



Support to strengthening the higher education system in Azerbaijan



Twinning project ENI/2018/395-401Z/49)

Mission Report

Short-Term Mission on Activity 3.1. Develop standards for programme accreditation in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area

(November 26 – 30, 2018)

1. Name and Function of the Expert:

Full name of expert

Mr. Bruno Curvale, France

Signature

Full name of expert

Ms. Eliane Kotler, France

Signature

Full name of expert

Mr. Almantas Šerpatauskas, Lithuania

Signature

Full name of expert

Ms. Jolanta Silka

Signature



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This project is funded by the European Union

2. Objective and Tasks of the Mission:

The mission is carried out within the framework of:

COMPONENT 3: THE QUALITY ASSURANCE SYSTEM IS FURTHER DEVELOPED TO REFLECT THE STUDENT-CENTEREDNESS OF STUDY PROGRAMMES

Activity 3.1. Develop standards for programme accreditation in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area

Benchmarks for this activity are:

- Minutes of working sessions;
- Standards for programme accreditation in line with the European Standards and Guidelines for Quality Assurance in the EHEA

3. Time schedule of mission:

Date and Time	Activity
Monday 26 November 2018	<p>10:00-13:00 Workshop at the Accreditation Department, Accreditation and Nostrification Bureau (ANB). Presentation of best practices in programme accreditation from France, Lithuania and Latvia.</p> <p>Stakeholders: Mr. Tofiq Ahmadov, Head of Accreditation Department, ANB Ms. Lala Abbasova, Senior Specialist at Accreditation Department Ms. Konul Fatiyeva, Head Specialist at Accreditation Department</p> <p>13:00 – 14:00 LUNCH</p> <p>14:00-17:30 The workshop continues after the lunch.</p>
Tuesday 27 November 2018	<p>10:00-13:00 EU and local experts jointly carry out deskwork on criteria and indicators related to programme accreditation for Azerbaijan.</p> <p>Stakeholders: Mr. Tofiq Ahmadov, Head of Accreditation Department, ANB Ms. Lala Abbasova, Senior Specialist at Accreditation Department Ms. Konul Fatiyeva, Head Specialist at Accreditation Department</p> <p>13:00 – 14:00 LUNCH</p> <p>14:00-17:00 The deskwork continues after the lunch.</p>
Wednesday 28 November 2018	<p>10:00-13:00 The STEs work on the draft document related to indicators on study programme accreditation in Azerbaijan in ANB.</p> <p>11:30-12:30 Senior PL Mr. Curvale and RTA Ms. Bydanova meet with EUD Project Manager Mr. Rza Zulfugarzade.</p> <p>13:00 – 14:30 LUNCH</p>

	<p>14:30-17:00 The STEs discuss the draft document related to indicators on study programme accreditation in Azerbaijan with the Accreditation Department staff.</p> <p>Stakeholders: Ms. Lala Abbasova, Senior Specialist at Accreditation Department Ms. Konul Fatiyeva, Head Specialist at Accreditation Department</p>
<p>Thursday 29 November 2018</p>	<p>10:30-13:00 The STEs discuss a road map for programme accreditation for Azerbaijan with the Accreditation Department staff.</p> <p>Stakeholders: Mr. Tofiq Ahmadov, Head of Accreditation Department, ANB Ms. Lala Abbasova, Senior Specialist at Accreditation Department Ms. Konul Fatiyeva, Head Specialist at Accreditation Department</p> <p>13:00 – 14:00 LUNCH</p> <p>14:00-17:00 The STEs continue the deskwork on the indicators and road map for programme accreditation together with the Accreditation Department staff.</p> <p>14:30-15:30 Senior PL Mr. Curvale and RTA Ms. Bydanova meet with Mr. Yagub Piriyeu, Acting Head of the Science, Higher and Secondary Professional Education Department, MoE.</p> <p>16:30-17:30 Senior PL Mr. Curvale and RTA Ms. Bydanova meet with Mr. Trevor Cook, Team Leader of the EU-funded Technical Assistance Project “Support to Implementation of AzNQF.”</p>
<p>Friday 30 November 2018</p>	<p>10:00-13:00 The STEs continue drafting the indicators and road map related to the study programme accreditation in ANB.</p> <p>13:00 – 14:00 LUNCH</p> <p>14:00-17:00 The STEs continue the deskwork.</p>

4. Mission report:

During the mission experts share their experience in the evaluation processes and particularly study programme evaluation.

The information provided by the Accreditation department (hereinafter ANO) was valuable in order to prepare criteria and indicators for study programme evaluation taking into account the higher education system in Azerbaijan.

We would like to thank Mr. Tofiq Ahmadov, Ms. Lala Abbasova and Ms. Konul Fatiyeva for the fruitful discussions and devoted time and efforts in order to provide information and explain peculiarities of the system in Azerbaijan.

4.1 Criteria and indicators for programme accreditation

For the evaluation of study programmes experts propose such evaluation areas:

- 1) *Programme aims and learning outcomes***
- 2) *Curriculum design***
- 3) *Teaching staff***
- 4) *Facilities and learning resources***
- 5) *Study process and students` performance assessment***
- 6) *Programme management***

Each of these evaluation areas should be evaluated according to the list of criteria and indicators developed in this mission. The criteria and indicators also should be included in the Handbook for self-evaluation and external evaluation.

List of criteria and indicators is attached as the annex 1 to this mission report.

In addition, experts would like to provide the following recommendations:

Regarding criteria and indicators:

- 1) Proposed criteria and indicators have to be adapted to the situation of Azerbaijan and after mock accreditation they should be revised.
- 2) Criteria and their applicability should be communicated to all stakeholders and agreed with them as well as revised together with stakeholders regularly taking into account different factors (policy changes, innovations etc.).
- 3) To have reliable data, incl. on employment – the Ministry of Education should follow the recommendations provided within the component 1 and ensure collection of data annually (Statistics Unit of MoE).
- 4) Criteria and indicators may need broader explanation for experts and higher education institutions.

Regarding process of self-evaluation:

- 5) The information in Self-evaluation report should be supplemented by data and other evidences.
- 6) Self-evaluation report should be ended by SWOT analysis (for each evaluation area or in general).

Regarding organization of external evaluation:

- 7) There are different approaches for evaluation of programmes (e.g. evaluation of all programmes of particular HEI, evaluation of all programmes in the study field in the country, etc.) and ANO, together with other stakeholders have to define the most appropriate for Azerbaijan. Experts propose that in evaluation procedure ANO should focus on each study programme evaluation.
- 8) Evaluation process should ensure active student participation in the external evaluation process.
- 9) Even evaluation is of the passed period, it should indicate future prospective and it should lead to the improvements in the future.
- 10) Evaluation should be cyclical and planned regularly.
- 11) Full experts' evaluation report should be published on ANO website according to the requirements of ESG 2015 (2.6 standard).
- 12) When designing external evaluation process ANO should take into account ESG 2015 Part 2 (Standards and guidelines for external quality assurance).

Regarding the activities of ANO:

- 13) The mission and objectives of ANO shall be clearly defined and communicated to all stakeholders and they should be in line with the development strategy of the country.
- 14) It is necessary to raise the capacity of ANO staff by involvement of all staff (where possible) in study visits and STE missions.

4.2. Roadmap for programme accreditation

The roadmap was discussed in the meeting with ANO and it is attached as annex 2 to this mission report.