

WP6 - QUALITY ASSURANCE & MONITORING

INFORMATION TO QUALITY CONTROL COMMITTEE MEMBERS

**INNOVAT - INNOVATIVE TEACHING ACROSS CONTINENTS -
UNIVERSITIES FROM EUROPE, CHILE AND PERU ON AN EXPEDITION**

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CAPACITY BUILDING IN HIGHER EDUCATION – KA2 – ERASMUS+



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1. DESCRIPTION OF THE PROJECT INNOVAT

1.1. AIMS AND OBJECTIVES

InnovaT project aims to modernise Higher Education and enhance innovation in teaching & learning experiences by promoting the integration of new technologies in LA HEIs and equipping teachers and students with relevant skills for the digital transformation of HE and society worldwide.

Specific Objectives:

1. To strengthen teaching staff capacities in innovative teaching & learning pedagogies and digital skills by offering trainings in a blended model, combining face to face teacher trainings with MOOCs and e- learning.
2. To introduce new technologies and ways of producing learning content by modernising technical infrastructure of LA HEIs - creating, equipping and putting in operation the InnovaT offices.
3. To enhance the cooperation HE-Enterprise and students learning experience by developing Pilot Classes with real projects with entrepreneurs, to apply the innovative methods learned and prepare the students for innovative thinking & acting in “real life” contexts.
4. To promote greater access to high quality educational materials in the topic of teaching & learning methods and technology enhancement, providing, Open Educational Resources and a MOOC to regional and international community.
5. To extend networks in teaching & learning innovation in national & international HE contexts by organising the InnovaT International E-Conference.

InnovaT places a strong emphasis on the capacity building of teaching staff. To provide a lifelong learning impact to students, teachers should be well prepared first. The project will foster all along its implementation a multidisciplinary approach, encouraging teachers and students from different disciplines & faculties to participate. At least 90 teachers from LA HEIs will be trained on innovative T&L methods and ICT-based E-learning technologies. A much wider multiplication effect is expected via the MOOC offer, expecting a much higher number of enrolled numbers until the end of the project. Six InnovaT offices (Innovative Teaching offices) will be established in the LA HEIs with state of art equipment & counselling services; 18 innovative syllabuses will be tested in Pilot Classes. 72 students will participate in the Pilots.

Apart from the main development activities, relevant dissemination events are planned, from Raise Awareness seminars to public presentation of Pilot Classes Results in LA, and ultimately, the organisation of InnovaT International E-Conference, reinforcing from the beginning the importance of the topic to HE stakeholders, locally and internationally.



After successful implementation of the project, InnovaT partner LA universities will have:

- Better skilled teaching staff.
- Innovative ways of delivering education integrated in the classrooms.
- A significant change in their T&L contexts and technologies available to produce digital learning content (improved technical capacities).
- More innovative & stimulating learning environment for teachers & students.
- Enhanced reputation & visibility in local/regional/international contexts.
- Increased international network & internationalisation opportunities.

1.2. PROJECT MANAGEMENT

The project has been structured in 8 work packages (WPs), distributed in a consistent sequence, for successful execution of the project plan. WP leaders are assigned to coordinate & monitor activities while partners participate in all activities. Leadership is distributed among EU & Latin American (LA) partners to assure that expertise & capacity is used best to add value to the project development & outcomes. Overall, EU partners are input givers & Partner Country Institutions are implementers.

The core features are carried out by the WPs in the development phase: WP2, WP3, WP4 and WP5. They will generate the main results of the project, assuring that a path for the dissemination & sustainability is set (WP7). A baseline for content will be established in the preparation phase under WP1. The quality is assured in WP6. Project Management is undertaken by the applicant FHJ in dedicated WP8.

1.3. PROJECT ACTIVITIES AND METHODOLOGY

The preparation phase (WP1) is dedicated to a deeper needs & status quo analysis. Raise awareness seminars & status quo visits in the LA partners have been undertaken. The reference point of existing innovative teaching & learning (T&L) practices as well as specific LA HEIs training needs have been identified. An E-learning course to set the ground understanding of ICT & digital learning processes for the next development phases have been facilitated & completed at this phase (target groups: teachers & students). The results of all tasks under this phase will serve as basis for the design of training plans & materials (WP2) as well as for the MOOC development & Pilot (WP3).

The development phase encloses 4 WPs and starts with the capacity building of teaching staff in innovative T&L methods. Using the outcomes & needs identified previously, the training modules & materials will be developed by the EU partners & adjusted to the local needs for the Teacher Trainings (TT) sessions from the LA HEIs (teaching staff from different faculties). A blended model will be explored: in the timeframe between the 2 face-to-face trainings, a 6 weeks MOOC Pilot course will be integrated as part of the trainings, deepening the familiarity & assessment of the online learning environment as well as increasing & broaden the knowledge of the topics developed in first teacher training (TT1). A greater multiplication effect of the learnings is provided as, in the online learning



environment of the MOOC, no limit of registration is set. It also facilitates the idea & practices exchange among more diverse & international learning groups through virtual collaboration among the consortium and other participants interested to take part). Topics expected to be covered in the TTs & Pilot MOOC, among others, include: Design Thinking, Gamification in teaching, MOOCs, Project Based Learning, Entrepreneurial Labs, Blended Learning model, Flipped classrooms, Virtual classrooms, News tools available for distance teaching & learning, Integration of new T&L tools in the classroom. A main deliverable of the Pilot MOOC, is that each trainee shall develop and submit a “innovative syllabus” using T&L tools and methods obtained in the trainings. The second face-to-face training (TT2) will be provided after the Pilot MOOC is concluded & shall assess the previous training results, cover topics remaining, include teachers' Pitch presentations of innovative syllabus created, feedback rounds and a reflexion & evaluation workshop. An output of the TT2 is the selection of the three best syllabuses from each LA HEIs to be tested (18 in total). All training materials and MOOC content shall be transformed in open educational resources (PER) and uploaded/linked to the projects website for public use and benefit.

Concomitant in the development of the project, the WP4 will define a physical place to install the InnovaT offices (Innovative Teaching offices) in the LA HEIs, where teachers will have available the equipment & counselling needed for creating their own digital content & ingrate to their classroom and/or to an outside learning community. The total of six InnovaT Offices will be established. Liaisons between EU partners & LA partners will be formed to make sure that each LA HEI has a direct contact person to consult. Hardware & software shall be purchased on a local level after a consultation with the EU partners, and the project coordinator. IT experts from all partners will be brought into this activity to make sure equipment selected is of the highest use for the LA partners and operation of the offices.

Potential equipment list includes desktops, laptops, tablets, monitors, lecture recorder & video editing software solutions, audio/video streaming and recording devices, studio set (lighting/background), among others.

The Innovative Syllabuses will be tested & applied in the development of Pilot Classes with multidisciplinary teams of students (WP5). It foresees real case scenarios with entrepreneurs coached by the teaching staff. Each LA university is expected to undertake 3 Pilot classes (18 in total). The timeframe for completing the pilot classes is of 4 months. Each project team should have 4 students (72 students in total). The institutions are encouraged to work with well established entrepreneurs or start-ups considering to integrate projects/cases with female entrepreneurs; migrant entrepreneurs and entrepreneurs from agricultural/rural areas. The teaching staff is also to provide virtual learning in combination with the face-to-face lectures/coaching (use of the InnovaT offices to produce content).

After conclusion, reflection & potential improvements in the syllabus shall be identified & applied. The possibility to integrate them in the formal curricula will be fostered. Students will present the Pilots results in dedicated events in the universities with presencial and virtual audience of students from other LA HEIs (also participated in the Pilots) & InnovaT project team of EU & LA.



All project implementation is overseen by a Quality Control Committee to be defined in WP6. Regular feedback circles, evaluation & monitoring processes are in place to ensure compliance with the work plan. A neutral perspective will be integrated by an external evaluator.

Dissemination (WP7) are conducted by all partners to increase InnovaT's reach. Focus is put on online dissemination & social media presence. InnovaT International E-Conferences & Regional events are planned to be held to enhance project's visibility & impact.

Effective project management & tools are also in place the whole project timeframe (WP8). Face to face & virtual meetings are conducted to provide opportunity for quick reactions & short-term interventions. Regular internal reporting each 4 months, is also part of the tasks.

2. WP6-QUALITY ASSURANCE & MONITORING

2.1. DESCRIPTION

This WP aims to ensure that the project is running within the scope and on time, that the desired quality standards of project tasks and outcomes are met and the expected impact of main products is achieved.

A series of internal & external control mechanisms and tools are used. A quality control Committee (representatives from each partner + external evaluator) support Quality Assurance throughout the project implementation.

2.2. QUALITY CONTROL COMMITTEE

2.2.1. OBJECTIVE

to ensure high quality of all products produced and to minimize cultural differences. The board is going to evaluate the products created every year according to the standards.

2.2.2. MAIN TASKS

- To ensure high quality of all products produced.
- Support the development of quality evaluation mechanism/process.
- Monitoring the progress of the project at least once a year according to a template.
- Be consulting body in case of conflicts.
- Make sure that the outputs are implemented in due time.

2.2.3. EXPECTED RESULTS

- TANGIBLE: 3 QCC reports with recommendations (1 per year)
- INTANGIBLE: high standards assured and minimization of cultural differences



2.2.4. QUALITY CONTROL COMMITTEE MEMBERS

Institution	Partner	Name	Mail
FHJ	P1	Roswitha Wiedenhofer	Roswitha.Wiedenhofer@fh-joanneum.at
UC3M	P2	Iria Estévez	ayres@it.uc3m.es
BUAS	P3	Margo Rooijackers	rooijackers.m@buas.nl
Universidad de Piura	P4	Dante Guerrero	dante.guerrero@udep.edu.pe
Universidad Católica San Pablo	P5	Vladimir Sucasaire	vsucasaire@ucsp.edu.pe
Universidad de Lima	P6	Merssy Quispe	Mlquispe@ulima.edu.pe
USACH	P7	Juan Pablo Becerra	juan.becerra@usach.cl
Universidad de Viña del Mar	P8	Nirkos Gutiérrez	ngutierrez@uvm.cl
Universidad Austral de Chile	P9	Nadja Starocelsky	nadja.starocelsky@uach.cl

2.2.5. QCC PROCESS FOR THE PROJECT EVALUATION

The evaluation process for the members of the Quality Control Committee starts with the planning stage, shown in Figure 1. Once a year, the leader and co-leader of WP6 will elaborate the Quality Control Committee Annual Evaluation Program, including the corresponding activities developed during the Project.

The evaluation program includes: The Work Packages (WP) and the evaluation schedule and the evaluation team. The evaluation program of the Quality Control Committee will be previously approved by the Project Steering Committee.

Then the leader and Co leader send the reference documents of the InnovaT Project to the members of the Quality Control Committee. Likewise, the representatives of each institution may give more detail to their committee members belonging to their same institution.

The Evaluation Plan is prepared, considering the scope, the evaluators, people to evaluate and dates.

EVALUATION PROCESS FOR THE MEMBERS OF THE QUALITY CONTROL COMMITTEE

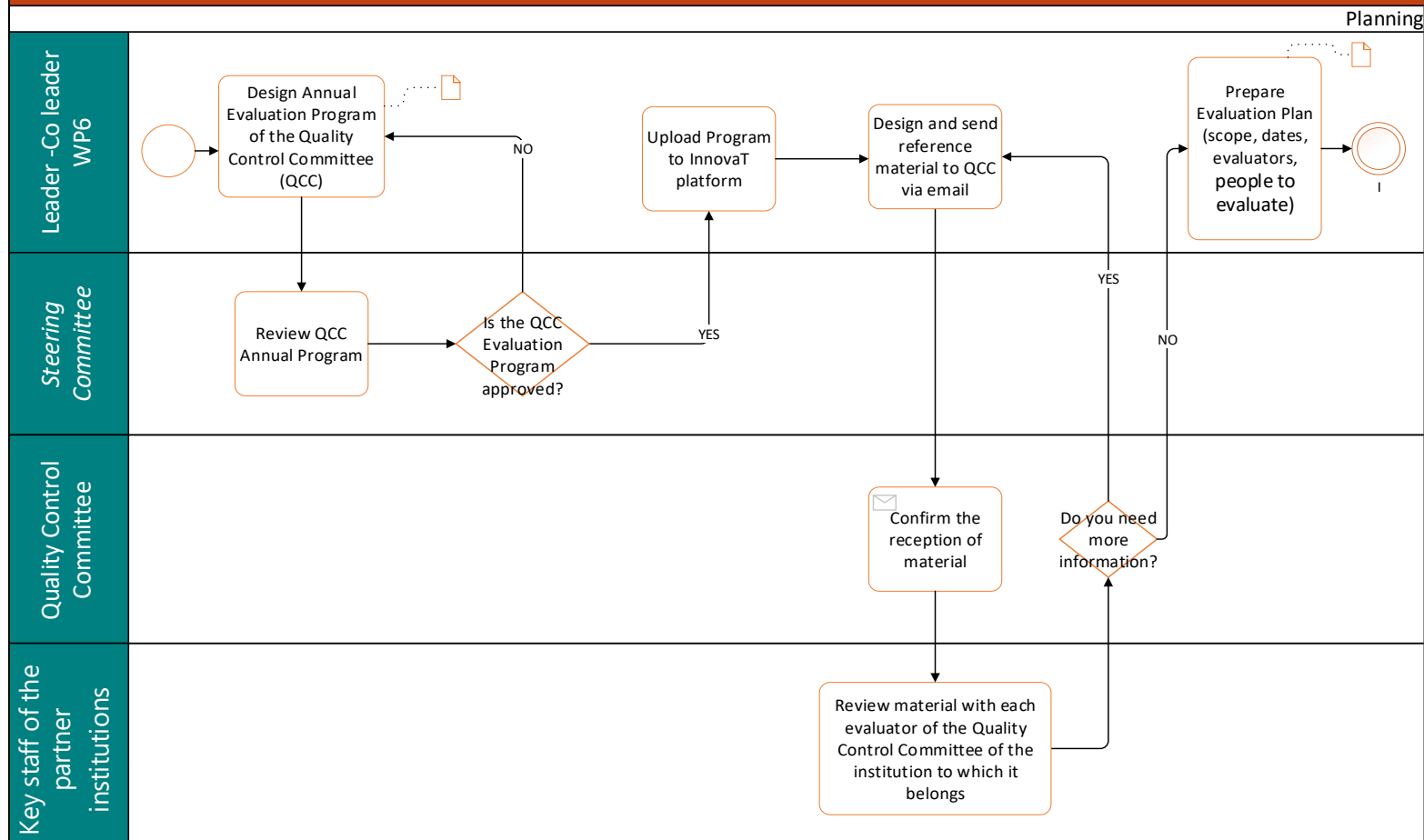


Figure 1: Evaluation process for the members of the QCC-Planning

In the execution stage, see Figure 2, the leader and co-leader of WP6 start with an opening online meeting: presentation of the committee members, the criteria, methodology, among other relevant aspects, with the presence of the representatives and/or members of the processes/work packages (WP) to be evaluated.

Quality Control Committee execute the evaluation of the processes/work packages according to the defined criteria and Collect, verify and record the evidence of the evaluation in the format provided. They send the evaluation to the WP6 leader and co-leader. The report must be sent no later than 2 weeks after the Evaluation.

The leader and Co-leader of WP6 consolidate the results of the evaluation, present and distribute the evaluation report made by the Quality Control Committee.

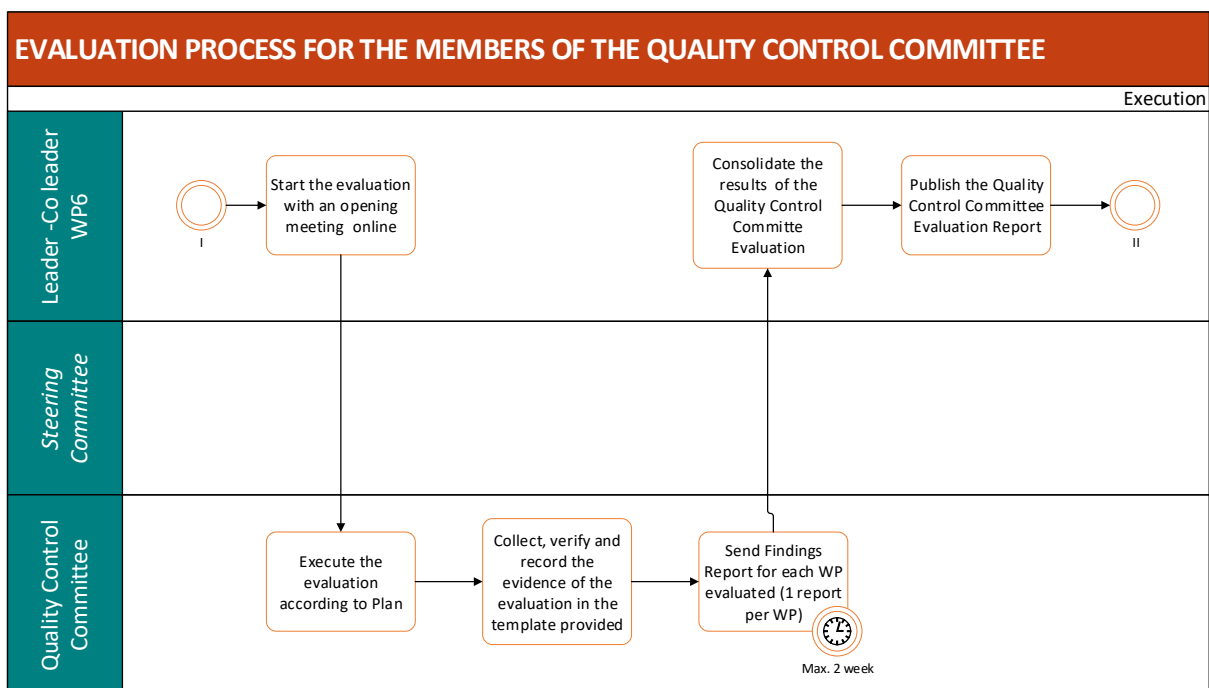


Figure 2: Evaluation Process for the members of the QCC-Execution



2.2.6. QCC ANNUAL EVALUATION PROGRAM 2019

Month of the year – Dec. 2019			Evaluator
N°	WORKPACKAGES	Leader/Co leader	
1	IN DEPTH ASSESSMENT & KNOWLEDGE TRANSFER OUTSET	FHJ /Co leader: USCP	BUAS-ULIMA- USACH
2	CAPACITY BUILDING OF TEACHING STAFF INNOVATIVE T&L	BUAS / Co leader : UACH	UDEP-UVM
3	MOOC DEVELOPMENT & PILOT	UC3M / Co leader: ULIMA	FHJ-UACH
4	INNOVAT OFFICES ESTABLISHMENT *	FHJ /Co leader: ULIMA	UC3M-UCSP
5	PILOT INNOVATIVE CLASSES REAL CASES *	UVM / Co leader: UC3M	BUAS-ULIMA
6	QUALITY ASSURANCE & MONITORING	UDEP /Co leader : BUAS	FHJ-UACH
7	DISSEMINATION & SUSTAINABILITY	UCSP /Co leader :USACH	UDEP-UVM
8	PROJECT MANAGEMENT	FHJ /National CPs: UVM/UDEP	UC3M-UCSP- USACH

*Not evaluated in 2019

N°	Name	Institution	WP to be evaluated	Cod.	Total
1	Roswhita Wiedenhofer	FHJ	WPs: 3,6	RW	2
2	Nadja Starocelsky Villavicencio	Universidad Austral de Chile	WPs: 3,6	NS	2
3	Iría Estévez	UC3M	WPs: 8	CA	1
4	Vladimir Sucasaire	Universidad Católica San Pablo	WPs: 8	VS	1
5	Margo Rooijackers	BUAS	WPs: 1	MR	1
6	Merssy Quispe	Universidad de Lima	WPs: 1	MQ	1
7	Dante Guerrero	Universidad de Piura	WPs: 2,7	DG	2
8	Nirkos Gutiérrez Flores	UVM	WPs: 2,7	NG	2
9	Juan Pablo Becerra	USACH	WPs: 1,8	JB	2



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Schedule:

Activity	Date
QCC evaluation starting date	02/12/2019
QCC evaluation end date	13/12/2019
Finding reports of QCC	20/12/2019