



With the support of the Lifelong Learning Programme of the European Union

ENQA training of agency reviewers

Hosted by IUQB
National University of Ireland, 49 Merrion Square, Dublin 2, Ireland

PROGRAMME

Thursday 11nd February 2010, 17:00 – 19:30 hrs

- 17.00 **Introduction of participants**
- 17.10 **Introduction to the training session (incl. a historical perspective to the European dimension of QA), *Peter Williams***
- 17.30 **The purpose and complex issues of the reviews**
- Purpose and main stages of the review process
Questions/discussion, *Kurt Sohm*
 - ESG, national context and consistency
Questions/discussion, *Padraig Walsh*
 - The notion of compliance: definitions and examples
Questions/discussion, *Fiona Crozier*
 - The notion of independence
Questions/discussion, *Josep Grifoll*
- Chair: Fiona Crozier*
- 19.30 **End of the first day**
- 20.00 Dinner at Bentley's Restaurant
Address: 22 St Stephens Green, Dublin

Friday 12th February 2010, 9:00-16:00 hrs

- 08.45 Tea/coffee and croissants/pastries served at the venue
- 09.00 **Conducting reviews: an agency view, *ARACIS / Radu Damian***

09.45 **Conducting reviews: the Review Team's view**

Focus on the role of the Review Chair, *Peter Williams*
Focus on the role of the Review Secretary, *Paul Mitchell*
Focus on the role of the other reviewers, *Marion Coy*

11.00 Coffee break

11.30 **Three parallel working groups:**

Groups 1 and 2 (*facilitators: Kurt Sohm, Josep Grifoll*)

Case studies, focusing on using the self-evaluation report provided to

- decide on how best to develop agendas for the meetings in the schedule
- detect missing information
- discuss how to efficiently crosscheck and verify evidence
- decide on the best way to use the time available to ensure coverage of all the membership criteria
- decide on who to interview during the site visit
- formulate questions to be asked
- give an outline of a "raw" review report

Group 3 (*facilitator: Padraig Walsh*)

Ways to improve working methods within a review panel

- **How to manage meetings?**
- **How to share the work between review panel members?**
- **How to ensure effective chairing and questioning?**

Groups to work on their own, each facilitator to report from their group.

13.00 **Conclusions from the working groups and comparison of the results**

Chair: Paul Mitchell

13.30 Lunch

14.30 **The main outcome of the review: the final report, Paul Mitchell**

Questions/discussion

15.15 **Final discussion/Conclusions, Fiona Crozier**

16.00 End of the day