



Accreditation of Doctoral Programmes

THE EXPERIENCE OF TÉCNICO LISBOA

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Project RODOS - Restructuring of
Doctoral Studies in Serbia

IST, 27 May 2016



TÉCNICO
LISBOA

I. IST QUALITY SYSTEM (SIQ_uIST)

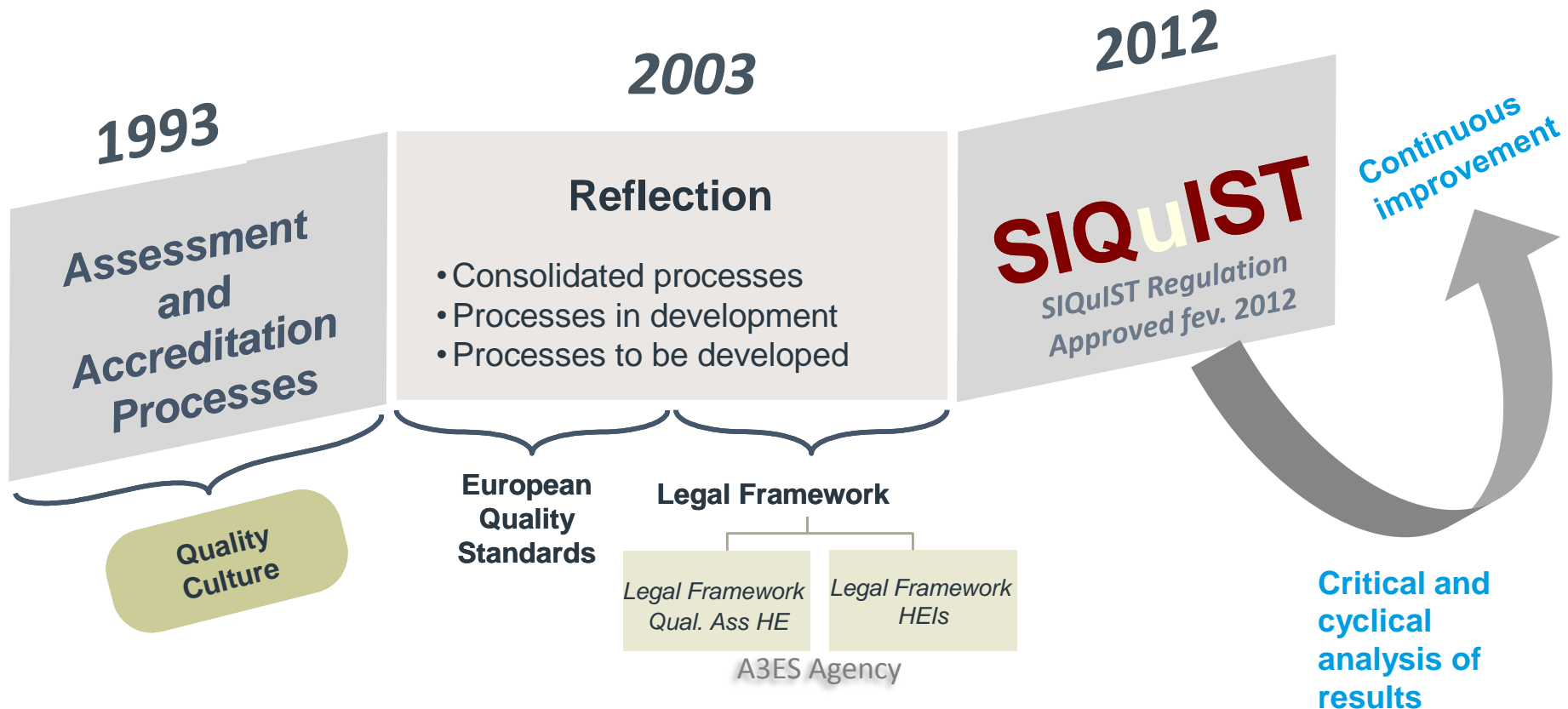
- i. INTRODUCTION
- ii. HIGHER EDUCATION

2. ASSESSMENT/ACCREDITATION OF STUDY PROGRAMMES IN OPERATION









- i. SELF-ASSESSMENT REPORT
- ii. EXTERNAL EXPERTS VISIT

3. RESULTS

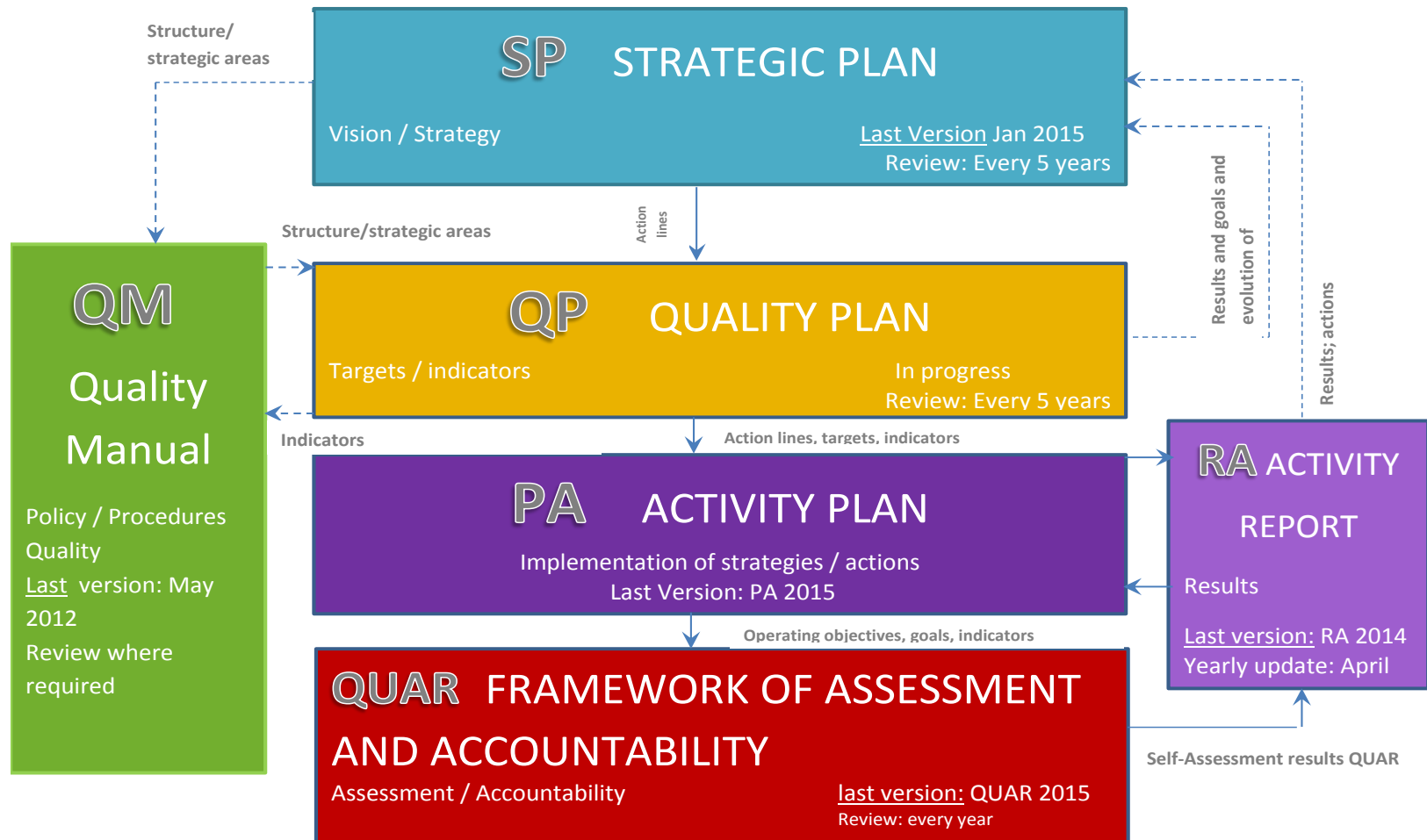
SIQuIST: IST INTEGRATED QUALITY MANAGEMENT SYSTEM



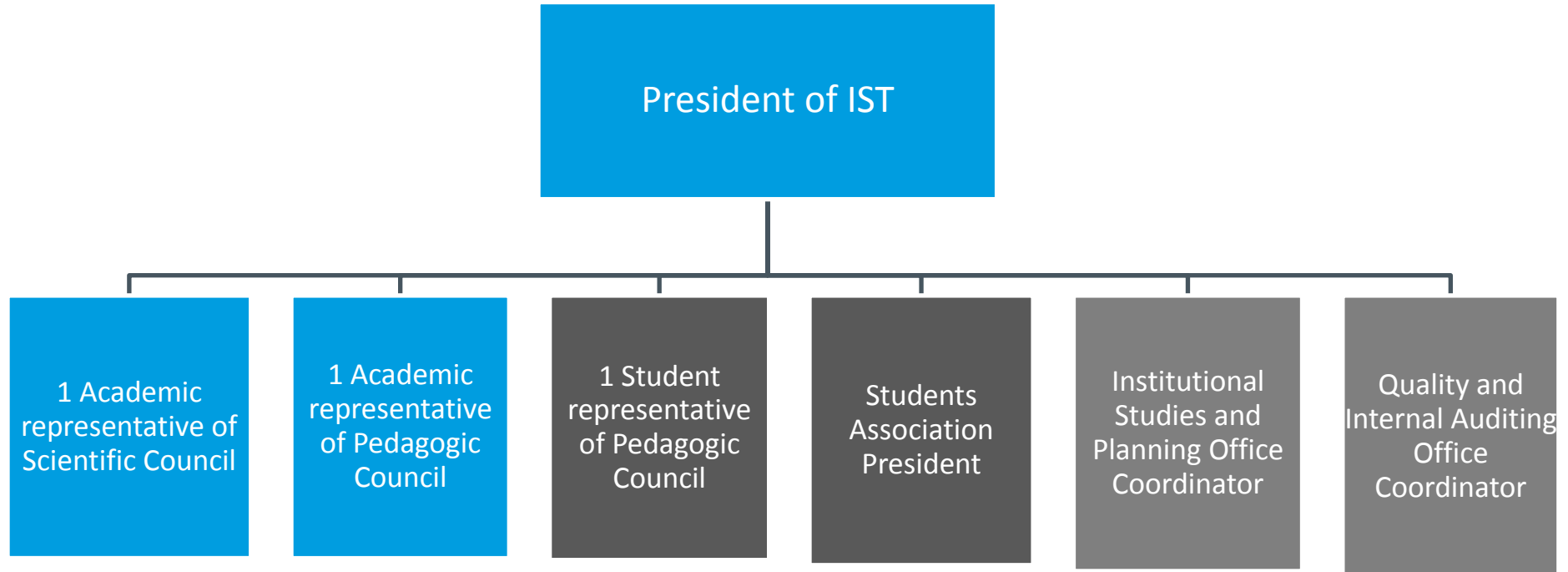
CERTIFICATION - January 2013 – 6 years

AUDIT AREAS	RESULTS
Teaching and Learning	 DEVELOPING <i>Substantial Development</i>
Research and Development	 DEVELOPING <i>Substantial Development</i>
Links to Society	 DEVELOPING <i>Substantial Development</i>
Information System	 CONSOLIDATED <i>Very Advanced</i>
Human Resource Management Policies	 DEVELOPING <i>Substantial Development</i>
Support Services	 DEVELOPING <i>Substantial Development</i>
Publication of relevant information to stakeholders	 DEVELOPING <i>Substantial Development</i>
Internationalisation	 DEVELOPING <i>Substantial Development</i>

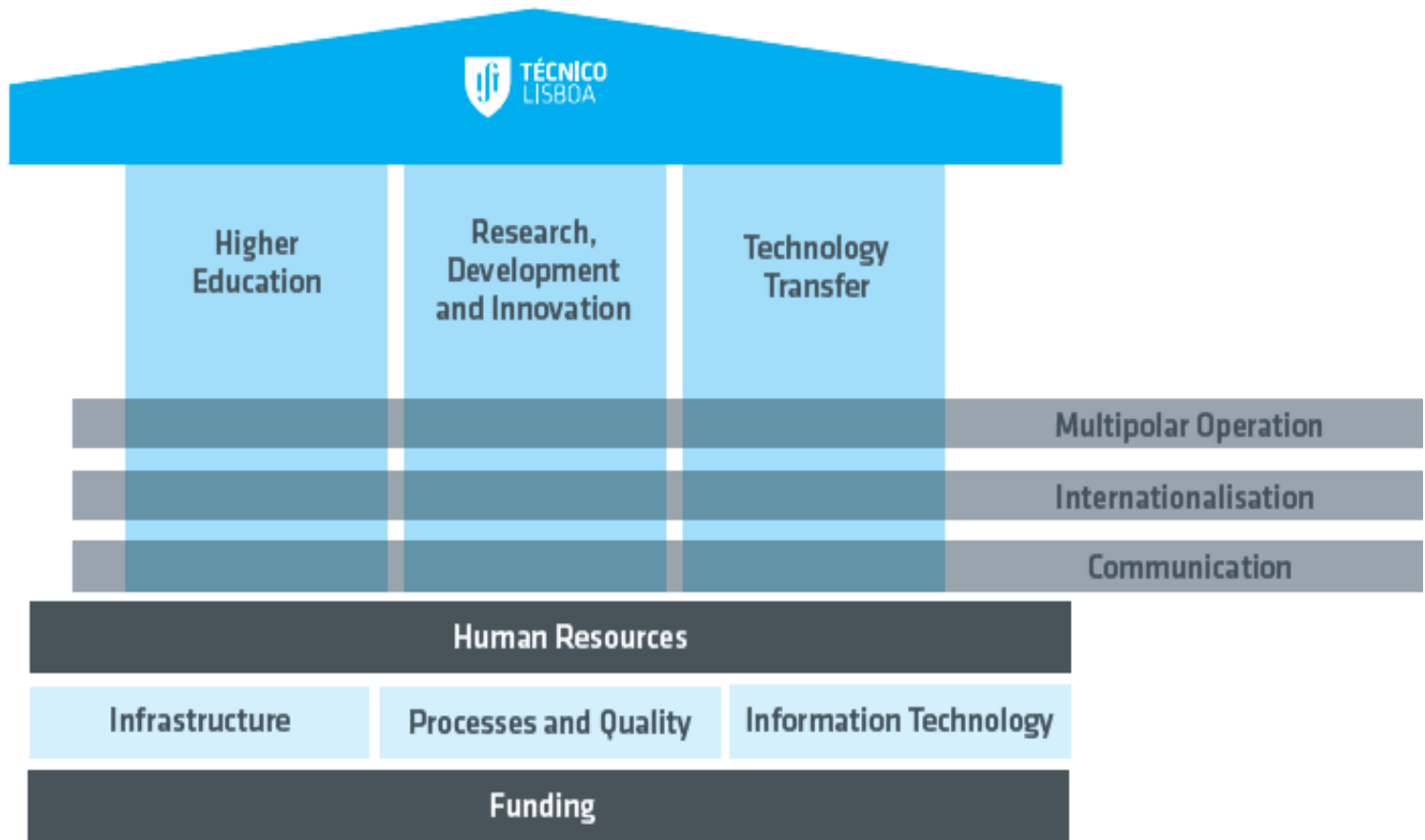
SUPPORTING DOCUMENTS

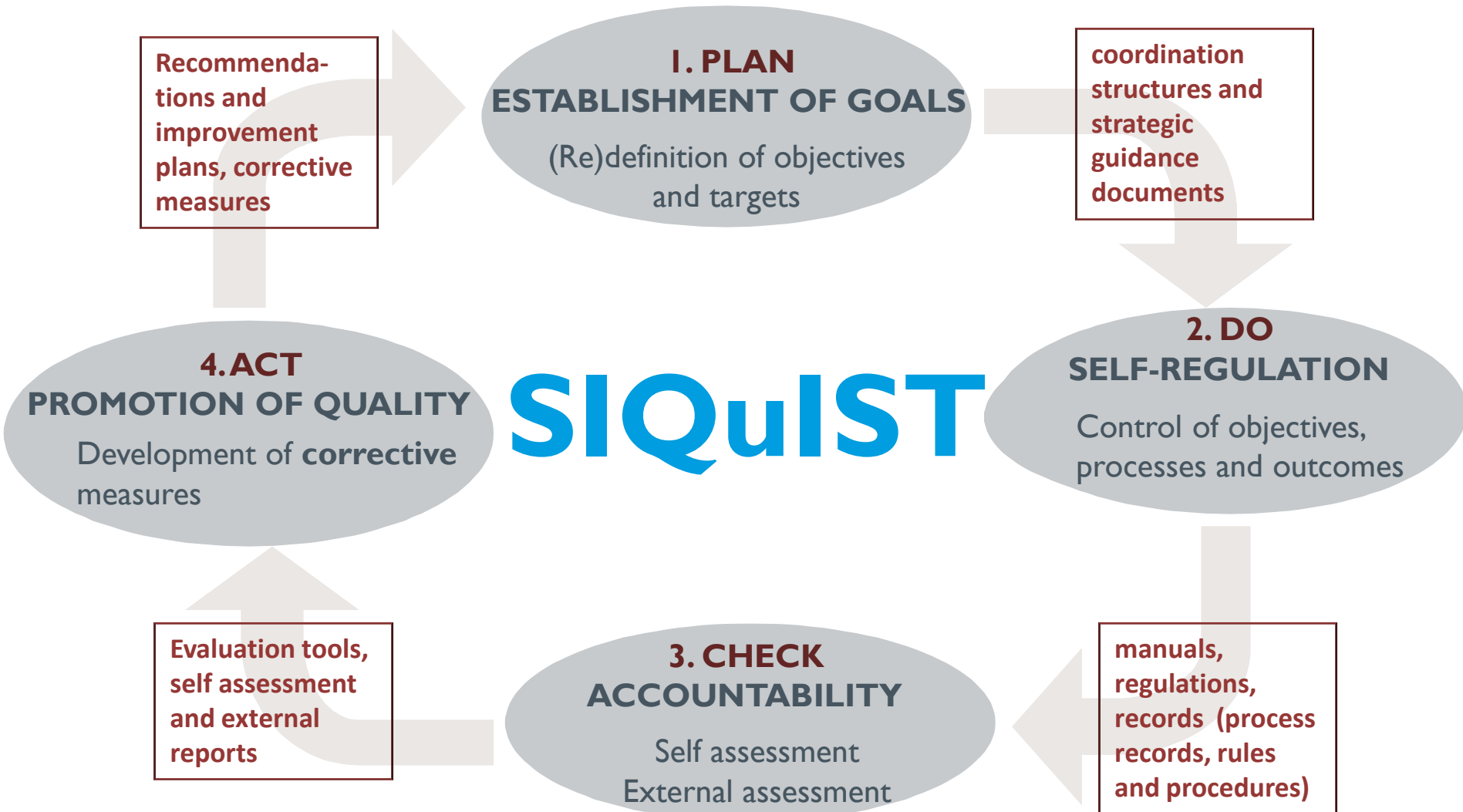


IST QUALITY MANAGEMENT COMMITTEE



IST STRATEGIC FOCUS AREAS







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I. PLAN

COORDINATION STRUCTURES

- ▶ Programme Coordinator
- ▶ Scientific Commission
- ▶ Pedagogical Comission

STRATEGIC DOCUMENTS

- ▶ Strategic Plan
 - ▶ Activities Plan
- HIGHER
EDUCATION

Increase attractiveness of MSc and PhD degrees:
Increase the attractiveness of the graduate degrees through more efficient and focused promotion and recruiting processes, and increased financial support for students.

Streamline the educational offer: Identify courses that may be shared by several degrees (at the MSc and PhD levels) in order to streamline the educational offer. Decrease the number of courses with a very small number of students. Analyze and improve the information technology component of the curricula, as well as the online offer of additional course materials.

REGULATIONS/PROGRAMS

2. DO

- ▶ **Academic Guide (1st and 2nd)**
<https://tecnico.ulisboa.pt/files/alunos/guia-academico-p2.pdf>
- ▶ **Academic Guide (3rd)**
<https://tecnico.ulisboa.pt/files/alunos/guia-academico-p3.pdf>
- ▶ **Tutoring Program (1st)**
<http://tutorado.tecnico.ulisboa.pt/en/>
- ▶ **Mentoring Program (1st)**

MANUALS/PROCEDURES

- ▶ **Quality Manual**
http://aep.tecnico.ulisboa.pt/files/sites/22/quality-manual_en-1.pdf
- ▶ **Procedures Manual**
<http://aqai.tecnico.ulisboa.pt/manual-de-procedimentos/>
- ▶ **Procedures for the creation, cancellation and change of Programmes at IST**
<http://conselhodegestao.tecnico.ulisboa.pt/files/sites/30/FluxoCriacaoCursos.pdf>
<http://conselhodegestao.tecnico.ulisboa.pt/files/sites/30/FluxoAlteracaoCiclosEstudo.pdf>

- ▶ **Regulations for the Service Provision of IST Faculty Members**
<http://conselhopedagogico.tecnico.ulisboa.pt/files/sites/32/RSD-IST-vf2.pdf>
- ▶ **General Regulations for IST Doctoral Programmes**
<http://in3.dem.ist.utl.pt/epp/docs/regulamentogeraldoutoramentosIST2015.pdf>
- ▶ **Regulations for Post-Graduate Studies of the University of Lisbon**
<http://npgfc.tecnico.ulisboa.pt/files/sites/29/regulamento-estudos-pos-graduados-da-ulisboa.pdf>

RECORDS

- ▶ **Academic Office (1st and 2nd)**
- ▶ **Post Graduation Unit (3rd)**
- ▶ **Information System (FENIX)**

EVALUATION TOOLS

3. CHECK

SURVEYS

- ▶ **QUC – Course Unit Quality**
<http://quc.tecnico.ulisboa.pt/en/>
- ▶ **Final Year Students**
http://oe.tecnico.ulisboa.pt/download/relatorio_percurso_formativo_2015.pdf
- ▶ **Graduate Students**
<http://oe.tecnico.ulisboa.pt/files/sites/24/EMPREGABILIDADE-DOS-DIPLOMADOS-DE-3%C2%BA-CICLO.pdf>
- ▶ **Employers**
http://oe.tecnico.ulisboa.pt/files/sites/24/relatorio_avaliacao_salarial_diplomados_IST_vf.pdf

SELF ASSESSMENT REPORTS

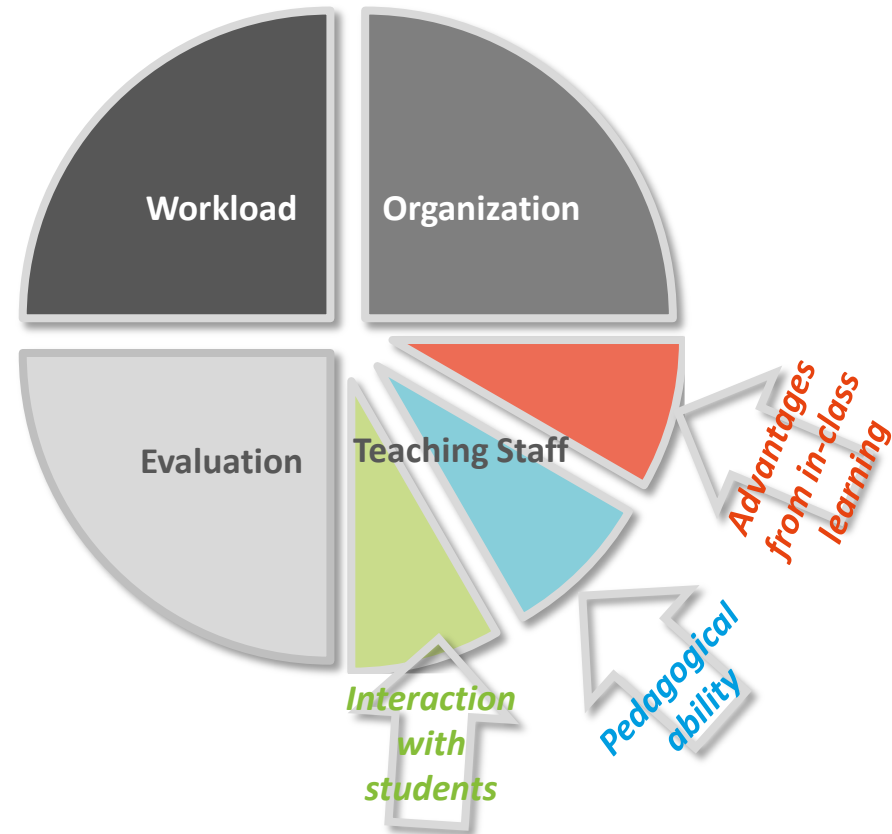
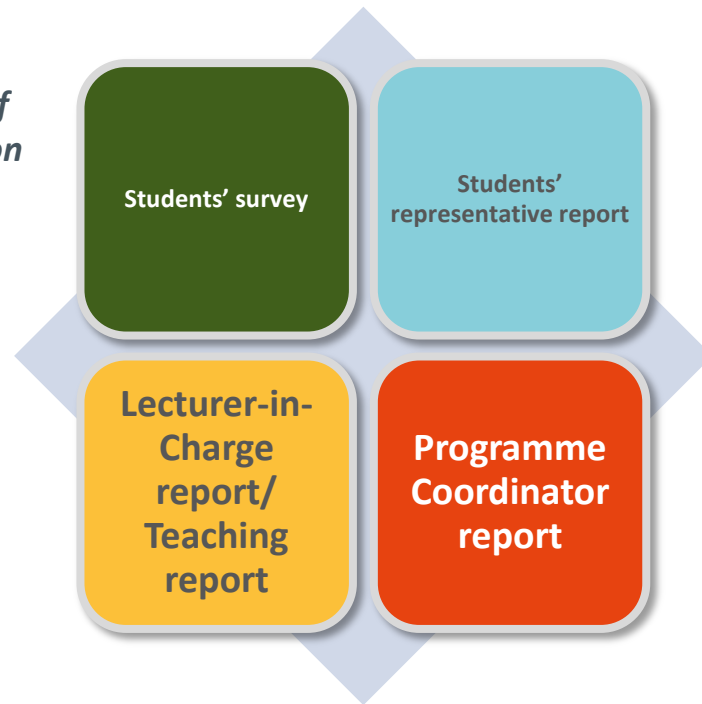
- ▶ **R3A – Annual Self-assessment Report**
<http://nep.tecnico.ulisboa.pt/en/atividades/r3a/>

EXTERNAL ASSESSMENT

- ▶ **ACREDITATION Processes – National Agency (A3ES)**
- ▶ **Quality Label EURACE – National Engineers Association (OE)**

QUC Survey

*Sources of
information*



Results: *Excellent*

Inadequate or *To improve*

→ AUDITING

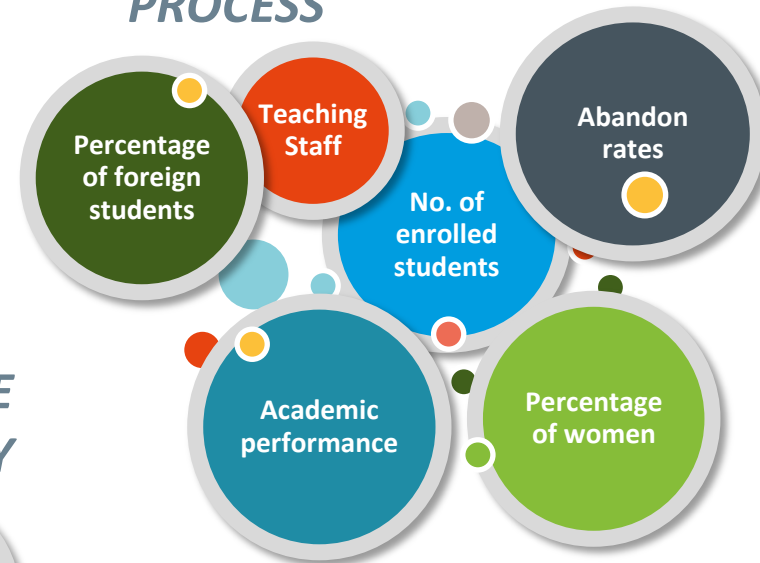
→ AUDITING

R3A

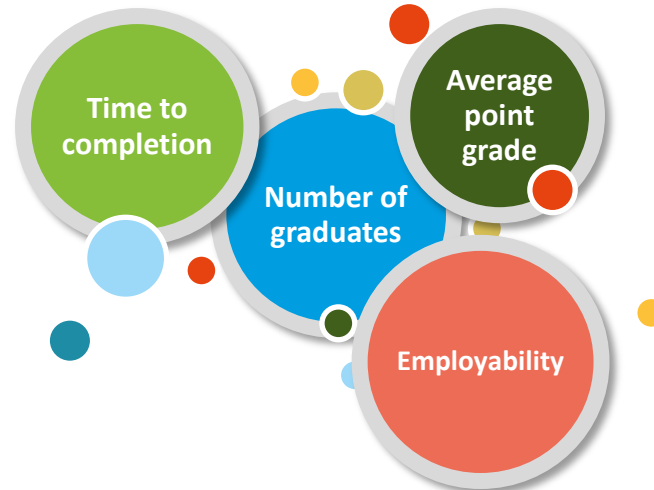
ADMISSION



EDUCATIONAL PROCESS



FORMATIVE EFFICIENCY



4.ACT

**RECOMMENDATIONS,
IMPROVEMENT PLANS AND
CORRECTIVE MEASURES**

- ▶ IST Programme Coordination Report (1st and 2nd cycles)
- ▶ A3ES External Experts Team Report
- ▶ OE External Experts Team Report
- ▶ Monitoring Report of Improvement Actions and Recommendations of A3ES



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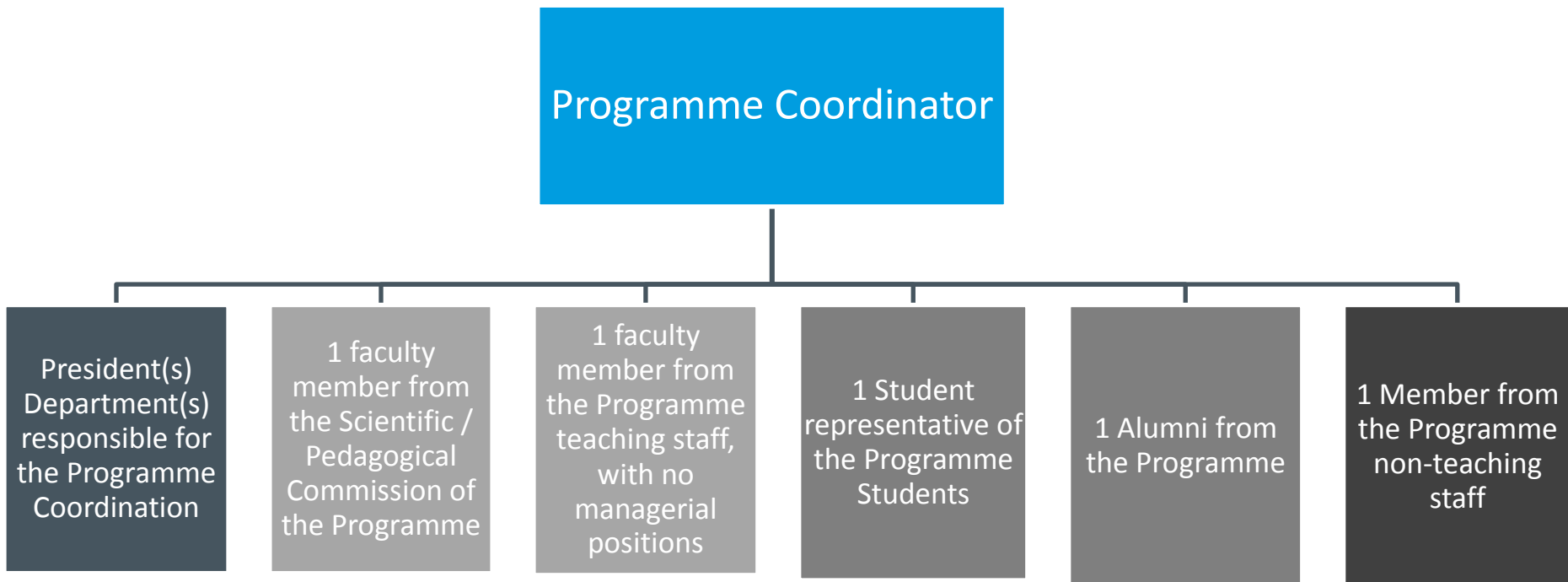
► **SELF ASSESSMENT REPORT**

- an opportunity to promote internal reflection and discussion
- an encouragement to review processes and mechanisms to assure and improve quality

► **SELF-ASSESSMENT COMMITTEE**

- Elaborates the Self-Assessment Report
- Makes a SWOT analysis of the Programme
- Draws up improvement plans

SELF-ASSESSMENT COMMITTEE



2.ACEF

Self Evaluation Report

SELF EVALUATION REPORT	RESPONSIBILITY			
	Institutional data	Self-Assess. Commision	Informat. System	Academic Services
Higher Education Institution characterisation	X			
Programme characterisation		X		X
General objectives of the Programme		X		
Internal Organisation and Quality Assurance Mec.	X			
Material Resources and Partnerships	X			
Academic and Non-Academic Staff	X			
Students Learning and Teaching Environment	X	X		
Processes (Teaching objectives, study plan , Curricular Units Organis., Teaching/Learning Method.		X	X	
Results (Academic Results, Other Results)	X	X	X	
SWOT analysis of the Programme		X		
Proposal for improving measures		X		
Proposal for eventual curricular restructuring		X		

SWOT ANALYSIS

1. Programme Objectives

- ▶ *Set up clearly, and made known consistently with the mission*

2. Internal organisation/Quality Management mechanisms

- ▶ *Skills and responsibilities clearly defined and made known*

3. Material resources/partnerships

- ▶ *Appropriate facilities/equipment/funding and cooperation mechanisms with the exterior*

4. Teaching/non-teaching staff

- ▶ *Sufficient qualified teaching staff/non-teaching staff, which fits the Programme area, ...*

5. Students and teaching/learning environment

- ▶ *Adequate, sustainable number of students enrolled, admission candidates/vacancies, ...*
- ▶ *Student support/advice mechanisms (academic integration, labour market, ...), involvement in monitoring quality processes, mobility promotion*

6. Processes

- ▶ *Curriculum structure/study plans, Organisation of Course Units, Teaching/learning methodologies*

7. Results

- ▶ *Academic, Scientific, Technological/Artistic, Internationalisation, ...*

▶ Proposed improvement actions

- ▶ *Proposals for the HEI/Programme performance improvement*



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EXTERNAL EXPERTS TEAM

- ▶ 3-5 experts selected by A3ES
- ▶ 1 international expert recognized as a competent professional in the academic/scientific area
- ▶ Adequate curriculum and profile
- ▶ Guarantee of independence from the HEI
- ▶ Role:
 - ▶ Conduct the assessment exercise according to the External Assessment Guide
 - ▶ Make an overview regarding the Programme under the academic, scientific and professional point of view
 - ▶ Elaborate recommendations and propose actions for quality improvement

PREPARATION OF THE VISIT

- ▶ **Duration: 2-3 days**
- ▶ **Coordination: Department/Programme Coordinator**
- ▶ **Interlocutors:**
 - ▶ **Governing bodies**
 - ▶ **Self-assessment team**
 - ▶ **Programme Coordination and Department Heads**
 - ▶ **Programme Faculty members**
 - ▶ **Programme Students**
 - ▶ **Non-teaching staff that provides support to the Programme**
 - ▶ **Programme Graduates**
 - ▶ **Graduates Employers**



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3.RESULTS

Assessment and Accreditation 2010/2016

- ▶ Preliminary Programme Accreditation processes **64**
- ▶ Prior Accreditation of new Programmes **15**
- ▶ Accreditation of Programmes in Operation **59**

100% ACCREDITED

Institutional Audit 2012/2013

Certification of IST internal quality assurance system

SIQuIST CERTIFIED JAN 2013

Monitoring of Improvement Actions and Recommendations

IMPROVEMENT ACTIONS	Self Assessment			OBS	External Assessment			OBS
	No.	Monitoring			No.	Monitoring		
9. Proposed actions for improvement								
9.1 General objectives of the study cycle	4	4		Of the 4 actions proposed: all of them were concluded	0	–		
9.2 Internal organisation and quality assurance mechanisms	5	5		Of the 5 actions propostas: all of them in progress	0	–		
9.3 Material resources and parternships	3	2		Of the 3 action proposed: 1 concluded, 1 in progress and 1 did not begin	0	–		
9.4 Teaching and Non-teaching Staff	1	1		The proposed action was carried out	0	–		
9.5 Student and teaching/learning environments	4	4		Of the 4 proposed actions: all of them were concluded	0	–		
9.6 Processes	3	3		The 3 proposed actions are in progress	0	–		
9.7 Results	3	3		The 3 proposed actions are in progress	0	–		

CONCLUDED
IN PROGRESS
NOT INITIATED

EXAMPLE OF RECOMMENDATIONS (SELF ASSESSMENT TEAM)

Promote the programme across the business sector and abroad to increase the number of students
Reduce and better focus on programme offer
Larger integration in national and international PhD programmes
Increase effort in attracting PhD grants
Increase effort to obtain a larger number of PhD students
Follow up tutorial classrooms
Expand offer to students abroad
Create teaching networks of subject classrooms nationally and internationally, in order to increase the critical mass of students per subject
Increased dissemination and sharing of results of research projects
Increased collaboration with the business sector in funded research projects
Improved maintenance and renewal of computer and laboratory systems
Increase the number and qualifications of lab. and secretariat staff with own resources or through staff from private and state-owned companies
Increase the number of students by obtaining funding from th business sector through joint projects
Need for more aggressive competition from European funding (ex.: Erasmus Mundus)
Stronger penalties for faculty members without PhD thesis students
Greater effort in obtaining post-doc employments
Raising awareness relevant authorities for greater financial support
Greater control of teaching methodologies
Coordination of study plans flexibility by rationalising offer
Increase research partnerships
Increase Programmes associated with the industry and services provision



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THANK YOU!

<http://aep.tecnico.ulisboa.pt/en/>
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