

Procedure no:NPDA Interim Pro

Version: 1.0

Date of Issue: September 2021

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# New Programme Approval Procedure under the European Approach to Quality Assurance of Joint Programmes

## 1. Purpose

To outline the New Programme Design and Approval Process under the European Approach to Quality Assurance of Joint Programmes<sup>1</sup> (2014). Key features of this process include the coordinating role played by a Quality Agency from one of the five jurisdictions (Spain, Ireland, France, Nederland's, Hungary) in coordinating the External Panel who conduct the external review of the proposal.

## 2. Scope

This procedure applies to the approval of all CHARM-EU academic programmes offered for credit, up to the point of resolution at European level of awarding authority by European Universities.

## 3. Benefits

The benefits of the procedure is that it:

- i. dismantle an important obstacle to the development of joint programmes by setting standards for these programmes that are based on the agreed tools of the EHEA, without applying additional national criteria, and
- ii. facilitate integrated approaches to quality assurance of joint programmes that genuinely reflect and mirror their joint character.

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<sup>1</sup> [https://www.eqar.eu/assets/uploads/2018/04/02\\_European\\_Approach\\_QA\\_of\\_Joint\\_Programmes\\_v1\\_0.pdf](https://www.eqar.eu/assets/uploads/2018/04/02_European_Approach_QA_of_Joint_Programmes_v1_0.pdf)

## 4. Procedure

### Initiation

- 4.1 The CHARM-EU Alliance partners in conjunction with the Quality Agencies in their respective jurisdictions decide which Quality Agency is to act in the role of coordinating Agency for the approval of the proposed programme under the European Approach
- 4.2 Each University has the opportunity to nominate members of the external panel as academics experts or as professionals in the fields, experts in transdisciplinary research, quality assurance and include a student representative.
- 4.3 The final draft of the proposal is approved at Academic Board and submitted to the academic governance committee of the University in the coordinating role for the proposed programme (Refer Fig 1 for example)
- 4.4 Following approval by academic governance committee of the coordinating University, the proposal is sent to the coordinating Quality Agency to initiate the external review process.
- 4.5. The Quality Agency provides an evaluation report from the External Panel to the coordinating University which may contain requests and/or recommendations in regards to the proposal.
- 4.6. The coordinating University and the Academic Board can consider and respond to the Evaluation Report within the timeframe outlined by the Quality Agency. Where requests for further information and/or recommendations, if any, are agreed too, information will be provided and/or the proposal will be amended to reflect the change requested; where recommendations are not agreed too, a justification will be provided in the response to the Quality Agency.
- 4.7. The Quality Agency will confirm both the final Evaluation Report and the final proposal and return them to the coordinating University.
- 4.8. The final Evaluation Report and Proposal are submitted to the coordinating

University where they are submitted for final approval by the relevant Governing authority.

### **Recognition**

- 4.9. Following approval by relevant Governing Authority of the coordinating university, the minute of the meeting and a letter from its Quality Agency stating that it is a recognised University with approved quality assurance procedures is sent to the coordinating Quality Agency.
- 4.10. The coordinating Quality Agency initiates procedures in its jurisdiction to recognise the programme once it does so the quality agencies and ministries in the other jurisdictions initiate their procedures to recognise the programme and list the programme as eligible for recruitment.

### **Marketing and Recruitment**

- 4.11. The Academic Board has responsibility for oversight of marketing for programmes leading to joint awards under the CHARM EU Alliance.
- 4.12. The Joint Virtual Administration Office is responsible for ensuring the provision of marketing materials that meet accessibility standards.
- 4.13. Permissions for use of logos and adherence to the branding guidelines is covered in the Addendum to the Cooperation Agreement.

### **Responsibility**

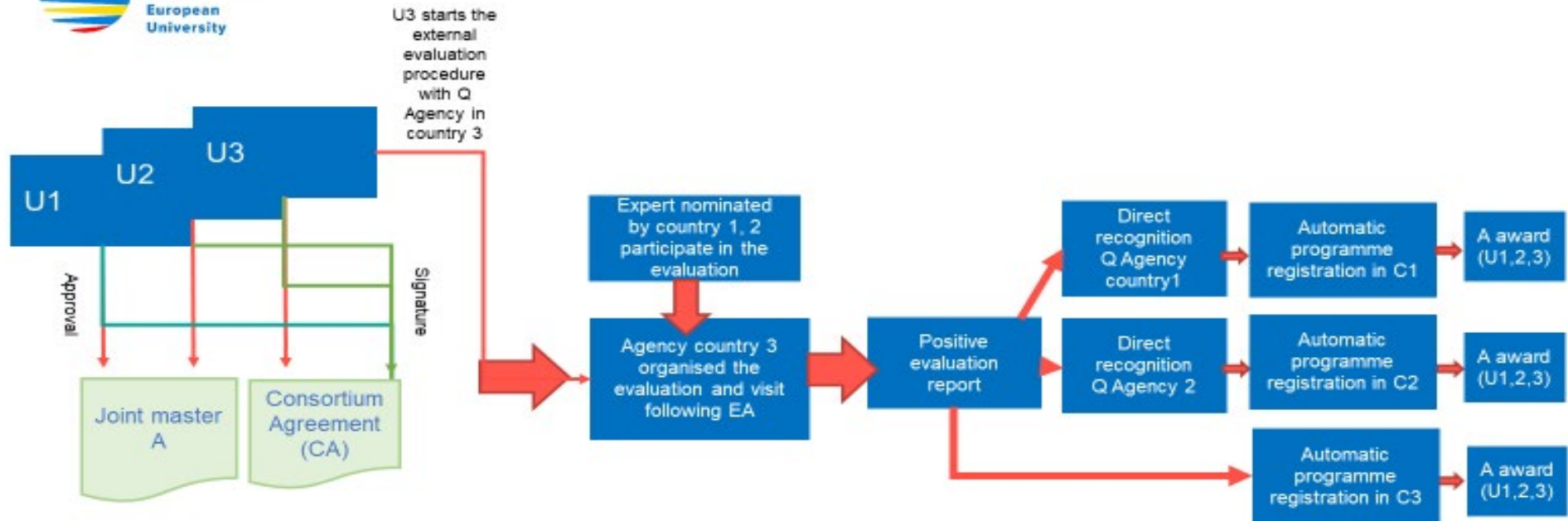
- 4.14. The Academic Board is responsible for oversight of this procedure.
- 4.15. The Alliance Manager is responsible for collaboration with the partner institutions, Quality Agencies and Ministries to collate information needed to meet the requirements of the European Approach for Quality Assurance of Joint Programmes; and for the review of the procedure in line with good practice or change in awarding authority.

## Related Documents

4.16. CHARM EU New Programme Design and Approval Policy.

4.17. [European approach to Quality Assurance of Joint Programmes](#) (2014)<sup>2</sup>

# European Approach (EA)



*Reconciling Humanity with the Planet by creating the university of the future*