







## **AGENDA**

- Setting of the project
- "Fake" demo





## Quality insurance at the K.U.Leuven

Internal quality insurance for program components

Teacher evaluation

Warranty of quality (Faculteit)



Quality improvement (POC)

Ad hoc evaluation of courses





### Strategic guidelines

- At least once each 4 years
- Evaluation at the end of the academic year till the start of the next academic year
- Questionnaires are conceived and co-ordinated by the faculties (centrally supported)
  - => taking into account the specificity of the faculties programmes
- Standardisation of the evaluation on faculty level
  => comparable results
- Questionnaires presented and filled in electronically
- Teacher can comment the results
- The results + comments are transferred to the educational tab of the HR file





## **Evaluation process**

#### THE FACULTY IS RESPONSIBLE FOR THE EVALUATION

SAP/R3

Setup of the questionnaires faculty



Performance mgt

WEB self service

Fill in the questionnaires students





BW/SAS

Reporting and follow up teacher-progr dir-dean

- Limited number of standardised questionnaires
- Program commissions are involved

- Inform students on the process and motivate them to participate
- Inform the teachers on the procesLesgevers informeren over het proces

Treatment and follow up of the results





## Scope of the evaluations

#### **Programmes**

- BA
- MA
- MAnaMA

Licentiates

#### <u>Courses</u> all courses in SAP

#### Also

- interfaculty
- interuniversity
- international

Apprenticeship

#### **Exceptions**

- #studenten <= 5</li>
- Courses with complex reality
- → faculty decision

#### **Teachers**

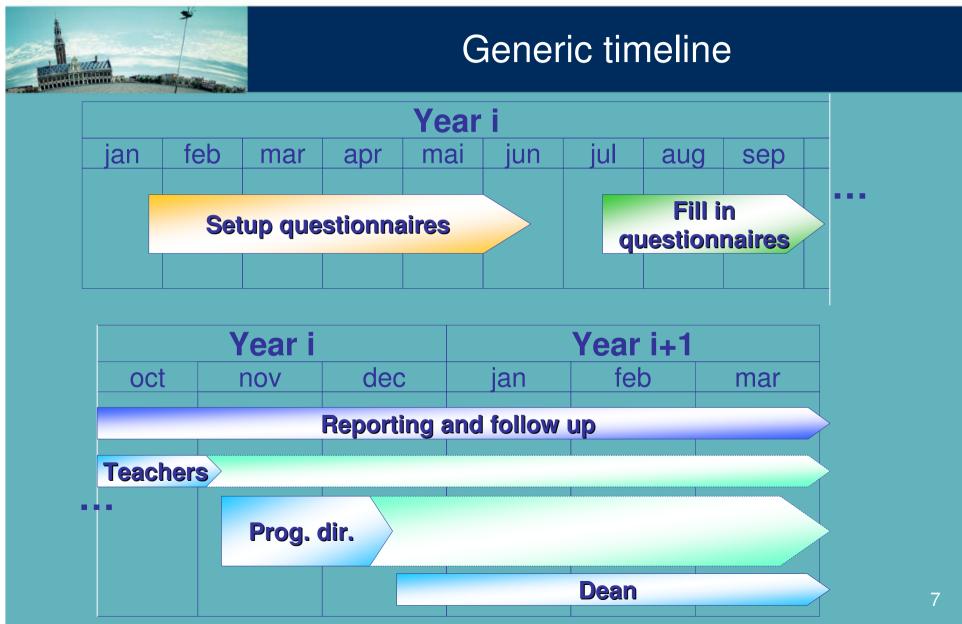
- •ZAP
- ·AAP
- **BAP**

#### **Students**

- · creditcontracts
- diplomacontracts
- also graduates

no examination







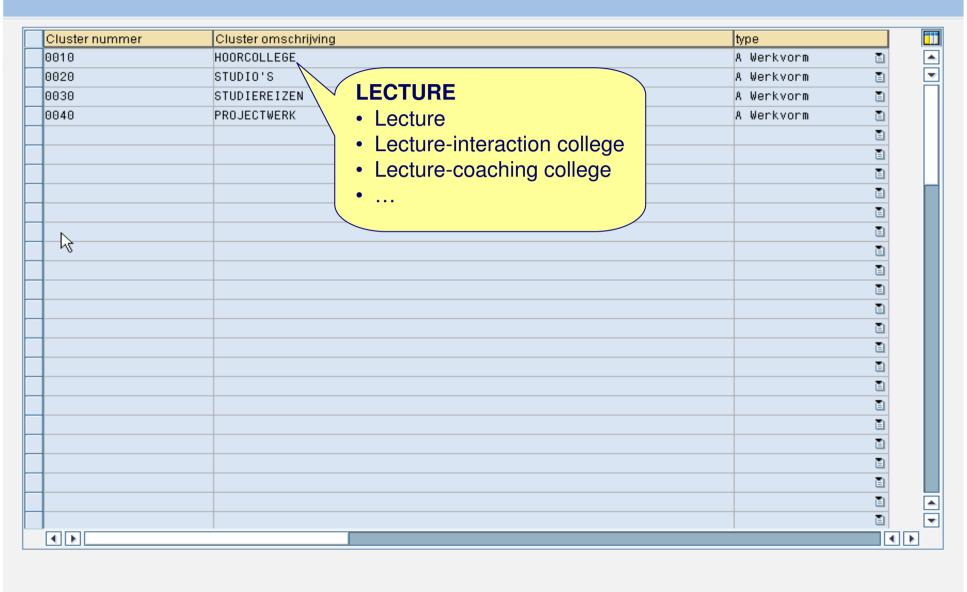


## due to confidential agreements

"FAKE" DEMO ONLY



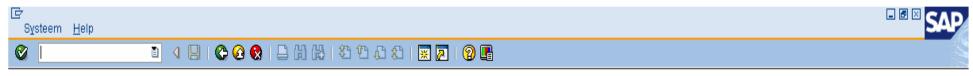
#### Define clusters of course type









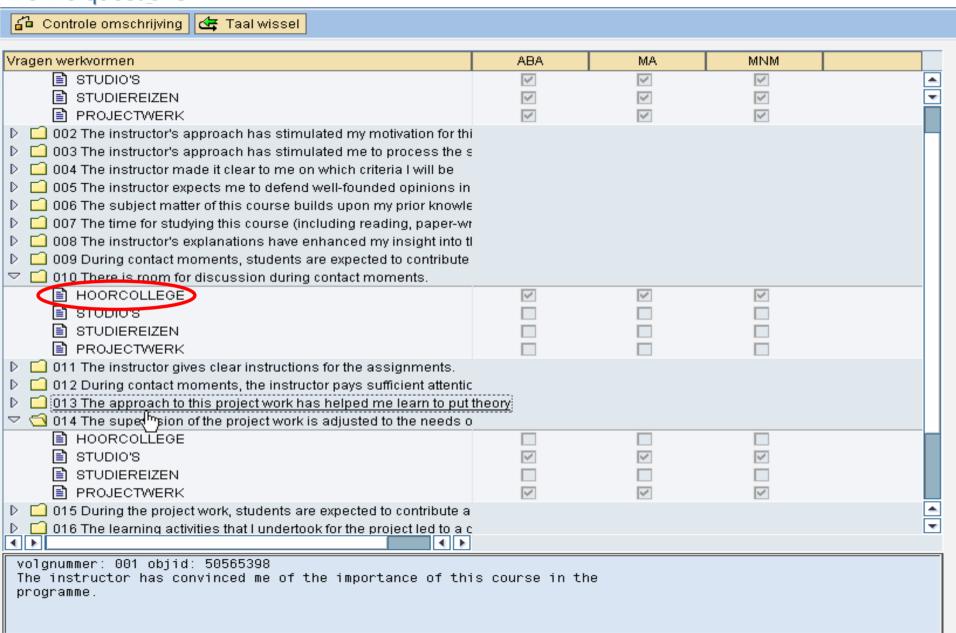


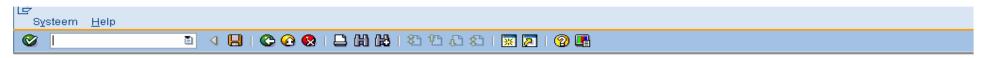
#### Assign course type to cluster

■ Niet toegewezen				
Werkvorm	HOORCOLLEGE	STUDIO'S	STUDIEREIZEN	PROJECTWERK
(begeleiding) masterproef				
(begeleiding) stage	<b>V</b>			
🖹 begel.sessie - werkcol geïnt. pract.	$\checkmark$			
begeleidingssessies	✓			
excursies			<b>~</b>	
excursies - werkcolleges/oefenzittingen	$\checkmark$			
geïntegreerd practicum				<b>✓</b>
🖹 hoorcol inter.col semin - opdr.	<b>~</b>			
hoorcol inter.col semin - werkcol.	<b>~</b>			
hoorcollege	~			
🖹 hoorcollege - begel. sess werkcollege	~			
hoorcollege - begeleidingssessie	<b>~</b>			
hoorcollege - interactiecollege	<b>~</b>			
hoorcollege - interactiecollege - opdr.	<b>✓</b>			
hoorcollege - opdrachten	<b>~</b>			
hoorcollege - seminarie	~			
🖹 hoorcollege - seminarie - werkcollege	~			
hoorcollege - werkcollege	<b>V</b>			
inter.colsemin - opdr.	<b>~</b>			
interactiecollege - begeleidingssessie	<b>V</b>			
interactiecollege - opdrachten	<b>~</b>			
interactiecollege - werkcolleges	<b>V</b>			
interactiecollege of responsiecollege	<b>V</b>			
abo-oefeningen - opdrachten	<b>V</b>			
abo-oefeningen -geïntegreerd practicum	<b>V</b>			
abo-oefeningen/veldwerk	<b>V</b>			
opdrachten, incl. papers	<b>V</b>			
seminaries		<b>~</b>		
seminaries - begel.sessie - opdrachten	<b>V</b>			
seminaries - opdrachten, incl papers	<b>V</b>			
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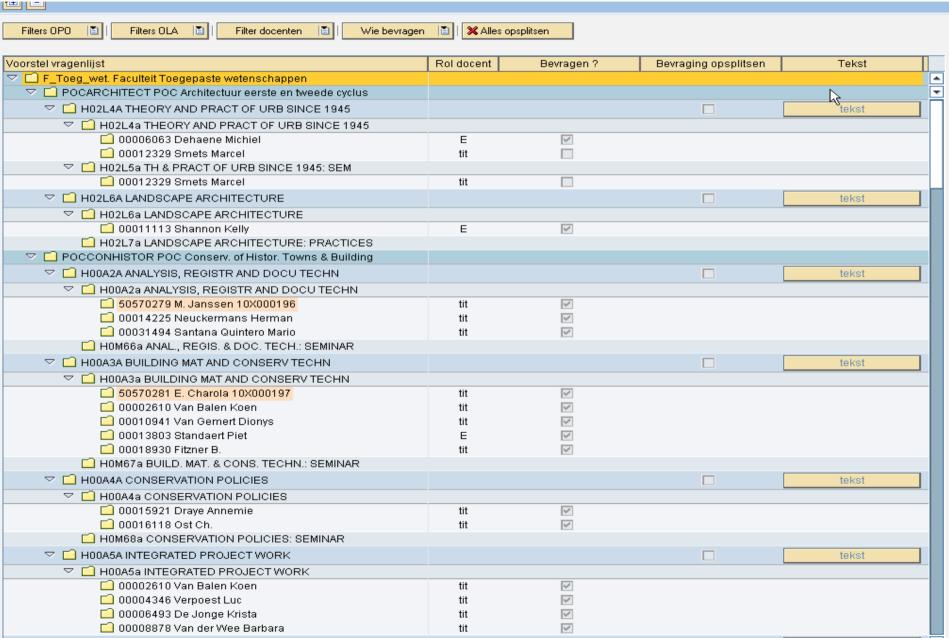


#### Define questions





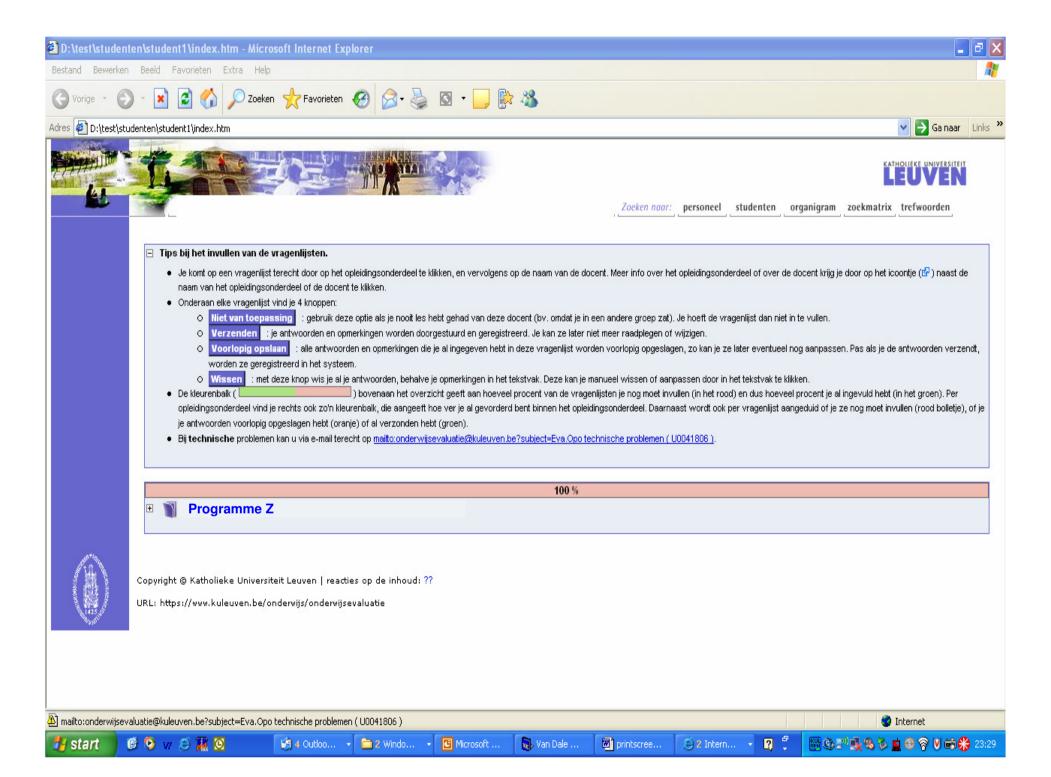
#### Assign teachers to the evaluation process

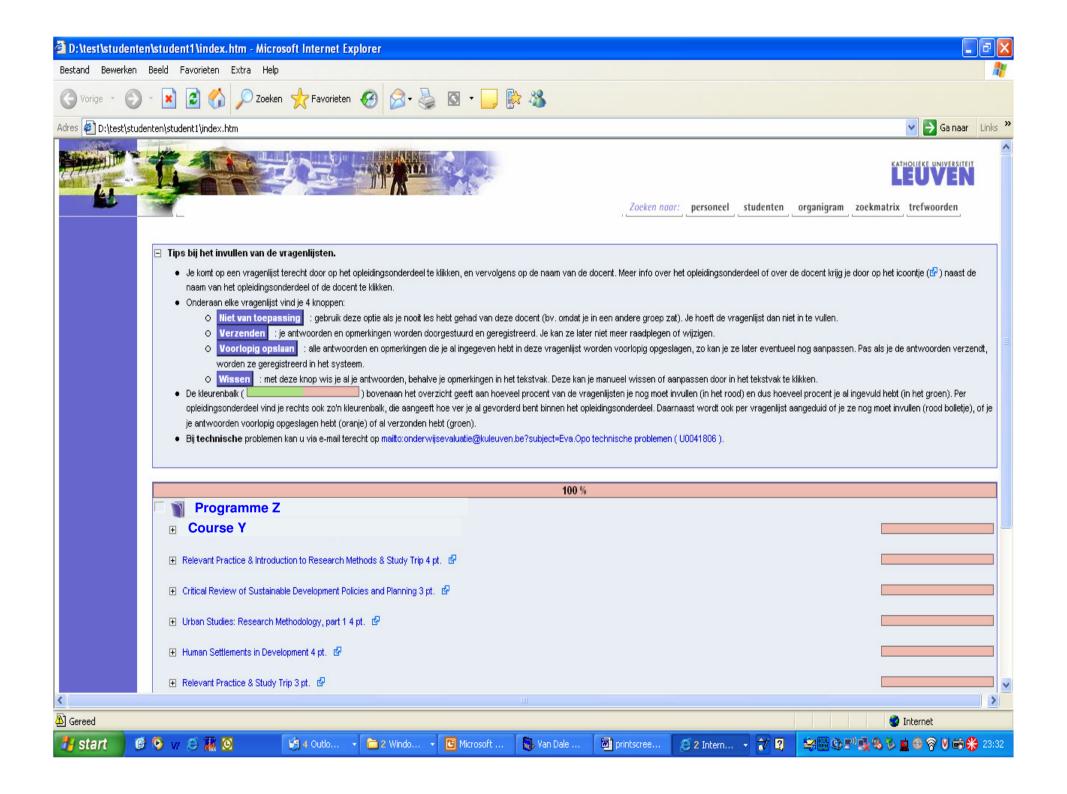


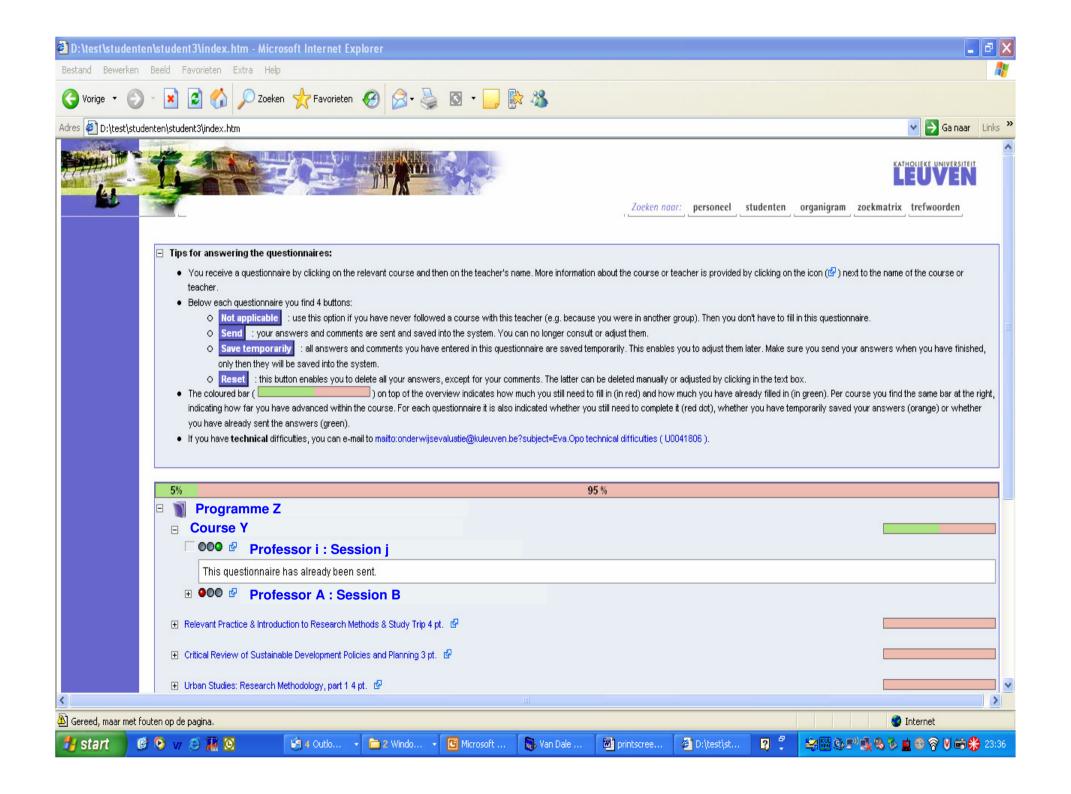


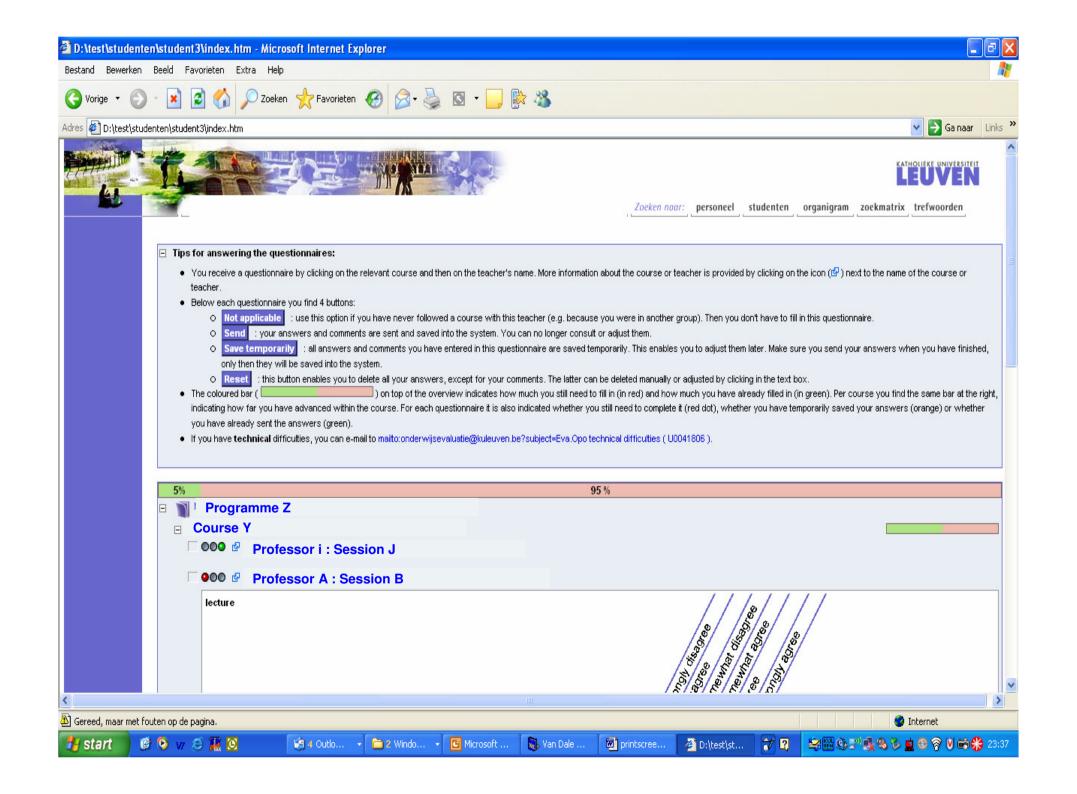


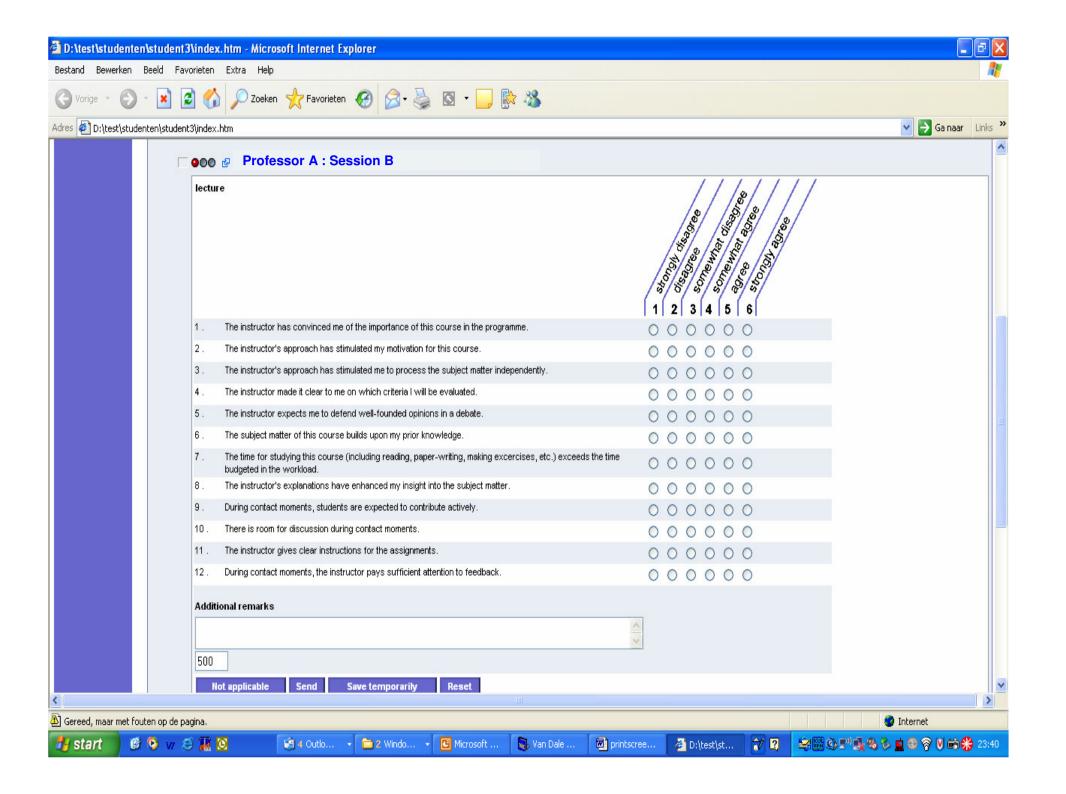
- Individual questionnaires are created by performance management (to do lists)
- Student invited to participate by mail
- Student logs on by self service

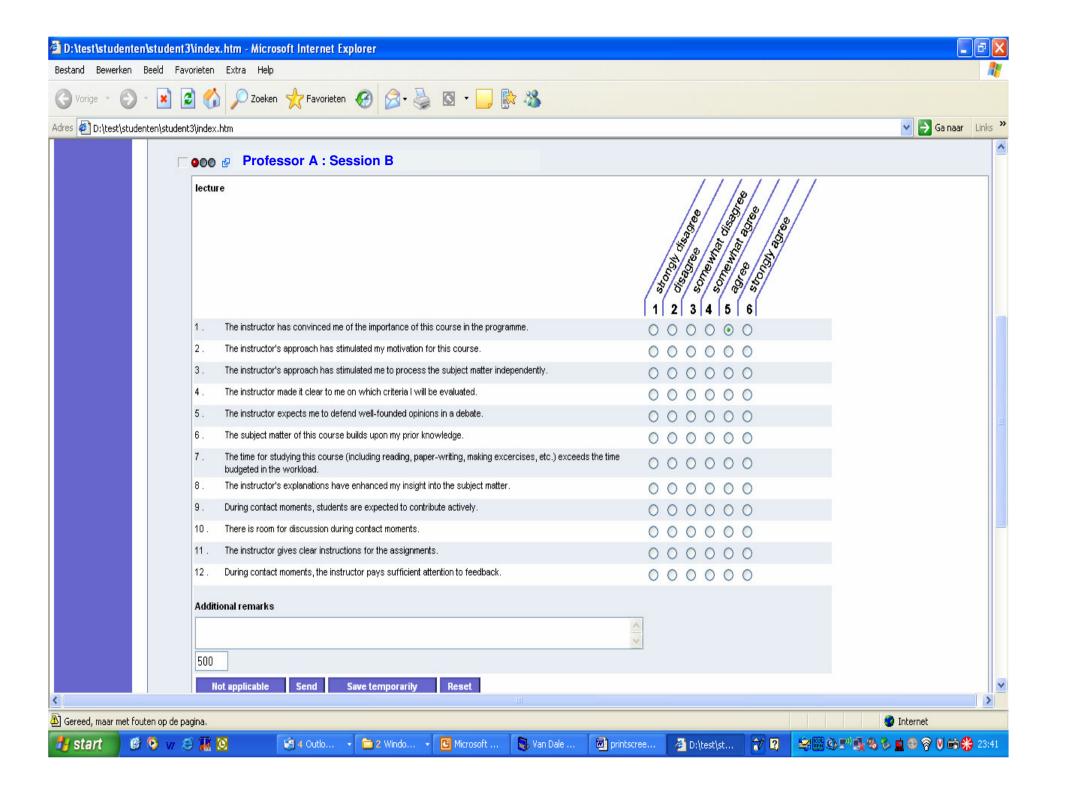


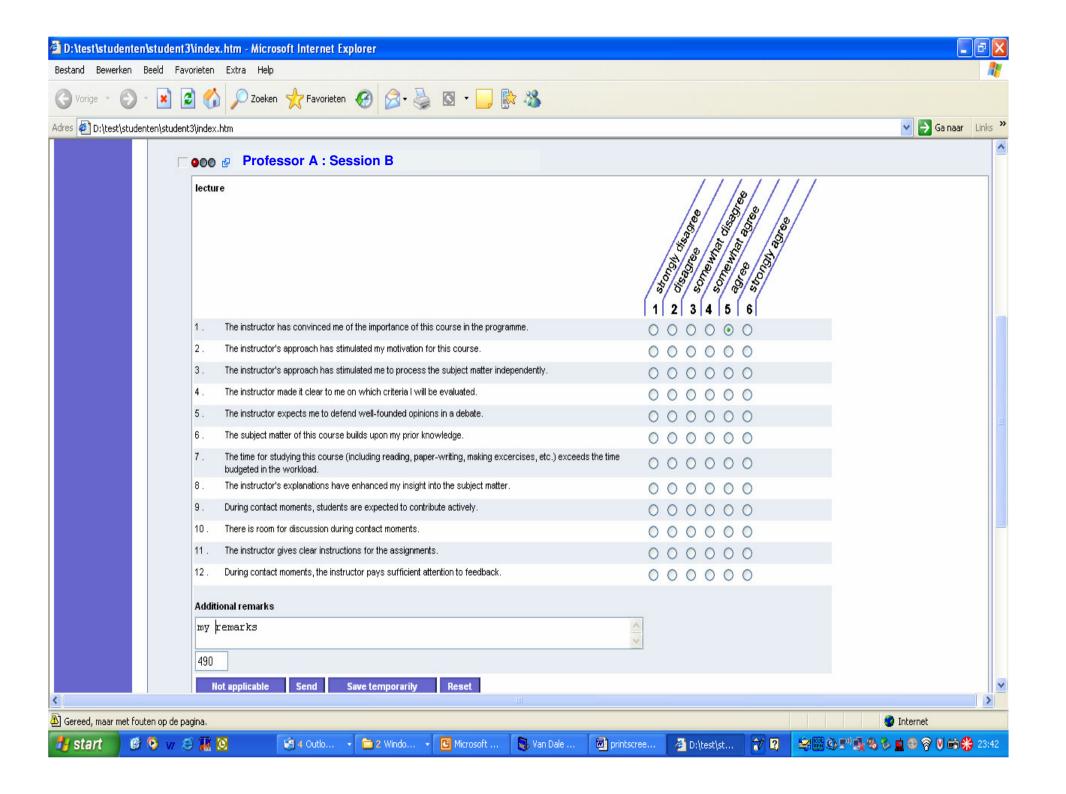


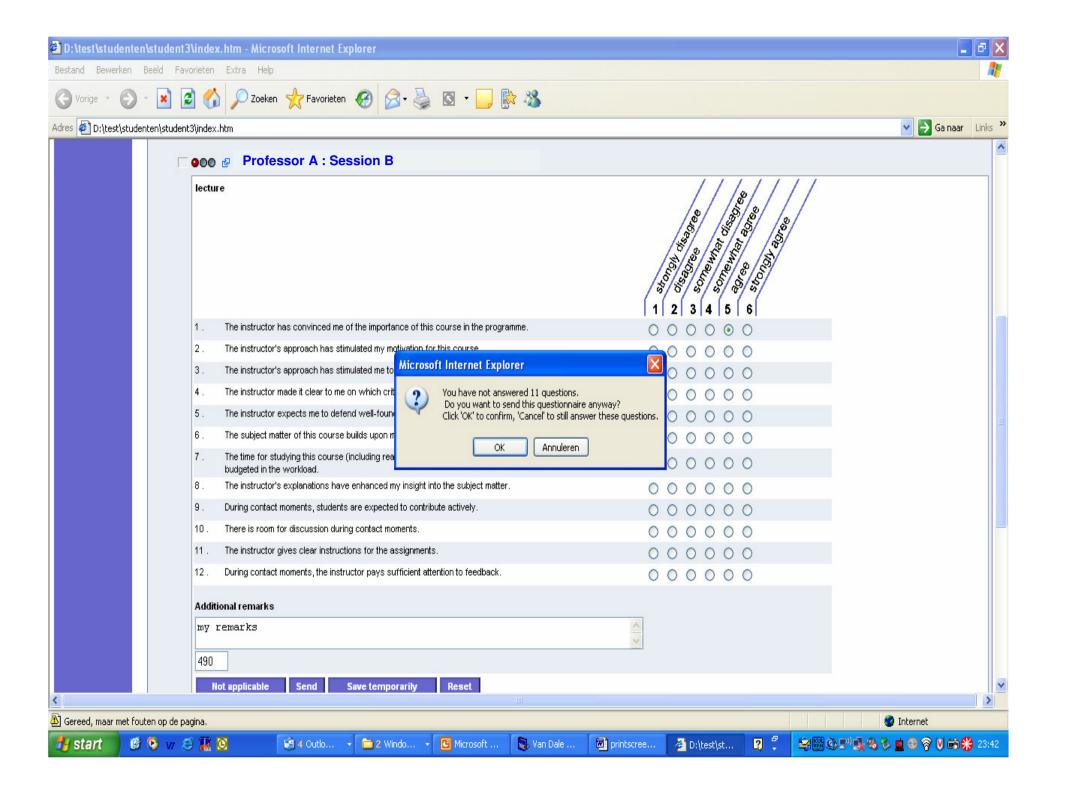


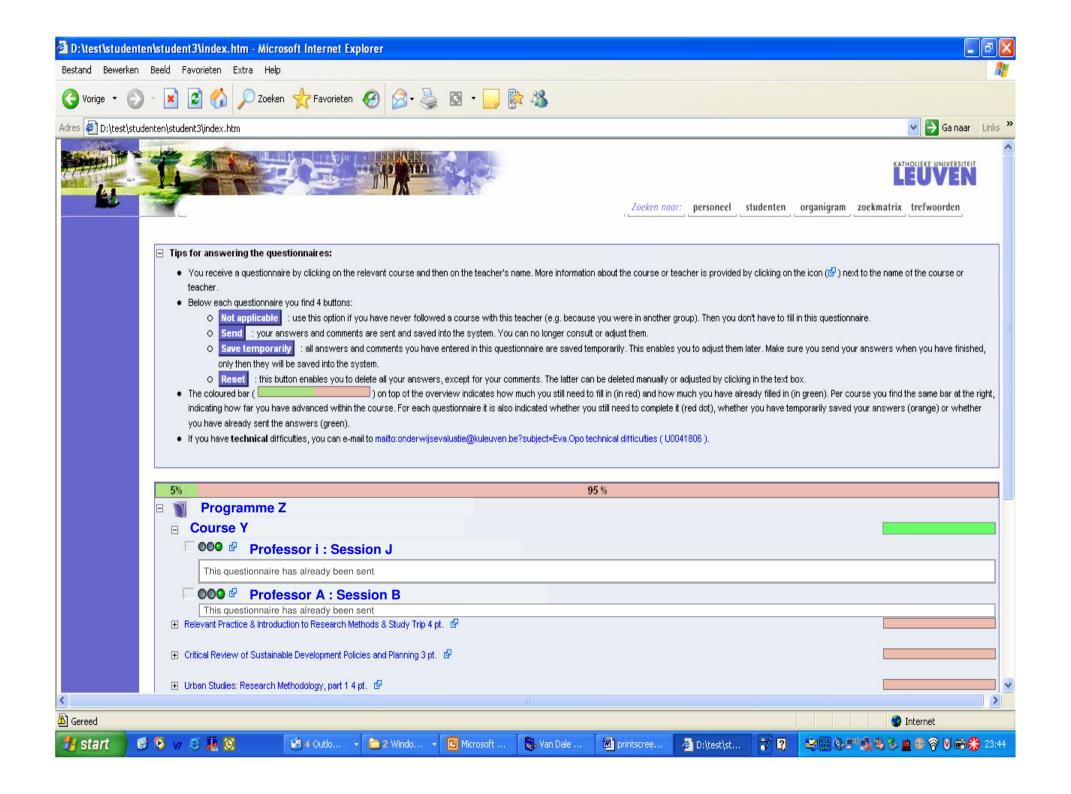










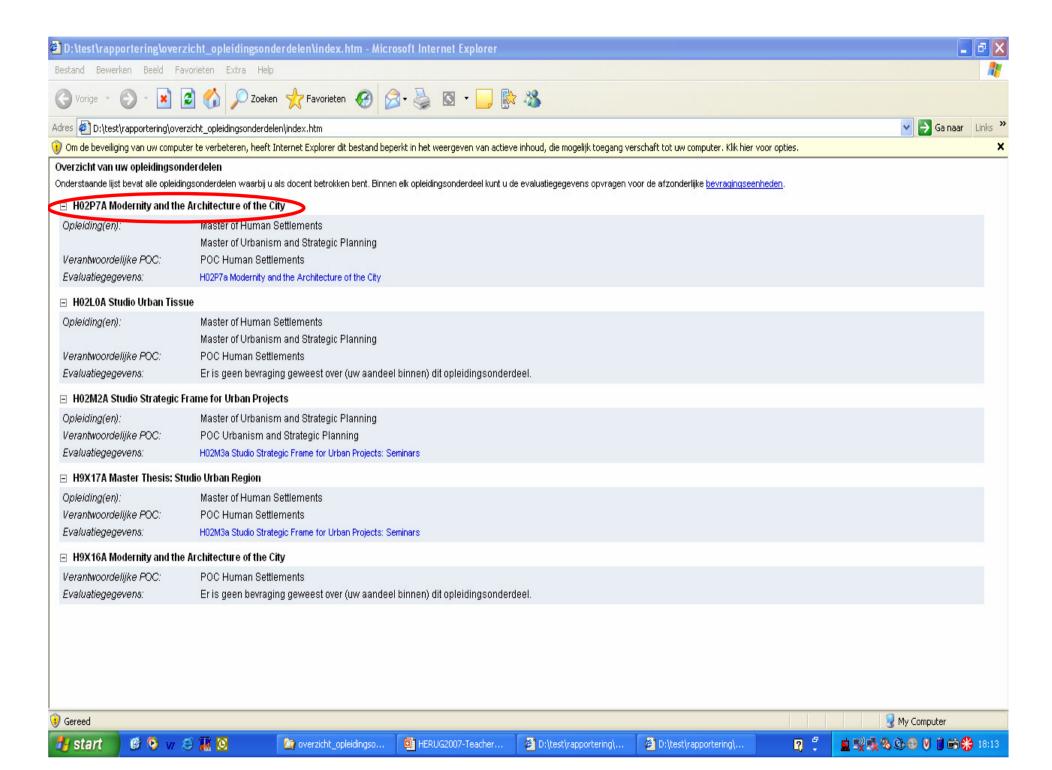


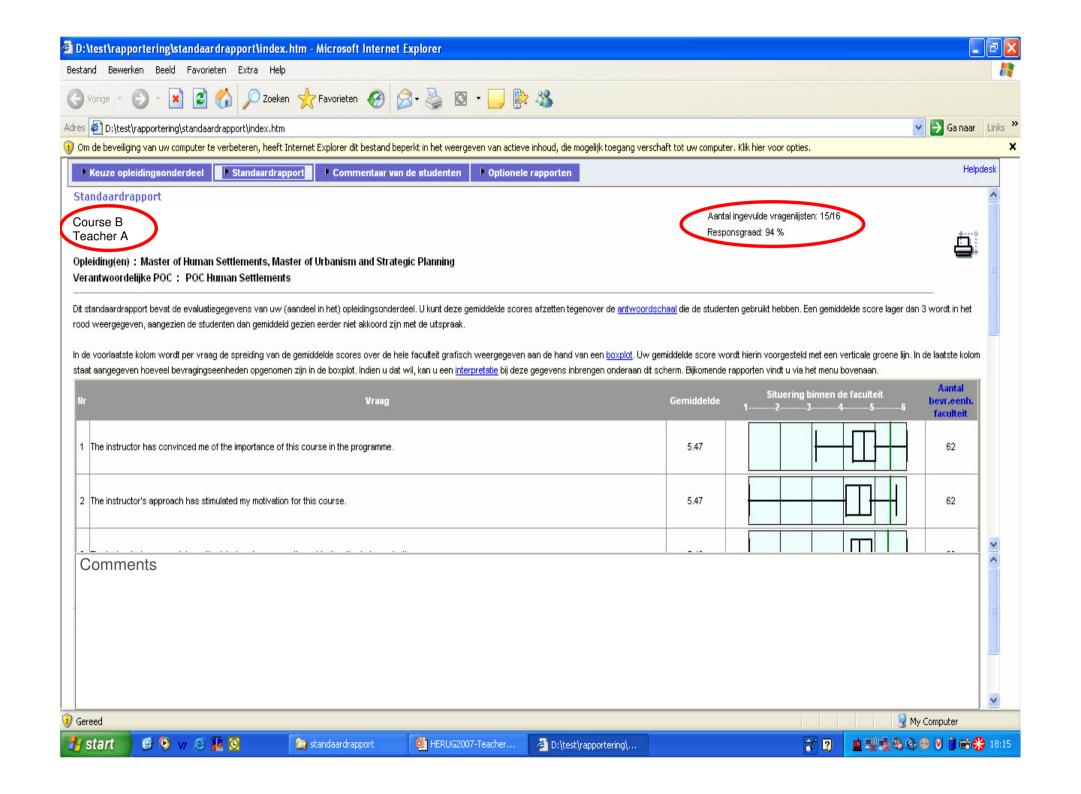


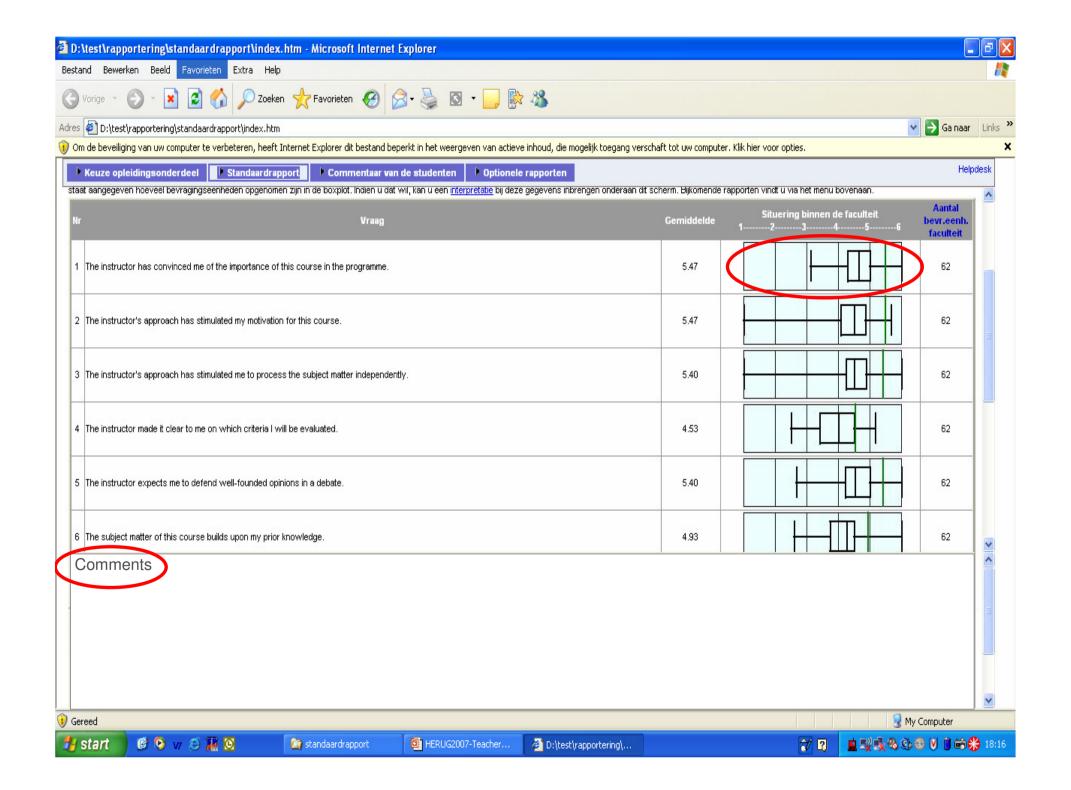


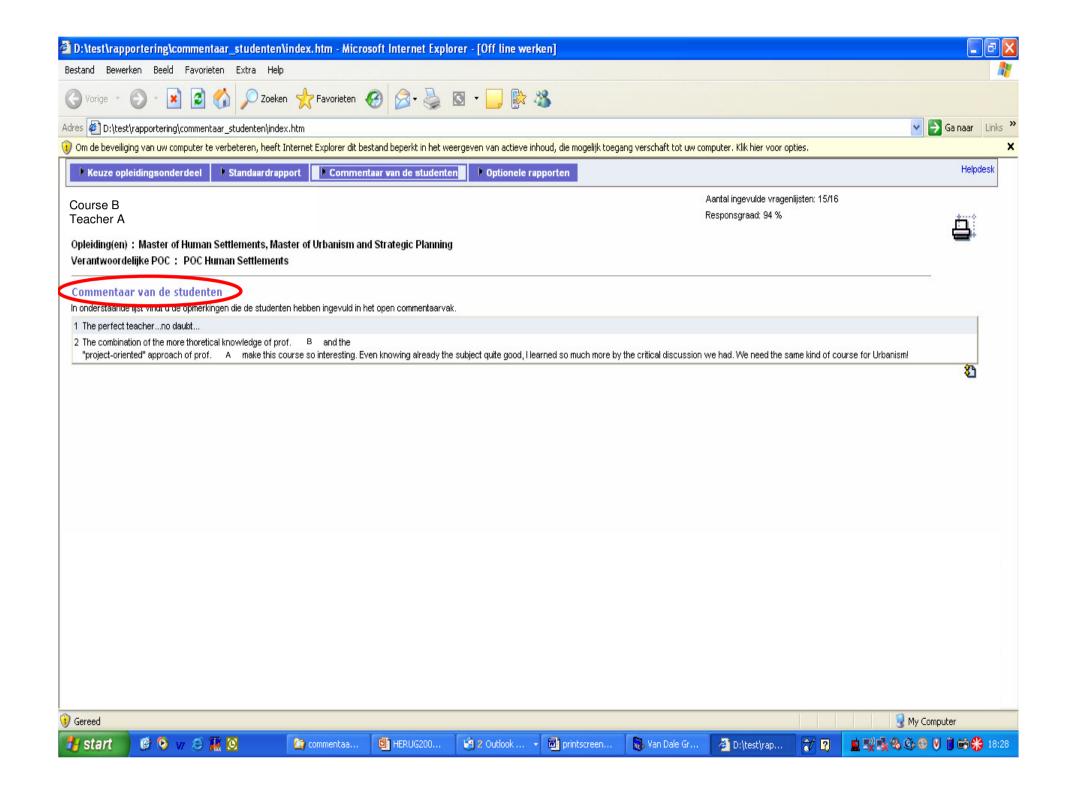
## Reporting teacher

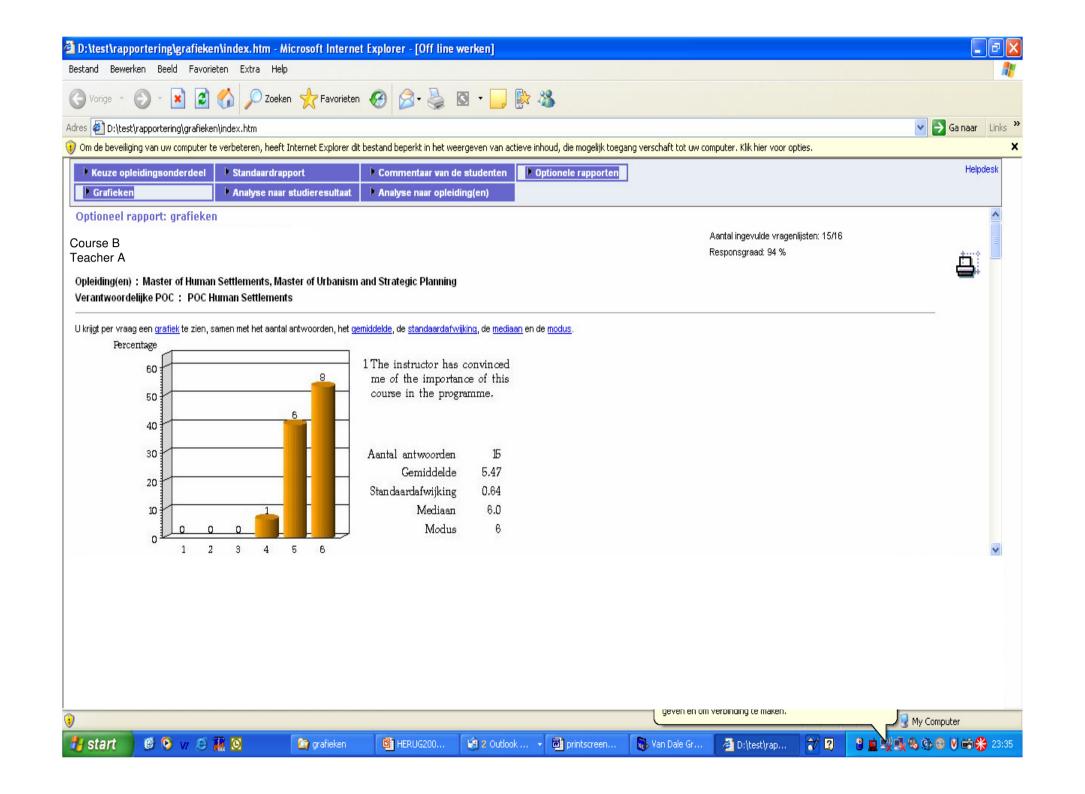
- Teacher informed on the availability of the results
- Teacher logs on by self service









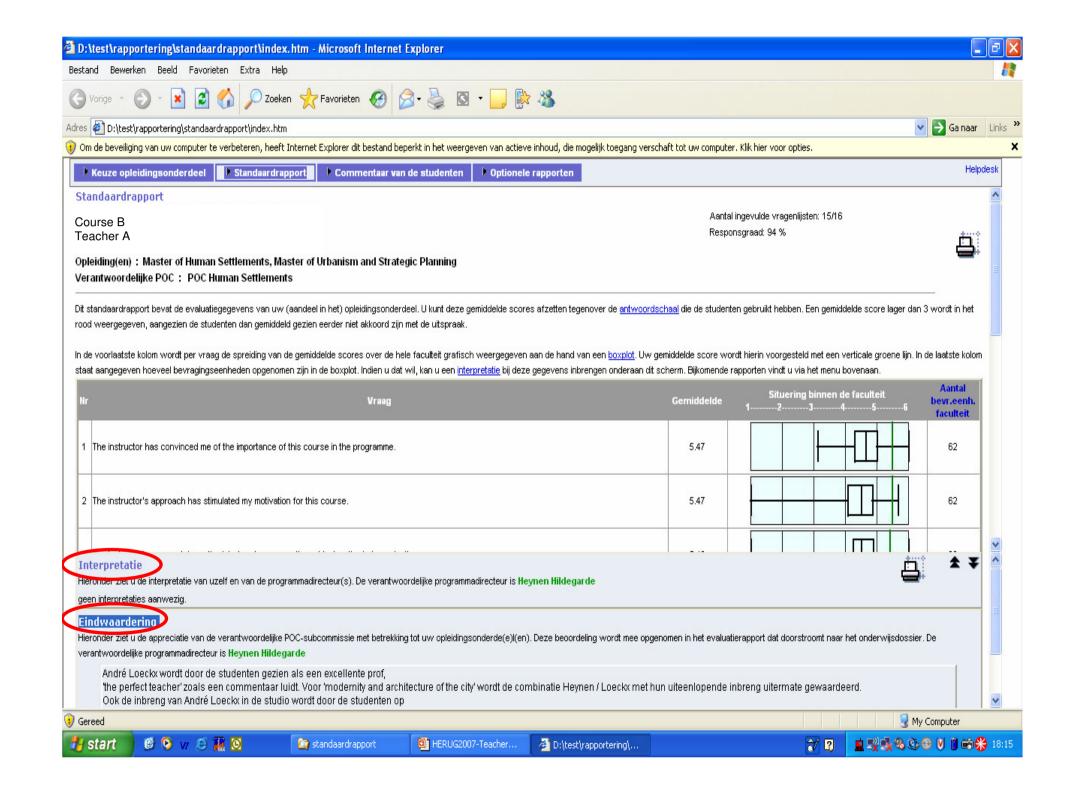






## Reporting programme director

- Program director informed on the availability of the results
- Program director logs on by self service
- Program director consults combined views of the standard reporting
  - Results per teacher
  - Results per program
  - Results per program year







# QUESTIONS ???