



Minutes of the Monitoring Meetings in Mongolia under the Erasmus+ “Promoting internationalization of research through establishment and operationalization of Cycle 3 Quality Assurance System in line with the European Integration” (C3QA)

Date: 2-7 May 2019

Venue: - Mongolian National Council for Education Accreditation, MNCEA
- Ministry of Education, Culture & Science of Mongolia, MECS
- National University of Mongolia, NUM
- Otgontenger University, OU

See Annex 1 for the Agenda of the Monitoring visit

- **Addressing current stage of activities and concerns of partners (financial management, issues related to the equipment custom clearance payment, staff costs, etc.)**

The project coordinator addressed current stage of activities and concerns of partners. All partners expressed their satisfaction on the quality of the project correspondence, daily management and coordination by the EMT which efficiently guides the partners through the project activities. Among the questions concerning the current activities Mr. Navoyan raised the question on the accreditation status for the C3 (doctoral) programmes undergoing accreditation at OU and NUM. He noted that these accreditations can be considered as official since the standards and guidelines elaborated within the project area already adopted by the MNCEA.

In fact it was due to the effective contribution by the Mongolian partners, and especially the MNCEA, that the standards and guidelines were officially adopted. Therefore, taking this aspect into account it was suggested to carry out the accreditation as an official one.

As informed by Mr. Ariunbold Jaaljvav, Director of MNCEA, according to the current procedures the formal decision on accreditation belongs to the accreditation commission. In any

case, the MNCEA will follow-up with the suggestion on carrying out official accreditation which could be viewed as the logical result of the project activities.

Responding to the inquiry on the staff costs Mr. Navoyan informed that upon the receipt of the staff cost documents the project EMT will make the transfers gradually. In this regard, the project coordinator also mentioned that part of the staff costs will be paid only after validation of the project's final report by the EACEA and in fact, this amount will correspond to the 10% of the effective budget allocated to the partners. As stated, the review and check-up of the project's final report usually takes up to 6 months after submission. Also, the project coordinator informed that after usage of the corresponding budget for the dissemination conferences there will be a financial cross-check will be carried out with each partner institution in order to identify the amount of the used budget and calculate the 10% of the remaining budget.

Furthermore, the NUM and OU partners raised the concern regarding the payment of taxes and duties paid by the Universities for the custom clearance of the received equipment. The project coordinator informed that all the procedures were implemented in order to justify the reimbursement of the paid taxes (e.g. letter to the EU Commission Delegation to Mongolia and the response to the letter which states the absence of framework convention between Mongolia and the EU, correspondence and recommendations from the project officer at the EACEA). As stated, all the justifications for the reimbursement will be submitted for the review and according to the explanation of the project officer at the EACEA the request of reimbursement will be reviewed during the evaluation of the project's final report.

Mr. Navoyan also emphasized the need to maintain the pay slips since the auditing organization can ask to provide those slips for the staff costs payment and the partners agreed to present them upon the relevant request.

- **Discussing the follow-up activities after accreditation visits: preparation of accreditation reports, recommendations to be submitted to the Ministry of Education and Science in terms of the “National level guidelines, standards and procedures of QA for cycle 3 programs”**

As mentioned, the first activity to be carried out after the pilot accreditation will be the collection of all deliverables in one package to be submitted both to the academic community and the Ministries for adoption and usage in each partner country. This package will include a

global text presenting the project objectives and obtained results with the following general contents:

- Training kit - as source of inspiration for the capacity building on the QA of C3 programmes.
- IQA manual – as guidance for the other institutions delivering C3 programmes. As well as feedback on the experience of accreditation.
- Memorandum of understanding - signed between the project partners both from the EU and partner countries for further collaboration. In this regard, the MoES Mongolia representatives expressed their satisfaction on the usefulness of the project which is well-timed with the priority reforms in the HE field in Mongolia.
- Any other outcome and contribution that the project has brought to the HE system.

In this context it was mentioned by the Mongolian partners that the MoES Mongolia has already approved the Guidelines and Standards for the QA of C3 programmes and the IQA Manual for official use. Moreover, as noted the project also brought its contribution to the updating of the law on HE in Mongolia.

• **Organization of national dissemination conference in Ulaanbaatar in September/October**

Furthermore, the partners discussed and agreed the activities concerning the dissemination of the project results. As informed by Mr. Navoyan the project's final conference dates have been already agreed by all the partners, i.e. 26-27 September, 2019, and the project coordinator encouraged all the Mongolian partners who have not yet nominated their representative to do so in a timely manner. Also, the question on the possibility of financing the third participant from the partner institutions was raised by the Mongolian partners. In this regard, the project coordinator suggested making a cost sharing in case there remains savings in the travel costs budget. In these circumstances, the project could pay the per diem amounts, while the partners would pay the travel costs as co-financing.

The project coordinator also suggested organizing national dissemination conferences in Ulaanbaatar similar to the once foreseen in Kyiv and Nur-Sultan. The Mongolian partners agreed to discuss and suggest the date for the dissemination conference which might be in the week of 7-16th October, 2019. The national dissemination conference could involve the relevant

stakeholders from Mongolia as well as the representatives of the EU Commission Delegation to Mongolia, the EU program country representatives and the partner institutions from the other partner countries.

In addition, the preparation of the project's final report was also addressed noting that it would in be discussed in more details during the last coordination meeting to be held in the framework of the Yerevan final dissemination conference when the template of the final deliverables will be validated.

ERASMUS +

“Promoting internationalization of research through establishment and operationalization of Cycle 3 Quality Assurance System in line with the European Integration” (C3QA) project

Project number: 574273-EPP-1-2016-1-AM-EPPKA2-CBHE-SP

**Monitoring Visit by Grant Holder / Executive Management Team
with the Mongolian Partners**

Date: 2-7 May 2019

Venue: - Mongolian National Council for Education Accreditation, MNCEA
- Ministry of Education, Culture & Science of Mongolia, MECS
- National University of Mongolia, NUM
- Otgontenger University, OU

Website: <http://c3-ga.com/>

Highlights on Monitoring Visit

- Addressing current stage of activities and concerns of partners (project current management, financial management, issues related to the equipment custom clearance payment, staff costs, etc.)
- Discussing the follow-up activities after accreditation visits: preparation of accreditation reports, recommendations to be submitted to the Ministry of Education and Science in terms of the “National level guidelines, standards and procedures of QA for cycle 3 programs”
- Discussing the Agenda of C3QA project activities for the period May - October 2019
- Organization of national dissemination conference in Ulaanbaatar in September/October
- Preparation of final dissemination conference in Yerevan in September 2019
- Other questions.

Date	/Time	Activity	Venue
May 2	17 p.m.	Meeting with the C3QA team from OU	OU
May 2	15 p.m.	Meeting with the C3QA team from the MoES	MoES Mongolia
May 3	15 p.m.	Mongolia Meeting with the C3QA team from MNCEA	MNCEA
May 6	14 p.m	Meeting with the C3QA team from NUM	NUM
May 7	15 p.m	Plenary meeting involving all the Mongolian partners	NUM

Supplementary meeting (to be confirmed):

- N/A