

o a q

center of accreditation and quality assurance
of the swiss universities

Accreditation Procedure

Institute X

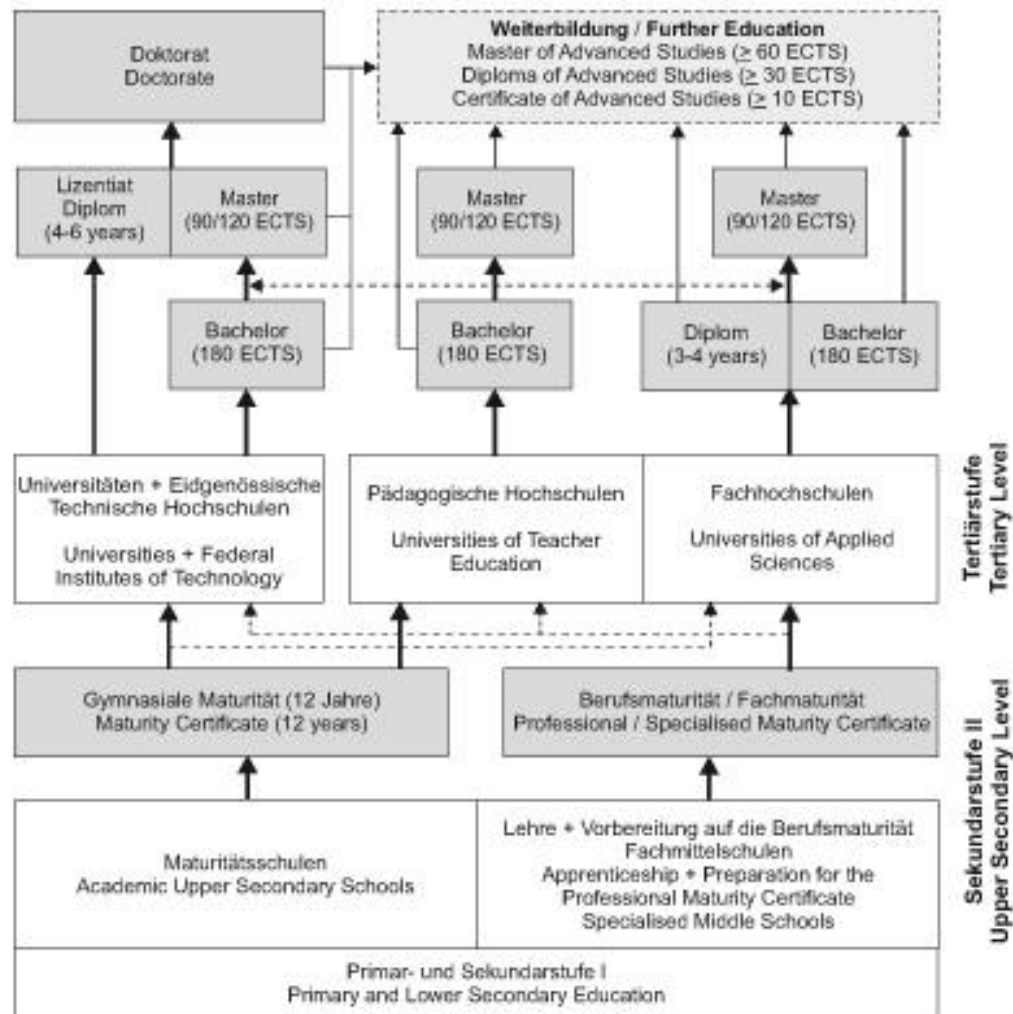
University Y

Briefing, September 12, 2011

Content

- Swiss higher education system
- OAQ / Tasks and goals
- Accreditation at Universities
- Specificities of procedure
- Task of experts
- Programme of the on-site-visit
- Questions – Discussion

Das schweizerische Hochschulsystem / The Swiss Higher Education System

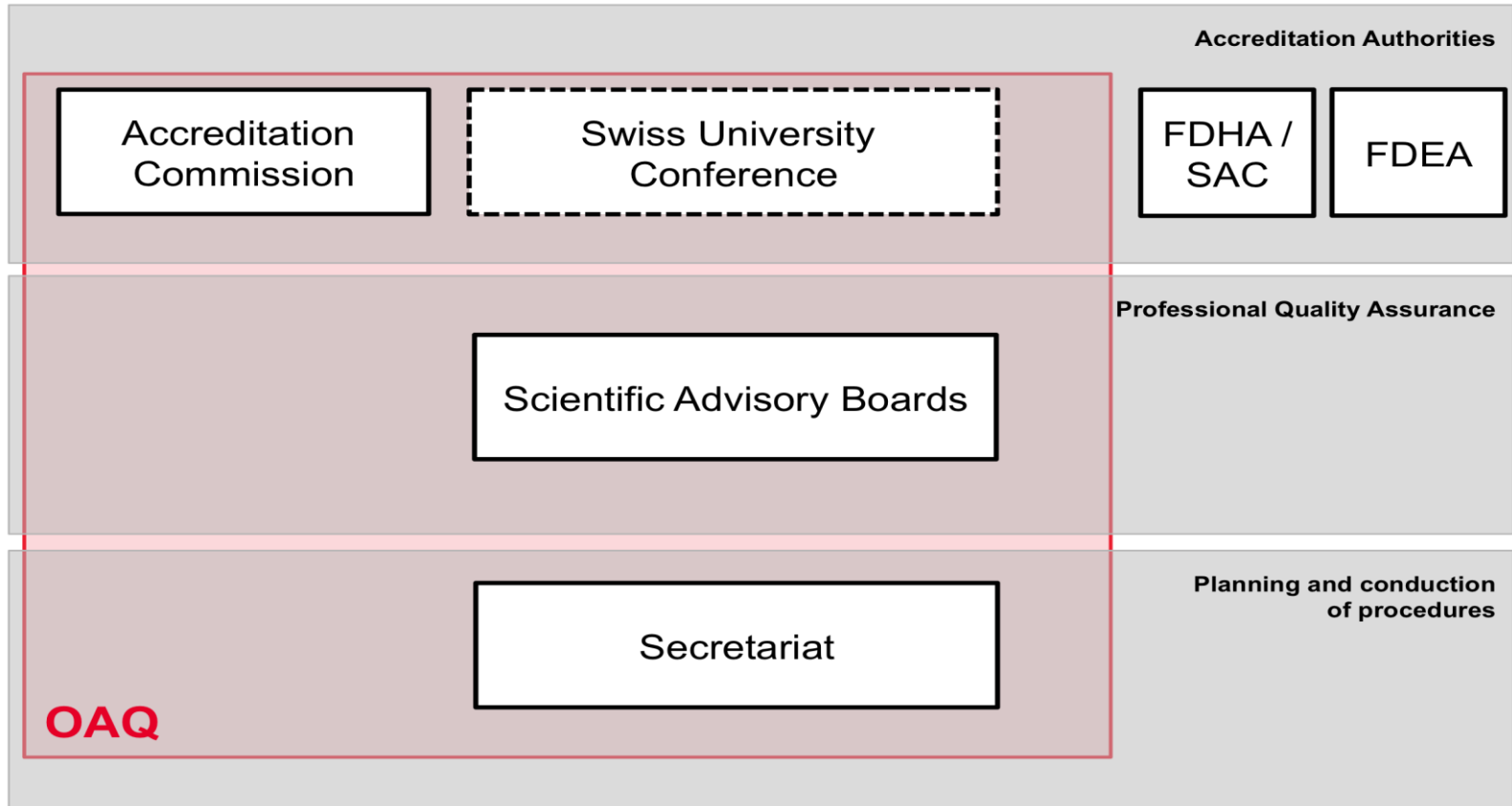


--- Es werden zusätzliche Leistungen verlangt
Additional achievement required

The Center for Accreditation and Quality Assurance of the Swiss Universities (OAQ)

- Established by law in October 2001
- Only agency in CH
- Mission: assure and promote the quality of teaching and research at the Swiss universities
- Operative at UNI and UAS levels, CH + D
- Business office (12) and scientific advisory boards
- Autonomy in working process
- International network: ECA, ENQA, INQAAHE

Structure of the OAQ



OAQ's core activities

<p>Quality Audits (mandatory) Institution's QA system</p> <ul style="list-style-type: none">- Universities- Federal Institutes of Technology	<p>Accreditations Study programmes and institutions</p> <ul style="list-style-type: none">- UAS- UNI (public and private)- Basic and postgrade Med Edu- Germany
<p>Development of instruments</p> <ul style="list-style-type: none">- Quality Standards- Self-evaluation guide- External evaluation guide	<p>International network</p> <ul style="list-style-type: none">- ENQA, ECA, INQAAHE- Forums, symposiums, working groups, ...

Accreditation at Universities

- Accreditation of academic institutions and / or study programmes
- **Generic level: look at the mechanisms, processes, instruments, structures, frame, rather than at the contents**
- Voluntary basis
- Label valid for seven years
- Accreditation procedures and quality standards based on international best practices

Accreditation – Procedure

- First step : Self-evaluation by unit seeking accreditation
- Second step : External evaluation / on-site visit by independent experts
- Third step : Decision, based on assessment of predetermined quality standards

On-site visit

- 3–5 experts/peers, chosen by OAQ scientific board
- Selection criteria published (e.g. independency)
- Briefing of experts prior to visit
- One to three days on-site visit
- Report of expert group
- Report of OAQ with recommendation for accreditation

Decision

- The Swiss University Conference (SUC) decides on recommendation of OAQ
- Decisions: yes / no / yes under certain conditions
- Appeals: independent court
- Unconditional accreditation is granted for 7 years
- OAQ report published if accreditation is positive

Accreditation of the iimt: specificities

Re-accreditation (1st for OAQ)

- Accreditation in 2004 valid 'til 12/2011
 - Unconditional accreditation of institution and study programmes (Exec. Diploma and EMBA)
- New SUC Guidelines in 2007
 - Art. 3.4 (quantitative, in OAQ final report)
 - Art. 9 and Art. 10
- 2004 -> 2011: OAQ questions on 2004 recommendations and impact

Tasks of experts

On-site visit:

- Discuss self-evaluation report among experts and identify open questions for each session
- Run interview sessions, discuss results
- Debriefing session (short oral feedback)
- Support the peer leader in writing the report

Tasks of peer leader

During the visit:

- Act as main spokesperson for the panel
- Chair the interview sessions (or delegates)
- Chair expert meetings
- Watch the time
- Run debriefing session at the final meeting
- Coordinate expert work during and after (report) visit

Debriefing

- Short: max. 30 min.
- Acknowledgements (iimt, fellow experts, OAQ)
- NOT a definite conclusion (only in report)
- Summary of strengths and weaknesses
- NO mention of possible condition / recommendation
- Constructive
- NO discussion

Role of OAQ collaborators

- Organisation of on-site visit
- Minutes of the interviews
- Silent participation at interviews
- Information for experts
- Time keeping
- Assure quality of procedure

Expert report

Task of the peer leader:

- Draft the expert report and circulate it to the other members of the team for comments (within 4 weeks after visit)
- Send final draft of expert report to OAQ
- Read reply of HE institution and integrate comments into the expert report
- Send the finalised version of the expert report to OAQ
- Keep the deadlines

Expert report

- Report structure (see guide)
- Evaluation must be based on the standard set
- Identify strengths and weaknesses of institution
- Provide enough evidence to support findings and conclusions
- Recommendations for quality improvements
- Recommendation on accreditation

Compliance with quality standards

3 options:

- Standard is fulfilled -> optional recommendation
- Standard is partially fulfilled -> recommendation and/or condition
- Standard is not fulfilled -> condition

- Recommendations / conditions: well argued, link with standard must be clear

Next steps – Deadlines

- Send final draft of expert report to OAQ (who will forward to X for comments): **15 October 2011**
- Reply and comments of X (OAQ will forward to peer leader):
30 October 2011
- Send the finalized version of the expert report to OAQ (taking into account or not the comments of the institution):
15 November 2011
- Final report of OAQ - recommendation on behalf of the SUK: **15 December 2011**
- Session of CUS: **January 2012**

Programme of on-site visit

- Monday Sept. 12: Briefing
- Tuesday Sept. 13: Interviews + expert meeting
- Wednesday Sept. 14: Interviews + expert meeting + debriefing

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