**PREPARATORY TRAINING FOR EXTERNAL QUALITY ASSURANCE AGENCIES (EQAAs)**

**for the**

**SHARE PILOT REVIEW EXERCISES OF EQAAs**

**21-22 NOVEMBER 2016, MANILA, PHILIPPINES**

**DRAFT PROGRAMME**

**1. About SHARE**

Launched in 2015, the **European Union Support to Higher Education in the ASEAN Region (SHARE)** is a four-year programme funded by European Union (EU) with the broad remit to strengthen regional cooperation, enhance quality, competiveness and internationalisation of ASEAN higher education institutions, contributing to an ASEAN Community beyond 2015. A consortium of British Council (lead), Campus France, the German Academic Exchange Service (DAAD), EP-Nuffic, the European Association for Quality Assurance in Higher Education (ENQA) and the European University Association (EUA) are working with ASEAN counterparts to implement SHARE from 2015 to 2019.

SHARE focuses on three result areas, among them ASEAN Quality Assurance (QA). This result area is coordinated by the DAAD together with ENQA and EUA. The project aims at supporting the ASEAN Quality Assurance Framework (AQAF) and the work of related EQAAs with a focus on higher education.

**2. The ASEAN Quality Assurance Framework (AQAF)**

The ASEAN Quality Assurance Framework for Higher Education was developed by the ASEAN Quality Assurance Network (AQAN) in 2013 to provide a regional reference framework for External Quality Assurance Agencies (EQAA) in ASEAN Member States. The AQAF was developed in support of ASEAN higher education initiatives to establish a common space and a harmonised quality assurance system. The AQAF provides a common set of QA core principles, values and practices to foster confidence and to build a zone of trust, facilitate the recognition of qualifications and credits, and mobility of learners across the region. The AQAF is a neutral device which does not force national systems to adhere to it. In doing so, the AQAF promotes convergence of quality assurance systems while at the same time respecting national sovereignty and autonomy of higher education institutions (HEIs).

The AQAF consists of four sets of interrelated principles, namely:

1. External Quality Assurance Agencies (EQAA)
2. External Quality Assurance (EQA) Standards and Processes
3. Institutional Quality Assurance (IQA)
4. National Qualifications Framework (NQF)

**3. Objectives of the SHARE Pilot Review Exercises of EQAAs**

The overall goals of SHARE’s review exercises are to enable External Quality Assurance Agencies in countries with consolidated EQA structures to benchmark their national systems with AQAF’s regional standards and in view of international good practice. The reviews are development-oriented. The EQAAs will benefit from the input of the review panel that is composed of ASEAN as well as European Quality Assurance experts.

The review procedure follows the common methodology of **Self-Assessment Report (SAR)**, a **Site-Visit** by a mixed team of ASEAN and European reviewers as well as a **Report** which provides recommendations to the reviewed agencies for improvement. The pilot reviews will be conducted based on newly developed AQAF Guidelines which are being developed by a SHARE expert team composed of ASEAN and European QA experts. The Guidelines spell out methodology and criteria of the pilot review procedure for selected EQAAs.

By participating in the SHARE Pilot Review Exercise, EQAAs will have the opportunity to:

* Make use of the learning experience via systematic internal and external evaluation and ensure that their national EQA systems and processes are fit for purpose.
* Share with colleagues in the ASEAN region and reviewers from Europe international good practice.
* Be part of putting the AQAF and Guidelines to the test and provide feedback to AQAN for their further development.
* Use the opportunity for closer alignment to regional standards and be part of the ASEAN movement towards convergence of ASEAN higher education systems, increased regional cooperation and a shared understanding of QA.
* Profit from financial support offered by SHARE which will cover all main costs of the review procedure.

**4. Target Audience and Objectives of the SHARE Preparatory Training for EQAAs**

As a preparatory measure, up to three representatives of the selected QA agencies will convene for a joint training session to learn about the criteria and procedures of SHARE pilot reviews, so as to ensure a smooth implementation of the site visits in 2017. The training will allow the agencies to become acquainted with content, format and methodology of the whole review process. It furthermore enhances the capacity of EQAAs in operationalising the principles and respective statements as laid down in the AQAF.

Experiences QA professionals will prepare and chair the training sessions. ASEAN experts will share their knowledge about the ASEAN EQA landscape, national regulations and practices and their experience in review panels; European experts will contribute their expertise and lessons learnt from reviewing QA agencies in Europe.

The main objectives and **learning outcomes** are:

* Understanding of the SHARE Project context and the role of agency reviews
* Contextualising the principles of the AQAF in relation to national systems and structures
* Familiarising with the requirements and procedure of the SHARE agency reviews and being able to produce and self-assessment report and to prepare a site-visit.

At the end of the preparatory training, all participants will be familiar with the AQAF, the guidelines, as well as with the content, format and methodology of pilot reviews.

**PROGRAMME**

|  |  |
| --- | --- |
| Time | Day 1 – Monday, 21 November 2016 |
| 9:00-10:30 | Session 1: Opening  Welcome  Chita Pijano, Executive Director, Philippine Accrediting Association of Schools, Colleges and Universities (PAASCU)  Introduction to SHARE and its work in the field of regional QA  Dr. Susanne Liermann, Senior Project Manager, German Academic Exchange Service (DAAD)  Introduction to SHARE Agency Reviews  Maria Kelo, Director, European Association for Quality Assurance in Higher Education(ENQA) |
| 10:30-11:00 | *Coffee Break* |
| 11:00-12:30 | Session 2: The regional QA Framework and the SHARE Guidelines for Agency Reviews  Introducing the ASEAN Quality Assurance Framework: Purpose, Features and Principles  Zita Mohd. Fahmi, Executive Secretary, ASEAN Quality Assurance Network (AQAN)  Followed by Questions and Answers |
| 12:30-14:00 | *Lunch* |
| 14:00-15:30 | Session 3: Sharing European experiences  The role of ENQA and EQAR  Maria Kelo, ENQA  European experiences from review of agencies  Fiona Crozier, Head of International, Quality Assurance Agency for Higher Education (QAA) |
| 15:30-16:00 | *Coffee Break* |
| 16:00-17:00 | Session 4: Purpose of Self-Assessment  Critical elements for a successful self-assessment procedure  Axel Aerden, Senior International Policy Advisor at the Accreditation Organisation of the Netherlands and Flanders (NVAO) |
| 19:00 | Dinner |

|  |  |
| --- | --- |
| Time | Day 2 – Tuesday, 22 November 2016 |
| 09:00-10:30 | Session 5: The Self-Assessment Report (SAR)  Introduction: What makes a report a good report?  Dorte Kristoffersen, Executive Director, [Hong Kong Council for Accreditation of Academic and Vocational](http://www.hkcaavq.edu.hk/) Qualifications (HKCAAVQ)  Followed by Questions and Answers  Preparing a SAR according to the Guidelines  Chita Pijano, PAASCU |
| 10:30-11:00 | Coffee Break |
| 11:00-12:30 | Parallel Working Groups analysing samples of self-assessment reports  Introduced by Chita Pijano, PAASCU  Facilitators: Axel Aerden( NVAO); Chita Pijano (PAASCU); Dorte Kristoffersen (HKCAAVQ), Zita Mohd. Fahmi (MQA)  Presentation of Working Group results by group rapporteurs |
| 12:30-14:00 | Lunch |
| 14:00-16:00 | Session 6: The Site-Visit  Conducting a site visit according to the Guidelines  Chita Pijano, PAASCU  Followed by Questions and Answers  World Café - A brief Introduction  Marc Wilde, DAAD  Followed by three rounds on the following topics:   1. Following up: What happens once you receive the report?   facilitated by Fiona Crozier, QAA   1. How to enhance stakeholder involvement?   facilitated by Axel Aerden, NVOA   1. Changing the perspective: assessing vs. being assessed - the other side of the review   facilitated by Dorte Kristoffersen, HKCAAVQ |
| 16:00-16:30 | Coffee Break |
| 16:30-17:00 | Summary and Synthesis of the world café discussions  Chaired by Maria Kelo, ENQA |
| 17:00-17:30 | Closing: Concluding Remarks, next steps  Chita Pijano, PAASCU |
|  | Free Evening/ Departure |