ERASMUS PLUS
HIGHER EDUCATION CAPACITY BUILDING

Erasmus+ Project

Crisis and Risks Engineering for Transport Services (CRENG)

WP3 - Quality Control

Quality Assurance Plan/Strategy

Prepared by ECM Space Technologies GmbH

Document control data			
Document ref. :	CRENG-WP3-ECM _V01		
Revision:	Original		
Date of issue:	10/01/2019		
Author's name:	A. Sterenharz/ECM	Status:	Released

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(CRENG)

REF. No.: 598218-EPP-1-2018-1-PL-EPPKA2-CBHE-JP

1. <u>The QA strategy/plan</u>

➢ Quality assurance (QA) is an integral part of the internal management of all EU institutions following the standards in the European Higher Education Area. Quality assurance helps to support teachers and build expertise and capacity in the higher education system to deliver positive outcomes for students. Through sharing, understanding and applying standards and expectations, quality assurance helps to raise standards, expectations, and levels of consistency across HEIs. Efficient and effective approaches to quality assurance will require building on local practices, developing working approaches across HEIs authorities and partners and linking this work at a national level.

➢ The following objectives are defined to achieve it based on monitoring, self-evaluation and planning for improvement:
   ✓ to ensure that high standards of updated/modernized curricula are maintained and outcomes improved for students;
   ✓ to meet standards and expectations through the internal universties resources;
   ✓ to analyse and meet National Qualifications Frameworks;
   ✓ to ensure assessment materials and exemplification, including those that will be available;
   ✓ to ensure that accreditation of the developed curricula at national/institutional levels, regulations and guidelines are met, as well as applicable;
   ✓ to train target universities staff and academic faculty on quality improvement processes
   ✓ to provide quality assurance approaches of other non-academic partners;
   ✓ quality control as a part of external evaluation

➢ <u>Activities for QA system development</u>:

   ✓ Development of the Internal quality assurance plan and a quality group of responsible specialists in partner universities. This means that groups should have effective quality checks in place, define assessment tasks and activities,valid and reliable asessment decisions in line with national standards, and responsible for the internal verification of their assessments.

- ✓ Development the procedure for self-monitoring (including reports template, questionnaires, surveys plans and feedback reports from target students/academics/stakeholder groups)

- ✓ Peer-reviews regarding quality assessment of new curricula based on quality indicators (quantitative & qualitative assessment); recommendations for quality indicators and peer-review procedure are to be developed.

- ✓ Monitoring & Evaluation (M&E) including self-monitoring reports with necessary conclusions and recommendations every 6 months (including comparison with work plan of the project activities; evaluation of outcomes and their quality in form of special developed report template; interviews with stakeholders; online evaluation). It will ensure an appropriate focus on coherent planning, checking, sampling, reviewing and providing feedback for quality improvement.

- ✓ External monitoring: external quality evaluation provides information on strategy, operations and learning with focus on impartiality, usefulness, technical adequacy, stakeholder involvement, value for inputs and feedback. Mid-term independent project evaluation is planned in the middle of the 2nd year and upon project completion, which are being conducted as part of project's external evaluation. External expert (EE) will be responsible for midterm and final project evaluation. EE will conduct the evaluation session during the project's conference or partners' meetings to review and discuss M&E concept/tools and mid-results with target universities. Within this external evaluation mechanism, feedbacks on project quality or risks identified will be provided by an External Evaluator to the coordinator. Findings of the evaluation will be used to improve project's performance, continuous feedback and organisational and institutional knowledge and learning.

- ✓ Inter project Coaching: Establishing of the Inter Project Coaching and PMB to serve as a structure to initiate corrections/improvements in the Work Plan/activities based on results of self-monitoring and external evaluation. This can also ensure that appropriate target-setting, monitoring and tracking of progress is in place and self-monitoring is based on a wide range of evidence across all aspects/outputs of the project including benchmarking information to inform improvement planning and raising achievement.

- ✓ Project approaches will include opportunities for collaboration both virtual and face-to-face (for example, through network groups and professional development workshops). Through the series of workshops curriculum planners and managers (faculty heads/principal teachers) of target universities will train to build on existing practices to ensure that quality assurance activities are fit for purpose, comparable, manageable and accessible. The workshops also will provide opportunities and support for staff

working collaboratively on quality assuarnce, verification and contributing to the National Qualification Frameworks.

➢ During Quality Assesment process the following outputs/project products shold be examined: competence matrix, syllabuses, learning materials, tests, delivery and support system of Web-based courses, new BA/MA courses implementation and learning.

➢ Milestones: self-monitoring system established; feedback, questionnaire, annual reports; QA centres/responsible specialists in place; online evaluation in function; peer-reviews; the Inter Project Coaching and Evaluation Board established; report of inter project coaching; external M&E reports.

➢ Indicators: number of self-monitoring reports, number of IEB meetings; number of questionnaires and surveys; number of reports of inter project coaching; external M&E reports; number of internal QA groups; number of specialists trained in QA.

2. **Plan of monitoring of the project activities**

	2019		2020		2021	
Periodic reporting on the project achievements based on self-monitoring reports	15/05	15/11	15/05	15/11	15/05	15/11

Field monitoring visits (will be defined by the NEO of partner countries):						
	2019		2020		2021	
Azerbajan						
Turkmenistan						
Ukraine						
Interim reporting			15/05			
Final reporting					15/11	
Annual reporting*	15/11		15/11		15/11	

* This is the date of submitting final corrected version of report

Time-line of reporting:

M1	M6	M12	M18	M24	M30	M36
Start November 2018			May 2020			End November 2021
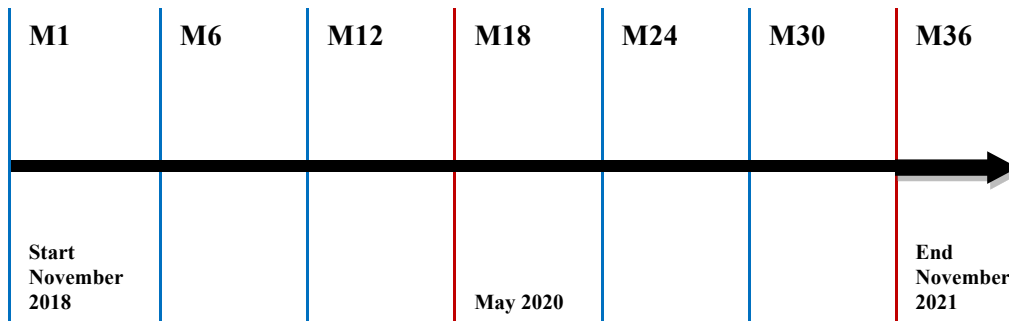
Periodic, interim, final and annual reports should be based on the following contents.

Contents of the project monitoring & evaluation:

a. Cruciality of the project activities
b. Efficiency of the project realization
c. Project achievements (results)
d. Impact of the project measures (follow ups)
e. Sustainability of the project results. Periodic surveys and feedback analysis of target groups.
f. Communication process between consortium partners
g. Dissemination of the project activities and results
h. The project management