



Co-funded by the
Erasmus+ Programme
of the European Union



Quality assurance plan

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

The objective of the project’s Quality assurance is to provide to the Project Coordinator and EACEA/National Office of Erasmus+ with the necessary quantitative and qualitative information for project activities monitoring and evaluation.

Therefore, the suggested project monitoring mechanisms and processes combine the following mid-term and long-term monitoring approaches and tools for quantitative and qualitative information gathering and analysis:

- **Quantitative and qualitative data** on participants of trainings and workshops,
- **Reports per work packages** reflecting the achievements and gaps and providing recommendations for enhancement,
- **Minutes of each coordination meeting** will be elaborated and discussed-finalized with project all partners. Every coordination meeting minutes shall include, but not limited to names of participants, subject of meeting, main points of discussions and expressed suggestions, agreements on actions and responsibility for their implementation,
- **Annual monitoring visits and reports** revealing the actual state of affairs for each PCI and allowing further enhancement,
- **Project Interim report** providing a good background for stocktaking and improvement,
- **Reporting and evaluation of project events** (kick-off, training, workshop, meetings) for gathering qualitative and quantitative data using specially elaborated questionnaire to be filled by participants of each particular event,

- **Project Interim and final financial audits and reports** revealing the actual state of budget realization and financial management allowing the action for further correction/improvement.

The specific indicators to verify the achievements for the overall project level are as follows:

- ✓ 7 reports of work packages,
- ✓ 6 minutes of coordination meetings,
- ✓ 3 reports on monitoring visits to partner countries institutions,
- ✓ Trained staff of Cycle 3 programs providers (27 members), Ministries (12 members) and EQA bodies (9 members) from Armenia, Kazakhstan, Mongolia and Ukraine;
- ✓ Updated 4 regulatory frameworks (including standards and procedures) for QA of cycle 3 programs in Armenia, Kazakhstan, Mongolia and Ukraine;
- ✓ 4 national level guidelines on establishment of QA systems for cycle 3 programs for Armenia, Kazakhstan, Mongolia and Ukraine;
- ✓ 4 EQA bodies are established and operational;
- ✓ 9 internal quality assurance policy manuals for the PCIs are operational;
- ✓ At least one Cycle 3 program in each of 9 participating HEIs are internally and externally evaluated and accredited by partner country EQA bodies,
- ✓ 9 equipped units of HEIs and 4 for EQA in Armenia, Kazakhstan, Mongolia and Ukraine.

The implementation of Quality Assurance Plan will allow to measure following benchmarks linked to the project wider and specific objectives:

- The capacity within the system to align with the international trends in offering cycle 3 programs is built and ensures alignment;
- The EQA and IQA systems for cycle 3 programs are operational and are in line with the Salzburg principles;
- Preconditions for internationalization of research and knowledge transfer are successfully set.