



MINUTES OF THE GENERAL ASSEMBLY MEETING AND SUMMARY OF THE WORKSHOP

Sarajevo, Bosnia and Herzegovina, 11-12 May 2012

CEENQA held its annual workshop and a general assembly in Sarajevo on 11 and 12 May 2012, respectively. According to the Statutes, general assemblies are to be held “at least every other year” but given the annual workshops the Board informally decided to hold a general assembly annually as well whenever feasible. The Executive Board convened prior to the General Assembly on 11 May for its annual meeting.

The meetings were very kindly hosted by Agency for Development of Higher Education and Quality Assurance (HEA), Bosnia and Herzegovina. The list of participants to the general assembly and workshop is attached to these Minutes as **Annex 1**.

WORKSHOP

The workshop titled “New Developments in European QA” was held in the Senate Hall of the University of Sarajevo. In his opening words, HEA Director Husein Nanic mentioned that the relatively new agency had recently set up its first expert panels. CEENQA President Iring Wasser thanked HEA for hosting the event. Aida Duric from the Ministry of Civil Affairs gave a brief introduction about the progress in QA in the country and noted that it had co-chaired the Bologna Follow-up Group meeting with Cyprus. Vice-Rector Hazim Basic also welcomed the participants.

Invited speaker Birger Hendriks, representing the BFUG, described the developments in European higher education following the meeting of the ministers in Bucharest some two weeks earlier, who have stressed the importance of quality higher education. Ulrich Teichler, Director of the research organization INCHER-Kassel, summed up several research projects on student mobility and the effectiveness of bachelor degrees in relation to graduate employment. Achim Hopbach, President of ENQA, recapitulated the highlights of the recent mapping exercise on the European Standards and Guidelines and the foreseen changes in the ESG. The key consensus was that there is trust in the effectiveness of the ESG as an accepted quality instrument in the European Higher Education Area.

Following discussion on the presentation topics the President of CEENQA, Iring Wasser, and Mr. Hopbach signed a new ENQA-CEENQA reaffiliation agreement to reaffirm the status of the legally registered CEENQA as an affiliate of ENQA.

The presentations will be available on the CEE Network website at www.ceenetwork.hu.

EXECUTIVE BOARD MEETING

The Executive Board held its meeting in preparation for the general assembly after the closing of the workshop.

1. CEENQA membership

The Board discussed the matter of old members who had not rejoined CEENQA after it was registered as a legal entity, and urged them to do so. In addition, effort should be made by all CEENQA members to contact QA entities in countries not previously reached, such as Ukraine, Belarus and possibly Turkey. Kosovo attended this meeting and expressed its desire to reapply. The Bologna stocktaking reports and e.g. the INQAAHE database could be consulted with coordination by the responsible Board member for this area, Mieczyslaw Socha.



2. Travel reimbursement

The Board decided that as a rule, CEENQA members could be reimbursed for expenses if they represent the association in an event if the member had been delegated by CEENQA following an official invitation by the event organizers. At the same time, cost-sharing possibilities should be explored together with the member's own agency. The decision on reimbursement should be made by the President, Vice-President or Secretary General in accordance with the Statutes.

3. CEENQA logo

The Board decided that CEENQA members are entitled to use the CEENQA logo on their websites and documents relating to their jurisdiction under the obligation that they notify CEENQA.

4. INQAAHE working group delegation

The Board decided to nominate Boris Curkovic, the Board member responsible for networking, to the INQAAHE working group on funding.

5. New ECA affiliation agreement

The President pointed out that affiliation agreements should be renewed also with CEENQA's other partners. Following the ECA meeting in Madrid in June, a renewed agreement should be made, with a review of the text of the existing one.

The Board is asked to look into other cooperation possibilities, including with the Asian network **CANQA**, who should be asked to put forward a cooperation proposal to CEENQA.

5. CEENQA web domain

To enhance the search hits for CEENQA a more current domain name should be found, such as ceenqa.eu, .net, .org or similar (see general assembly).

6. Membership strategy

Mr. Socha motioned to develop a strategy for CEENQA membership, including a set of rules (see general assembly). The Board decided, however, that until the end of 2012 the old membership rules would apply, so that the agencies who recently expressed their wish to rejoin CEENQA would not be affected.

SOCIAL PROGRAM

A wonderful guided walking tour of Sarajevo and a lovely dinner at a historic brewery were hosted by HEA and thoroughly enjoyed and appreciated by the meeting participants.

GENERAL ASSEMBLY

The general assembly was chaired by CEENQA President Iring Wasser. The **agenda** of the general assembly meeting is attached to these Minutes as **Annex 2**.

1. The agenda was accepted by unanimous vote.



2. Change in Statutes

The President explained the requirement by the German court where CEENQA is registered to **change one clause in the Statutes**. The change, which members had also agreed to by e-mail earlier, was unanimously accepted. The revision reads as follows:

Section 20: Dissolution of the Association

The Association may be dissolved by resolution of the General Assembly (Section 12 of these Articles). The liquidation shall be carried out by the Executive Board. ~~All assets of the Association will be assigned to UNESCO. In the case of the dissolution or abolition of the association or with omission of tax- privileged purposes the fortune of the association goes to UNESCO~~

The President will submit the decision to the German court and, following its registration of the change, the **Statutes will be changed also on the CEENQA website**.

3. New members

Members received the applications of all agencies from the past year. **YÖDAK North Cyprus, AHPGS Germany, HEQEQ Latvia, AC Slovakia** and **AQ Austria** had been made in previous months by circular mail voting. With the exception of AHPGS and Slovakia, which were not represented at the general assembly, agency representatives were asked to briefly report to the membership about the developments at their agency.

The **Lithuanian agency SKVC** filed its reapplication just before the general assembly, made possible by the passing of a national law on 8 May. SKVC was accepted as a member of CEENQA by unanimous vote. The presentation of SKVC will be put on the website with the presentations in the workshop.

With regard to the merged agency AQ Austria the question of the CEENQA fee was discussed. Given that the invoices for membership fees had been sent out in February, prior to the merger, AQA and the Austrian Accreditation Council had already paid their fees, while the Austrian Fachhochschul Council had not, as due to the restructuring it had not been clear that it was expected to pay the fee. Members decided that the fee paid by the Austrian Accreditation Council **covers the fee for the new agency AQ Austria**, including that of the FHR. AQA is continuing operations until 2013, therefore its fee is separate.

4. Reports by members

A representative of all agencies present gave a brief overview of **recent changes** in quality assurance in their respective countries.

5. Financial Report

Christina Rozsnyai presented the **financial report**, which builds on the account-closing report sent to members earlier in the year. A correction should be made to the financial report for January 1-April 30, 2012 under “expected additional income in 2012”: instead of 5 it should be 6 membership fees. The account-closing report and transfer of the CEENQA account to Germany was accepted by members by unanimous vote, and the financial report with the corrections was also approved by members by unanimous vote. The scanned version of the report as approved by CEENQA Treasurer Thorsten Schomann is attached to these Minutes as **Annex 3a** and the corrected version as **Annex 3b**.

The **membership fee for full members continues to be €600** for 2013.



The need for a financial plan, discontinued earlier because it had been a mere formality, was raised.

6. Reports by Board members and Secretary General

As decided in last year's general assembly, the **Executive Board members** have taken on **specific responsibilities** in order to make CEENQA more dynamic and efficient.

Membership issues: Mieczyslaw Socha prepared a set of rules for admitting new members to CEENQA, which had been sent to members before the meeting. Former members **Kosovo** and **EKKA Estonia** were expected to send their applications shortly. Other possible members could be Greece and Turkey, with existing agencies, as well as Ukraine, Byelorussia and Moldova, though it is uncertain if QA agencies exist there. Members voted to accept the general structure of the application rules, but with some changes to be discussed, to go into force in 2013. Mr. Socha will develop a strategy for CEENQA membership, and finalize the rules. **Members were asked to reflect on the criteria and write suggestions to the Secretary General.** Mr. Socha was asked to put together **a table with potential new members.**

Mr. Socha also noted the importance of formulating **a mission** for CEENQA, which should appear on the website. A possibility was to use a clause from the Statutes as the mission:

“The purpose of the Association is the cooperation between the member organisations in the development and harmonisation of their activities in the field of quality assurance and quality improvement in higher education in Central and Eastern Europe, thereby making a contribution towards the development and implementation of the European Higher Education Area.”

In addition, Mr. Socha motioned that CEENQA should **develop a general strategy**, and perhaps a **policy paper reflecting on the Bucharest communiqué.**

Aurelija Valeikiene noted the importance of not only a mission **but a scope and plan for development** for CEENQA.

Hassan Bicak supported the need for an **action plan**, for the **membership rules** and raised the idea of an **appeal committee.**

Christina Rozsnyai raised the issue of “silent members”. It was decided that once a member has been accepted into CEENQA based on the admission rules, the **payment of the annual fee would qualify for continued membership.**

Web domain: ASHE Croatia agreed to **check possible web domains** in order to make CEENQA more visible for the general public. In addition, they will look into the technical facility for **counting website hits** in order to track visibility.

CEENQA Newsletter: Members accepted the new CEENQA Newsletter and agreed to send new articles. Christina Rozsnyai noted that she would send requests in late August or early September, but would collect items sent in in the meantime. It was suggested that an additional section should deal with calls for international tenders – although with its roughly quarterly appearance the Newsletter might be too late for applying to them. Foreign developments from the newsletter of ACA could be tracked.

Alexander Kohler recommended to present **good practices** by members on the website and/or newsletter.



Expert database: Durdica Dragojevic from ASHE presented suggestions for a **database of experts** from member agencies, an area for which Board member Jasmina Havranek, head of ASHE, is in charge.

Maria Weber noted that ECA has a similar database.

Iring Wasser recommended that CEENQA should communicate with ECA and ENQA about their databases and the different functions. **Mr. Socha noted that he would attend the ECA conference later in the month and would report** on the issue. Mr. Wasser pointed out that two decisions have to be passed regarding the database: who will contribute to it and what is the selection mechanism for experts.

Achim Hopbach noted that the ENQA database functions via requests and a portal to existing databases. A criterion is that only experts who have undergone training are admitted, following a decision by the ENQA Board.

Mrs. Valeikiene pointed out that the principle for the CEENQA database should be that local experts should be promoted, based on CEENQA's activities listed in its Statutes. Also, responsibility should be split between the expert and the agency, whereby the expert may update personal data and the agency controls the quality of the experts.

Mr. Socha noted that a distinction should be included between experts for institutional audit and program evaluation.

Mrs. Dragojevic offered to produce a policy paper for the database to put forward for the Executive Board.

7. Presentation on Tempus and CEENQA opportunities

Boris Curkovic gave a brief power point presentation on EU possibilities for fund raising, saying that a new call would be posted in February 2013. The decision on the TEMPUS application, in which CEENQA is a partner, will be made by the EU authorities in June 2012.

8. Presentation on success factors for regional networks

Mr. Wasser spoke about the AHELO project that ends in 2012 and on possible opportunities for CEENQA to participate in future TEMPUS and EU projects.

Any other business: Date and place of 2013 general assembly and workshop

The **Romanian agency ARACIS kindly offered to host the general assembly and workshop, to be held in May 2013.**

The president thanked HEA for its generous and efficient organization of the general assembly and workshop and closed the meeting.

Budapest, July 3, 2012

These minutes were prepared by Christina Rozsnyai, Secretary General

Approved by Iring Wasser, President



EENQA

CENTRAL AND EASTERN EUROPEAN NETWORK
OF QUALITY ASSURANCE AGENCIES IN HIGHER EDUCATION