

Minutes and Statement of Decision

TLQAA Study Tour in ANECA 13-15 February 2013

The study tour was held in 3 days; the 13th, 14th and 15th of February 2013 in the premises of ANECA-Madrid.

The first day was dedicated to a detailed presentation of ANECA and its processes and system. Mr. van Grieken, the director of ANECA started the day with a welcome word and a detailed presentation of the Spanish higher education, its quality assurance system, ANECA and its programmes. Mr. van Grieken answered to a large number of questions from the Lebanese experts. Dr. Jammal, the director general of higher education in Lebanon, replied thanking Mr. van Grieken for hosting the event. After that a presentation about the evaluation of professors by ANECA has been done by the vice director. Mr. Haug has provided an overview of quality assurance as conducted in Europe. He also showed the major findings of his 2009 report on quality assurance. He insisted on two characteristics of the quality: the efficiency and relevance. Four experts from ANECA, including a student then presented in detail the evaluation process. Debates on several points were engaged showing big interest. The last presentation of the day was dedicated to the AUDIT programme which verifies the Internal Quality Assurance system of the institutions. Besides the numerous discussions and exchanges on detailed issues, it is worth noting that several points interested the Lebanese experts in the ANECA system, programmes and processes among them:

1. The programme for the evaluation of university professors;
2. The role of the secretary in the evaluation committee;
3. The necessary convergence to a unanimous evaluation report;
4. The role of the students in the whole process.

The second and third days were coordinated and animated by Mr. Llavori, Ms. Duclos and prof. Ruiz. The first session of the second day was dedicated to explaining the Lebanese Quality Assurance Model as proposed by Tempus-TLQAA project. The Lebanese experts were invited to reflect on the choices taken and their impact on the process. It has been very obvious that continuous improvement and mutual look for improvement is the perspective for almost all the experts.

After the quality assurance model, the standards proposed by TLQAA have been discussed. Each standard alone has been presented and the experts were invited to reflect upon and to provide possible evidences. From the discussions engaged common points of view appeared regarding what should be looked at in each evaluation.

After discussing the standards, the procedures proposed by TLQAA were presented. The experts discussed each step of the evaluation process. A common understanding of the procedures has been reached.

The final discussion session was dedicated to the self study reporting. The guide developed by TLQAA was presented. This guide includes a typical structure of the report.

Finally, the experts visited the premises of ANECA. They have seen the software tool developed by ANECA to support the evaluation process. They have seen a committee working on a particular evaluation using this tool.

A concluding word was provided by M. van Grieken.

Statement of decision

Based on the discussions the following has been decided for the following steps in Tempus project TLQAA:

1. Dr. Jammal will send a letter to all Lebanese partners to encourage them to write their self study report before May 1st.
2. In WP4 managed by ANECA and where pilot evaluation will be conducted, an emulation of the Lebanese agency will be done with ANECA as observer.
3. The trained experts who know very well the system now could participate in their own institutions writing the self study report.
4. Regular general meeting for all the experts has to be conducted in Lebanon to coordinate the understanding of the standards and procedures.
5. A committee will be formed to study the results of the pilot evaluation and might suggest modifications to the standards and procedures.