



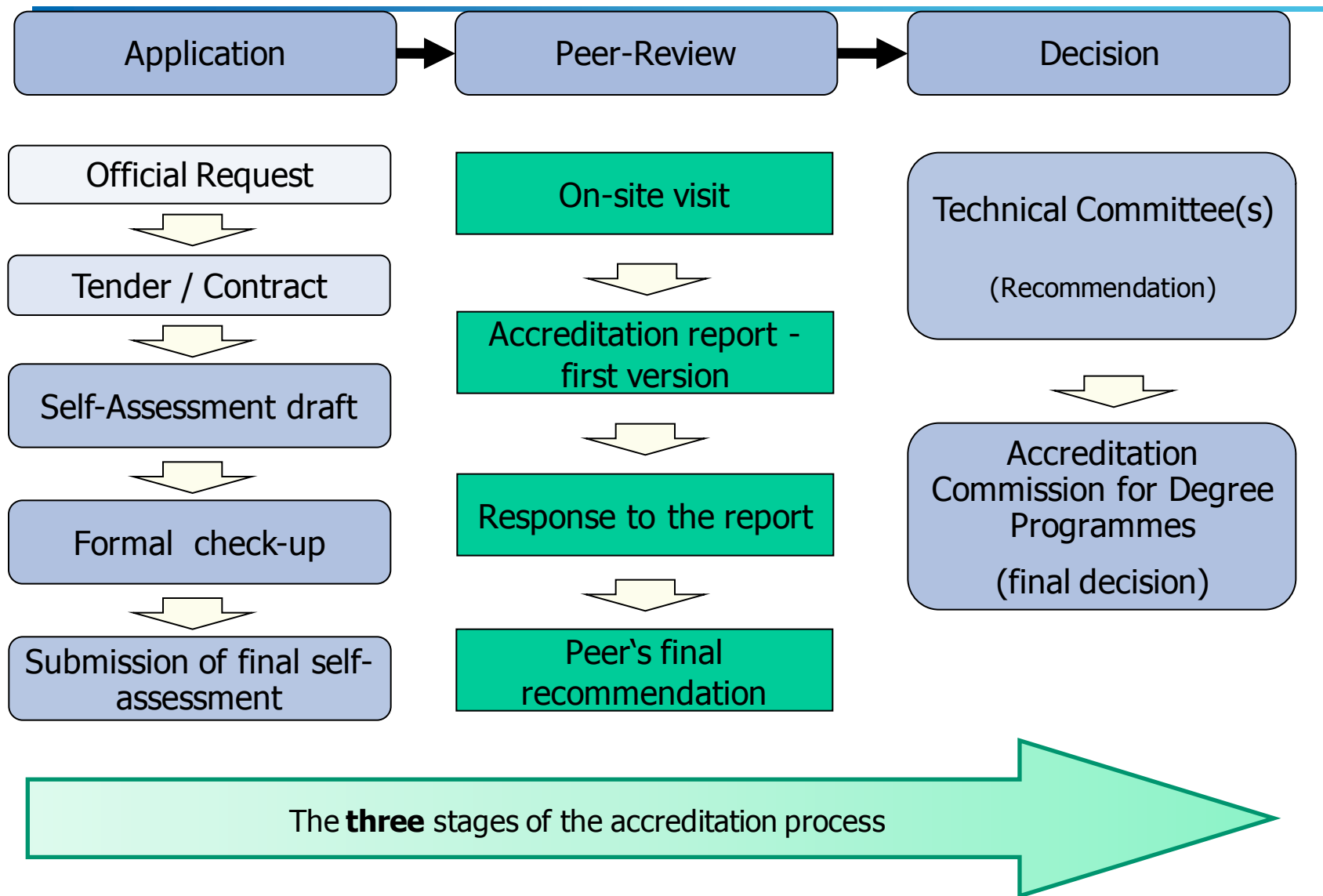
The standards and procedures of an ASIIN programme accreditation

Workshop 4, Berlin May 2nd 2016

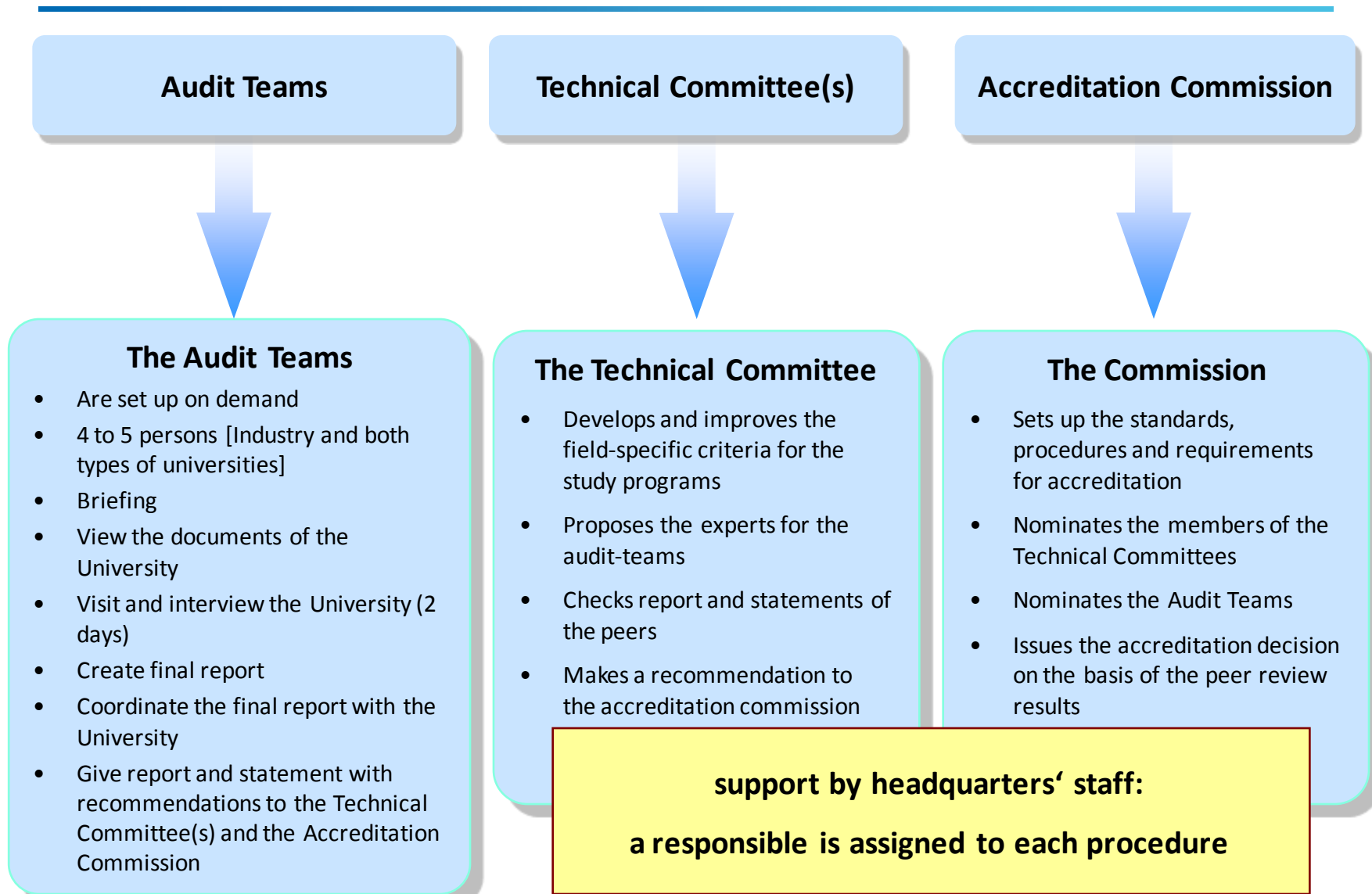
Prof. Dr.-Ing. Hans-Joachim **Bargstädt**

Chairman of the ASIIN Accreditation Commission
for Degree Programmes

Accreditation Process in a Nutshell



Who does what during the accreditation process?



Initiation of the Accreditation Process

- HEI must turn in the Accreditation Request
- Discussion in ASIIN's Technical Committee(s)
- HEI will receive tender letter
(including benefits, price and a proposed timeline)

Preparing the Self-Assessment

- Self-assessment report must be compiled by the university
- It is based on the internal QA-system



- Compilation takes 6 to 12 months to prepare
- University staff (administrative and academic) needs to contribute to content

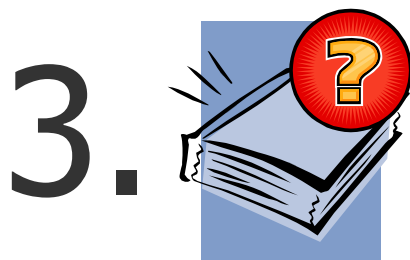
The course of an accreditation process



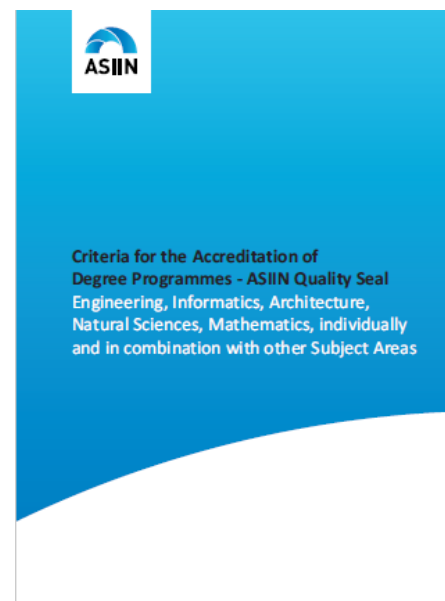
Preliminary meeting –
discussion of first draft of
the self assessment



Final version of the **self**
assessment



Questions of the
auditors



A Peer Review - The Audit

- ASIIN has a pool of about 1,600 peers
- Standard team for initial accreditation:
4 to 5 ASIIN peers → representatives from
 - Technical Universities or Universities (more research oriented; 1 to 2 peers)
 - Universities of Applied Sciences (1 to 2 peers)
 - Industry (1 peer)
 - Student (1 peer)
- Principles:
 - Independence
 - Expertise
 - Comprehensiveness
 - Authority



Peers ...

- are “equals”, i. e. **colleagues from the relevant academic fields**
- represent the **academic community** and **prospective employers**.
- are involved on **all levels of the accreditation process**.

Typical requirement profile for peers

Peers ...

- ✓ are renowned **experts** for the relevant academic field
- ✓ are recommended by an **expert organisation** relevant to their academic field
- ✓ **act independently**, not as representatives of a single interest group or organisation.
- ✓ **respect the requirements** and procedural principles.
- ✓ **critically discuss** the institutional strategy and the objectives of a degree programme with the HEI, **without prescribing** either.

Typical requirement profile for peers

Peers...

- ✓ discuss the relevance, accessibility and process of definition of educational objectives.
- ✓ formulate questions rather than statements and allow their dialogue partners to explain their views.
- ✓ moderate the discussion process as to reach a joint of understanding or at least a mutual understanding for opposing views.

The on-site visit

Internal discussion of auditors

Discussion with representatives of institution's administration



Discussion with professors responsible for the development of the programme

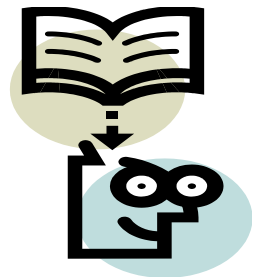
Discussion with academic staff

Discussion with students



Review of exams (written, final, projects...)

Visitation of the institution (laboratories, library, ...)



Final internal discussion of auditors

Final meeting with institution's representatives

The course of an accreditation process

4.



Audit and production of **auditors' report**

5.



Comments by university
(submission of additional
information material, if required)

6.



Final **recommendation** by the auditors



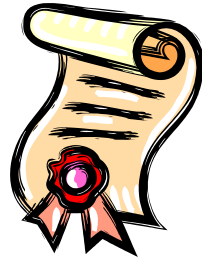
ASIIN The course of an accreditation process

7.



Discussion in relevant
Technical Committee(s)

8.



Discussion in the
Accreditation Commission

➔ **Decision and conclusion**



Approximately 4-6 months

Submission of the final self-assessment report

- Audit (+12-16 weeks)
- Audit report (+4 weeks)
- Comments by the HEI (+2 weeks)
- Recommendation of the peers (+2 weeks)
- Recommendation of the Technical Committee(s) (+1 weeks)

Decision of the Accreditation Commission (+2 weeks)

Delivery of the report and certificates (+ 4 weeks)

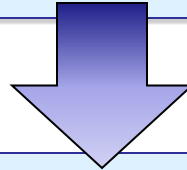
Fulfillment of requirements (+ 9 months)

The accreditation decision: possible outcomes

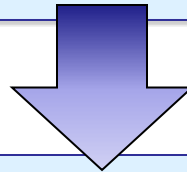
1. **Accreditation without reservation:** Accreditation valid for five years.
2. **Conditional accreditation with requirements and recommendations:** Accreditation initially limited to one year, extended to a total of five years after fulfillment of the requirements.
3. **Suspension of the accreditation process:** with conditions, for up to 18 months. The process will be taken up again after the conditions have been met.
4. **Rejection**

Limited accreditation: Timeline

➤ **Accreditation decision**



➤ **Fulfilment of requirements due:
about nine months later**



➤ **Four years to next accreditation
visit!**

- ...identify issues that require **immediate efforts for further improvement**; for example completing the module handbook or improving single modules/courses.
- ...must be demonstrated to have been **implemented within ca. nine months** after the accreditation decision.
- ...often **require efforts by the entire academic staff** – plan with enough time for discussion and implementation.

- ...identify issues that **require medium- to long-term efforts** for further improvement; for example completing the quality assurance system.
- ...should have been **implemented before the next accreditation visit**; if not, explicit justification is required.
- ➔ ...are **not merely „suggestions“**, but may lead to stronger sanctions in the future.