

INQAAHE

Minutes of the Board meeting held between 29 October 2004 and 29 November 2004

1 Minutes of previous meeting held between 23 December 2003 and 14 January 2004

The minutes of the previous meeting were agreed.

There were no matters arising other than those included on the agenda.

2. Working Groups

Guidelines of Good Practice

Discussion

- There was general agreement with the paper presented by Dorte Kristoffersen, who was thanked by the board for moving the issue forward.
- It was noted that Tibor Szanto had joined the working party.
- Examples of evidence should be included as a method of indicating compliance.
- It was proposed that any use of the guidelines that would prove controversial be circulated, for discussion by the board, at an early stage.

Resolution

- It was agreed that it was important that this issue should be progressed in a timely manner.

(Note. On 30 November Dorte circulated a further note on this subject to board members with a request that they comment before 15 December).

Relations with Regional Networks

Discussion

- Marie Jose Le Maitre is to send a list of Latin American contacts to Ann Graves following which Board members will be issued with a list of known regional organisations with a request that they add any others of which they are aware.
- It was suggested that we should include in our list of issues the relationship between general and professional accreditors.
- It was noted that the Asia Pacific group are to meet immediately after the forthcoming conference.

Resolutions

- It was agreed that the paper presented by Dorte Kristoffersen should form the basis for further work.
- the board should specifically invite representatives of regional and some sub regional groups to the forthcoming conference (but without the offer of financial support) and that a meeting should be arranged involving those

representatives to discuss ways in which INQAAHE can best work with the groups.

- each regional organisation be requested to nominate an INQAAHE correspondent who should be asked to make a brief report to the Secretariat every six months. The reports could then be consolidated and circulated as part of our electronic bulletin. It was suggested that we might be more proactive and invite the correspondents to provide input to the working groups.

Relations with International Organisations

Discussion

- There was general support for the proposition that INQAAHE should be involved in the activities set out in Richard Lewis's paper, particularly strong support was given to the suggestion that a training course be designed. The need for training material to be made available in languages other than English was identified.
- It was noted that the Association of African Universities will be launching a QA Network in May 2005.

Resolutions

It was agreed that

- INQAAHE needs to raise their profile and that this will contribute to its gaining recognition as a NGO from UNESCO (the Board welcomed the correspondence received from UNESCO on this matter). It was further agreed that this issue be discussed by the Board in Wellington.

New forms of assurance and accreditation.

It is not yet possible to report progress on this issue.

3 Glossary

Discussion

- The Board noted the report of Lee Harvey and commended him on the work to date.
- The board also noted the suggestion that non-English sources be included.
- Wai Sum Wong pointed out that the Board needs to be clear on whether or not this is an INQAAHE document and if so – the Board need to be consulted on definitions prior to publication.

Resolution

- It was suggested by Seamus Puirseil that the paper be generally circulated with a view of securing comment. He thought it important that we get general "buy in"; if this is achieved we would have made a major contribution to the international debate. (Note from RWL. There was no specific comment on this point but, unless members tell me otherwise, I will assume that it has been agreed.)

4 Increasing capacity

Discussion

- Marie Jose le Maitre pointed to the valuable role played by the Institute for Educational Planning and suggested that we draw on their work in developing our policies on transnational education.
- Wai Sum Wong believes that there is a need to clarify our position in respect of helping the establishment of new regional organisations.

5. Constitution

It is not yet possible to report progress on this issue.

6 Development Fund

Discussion

- Richard Lewis expressed his regret that no members had responded to his request for suggestions about the most effective means of obtaining contributions to the fund from INQAAHE members.
- Marla Sing and Dorte Kristoffersen nominated foundations who might be approached to make donations to the development fund.

Resolution

- It was agreed that the Development Fund should continue to be maintained and that its main use should be to support attendance at conferences and workshops. Support might also be provided for staff secondment but not for mentoring.

7. Policy Statement

Discussion

- A large number of very useful points emerged from the discussion. These will be considered in the preparation of the next draft.

Resolution

- It was agreed that the policy document be redrafted, removing references to membership criteria and taking into account the comments of the board;
- that initially separate discussions be held at the forthcoming conference on membership criteria and other policy issues;
- a new policy document be issued based on these discussions which might or might not include membership criteria.

8 and 9 Future Conferences

Resolutions

It was agreed that

- the Secretariat amend the document in light of the comments of the Board and that the amended document be sent to the Board before presentation to the General Assembly.
- the biennial workshops be called "INQAAHE Members Workshops".

10 Processes for the Election of President and Board

Discussion

- Tibor Szanto suggested that the size and composition of the board merited further consideration and suggested that willingness to contribute effectively to the work of the board is as least as important as issues relating to geographical representation.

Resolutions

It was agreed that

- candidates for the presidential election are asked to provide a brief statement setting out their programme if elected.
- the Secretariat amend the notice calling for nominations for the President and Board, in line with the comments received and circulate it to the membership.

11 The Budget

Discussion

- There was general support for the proposal that we seek to improve our visibility by undertaking projects the outcomes of which would be published. Steve Crow suggested that members' needs would be best served if we concentrated on practical issues.
- It was suggested that the caption "officers' expenses" be replaced by "members' expenses".

Resolution

- The budget and proposed reserves policy presented in Richard Lewis's paper were agreed.

12 Any Other Business

12.1 Membership

Discussion

- Dorte Kristoffersen and Tibor Szanto identified some agencies who might be invited to join INQAAHE. It was also suggested that the ENQA Secretariat might be approached to promote INQAAHE.

Newsletter Observer Status

Resolution

- The general question of observer status on the board needs further consideration in the context of the review of the constitution.

