

Minutes, September Board meeting

3-4 September 2023, Borgartún 30

In attendance:

Crichton Lang (CL), Chair, Ellen Hazelkorn (EH), Elsa M Núñez (EMN), Liv Teresa Muth (LTM), Philip Winn (PW), Riitta Pyykkö (RP), Ólöf Gerður Sigfúsdóttir (ÓGS), Þorgerður Edda Hall (ÞEH) (minutes)

External evaluator observing the meetings

Achim Hopbach (AH)

Members of the Quality Council, 5 September, 13:15-13:45

Alexandra Ýr van Erven, Lilja Óskarsdóttir, Edda Matthíasdóttir, Guðmunda Smáradóttir, Guðrún Ragna Hreinsdóttir, Lydía Geirsdóttir, Katrín Frímannsdóttir, Sóley Björt Guðmundsdóttir, Vaka Óttarsdóttir.

Observers in public meeting, 5 September, 15:00-16:30

Vaka Óttarsdóttir (Chair of Quality Council), Alexandra Ýr van Erven (President of LÍS), Lilja Óskarsdóttir (Quality Officer of LÍS)

The meeting convened on 4 September at 9:00

(1) Approval of the agenda.

Agenda was adopted with modifications.

(2) Approval of the September minutes and matters arising.

Minutes from September Board meeting, including action plan, were adopted without modification. Matters arising:

- i. Editorial team found the August meeting very helpful for the QEF3 drafting.
- ii. An action list will be maintained post every Board meeting. The actions will be tracked and reported to the Board.

(3) Update on Secretariat and the Board.

- i. Update on upcoming changes in Board membership: Elsa Nunez is warmly welcomed on to the Board at her first meeting. The current meeting is Ellen Hazelkorn's last meeting as a Board member. Philip Winn's last meeting is in November this year. Jean-Marc Rapp is joining the meeting as observer in November but will become a Board member formally at the March meeting. Andrea Nolan will not be able to attend the November meeting, but will formally join the Board from the March meeting.
- ii. ÓGS has joined an ENQA working group for QA of research. This is an 18-month project consisting of 13 member agencies, mostly taking part online.

- iii. ÓGS and BEH will be attending the NOQA annual meeting in September. The theme is impact of external QA on HE institutions.

(4) Update on meeting of Secretariat and Ministry.

- i. Update on the meeting of the Secretariat with the Ministry on 30 August.
- ii. QB name change discussion with the Ministry.
- iii. The Board discussed the timing of appeals process for QEF3.

(5) Update on Greenland project.

(6) Update on QEF2.

- i. Overview of delivery of reports was provided:
 - a) UNAK has delivered the SLR report for Occupational Therapy (their last SLR of the cycle).
 - b) HU has delivered an SLR report for the department of Rural Tourism to be discussed at September annual meeting. HU reports that the SLR for Aquaculture and Fish Biology is nearly ready but the department did not manage to deliver in time for the September annual meeting. Department of Equine Science was previously postponed until autumn 2023. HU reports that a new Dean has been appointed for this department, who will now start working on the SLR.
 - c) UI has delivered the SLR report for Management of Research in the School of Education. UI has also delivered a Year-on report to be discussed at the September annual meeting.
 - d) RU has delivered a Mid-term report to be discussed at the September annual meeting.
- ii. Discussion about thematic review of IWR reports in QEF2 and how to approach this. Board agrees to outsource this work to an external expert.
- iii. PW reports on the UI Year-on report, delivered ahead of the annual meeting.

(7) Financial update.

An update on the finances of this year, from January until June was provided.

(8) Discussion with Achim Hopbach on QEF evaluation process.

(9) Name change of the QB.

The Board agreed that the new name of the QB that will be sent to the Ministry through the process on revision of rules no. 1368/2018 will be: Icelandic Agency for Quality Assurance (IAQA).

(10) Support for QEF3 drafting.

- i. Feedback was received on phrasing of various sentences in the EQA handbook. The editorial team will work on further edits considering the Board's feedback.

Meeting adjourned at 15:20

Meeting reconvened on Tuesday 5 September at 10:30

(11) Reflection post Ministry meeting.

(12) Support for QEF3 drafting (continued from Monday).

Quality Council joined the meeting at 13:15

(13) Discussion with Quality Council on QEF3.

- i. Discussion on review outcomes, evaluation themes and IWR timeline. There was positivity about the review outcomes and the clarity of the text.
- ii. QC states that the AQDs are a welcome addition.
- iii. There is positivity about terminology for the SER.
- iv. The process ahead: There might still be some changes to the document, some terms will be further defined (societal engagement, benchmarking etc). The work left is mostly about finetuning, working on language and explaining some concepts further.

Quality Council left the meeting at 13:45

(14) Institutional liaison meetings in QEF3.

The approach for the institutional liaison meetings in QEF3 was discussed.

A draft document will come back to the Board in November.

(15) QEF and governance.

Discussion on how to best approach describing the full range of agency functions and what falls within or outside the QEF. Discussion to be continued in November.

(16) Indicative questions.

Discussion on the indicative questions draft.

- i. Editorial team will continue working on editing this document considering the Board's feedback.
- ii. This document will be shared with QC after the September meeting, and with REAC in November. The plan is to go through a co-authorship process with both groups.

Public meeting convened at 15:00

VÓ, AÝE, LÓ joined the meeting.

(17) Icelandic updates.

- i. Discussion about university mergers.
- ii. Brief discussion about the updated qualification framework (raising minimum of ECTS for awards on graduate level from 30 to 60).

(18) Update from QC.

- i. QC had a positive meeting in August in Akureyri. The meeting focused on creating a joint procedure/guidelines for QA of joint programmes. There were also some discussions about the use of AI in teaching. QC wants to organise 2-3 webinars this

year. The first webinar will focus on curriculum design, aiming at enhancing student retention.

- ii. The Board expressed interest in joining QC in organising a workshop on key concepts in QEF3.

(19) Update from LÍS.

- i. LÍS is participating in discussions with the Ministry on the funding model.
- ii. LÍS was able to employ a researcher for the summer who has been looking at the conditions of parents in higher education in Iceland. A report will be delivered at the end of September.
- iii. LÍS is working together with Icelandic Disability Alliance on looking into what support disabled students need within the HE sector. They are also mapping opportunities available for this student group.

(20) REAC agenda and minutes.

- i. PW went through key items on the agenda for REAC's September meeting and the minutes of REAC's May meeting. Technical issues with Iris, due to this the webinar on Iris planned for September had to be postponed, discussions on societal impact of research and a template on how institutions might capture this. REAC will also be discussing the EQA handbook draft.
- ii. Link between REAC and QC: Important that there is a feed of information from REAC to the QC. The current QC representative on REAC, does not attend the QC meetings.
- iii. REAC discusses as a standing item the revised funding model and the work going on in the Ministry on this. Research seems to be central to this new model.

(21) Board update.

- i. Information about current and future changes in Board membership.
- ii. QEF3 development: Upcoming discussions with the QC include the Indicative questions document, which is in the process of becoming a tool to accompany the SER template and instructions. These will be ideas for the HEIs on what to give particular focus on in the IWR, or in preparing for future review. This should give a good indication to the quality managers and LÍS on the broad expectations in the QEF3. It was pointed out that it is useful for the QC to receive reflective questions in advance of meetings when the QEF3 development will be discussed.
- iii. The QB is planning a name change, with the aim of changing the name into Icelandic Agency for Quality Assurance.

Meeting adjourned at 16:30