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**Draft operational proposal of the E4 for BFUG Thematic Session on  
Quality Assurance, 13-14 October 2011**

Regarding the Gödöllo, Hungary BFUG Meeting decision to accept the proposal of the E4 Group to hold a thematic session on quality assurance at the next BFUG meeting in Krakow from 13<sup>th</sup> to 14<sup>th</sup> of October, the E4 is hereby proposing an operational agenda. As agreed via e-mail, this document is mainly for the purpose of planning the session for the Polish Chair of the BFUG and that the E4 organisations will discuss the session in more detail at a meeting in Brussels on 21<sup>st</sup> of June and submit a more detailed proposal afterwards. We have also taken note of the BFUG request to get background information in advance.

As marked in the E4 letter proposing the session, quality assurance has once again become a policy issue of highest importance for the EHEA. With regard to this and as an introduction to the BFUG discussion, the E4 – in co-operation with EQAR – would thus seek to inform the BFUG about two ongoing processes on our behalf, which we believe to be crucial in discussion about quality assurance in Europe.

Firstly, each of the partner organisations are currently ongoing a consultation of membership about the implementation and usage of the European Standards and Guidelines through a European Commission supported project MAP-ESG. Secondly, the European Quality Assurance Register (EQAR) is going through an external evaluation.

By October 2011, the E4 and EQAR will be in position to offer preliminary outcomes of this work as background information to the BFUG on discussing quality assurance policy within the BFUG ahead of the Ministerial Conference in Bucharest.

**Draft operational outline of the thematic session**

We would propose to hold the session in the main room with everyone's participation. Further, in order to all of the BFUG members, including the E4 and the Chairs to be able to partake in all discussions in an equal manner, we would propose a third party moderator and chair for the session, details of which we could discuss after our E4 meeting. The E4 would thus prepare the session in

cooperation with the moderator/chair and would prepare concrete and reflective discussion points.

**1 Introductory words to the session (5 min)**

**2 Presentation of the MAP-ESG project (45 min)**

- background, purpose and methodology (10 min)
- main conclusions (10 min)
- main findings from each of the E4 (15 min)
- questions for clarification and immediate comments (10 min)

**3 Presentation of the EQAR External Review (35 min)**

- background and explanation of the process (10 min)
- main conclusions from the entire review exercise, from external (review panel) and internal (EQAR) perspectives (15 min)
- questions for clarification and immediate comments (10 min)

***BREAK for refreshment***

**4 The stakeholder views on the future of quality assurance** taking into account the use of the ESG and development of EQAR (15 min)

**5 Moderated discussion with the BFUG (70 min)**

- the discussion points and questions will be prepared by E4 beforehand

**6 Concluding remarks from each of the E4 and moderator (10 min)**

Please don't hesitate to contact us for needed clarifications. After our meeting on 21<sup>st</sup> of June, we will also be able to elaborate more on the session and hope to be in more constant contact with you on the matter. The E4 Group and EQAR are looking forward to your reply and comments.

With kind regards,



Allan Päll  
Acting Chair of the E4 Group

