

Self-Assessment

Study Programme “Human Resource Management”

Field of Study: Management, Administration and Real Estate Management

2024/2025

JK



Strategic Context

People as the Foundation of Organisational Competitiveness

COLLEGE DIRECTION

2023–2027 Goal

To become the best college in Latvia by strengthening the quality of study programmes and labour market relevance

2nd

most recommended college in 2025

5th

most recommended "Personnel Specialist" training programme

WHY HUMAN RESOURCE MANAGEMENT?

- Human resource management has become a strategic function;
- Work environment, well-being, transparency and engagement are organisational values;
- A professional human resource management approach helps attract, select and retain talent.

Competitiveness = skills + management quality + employee experience

Programme Profile

Short-Cycle Professional Higher Education

CODE

41345

VOLUME

120 ECTS

QUALIFICATION

Personnel Specialist

LEVEL

EQF 5

PREVIOUS EDUCATION

Secondary education

DIRECTOR

Jānis Klieders

Implementation: full-time in-person studies (2 years), part-time in-person studies and distance learning (2 years 6 months).
Language of studies: Latvian and English.

Goal and Tasks

From Knowledge to Professional Action

PROGRAMME GOAL

To prepare a highly qualified human resource specialist who is able to effectively manage an organisation's employee resources and develop a human resource strategy

Analytical thinking • data • policy • strategy

1

Practical knowledge and competences

2

Understanding and application of legal acts

3

Creative, analytical and research-based approach

4

Motivation for further education and growth

Learning Outcomes

The Graduate as a Practical Expert in the Field of Human Resource Management

Personnel Data

record-keeping, storage, analysis, reports

Recruitment and Onboarding

search, integration, induction of new employees

Development and Performance

training, assessment of competences and work performance

Remuneration and Motivation

fair and transparent motivation systems

Labour Law

compliance with requirements and employee counselling

Teamwork

planning, self-management and professional development

Professional Action in Organisations

Study Content and Process

Practical Focus, Modules and a Student-Centred Approach

1 A/B Part

Labour law, human resource management, personnel record-keeping, psychology, digital literacy and business competences

2 Study Process

Modular training principle, practical assignments, reports, essays, tests and qualification examination

3 Support Environment

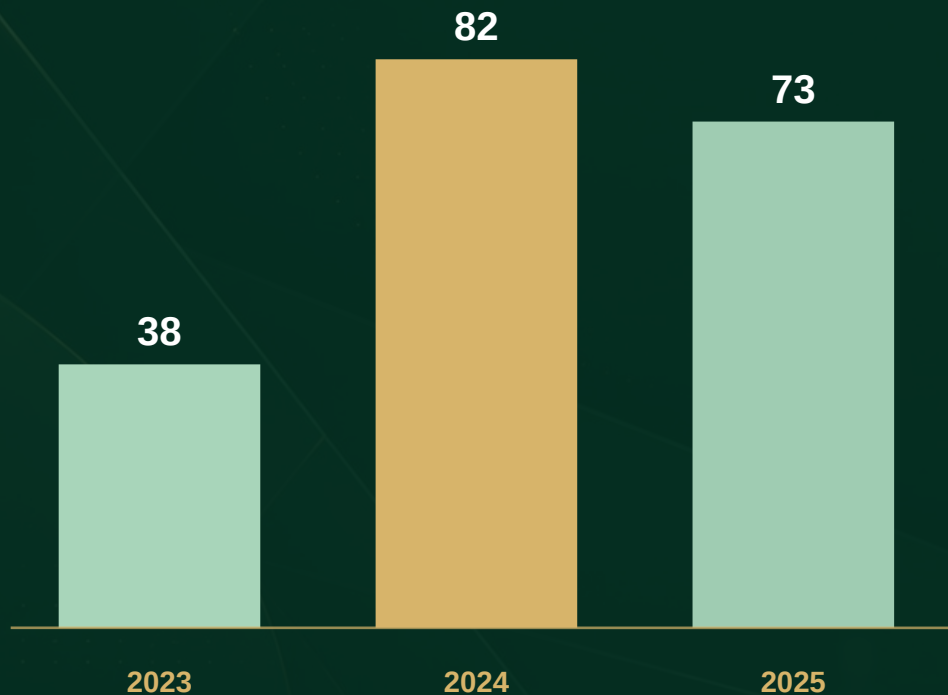
Moodle, online meetings, consultations, individual plans and availability of information

Course descriptions and assessment criteria are available to students in the Moodle environment.

Student Dynamics

Growth Followed by Restructuring of Study Forms

TOTAL NUMBER OF STUDENTS



MAIN HIGHLIGHTS

- In the 2023–2025 period, the total number increased from 38 to 73 students.
- In 2024, there was a sharp rise to 82 students.
- In 2025, e-studies became the dominant form.

+92%

growth 2023 → 2025

41%

share of e-studies in
2025

Choice of Study Forms

Flexibility Is Becoming an Essential Value

2024 → 2025 STRUCTURAL CHANGE



WHY E-STUDIES?

- Flexibility for combining work, studies and private life;
- Lower travel and transport costs;
- Online materials, digital library and Moodle environment;
- Self-directed learning as a competence to be developed.

Internship and Qualification Paper

Integration of Theory into the Work Environment

24 CP

scope of internship

Internship is based on trilateral cooperation: student – internship supervisor at the company – Juridiskā koledža

18

qualification papers defended in 2024/2025

8.2

average qualification paper grade

TOPIC EXAMPLES

- Emotional intelligence in the work environment
- Employee motivation and assessment
- Violence in the work environment and its prevention
- Personnel recruitment and onboarding

1 paper nominated for publication in the Scientific Proceedings of Juridiskā koledža

Quality Assurance

Regular Evaluation and Improvement

ANALYSIS OF STUDY RESULTS

- The content of study courses is reviewed at least once a year;
- Student, graduate and employer surveys are taken into account;
- The results of the qualification examination and ongoing assessments are analysed;
- Cooperation with internship providers and employers is maintained.

ACADEMIC INTEGRITY

Honesty, respect, trust, fairness, objectivity and courage.

Reports, internship reports and qualification papers are checked in the unified plagiarism control system; students are allowed to correct identified shortcomings.

Quality as a continuous cycle: plan → implement → evaluate → improve

SWOT Summary

What Strengthens the Programme and What Requires Attention

Strengths

- Assessment by foreign experts
- Accreditation stability
- Digital library and databases
- High quality/price ratio

Weaknesses

- Insufficient involvement of foreign guest lecturers
- Fluctuations in student motivation
- Marketing effectiveness challenges
- Pressure on e-study quality

Opportunities

- Joint projects in Latvia and abroad
- Cooperation with employers and associations
- Lifelong learning and development programmes
- Erasmus+ mobility

Threats

- Geopolitical and economic uncertainty
- Demographics and labour shortage
- Risks of self-directed learning in e-studies
- Employment conditions for third-country nationals

Development Priorities

Focus for the Next Improvement Stage

1

Foreign Experience

Attract guest lecturers and international professionals to the study process

2

Employer Cooperation

Strengthen the internship network, consultative links and joint projects

3

Quality of E-Studies

Improve Moodle content, support for self-directed learning and digital tools

4

Lifelong Learning

Develop professional development and micro-qualification offerings

Goal: labour market-relevant, practical and internationally open human resource management education.