

“Strategic Support on Strengthening the Quality Assurance Structures at the Private Higher Education Institutions in Albania”

QAinAL

Project no. 561510-EPP-1-2015-1-AT-EPPKA2-CBHE-JP

QAinAL QUALITY ASSURANCE PLAN

Last updated:	March 2017 (it will be updated on regular basis)
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PURPOSE OF THE QUALITY PLAN

Project quality plan includes control of:

- The steps made on the progress of implementation of deliverables, through the realized activities;
- The eventual changes made in the environment of the target partner countries;
- Success of the communication flow;
- Evaluation of the project cost efficiency;
- Comparison of the achieved project outcomes, contributing on reaching the project objectives (at the end of each work-package).
- Evaluation of the organized activities and planning the necessary intervention, where necessary;
- Taking into consideration the feedback given by the European Commission and the local ERASMUS+ offices through different monitoring visits;
- External evaluation of the content of the project and its produced deliverables;
- Taking into account the suggestions given through the external financial audit.

IMPLEMENTATION OF QUALITY ASSURANCE PLAN

WP 6 provides quality assurance for the action, to mediate quality of the outputs & also gather unbiased opinions for improvement where needed. It consists of:

- Project Management Board (further described under Project Management) steering the project from the strategic point of view and making any necessary proposal to the Quality Board.
- Quality Board (QB) is responsible for monitoring, providing feedback & preparing reports to the coordinator. Expected deliverable is achievement of objectives 6.1 and 6.2.

In the Kick – off Meeting held in Tirana it has been decided that the QB is comprised of the following members:

1. Mariana Mocanu, Universitatea Politehnica Din Bucuresti;
2. Evliana Berani, "Pjeter Budi" College.
3. Islam Jusufi, EPOKA University;
4. Elda Papa, European University of Tirana;
5. Migena Kapllanaj, "Marin Barleti" University;
6. Brikena Kazazi, University of New York Tirana;
7. Manjola Hoxha, University Polis;
8. Luljeta Aliu, WUS Kosova;

Link to the QB on the project webpage: <http://qainal.eu/page.aspx?id=2,12>

6.1 Quality control of implementation and management plan

The primary aim of this deliverable is to follow and ensure that the project is implemented in the frame of the designed project proposal, that the achieved progress is tracked and possible challenges and difficulties are anticipated.

Thus, it comprises:

- Regular planning activities
- Regular monitoring activities
- Regular steering measures to adapt the plan to the project reality and realize goals despite possible difficulties.

Each activity carried out so far was combined with the meetings of the the Project Consortium, where the most current and emerging issues were addressed, discussed and agreed upon including the feedbacks received by the European Commission. In addition, also the Project Activity is discussed including the content of each activity and - where necessary - changes are made. As proof minutes of the meetings are uploaded in the DOCUMENTS SECTION of the project webpage.

Evaluation of the project activities: All events held in 2016 were evaluated via distribution of a questionnaire. We have evaluated some sample events, but the EC has recommended to evaluate all study visits. We have done so, and the evaluation results for the activities are available online under: <http://qainal.eu/page.aspx?id=2,13>

It is the task of the QB to have a look at the results of the evaluation of the activities and recommend necessary steps to the Project Management Board. QB may propose also the update of the questionnaire for evaluation of the activities.

6.2 Internal financial controlling

This will include preparation of a financial report every 6 months and any other early financial report based on the needs of the project progress and planning. All partners will provide the necessary inputs.

6.3 External evaluation (project & financial)

- External project evaluation (both project and financial) will be conducted once during the project life-time. All the project relevant documentation and information will be provided to an external evaluator, who will be sub-contracted.

- In addition, there will be an external financial evaluation. Thus, there will be an external auditor, to whom all the financial project documentation will be provided to verify that the grant has been spent in accordance with the ERASMUS+ financial rules and contract agreements.

ANNEX 1: EVALUATION OF THE CURRENT PROJECT ACTIVITIES

1_1 Evaluation of the Kick Off Meeting

- [Kick off meeting evaluation](#)

1_6 Evaluation of the Study visit in Bucharest, June 2016

- [Evaluation of the Study Visit in Politehnica University in Bucharest](#)

2_3 Evaluation of the Study visit in Salzburg, September 2016

- [2_3 Evaluation of the Study Visit in Salzburg September 2016](#)

2_7 Evaluation of the Targeted trainings in Salzburg, December 2016

- [2_7 Targeted trainings Salzburg dec 2016](#)