Quality Assurance Plan

Internal quality assurance and external evaluation of project and institutional programs

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

WP 3 – Quality Control

Contents

1. Introduction

The Linnaeus University is responsible for the Quality Control work package, to ensure the quality of the project activities and outcomes. In order to control the quality, the overall activities undergo certain guided processes:

- Internal evaluation of all activities, where each project coordinator is responsible for their results/deliverables
- Consortium evaluation of all activities by the Quality Control Leader and the Advisory Board which includes authority representatives of all consortium partners
- External evaluation by invited expert to ensure a full process for quality assurance
- External financial audit

The activities for quality assurance of the progress of the project follows the order of the first two work packages so that the outcome of work package one, Preparation, is the input to the subsequent work package Development, which is divided in three sub packages and are carried out in parallel. The project is evaluated continually by the WP participants and formalized in the Management Board meetings and in annual report. This strategy enables modifications during the project process.

In addition, the Quality Control work package has two deliverables:

Deliverables: Internal Audit report
                       External Audit report
Due date: 10.09.2022

Below follows an overview of the programme theory, also referred to as intervention theory and an illustration of the releations between the work packages. This is followed by internal quality assessment criteria, criteria for external evaluation, and risk factors that have been identified in the project proposal which need to be taken into account.

2. Programme Theory Scheme

The following table describes the overall structure of the program theory for this project. Inputs in the form of resources are transformed in tasks, as defined in the WP activities, leading to certain outputs. The outputs result in outcomes for the project, which have an impact, short-term and long-

term effects, that should correspond to expected impacts as defined in the project proposal. Finally, there are external factors to take into account, which may both support and hinder the project implementation. The program theory gives a structure for continuous evaluation of the project, which enables modifications during the process.

Resources and inputs *These resources are needed to conduct the activities*	Knowledge and skills of the consortium partners Funding from Erasmus+ Funding from consortium partners
Activities	WP 1 - 8
Outputs *What was done?*	**Outputs:** Kick-off meeting, Workshops, Study visits, Roundtable discussions; Purchased RI equipment; Training for mentoring and co-mentoring; Internal quality assurance and external evaluation; Interim and final reports
Outcomes *What difference do the outputs make?*	**Outcomes:** Strategy and regulation for national PhD programme; PhD programme curricula and course syllabi; Increased mentoring competencies; Continuous improvement of the project
Impacts *Expected short-term and long-term effects*	• Establish a national PhD School in ICT in Kosovo • Establish an accreditation process of PhD programs • Increase the number of affiliated partner institutions • Increase the research competence of Kosovo staff Universities
External factors *External influences that the programme cannot control.*	External factors that may support/hinder the implementation

The detailed process of the relations between the work packages and the respective progress by Feb. 1, 2021, is illustrated in the figure.
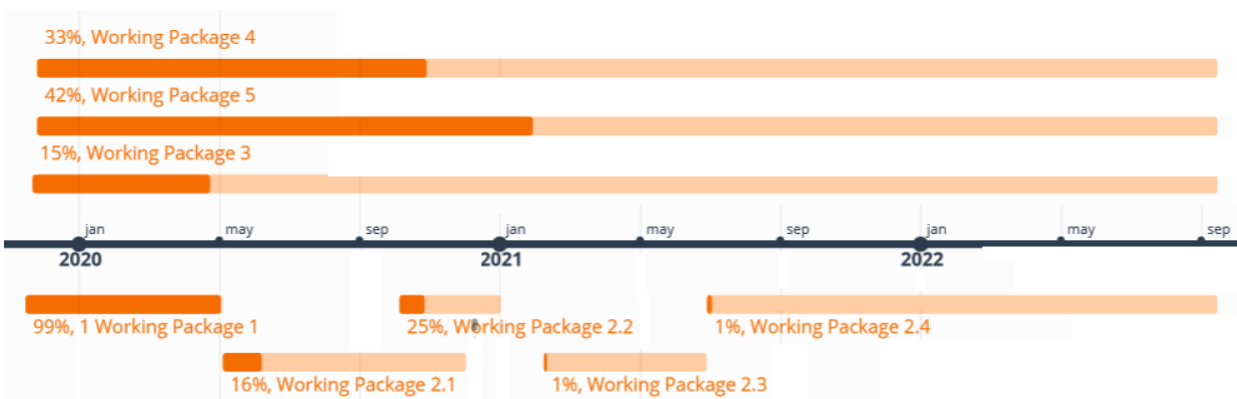
As shown in above Figure, the working packages are running in parallel, and the progress is expressed as percentage (%) for each of the working packages.

3. Internal Quality Assessment Criteria

Performed by:	Advisory Board of PhDICTKES project
Criteria /metrics for measuring increased quality (suggestions):	For the project: • Develop structures, activities and relations that will lead to Increased research capacity For the PhD program: • Increased research capacity – e.g., joint publications, joint research application, joint supervision, exam committee. • Expanded international collaboration – e.g., exchanges, ICM funding, new partners
Benefits for the Kosovo nation:	• National PhD School, which is new and innovative approach to PhD education, which brings the various competences together of the different higher education institutions. • Increase the research competences • Increase the quality of research education in the field of ICT. • Increase national quality assurance for research education. • Support the accreditation process of individual universities'' PhD programs • Increase human capacities for research education in the ICT field. • Increase mobility of PhD students and researchers. • International collaboration with EU partner countries.

In the above criteria for internal assessment are listed according to the project proposal and in the next section the externa evaluation criteria are suggested.

4. External Evaluation Criteria

Performed by:	contracted external evaluator
Criteria /approach (suggestions):	For the project: • Assess structures, activities and developed relations that are aimed at leading to Increased research capacity. • Assess quality of deliverables

Benefits for the Kosovo nation:	• National PhD School, which is new and innovative approach to PhD education, which brings the various competences together of the different higher education institutions. • Increase the research competences • Increase the quality of research education in the field of ICT. • Increase national quality assurance for research education. • Support the accreditation process of individual universities'' PhD programs • Increase human capacities for research education in the ICT field. • Increase mobility of PhD students and researchers. • International collaboration with EU partner countries.
Financial Audit	• Assessing the project finances

5.   Risk Assessment

The work package builds on the assumptions

- Good cooperation among the project partners and appreciation of monitoring activities
- Readiness for assessment of all learning materials developed for this project
- Adequate academic and administrative staff to offer the new PhD curricula
- Available infrastructure that enables the new PhD curricula to be launched at each partner institute
- Supportive working and learning environment for prospective PhD students
- Partner institute's PhD curricula meets the Kosovo Accreditation Agency requirements

The quality control plan will oversee that these assumptions are followed. If these assumptions do not hold, the project is at risk and therefore measures needs to be taken by the Consortium to mitigate these. The risk we have foreseen:
- Lack of adequate learning environments, specifically for the PhD courses and activities that are planned for the national PhD School
- Lack of human capacities to deal with the Kosovo Accreditation Agency requirements
- Insufficient knowledge of learning and teaching methodologies that will match the new PhD curricula
- Poor validation of the learning outcomes for both the PhD curricula and included PhD courses
- Lack of research capacities among local staff.

These assumptions and related risks are monitored internally in the Management Board and the Advisory Board and measures are suggested when needed. Externally the contracted evaluator monitors identified risks and, if applicable, how these have been dealt with. In this process new risks may be identified, and subsequent advice on measures to alleviate these may follow.