GHENT
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Appendix 12: Co-creation Process

1. Quality Conduct 2.0: Co-creation Process

Quality Conduct 1.0: internal review of, among other things, the peer-learning visits, role of the EQB, portfolios, support.	805 surveys via email (response rate 34%)	23/05/2018 – 06/06/2018
	Breakfast sessions for reviewing the peer-learning system	14/06/2018
		18/06/2018
		20/06/2018
		22/06/2018
		25/06/2018
DOWA on Tour: the quality assurance team tours the faculties with information on the internal review (peer-learning visits), and gathers feedback on preliminary ideas with regard to the Quality Conduct 2.0	Faculty of Arts and Philosophy	11/02/2019
	Faculty of Law and Criminology	18/02/2019
	Faculty of Psychology and Educational Sciences	19/02/2019
	Faculty of Bioscience Engineering	20/02/2019
	Faculty of Pharmaceutical Sciences	22/02/2019
	Faculty of Economics and Business Administration	27/02/2019
	Faculty of Engineering and Architecture	28/02/2019
	Faculty of Veterinary Medicine	06/03/2019
	Faculty of Sciences	11/03/2019

	Faculty of Political and Social Sciences	11/03/2019
	Faculty of Medicine and Health Sciences	14/03/2019
Feedback moments Education Quality Board	Discussion of the online questionnaire reviewing the peer-learning system	14/05/2018
	Feedback on the online questionnaire reviewing the peer-learning visits and breakfast sessions + timing for the objectives and indicators	26/06/2018
	Memorandum 'first proposal for adjustments to peer-learning visits'	24/10/2018
	Discussion of faculty and programme-specific objectives	22/11/2018
	Feedback from the faculties already visited by 'DOWA on Tour'	21/02/2019
	Feedback 'DOWA on Tour'	19/03/2019
	Adjustments to the peer-learning system: progress report	26/04/2019
	Discussion of a preliminary proposal on the Quality Conduct 2.0 + detail external perspective	21/06/2019
	Discussion of the role of the Education Quality Board and support offer	27/08/2019
	Proposals for operationalization of a new quality assurance methodology: discussion	24/09/2019
	General presentation Quality Conduct 2.0 + demo education monitors	29/10/2019
Consultation moments between the Quality Assurance Team (DOWA) and the faculty quality assurance staff	SharePoint data model development	19/04/2018
	Feedback on the objectives + discussion of the feedback gathered by the survey peer-learning visits system and breakfast sessions	01/10/2018
	Thematic meeting: proposals to adjust peer-learning system	05/11/2018
	Development of new education monitors: progress report + final discussion of faculty and programme-specific objectives	17/01/2019
	Feedback on embedding the external perspective	26/02/2019
	Proposal for support during the implementation phase of the monitor	25/04/2019
	Policy memo: embedding the external perspective	04/06/2019
	Discussion: role of the EQB and support offer	17/09/2019
	Discussion Proposal Quality Conduct 2.0 in preparation for the feedback day	22/10/2019
General Meeting Ghent University's Student Union	Introduction and feedback Quality Conduct 2.0	12/11/2019
Discussion Moment during the Directors of Studies Informal Consultation Meeting	Introduction and feedback Quality Conduct 2.0	11/09/2019

Meeting with Accreditation Organisation of the Netherlands and Flanders (Dutch: NVAO)	Oral presentation on the design of the Quality Conduct 2.0	10/10/2019
Quality Assurance Meeting– Ghent University – VUB – University of Antwerp	Measuring the Quality Conduct 2.0 + concept of the Institutional Review with other HEI: heads of departments, Directors and Deputy vice-chancellors of Education of the HEI involved.	06/11/2019
Reflection by Lucien Bollaert, international QA expert	First reflection based on preliminary plans Quality Conduct 2.0	13/05/2019
	Second reflection based on presentation Feedback Day 21/11/2019	14/10/2019
University-wide feedback day on the new quality assurance system	Presentation of Quality Conduct 2.0 + roundtable discussions about the different elements in the quality assurance system	21/11/2019
Education Quality Board, Ghent University	Positive advice	05/12/2019
Education Council	Positive advice	10/12/2019

2. Detail co-creation process of the Education Monitors (including rationalization of the operational objectives)

Steering Committee for the Development of the Education Monitors		01/09/2017
		07/11/2017
		26/03/2018
		19/06/2018
		22/01/2019
		03/10/2019
Rationalization exercise operational objectives	Interviews with all the faculties about their concerns and suggestions for improvement	September 2016
	Two task forces composed of Faculty Education Support Office staff (later expanded to include other staff).	November – December 2017
	Preliminary proposals were also checked with PC chairpersons via feedback moments for members of the Learning Network and feedback sessions within a number of faculties.	Fall 2017
	Education Council: progress report on the new Education Monitors + operational objectives	28/06/2018

	Feedback on the objectives by the Educational Quality Control Unit staff (DOWA – Educational Quality Control Unit consultation)	01/10/2018
	Presentation of the new Flemish Quality Code by the Head of the Quality Assurance Office at the Education Council	11/10/2018
	Feedback via e-mail on objectives by Directors of Studies, faculty quality assurance staff and chairpersons of Programme Committees.	29/11/2018 – 10/01/2019
	Two interactive feedback sessions on new objectives by the Director of Education	11/12/2018
		20/12/2018
	Review of the objectives by Language Policy staff	10/12/2018
	Consultation with the Academic Manager, Mike Nachtegael: objectives + general development of education monitors	08/12/2018
	Approval of the faculty and programme-specific objectives by the Education Council	12/02/2019
Implementation of faculty monitors	Training sessions for faculty quality assurance staff: four half days	12/02/2019
		21/03/2019
		23/04/2019
		09/05/2019
Feedback moments faculty monitors	Return moments for faculty quality assurance staff	04/07/2019
		12/09/2019
		Already planned: 09/01/2020
Implementation of study programme monitors: discussion with Director of Education and quality assurance staff from each faculty	Faculty of Pharmaceutical Sciences	19/08/2019
	Faculty of Bioscience Engineering	26/08/2019
	Faculty of Arts and Philosophy	27/08/2019
	Faculty of Engineering and Architecture	27/08/2019
	Faculty of Law and Criminology	03/09/2019
	Faculty of Political and Social Sciences	04/09/2019
	Faculty of Sciences	04/09/2019
	Faculty of Medicine and Health Sciences	10/09/2019
	Faculty of Economics and Business Administration	12/09/2019
	Faculty of Psychology and Educational Sciences	19/9/2019
	Faculty of Veterinary Medicine	22/10/2019

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