

## **Training for Panel Members on NCFHE Provider External Quality Assurance (EQA) Audits**

Venue: NCFHE  
Sir Temi Zammit Buildings  
Malta Life Sciences Centre Ltd,  
Malta Life Sciences Park,  
San Gwann.

### DAY 1: 16<sup>th</sup> January 2019

- 09:00 - 09:30      Welcome and Introduction  
*Dr Rose Anne Cuschieri (CEO, NCFHE)*
- Outline of the Purpose of the Training  
*Dr Manuel Vella (Head QA, NCFHE), Mr Anthony F. Camilleri  
(International QA Expert)*
- 09:30 – 10:30      *The National Quality Assurance Framework for Further and Higher  
Education (NQAF)*  
*Dr Manuel Vella, Mr Anthony F. Camilleri, Ms Angelique Grech*
- The presentation will give a brief outline of the background (leading) to the NQAF and the 11 Standards. It will list the Standards and focus on Standard 11 – whereby licensed institutions by the NCFHE agree to undergo an External Quality Assurance Audit which verifies that their Internal Quality Assurance mechanisms are in place and fit for purpose. A panel discussion will follow and it will include reference to recommendations that have been given to institutions for each standard, to highlight common areas of concern amongst Maltese institutions.
- Coffee Break*
- 10:45 – 11:45      Purpose, Functions and Aims of Quality Assurance (QA)  
*Mr Anthony F. Camilleri*
- European context of QA; the Malta Qualifications Framework and the European Qualifications Framework; NCFHE Accreditation of Providers and Programmes; Recognition of accredited programmes by other institutions registered on an ENIC-NARIC network; Licensing (types of license: Tuition Centre, Further Education Centre, Further Education Institution, Higher Education Institution, University, etc.) and the Licensing Conditions.

11:45 – 13:00      Assessing Quality Assurance in Diverse Contexts  
*Mr Anthony F. Camilleri*

Scope and focus of the External Quality Audit; dealing with subjectivity, triangulation, observation, etc..

Introduction of VET and QA in VET; EQAVET and the 10 EQAVET Indicators; the EQAVET cycle and EQAVET for providers.

Quality Assurance for Micro-Providers

*Lunch Break*

14:00 – 14:45      Practical Session: Focus on Standard 4  
*Ms Angelique Grech, Mr Marius Mifsud, Ms Tiziana Gatt, Ms Gohar Hovhannisyan*

The participants are asked to focus on Standard 4 and are given time to focus on what they would need to look at to make sure that an educational Provider actually complies with that standard. A discussion follows.

*Coffee Break*

15:00 – 15:45      Report Writing  
*Dr Alexander Spiteri*

15:45– 16:00      Closing Remarks

DAY 2: 17th January 2019

08:30 - 09:00      Day 1 Takeaways: Discussion  
*Mr Anthony F. Camilleri, Dr Manuel Vella*

Discussion and feedback, questions from participants as a result of Day 1.

09:00 – 10:00      Preparation for an EQA Audit visit as an EQA Panel Member  
*Ing. Pierre Dalmas*

Preparing for the meeting with the Provider and the scoping visit; conducting interview on the audit visit; psychological preparation, roles of the different team members, attitude, rigour. Essential skills for the Chair of the Review panel.

*Coffee Break*

10:15 – 11:15      The Role of the Student in EQA Audits  
*Ms Angelique Grech, Mr Wilbert Tabone (Malta), Ms Gohar Hovhannisyanyan (ESU)*

QA from a student perspective; the student as an equal peer-review panel member; the importance of including students in EQAs; Maltese Student experience during an EQA audit and the wider European perspective.

11:15 – 12:00      Overall Introductions to the Simulation Exercise  
*Mr Anthony F. Camilleri, Dr Manuel Vella*  
Objectives of the simulation session and assignment of review teams.

*Lunch Break*

13:00 – 16:00      Simulation: Team Preparations  
All teams meet, analyse the self-assessment report and prepare for the audit interviews.

16:00 - 16:30      Feedback and Questions on Simulation Sessions  
Open Discussion.

DAY 3: 18<sup>th</sup> January 2019

08:30 - 08:45      Introduction to Review Simulation Exercise  
*Mr Anthony F Camilleri, Dr Manuel Vella*  
Explanation of the organisation of the simulation session and time for questions.

08:45 - 12.15      Simulation: Peer-Review Audit Visit  
Review team 'visit' institution and conduct audit interviews with the different stakeholder groups within the Institution.

*Lunch Break*

13:15 - 14:45      Simulation: Final Meeting of the Review Team  
Each review team meets privately and draws up its EQA Report which is then presented to the Provider and to the NCFHE.

*Coffee Break*

15:00 - 15:45      Simulation: Presentation of the Review Report  
Each team will present their EQA Report.

- 15:45 - 16:45      **Close and Feedback**  
Teams are given feedback on their performance by simulation actors and by the trainers. Concluding with an overall evaluation of the event by the trainers.
- 16:45 – 17:00      **Award of Certificates of Participation.**