre colleagues.

1.7. Number of Students in the Programme

In the academic year 2011/2012 one group of Logistics specialists has begun studies and two groups of Post specialists are continuing studies with a total number of students – 64 people (figure No.2)

Basing on RTC matriculation regulations and selection committee resolution on full-time studies for the state budget financing within the programme “Telematics and Logistics” 17 applicants were matriculated (instruction Nr.S-S-221 of 01.09.2011), for self-financed studies – 27 applicants (instruction Nr.S-S-222 of 01.09.2011 and instruction .S-S-227 of 03.10.2011.).

¹ Klavis A „What investors see when looking at Latvia?- a conversation with Foreign investors council board member, „Latvia Statoil” Ltd. CEO S. Shteins. Latvia Economist Nr. 2 (182) 2010, p.4-5

² Klavis A „What investors see when looking at Latvia?- a conversation with Foreign investors council board member, „Latvia Statoil” Ltd. CEO S. Shteins. Latvia Economist Nr. 2 (182) 2010, p.4-5

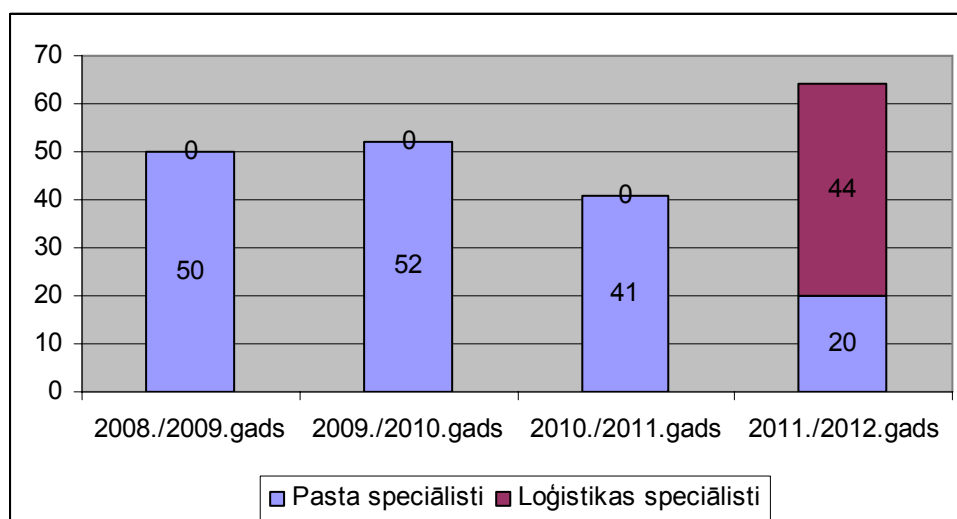


Figure Nr.2. The number of students

2. Study Programme “Telematics and Logistics” Resources

2.1. Resources correspondence to the set aims

The opinion of the employer on the resources correspondence to the programme aims

The study programme “Telematics and Logistics” was created in cooperation with SJ-SC “Latvia Post” and RTU.

The specialists of SJ-SC “Latvian Post” Personnel Selection and Development department think that: the training of Logistics specialists is necessary and actual nowadays, as the electronic control and management of processes and equipment enter almost in all the fields. The study programme envisages the acquisition of disciplines consistent with the newest technologies. The highest professional education level acquisition of the logistics speciality provides the guaranteed demand in the work market. A new study programme includes necessary for the logistics specialist knowledge and professional competences in the obligatory study courses, for example, Outer Economics Activity Fundamentals, Business Logistics Fundamentals, Information Systems and Technology Logistics, Transport Geography, Transport Telematics, Transportation Organization and Load Processing, etc., what is actual for the branch development in Latvia and in cooperation with foreign partners, as well as knowledge and skills in management, economics and business questions, what is actual in Latvia’s companies at present.

2.2. Study programme academic staff

In the elaboration of the study programme “Telematics and Logistics” RTC academic staffs of General Studies and Management department, Information and Communication Technologies department and Auto Transport and Production Technologies department was involved.

To the utmost in the realization of the study programme “Telematics and Logistics” it is planned to involve 21 members of teaching staff with the academic positions and qualification summarized in Table No.1. 55% of these teachers have Master’s degree. For the particular lectures and practical works conducting it is planned to invite colleagues from RTU or practitioners from the enterprises.

In academic year 2011/2012 in the realization of the study programme “Telematics and Logistics” 9 members of the teaching staff are involved: J.Kuzmina, M.Martinsone, I.Golubeva, J.Gurenko, E.Tozhe, L.Gaile, K.Rutinja, O.Kazakova, J.Kalnijnsh. The administration of the study programme together with the Personnel department evaluated the compliance of each member of the teaching staff basing on CV. To raise the quality it is planned to invite the colleagues from other higher educational institutions or practitioners from the companies.

Table No.1

Study programme academic staff record

N.p.k.	Name, Surname	Academ. position	Scientific degree	Principal work or side work	Study course	Amount in CR
1.	J.Kuzmina	Associate professor	Mg. Hum. scien. (phil.)	Guest associate professor	Business English	3
2.	M.Martinso ne	Associate professor	Mg.oec.	Principal work	Microeconomics Macroeconomics Business economics Accountancy Transaction math Warehouse logistics	3 3 2 3 3
3.	L.Jonane	Associate professor	Mg. hyst.	Principal work	Organization psychology	2
4.	I.Golubeva	Lecturer	Mg paed.	Principal work	Communication psychology	2
5.	V.Viskovs	Assistant		Principal work s	Work, environment and civil protection	1
6.	S.Sturite	Assistant	Mg. chem.	Principal work	Work, environment and civil protection	1
7.	J.Gurenko	Assistant	Bc. sc. ing.	Principal work	Computer training (basic course)	3

8.	E.Tozhe	Lecturer	Mg paed.	Principal work	Business Latvian	3
9.	L.Gaile	Assistant		Principal work	Business organization and planning Statistics Business logistics fundamentals	2 3
10.	H.Sokolovs	Assistant		Principal work	Business legal regulation	2
11.	O.Kazakova	Lecturer	Mg paed.	Principal work	Records management	2
12.	I.Ulmane	Associate professor	Mg. paed.	Principal work	Marketing	3
13.	V.Balikova	Lecturer	Mg. soc. Mg. math.	Principal work	Transaction math Information sytems and techologies in logistics	2 2
14.	Z.Šmite	Associate professor		Principal work	Information sytems and techologies in logistics Transport telematics	2 2
15.	M.Urbāne	Assistant	Mg. paed	Principal work	Economic and transport geography Russian language	2 2
16.	T.Fjodorova	Lecturer	Mg. sc. Ing.	Principal work	Economic and transport geography	2
17.	L.Voropajeva	Assistant	Mg paed.	Principal work	Outer economics activity fundamentals	2
18.	K.Rūtiņa	Assistant		Principal work	Outer economics activity fundamentals	2
19.	V.Cikovskis	Associate professor	Mg. sc. Ing.	Principal work	Transport telematics Transportation organization and load processing	2 2
20.	I.Dumberga	Assistant	Bc. philol.	Principal work	French language	2
21.	J.Kalniņš	Lecturer	Mg.paed.	Principal work	Sports	0

Within the framework of LLP Erasmus Mobility a contract with a guest lecturer to undertake teaching assignment on the particular theme in the study course “Microeconomics” conducting has been concluded. A regular teaching staff’s professional improvement within different EUF co-financed projects, courses, MA studies (for example, I.Golubeva, K.Rutinja) and doctoral programmes (I.Ulmane, V.Balikova, J.Kuzmina) takes place.

The proportion of the students and academic staff in the study programme (2008./2009., 2009./2010., 2010./2011.) is pronounced in Table No.2.

Table Nr.2.

**The proportion of the students and the teaching staff in the study
programmes**

Study programme	2008./2009	2009./2010	2010./2011	2011./2012.
<i>Post Services</i>	50:10	52:11	41:10	20:6
<i>Telematics and Logistics</i>	-	-	-	44:9

2.3. Structural Units Involved in the Study Programme Implementation

To ensure students with full value theoretical and practical study process as well as social life in the realization of the study programmes the following RTC structural units are involved:

- General Studies and Management department (ensures the methodical study work, develops and updates study course programmes, ensures corresponding study courses conducting, qualification works managing and defending and other methodical works);
- Information and Communication Technologies department (lessons in Computing Studies, Transaction Math, Accountancy, etc. are planned);
- Power Engineering department (Work Protection study room is used);
- Studies department;
- Research and Methodical Development department (organizes the methodical provision work of the study programmes envisaging the methodical material design and distribution for the students' needs);
- IT Provision department (computer software updating, computer technologies service);
- The Study Process Development and Procurement department;
- Studies Information centre;
- Secretariat;
- Accountancy;
- Dormitory;
- Placement and Production department (involved in the placements and practical works realization)

Library

The task of the library is to provide the academic staff and students with study and scientific literature. The funds of the RTC library are regularly renewed. The consultants from the departments participate in the process of books and periodicals ordering. In September 2011 the study books on Logistics were ordered and bought.

The academic staffs are informed about electronic books types and usage possibilities.

The library provides different types of services:

- provides necessary information and consultations;
- offers the library reading-room facilities;
- lends out the literature to the readers pro tem;
- ensures the interlibrary orders;
- makes copies of the library materials;
- gives a possibility to use the Internet for the information search;
- provides audiovisual materials.

Administrative and technical staff support is sufficient to ensure study results achievements.

2.4. Material and Technical Base of the Study Programme Implementation

The study programme is implemented in 16 Braslas Street and this programme implementation is organized by the General Studies and Management department. The task of the academic staff is to ensure qualitatively the corresponding theoretical and practical study courses teaching at their work places.

. The teachers involved in the programme have a free access to the computers with the Internet connection and they use them successfully for the information acquisition and its processing when preparing for lectures. At the disposal of the programme teaching staff there are video projectors that are regular used for the current information demonstration directly from the Internet as well as for the presentations and in the process of practical study surveys defending/presentation.

Both academic staff and students use RTC organization technique room for the material and technical provision of the study process.

For the implementation of the study programme the following is necessary:

- local-area computer network with at least 15 work places for students, one work place with the Internet connection for the lecturer;

- computer peripheral equipment;
- software;
- Office equipment (photocopier, overhead projector, data video projectors etc.)

Financial resources

It should be taken into account that the study programme “Telematics and Logistics” is being commenced gradually with the integration of the study programme “Post Services” having 38 state budget financed places. In the academic year 2011/2012 17 students started the studies for the state budget financing but further it will depend on the study programme “Post Services” graduates’ number. In the academic year 2012/2013 – 11, in acad. year 2013/2014 – 10.

RTC Council for the acad. year 2011/2012 has set the payment for the full time intramural studies in the amount of 650 Ls, part time studies- 600 Ls.

Table nr.3

Data and indicators for the assessment group „Resources”

	2008.	2009.	2010.
Total establishment financing	1369 260	1065 382	796 852
Studies financing	1333 629	1009 578	10761 495
Studies grant from the general income	1229 410	902 835	652 952
Our own income from the studies payment	104 219	106 744	108 543
Information resources purchase expenses	1866	374	2326

The technical equipment is to ensure the study process implementation and to comply with labour market requirements in the field of Communication and Information technologies.

3. Study Programme “Telematics and Logistics” Sustainability

According to today’s demands there are growing demands for the competence level, communication skills and modern technologies use skills of the employed in the field of services Information specific to the branch will be updated in the process of the study programme implementation. The study programme “Telematics and Logistics” director I.Golubeva has been engaged in the work group for the *Logistics specialist* profession standard updating.

The future vision of the study programme

The Professional Education Competence Centre “Riga Technical College” implements 11 first level higher professional education study programmes in various fields. Telecommunication, information technologies, transport services and management experience will be aggregated and material provision used for the new study programme implementation.

The Professional Education Competence Centre “Riga Technical College” development strategy conception for the year 2008-2014 anticipates that in the current Latvia’s situation national economy’s industrial and technological branches together come into contact with counter directed influences, what makes us evaluate the previous model for the qualified employees provision. All the branches which RTC trains specialists for in the next 5-7 years envisage to continue more or less rapid development and growth increasing the number of the employed specialists. In the technical specialities increasingly higher importance is attached to the social competences both in communication with clients and when implementing complicated work in groups, frequently in international environment. A large amount of technical knowledge breaks the previous speciality borders and rolls into one.³

The director of the study programme “Telematics and Logistics” I.Golubeva has been engaged in the work group for the Logistics specialist professional standard updating.

RTC is the only educational institution training different level specialists for the post industry according to its functioning needs, with the changing technologies and development of the society intellect. A new study programme design by integrating specific to the society study programme “Post Services” gives evidence of the flexible position when evaluating the situation in the state and Europe.

RTC development is regularly planned what guarantees achievement of the study programmes aims.

Study process results evaluation

The content and implementation of the study programme complies with the main higher education aims:

1. personality development;
2. democratic society development;

³ [www.rtk.lv /docs/pasvertejumi/RTK_strategija_2008_2014.pdf](http://www.rtk.lv/docs/pasvertejumi/RTK_strategija_2008_2014.pdf)

3. science development tasks solution;
4. observation of the market requirements.

The programme evaluation indicators are students' opinions, administrative and academic staff opinions, quality of the new technologies use at the college and in companies (for example, at placements).

In the process of the study programme acquisition students are motivated to grow professionally – to continue studies at RTU Engineering economics faculty or at any other accredited higher educational institution and to acquire the second level higher professional education. The methods of knowledge, skills and attitudes evaluation are even-handed, connected with the study results and work market changeable requirements.

4. Study Programme “Telematics and Logistics” Cooperation, Overlapping

RTC the General Studies and Management Department has been cooperating with RTU Faculty of Engineering Economics and Management for 8 years since the first cooperation agreement on the possibilities for the study programme “Post Services” graduates to continue their education in the subprogram “Entrepreneurship Management” or “Economics, Accountancy and Taxes” was signed.

The study programme “Telematics and Logistics” is developed consulting teaching staff of Riga Technical University Faculty of Engineering Economics and Management in order to ensure the implementation of the LR MC provisions No 650 *On the higher education licensing procedure* 4.8. paragraph. The Agreement between Riga Technical College and Riga Technical University on the opportunities to continue the education acquisition at the Faculty of Engineering Economics and Management of Riga Technical University has been prepared at RTC.

The programme was developed consulting the leading specialists from the SJ-SC “Latvian Post”, "Schenker" Ltd. and “MAXIMA Latvia” Ltd.

Organizing placement, the college plans to cooperate with the following companies/institutions:

- HANSAWORLD LATVIA;
- "Rimi Latvia" Ltd;
- "Dominante Loģistikas sistēma " Ltd;
- "Itella Logistics" Ltd.;

- “DHL Latvia” Ltd. etc.

In November 2007 the cooperation with Copenhagen Technical Education Centre (TEC) began. Study books, sets of synopses and tests used for the Transport Logistics speciality teaching were given to us. There is an oral agreement that starting to implement the study programme “Telematics and Logistics” Danish colleagues will get involved in the study and methodical materials translation.