



Quarterly Communiqué to the General Assembly


Quarter 3, 2018

This is the third quarterly communiqué – July to September for 2018 – providing an update on the activities and achievements of INQAAHE. Overall, Quarter 3 has been busy with the completion of the INQAAHE Constitution amendments, active preparations for the INQAAHE 15th Biennial Conference in Sri Lanka, and a review and update on activities in line with Strategic plan 2018-2022.

ORGANISATIONAL ASPECTS

-  In Q3, in line with the General Assembly decision, arrangements have been made to launch the call for a new position at the INQAAHE – Chief Executive Officer. Considering the rapid and vast changes in the HE and QA arena, the organization has grown to the extent that a full time executive staff member is required to support the INQAAHE operations, promote growth and sustainability. An open call will be made end of Q3, with application requirements and procedures available on the [INQAAHE website](#).
-  In line with the sustainability agenda, another major activity has been finalized – revision of the Constitution. For the last three years, with the support of the Constitution Revision Working Group, led by Ms. Pauline Tang, major revisions have been made to the INQAAHE Constitution to ensure sustainability and the continuous growth of the organization. The major items of change evolve around:
 - **Introduction of a new membership type:** INQAAHE is an inclusive organization established to serve as an enhancement platform for all types of quality assurance providers, to promote and advance excellence in higher education, as well as to serve as a bridge between all parts of the world. To become an INQAAHE full member a QA organization needs to work in the field of the external evaluation of tertiary education institutions – regardless of the duration of experience and expertise. A need to introduce a new type of membership has evolved to recognise leading and advanced QA bodies and thus, a new membership type, *GGP Aligned QA Body*, has been introduced.
 - **Election of the President:** since its inception, the General Assembly has been the body that elects the President of INQAAHE, along with the Board of 8 Directors. The revised constitution proposes that the President is to be elected by the Board of Directors, following the GA’s election of 8 Directors to serve on the Board.
 - **Staggered approach to the Board formation:** The INQAAHE Board is formed once every three years and the current procedures allow for the whole board, including the President, to change at the same time, which puts the sustainability of the INQAAHE operations at risk. Thus, the revised Constitution proposes a staggered approach to Board formation, which will allow change of 50% of the Board members at a time.

- The revised Constitution also makes provision for a new approach to managing the operations of INQAAHE – the introduction of position of CEO and, if the revenue of the Network grows sufficiently, the establishment of a permanent Secretariat.
- **Last, but not least a major change to the voting rights of the Secretariat:** the INQAAHE Secretariat is selected by the Board based on the open call among the full members. Considering the appointment of the Secretariat is the Board’s decision, an amendment has been made to withdraw the right of the Secretary to vote.

 The last three months have been busy with operationalization of the newly established Regional Standing Committees (RSCs) to better and more deeply explore the needs and developments in each region and, thus, enhance INQAAHE’s contributions through targeting specific and diverse needs. The RSCs for each region – Western Europe, Eastern Europe, Latin America and the Caribbean, the Arab Region, Africa, Northern America and Asia-Pacific – are currently finalizing the scope of their contributions, as well as Regional Scoping Studies, to feed into the *INQAAHE Global Study on External and Internal Quality Assurance*.

SERVICES TO THE MEMBERS

INQAAHE FUNDING SCHEME

Calls for the 2018-2019 round are announced. An approved budget for 2018: USD 30,000.00 has been allocated to fund the INQAAHE Funding Scheme (IFS) Window 2 (Capacity Building) and USD 5,000.00 for IFS Window 3 (Research and Innovation) (see the approved [IFS Operational Manual 2017](#)). INQAAHE will offer guidance on grant writing for IFS for further rounds of funding, based on the requests of the members. Deadlines for both calls available are as follows:

[CALL FOR CAPACITY BUILDING PROPOSALS 2018-2019](#)

The proposals are to be submitted to the INQAAHE Secretariat at secretariat@inqaahe.org by the following deadlines:

- The proposals should be submitted by **November 30, 2018**.
- The successful applicant will be notified by **February 11, 2019**.

INQAAHE will fund three proposals for the period of 2018-2019. Available funding is up to USD 10,000 per project.

[CALL FOR RESEARCH AND INNOVATION PROPOSALS 2018-2019](#)

The research proposals, mid-term and final papers are to be submitted to the INQAAHE Secretariat at secretariat@inqaahe.org by the following deadlines:

- The proposals should be submitted by **November 30, 2018**.
- The successful applicant will be notified by **February 11, 2019**.

- The mid-term report should be submitted by **August 15, 2019**.
- The final paper should be submitted by **December 31, 2019**.

INQAAHE will fund two proposals for the period 2018-2019. Funding will be limited to USD 2,500, which will be transferred against receipt of the final paper.

QAP PROGRAMME

INQAAHE is offering a Quality Assurance Programme through two HEIs – University of Melbourne (language of instruction is English) and Open University of Catalunya (language of instruction is Spanish). The QAP Programme is currently undergoing a major revision to ensure the relevance of the courses offered. The QAP Programme working group is led by Anthony McClaran, and the group includes Carol Bobby and Erika Soboleva. It also includes QAP providers.

To make a better use of the INQAAHE QAP Programme, negotiations are being undertaken with the Commonwealth of Learning to offer some modules of the QAP to African HEIs.

REVISION/DEVELOPMENT OF CRITERIA FOR INQAAHE MEMBERSHIP

The INQAAHE Membership and Member Services Committee is currently revising the criteria for the different types of INQAAHE memberships and strategic partners. A new member category has been introduced to secure special benefits and due recognition of GGP Aligned members.

EXTERNAL REVIEWER TRAINING AND RECOGNITION

A new initiative is being launched by the INQAAHE Marjorie Peace Lenn’s Center to introduce training and recognition/certification of external reviewers. The new initiative is based on the needs identified through assessments INQAAHE conducted in various regions and is intended to promote credibility and consistency in external evaluation. The working group is led by Susanna Karakhanyan and includes Board members - Leah Matthews, Marti Casadesus Fa, Vivek Gupta - and professionals as Carol Bobby (the USA), Craig Thomson (Australian) and Ms. Meera AlMesmari (the USA).

EVENTS

THE INQAAHE XV BIENNIAL CONFERENCE 2019

The 15th INQAAHE Biennial Conference 2019 will be hosted by the University Grants Commission (UGC), Sri Lanka. The conference theme is: *Quality Assurance, Qualifications, and Recognition: Fostering Trust in a Globalised World*. The conference will be held in Colombo, Sri Lanka, from the 25th to 28th of March, 2019 at the Bandaranayake Memorial International Conference Hall (BMICH).



INQAAHE invites [proposals for papers and posters for presentation during the 2019 INQAAHE Conference](#). Papers or posters may be either presentations of research or best practice. Presentations should be interactive with a high level of participant engagement. Research-based presentations should include the appropriate research design and scientific methodology. Paper and poster proposals will be assessed by members of the Conference Program Committee for compliance with the criteria for acceptance.

NEW MEMBERS

Organisations and affiliates are only considered INQAAHE members when payment of their first annual membership fee has been received. The list of organisations and affiliates whose membership application has been approved in the third quarter of 2018 is as follows:

ORGANISATION	MEMBERSHIP	COUNTRY
Chinhoyi University of Technology	Associate member	Zimbabwe
Myanmar Engineering Council	Full member	Myanmar

COMPOSITION OF INQAAHE COMMITTEES, WORKING GROUPS and REGIONAL STANDING COMMITTEES

COMMITTEES				
Abbreviation	Name	Chair	Members	Invited/External
EC	Executive Committee	Susanna Karakhanyan	Leah Matthews (VP) Vivek Gupta Ramnarain (T) Martí Casadesús Fa (S)	N/A
MMSC	Membership and Member Services	Angela Yung-Chi Hou	Salim Ahmed Khan Susanna Karakhanyan Anely Ramirez	
MEC	Meetings and Events	Karen Treloar	Erika Soboleva Juan Carlos del Castillo Mike Kuria	
COC	Communication and Outreach	Juan Carlos del Castillo	Karen Treloar Vivek Gupta Ramnarain Orla Lynch	Jane Gentle (THE-ICE)
RC	Recognition	Erika Soboleva	Angela Yung-Chi Hou Leah Matthews Susanna Karakhanyan	
IQAC	Quality Assurance	Salim Ahmed Khan	Erika Soboleva Leah Matthews Vivek Gupta Ramnarain	Mohamed Emran Hossain (DIU)

WORKING GROUPS

Abbreviation	Name	Chair	Members	Invited/External
MPLC	Marjorie Peace Lenn Centre	Susanna Karakhanyan	Leah Matthews Vivek Gupta Ramnarain Marti Fa Casadesus	Carol L. Bobby Meera AlMesmari (ADEK) Craig Thompson (THE-ICE)
CPC	2019 Conference Programme Committee	Karen Treloar	Erika Soboleva Angela Yung-Chi Hou Vivek Gupta Ramnarain	Deepthi C. Bandara (QAAC) Jane Gentle (THE-ICE)
GS	INQAAHE Global Study	Susanna Karakhanyan	All Board members Chairing Regional standing Committees	Tashmin Khamis (Africa) Maiki Udam (Western Europe) Mary Catharine Lennon (Canada/NA) Ronald Brunton (the Caribbean) Judith Sharagon (LA) Dr. Badr Aboul-Ela (CAA, UAE) Dr. Tariq Al Sindi (Bahrain) Dr. Bassam Alhamad (Bahrain) Jianxin Zhang (Asia-Pacific) Lemka Ismailova (Eastern Europe)
GQAR	GQAR	Angela Yung-Chi Hou	Leah Matthews Erika Soboleva	Jagannath Patil
QAP	Quality Assurance Graduate Programme	Anthony McClaran	Carol L. Bobby Erika Soboleva	The WG agreed to complete the task
CR	Constitution Review	Pauline Tang	Carol L. Bobby Erika Soboleva Anthony McClaran	The WG agreed to complete the task

REGIONAL STANDING COMMITTEES

	Objectives	Members	Invited/External
Northern America	Purpose: to better understand the regional needs and undertake regionally customized projects to better meet the diversity of needs in terms of both external and internal quality assurance. - Exploratory study on the specific needs of the regions - Developmental: capacity building based on the needs - Collecting and sharing most up-to-date information from the region to share with the members via the INQAAHE quarterly newsletter	Dr. Leah Matthews	Joseph Vibert Dr. Patricia O'Brien Christopher Lambert
Latin America and the Caribbean		Anely Ramirez Juan Carlos del Castillo	Dr. Ronald Brunton
Africa		Dr. Mike Kuria	Dr. Tashmin Khamis Prof. Wondwosen Tamrat
Asia-Pacific		Dr. Angela Yung-Chi Hou Karen Treloar	Dr. Jianxin Zhang
Western Europe		Orla Lynch	ENQA
Eastern Europe (including Central Asia and Mongolia)		Erika Soboleva	
Arab Region		Dr. Susanna Karakhanyan (Acting)	Dr. Badr Aboul-Ela (CAA, UAE) Dr. Tariq Al Sindi (Bahrain) Dr. Bassam Alhamad (Bahrain)

ACTIVITIES 2018

Work packages	Activity/Timeline	Person or team in charge	Team
1. Planning, Policies & Procedures, Operations	Constitution review	Executive Committee + Secretariat	External audit
	Board's Procedures Manual	Executive Committee + Secretariat	Constitution Review Working Group
	Hiring a CEO	Executive Committee + Secretariat	Invited panel members
2. Finances	Annual report 2018	Vivek Gupta Ramnarain	Executive Committee + Secretariat
	Financial statements	Vivek Gupta Ramnarain	Executive Committee + Secretariat
	INQAAHE Financial Statements_Nz societies	Vivek Gupta Ramnarain	Executive Committee + Secretariat
	Revision of 2019 Budget and Finalization of 2018 Budget	Vivek Gupta Ramnarain	Executive Committee + Secretariat
	Invoicing	Vivek Gupta Ramnarain	Executive Committee + Secretariat
3. INQAAHE Regular activities	Managing the database of good practices	Angela Yung-Chi Hou	Membership/Member Services
	Revision/development of criteria for INQAAHE membership	Angela Yung-Chi Hou	Membership/Member Services + Secretariat
	Evaluation of INQAAHE membership proposals	Angela Yung-Chi Hou	Membership/Member Services Committee
	Develop and announce calls for proposal for research and innovation	Angela Yung-Chi Hou	Secretariat + Membership/Member Services Committee

Work packages	Activity/Timeline	Person or team in charge	Team
	Develop and announce calls for proposal for capacity building	Angela Yung-Chi Hou	Secretariat + Membership/Member Services Committee
	Finalization of the agreement for offering QAP	Marti Casadesús Fa	Secretariat + Executive Committee
	Review of the QAP program	Anthony McClaran	Carol Bobby, Erika Soboleva + 1 external (TBC)
	QAP announcement	Marti Casadesús Fa	Secretariat + Membership & Member Services Committee
	Call- Bid for hosting Conference 2021	Karen Treloar	Meetings and Events Committee
	E-forums, workshops, trainings	Karen Treloar	Meetings and Events Committee
	Plan and template for organizing and delivering webinars	Karen Treloar	Meetings and Events Committee
	Conference 2019	Karen Treloar	2019 Conference Programme Committee Working Group + Secretariat
	GGP reviews	Erika Soboleva	Recognition Committee + Conchita Herruzo
4. Projects	MPL Center: training and certification of external reviewers	Susanna Karakhanyan	MPL Center Working Group
	Development of a database of experts to have well-equipped and certified experts to engage in the practice of GGP alignment, and to support capacity building and other developmental activities.	Susanna Karakhanyan	MPL Center Working Group

Work packages	Activity/Timeline	Person or team in charge	Team
	QAR	Angela Yung-Chi Hou	QAR Working Group
	GQP Promotion strategy	Erika Soboleva	Recognition Committee
	INQAAHE Global Study	Susanna Karakhanyan	Regional teams
	Review of QAP	Anthony McClaran	Carol Bobby + Erika Soboleva
	New Project based on the Board initiative: TEQSA - QAA Contract Cheating	Karen Treloar	
5. Visibility Promotion	Revision and constant update of the web-site	Juan Carlos del Castillo + Secretariat	Secretariat + Communication & Outreach Committee
	Newsletter	Juan Carlos del Castillo + Secretariat	Secretariat + Communication & Outreach Committee
	Quarterly Communiqué	Susanna Karakhanyan	President + Committees and Working Groups + Secretariat
	UNESCO/INQAAHE/ICDE Conference 2018	Susanna Karakhanyan	
	Journal "Quality in Higher Education"	Secretariat	Secretariat + Membership & Member Services Committee
	Publication of occasional papers as a result of projects	Juan Carlos del Castillo + Secretariat	Secretariat + Communication & Outreach Committee
	Promotion of INQAAHE through social media	Juan Carlos del Castillo + Secretariat	Secretariat + Communication & Outreach Committee

Work packages	Activity/Timeline	Person or team in charge	Team
	Revision and constant update of the web-site	Juan Carlos del Castillo + Secretariat	Secretariat + Communication & Outreach Committee
6. Quality Assurance	Quality plan -identify outcomes with each work package that will be monitored BASED ON THEIR TOR	Salim Ahmed Khan	IQAC
	Develop and implement a Survey on the effectiveness of the events	Salim Ahmed Khan	IQAC
	Measuring effectiveness of the projects including ensuring improvement plans are in place by each workpackage based on the survey	Salim Ahmed Khan	IQAC
	Bi-Annual survey to the members on the INQAAHE effectiveness, expectations, challenges and needs	Salim Ahmed Khan	IQAC
	Annual reports from Committees and Working Groups	Salim Ahmed Khan	All Committees and Working Groups
	Annual reports on INQAAHE performance	Salim Ahmed Khan	IQAC