

SCONUL WORKING GROUP ON QUALITY ASSURANCE

Minutes of Meeting held on 16 May 2008 at the SCONUL Secretariat

Present:

Scott Robertson - University of Chichester (Chair)
Michael Breaks - Heriot-Watt University (Secretary)
Ann Mathie – University of Gloucestershire
Paul Jeorrett – North East Wales Institute of Higher Education

Apologies:

Toni Kelly – University of Birmingham (SCHOMS)
Helen Fletcher – Buckinghamshire Chilterns University College (UCISA)

Copies:

Lindsay Da Silva – University of Chichester

1. **Minutes of the Previous Meeting – 22 November 2007**

Minute 5 – SCONUL Guidelines for QAA Institutional Audit
Line 1 ‘Wales’ should be changed to ‘Northern Ireland’.

2. **Membership**

It was confirmed that Charlotte Jarvis had resigned from the Group and that the Chair, in consultation with the SCONUL Secretary, would seek a new member from the pre-1992 universities.

Paul Jeorrett was welcomed to his first meeting.

Keith Buckman had resigned from the Group and SCHOMS has nominated Toni Kelly as his replacement.

3. **Chair’s Report**

The Chair had been invited to present a paper at the REBUIN conference in Spain on UK higher education quality issues.

The Chair has contributed an article on the work of the Group to *Focus*.

4. **National Student Survey (NSS)**

The Chair would discuss with the Chair of the Performance Improvement Working Group on how the library section of the NSS could produce more meaningful information and consider an approach to HEFCE.

5. **Internal Quality Processes**

The Group thanked Helen Fletcher for devising, circulating and summarising the circular to SCONUL members on university-wide quality assurance processes. It was suggested that the information, together with the comments could be more widely publicised among the membership.

SCONUL WORKING GROUP ON QUALITY ASSURANCE

6. **Annual Report**

The Committee noted that the Annual Report of the Group prepared by the Chair. It would be useful to replicate the Guidelines for England and Northern Ireland with sets for Scotland and Wales.

7. **QAA Developments**

Please see attached report.

8. **Welsh Quality Matters**

The current cycle of audits is continuing with the possibility of a revised institutional review process to be in place by 2009.

9. **Scottish Quality Matters**

SCURL had not responded to the The Scottish Funding Council's consultation document 'The Report of the Joint Quality Review Group on New Arrangements for Quality Assurance and Enhancement of Learning and Teaching in Scotland's Colleges and Universities'. The revised review methodology will be in place for the start of the next cycle of reviews from academic year 08/09.

10. **Pathfinder Project**

The Group discussed the paper provided by Helen Fletcher and agreed that it was a useful document that could be formulated in terms of sample questions that auditors might address to institutions on their use and management of e-learning.

11. **Date of Next Meeting**

The next meeting will be held on Tuesday, 21 October 2008 at 11.30am in the SCONUL Offices.