



**THE REGULATION
on QUALITY ASSURANCE SYSTEM of the NATIONAL
AGENCY FOR HIGHER EDUCATION QUALITY ASSURANCE**

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THE REGULATION on QUALITY ASSURANCE SYSTEM of the NATIONAL AGENCY FOR HIGHER EDUCATION QUALITY ASSURANCE

I. GENERAL PROVISIONS

1. The Regulation on the Quality Assurance System of the National Agency for Higher Education Quality Assurance (hereinafter – the Regulation) defines the purpose, structure, processes, functions, and measures of this system.

2. The Regulation was developed in accordance with the Law of Ukraine "On Education", the Law of Ukraine "On Higher Education", Statute of the National Agency for Higher Education Quality Assurance (hereinafter – NAQA), the Regulation on the Accreditation of Study Programmes in Higher Education, and other acts of Ukrainian legislation; Standards and recommendations for quality assurance in the European Higher Education Area (hereinafter – the EHEA).

3. NAQA quality assurance system (hereinafter – NAQA QAS) is a set of conditions, processes, procedures and measures ensuring efficiency, effectiveness and continuous improvement of the activities of NAQA through defined mechanisms.

4. Continuous improvement of NAQA activities includes the implementation of the "plan-do-check-act" (PDCA) cycle for each of the processes defined by the Regulation and for NAQA QAS as a whole.

5. NAQA develops and approves mechanisms for the implementation of NAQA QAS processes, procedures and measures.

6. This Regulation applies to:

- 1) NAQA members;
- 2) members of NAQA Advisory Board;
- 3) members of NAQA Sectoral Expert Councils (hereinafter - SEC);

- 4) NAQA experts;
- 5) NAQA trainers;
- 6) employees of NAQA Secretariat;
- 7) other persons involved in the activities of NAQA.

7. The distribution of responsibilities between the participants of NAQA QAS is determined by the Law of Ukraine "On Higher Education", the Statute of NAQA and other acts of Ukrainian legislation.

II. PURPOSE, STRUCTURE AND PROCESSES

8. The purpose of NAQA QAS is to contribute to the achievement of NAQA goals and implementation of NAQA Quality Assurance Policy.

9. NAQA QAS structure was developed to achieve the goal, and consists of three levels with defined processes:

9.1. The strategic level of management of NAQA quality assurance system provides:

- 1) management of the implementation of NAQA Strategy;
- 2) management of information, reputation and resources;
- 3) management of the effectiveness of processes and procedures for ensuring higher education quality.

9.2. The tactical level of ensuring NAQA activities provides:

- 1) provision of informatization;
- 2) ensuring the availability of sufficient and balanced resources for the higher education quality assurance processes implementation;
- 3) monitoring and reviewing NAQA procedures and processes.

9.3. The operational level of the NAQA main processes provides:

- 1) analysis of the effectiveness of NAQA processes and measures;

- 2) constant improvement of higher education quality assurance processes in cooperation with stakeholders;
- 3) accountability.

III. FUNCTIONS AND PROCEDURES

10. Functions provided by NAQA QAS are:

10.1. **Informational and analytical**, which includes procedures:

- 1) ensuring the functioning of information exchange through information systems;
- 2) informing about the activities and the achieved results of NAQA at national and international events;
- 3) organization of seminars, webinars, press conferences, round tables, other media events;
- 4) placement on the official website documents, methodical, analytical and informational materials, results of stakeholder surveys; draft documents for public discussion; the results of external audits of NAQA activities;
- 5) responses to written requests;
- 6) analysis of resource provision of sufficiency and balance of resources for implementation of higher education quality assurance processes;
- 7) analysis of opportunities for cooperation, expanding the range of external stakeholders, taking into account their requests, proposals and monitoring the level of contentment.
- 8) analysis of regulatory documents, projects and preparation of relevant proposals;
- 9) analysis of the effectiveness and efficiency of NAQA policies;
- 10) periodic preparation of a self-assessment report of NAQA activities;

11) development of analytical and reference materials, thematic reports based on precedent practices of NAQA.

10.2. **Planning and prognostic**, which involves procedures:

- 1) strategic, prospective and operational planning of activities;
- 2) formation of stakeholders' awareness of quality assurance processes;
- 3) development of proposals for improving quality assurance processes.

10.3. **Regulatory and advisory**, which provides the procedures:

- 1) development and periodic review of processes;
- 2) formation and dissemination of the higher education quality culture;
- 3) conducting training events for stakeholders;
- 4) provision of advisory services to higher education institutions (scientific institutions) regarding their internal higher education quality assurance systems;
- 5) supporting the activities of expert groups, sectoral expert councils and consulting higher education institutions (scientific institutions) during the accreditation examination.

10.4. **Control-diagnostic**, which involves the following procedures:

- 1) ensuring the independence of NAQA activities;
- 2) conducting monitoring and internal audits of the effectiveness of NAQA processes and their compliance with the current regulatory framework of Ukraine and international standards and recommendations of the EHEA;
- 3) avoidance of conflict of interests in activities at all levels of the organization and during the implementation of higher education quality assurance processes;
- 4) identification and elimination of deficiencies in the functioning of NAQA QAS;
- 5) monitoring and control of stakeholders' compliance with the standards of higher education quality assurance and academic integrity;

- 6) quality monitoring of the content of NAQA Experts Register;
- 7) monitoring of public information on NAQA website in accordance with the requirements of current legislation;
- 8) surveying stakeholders and monitoring the effectiveness of communication mechanisms with them;
- 10) monitoring the impact of NAQA activities on higher education institutions (scientific institutions).

IV. FINAL PROVISIONS

11. The Regulation is approved by NAQA and comes into force from the day it is published on its official website.

12. Review of processes, procedures and measures of NAQA QAS is carried out by NAQA systematically, at the very least annually.

Approved by the National Agency for Higher Education Quality Assurance meeting on October 25, 2022.