

## Annex II: Final schedule for meetings

[20.03.2019]				
TIMING	TOPIC	PERSONS FOR INTERVIEW	ISSUES TO BE DISCUSSED	LEAD PANEL MEMBER
<b>09.00-11.00</b> 120 minutes	Review panel's private meeting	Panel and ENQA-coordinator		
<b>11.00-11.25</b> 25 minutes	A pre-visit meeting with the agency contact person to clarify elements related to the overall system and context (if requested)	Panel and ENQA-coordinator Contact person (Luis Carlos Velón Sixto)		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 1</b> <b>11:40-12:15</b> 35 minutes	Meeting with the SAR team ACSUG	Luis Carlos Velón Sixto, ACSUG Quality and International Relations Manager Marta Mallo Rey, ACSUG Technician of Programmes Unit Santiago Domínguez Martínez, ACSUG Administrative assistant		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 2</b> <b>12:30-13:15</b> 45 minutes	Meeting with the ACSUG Director and President of the Governing Board.	José Eduardo Lopez Pereira, ACSUG Director María Patrocinio Morrondo Pelayo, ACSUG President		
<i>90 minutes</i>	<i>Lunch (panel only)</i>			
<b>Session 3</b> <b>14:45-15:15</b> 30 minutes	Meeting with ACSUG Executive Committee (Gabinete de Dirección)	Luis Carlos Velón Sixto, Quality and International Relations Manager Ana Isabel López Lorenzo, Direction Secretariat and Communication		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 4</b> <b>15:30-16:30</b> 60 minutes	Meeting with the Galician Committee on Reports, Verification, Certification and Accreditation (CGIACA)	Miguel Ángel Santos Rego, CGIACA president. University Professor in Theory and History of Education at the USC. Ana María Pita Grandal, CGIACA academic member. University Professor in Tax and Finance Law at the UVigo Juan Touriño Domínguez. CGIACA academic member. University professor		

		<p>in Computer Architecture and Technology at the UDC</p> <p>Natalia Álvarez Lata, CGIACA academic member. University professor in Civil Law at the UDC</p> <p>Óscar Moldes Pita, CGIACA student representative. He is studying a bachelor degree in the UVigo</p> <p>Francisco Domínguez Martínez, CGIACA member representing Galicia's business and professional area.</p>		
<i>15 minutes</i>	<i>Break</i>			
<p><b>Session 5</b>  <b>16:45-17:30</b>  45 minutes</p>	Meeting with the ACSUG President and Governing Board (Consello Reitor)	<p>María Patrocinio Morrondo Pelayo, ACSUG President</p> <p>Carmen Pomar Tojo, Galician Minister of Education, Universities and Vocational Training</p> <p>Julio Ernesto Abalde Alonso, UDC Rector</p> <p>Antonio López Díaz, USC Rector</p> <p>Manuel Reigosa Roger, UVigo Rector</p> <p>Sonia Rodríguez-Campos González, Director of the Galician School of Public Administration (EGAP). Member appointed by the Galician Ministry of the Economy, Employment and Industry</p> <p>Moraima Pérez Míguez (USC), representative of students</p>		
<i>15 minutes</i>	<i>Break</i>			
<p><b>Session 6</b>  <b>17:45-18:25</b>  40 minutes</p>	Meeting with the Advisory Council (Consello asesor)	<p>César Chaparro Gómez, Advisory Council president. University Professor in Latin Philology at the Extremadura University (Spain)</p> <p>Jorge Delgado García, Advisory Council national academic member. University Professor in Cartographic, Geodetic and Photogrammetric Engineering at the Jaen University (Spain).</p> <p>Carlos Nogueira Souto, Advisory Council student representative</p>		

		Marta Amate López, Advisory Council representative from the business sector  José Manuel Cabrera Sixto, Advisory Council international member. Agricultural Mechanical Engineering from the Guanajuato University (México). SKYPE CONNECTION IN CASE IT WOULD BE NECESSARY/REQUESTED BY THE PANEL		
<b>18:30-19:30</b> 60 minutes	Wrap-up meeting among panel members and preparations for day II			
<i>21:00</i>	<i>Dinner (panel only)</i>			
<b>[21.03.2019]</b>				
<b>TIMING</b>	<b>TOPIC</b>	<b>PERSONS FOR INTERVIEW</b>	<b>ISSUES TO BE DISCUSSED</b>	<b>LEAD PANEL MEMBER</b>
<b>09:00-09:30</b> 30 minutes	Review panel private meeting			
<b>Session 7</b> <b>09:30-10:45</b> 75 minutes	Meeting with ACSUG staff: teaching, programmes and management units.	Isabel Belmonte Otero, Programmes Unit Technician  María Dolores Castro Pais, Programmes Unit Technician  María Virtudes Couceiro Novais, Administrative assistant  Aitor Martínez Lafuente, Economic Matters and Human Resources Technician  Francisco Rico Rey, Technician in Teaching Staff  María Dolores Sierra Sánchez, Computer Services Technician		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 8</b> <b>11:00-12:10</b> 70minutes	Meeting with representatives from the reviewers' pool.  Who, between them, have experience with: research and teaching staff assessment; teaching activity assessment; centre and degrees assessment; DOCENCIA programme; FIDES-	Emilio Martín Gutiérrez, Structures and Continuous Media Mechanics University Professor at the UDC. Reviewer with experience in international evaluations.  Marta González Moldes, Professional auditor at the Trillium Consulting company, located in Santiago de Compostela. Reviewer, with a		

	AUDIT; institutional accreditation; and international evaluations	<p>professional profile, in the FIDES-AUDIT programme, international evaluations and centre and degrees assessment in the Architecture and Engineering area.</p> <p>Laureano González Vega, Algebra University Professor at the Cantabria University (Spain). Reviewer in the FIDES-AUDIT programme, and centre and degrees assessment in the Sciences area</p> <p>Manuel Fernandez Cruz, University Professor in the Department of Didactics and School Management at the Granada University (Spain). Reviewer in the DOCENTIA Programme and centre and degrees assessment in the Social and Legal Sciences area</p> <p>Manuel Fernández Sande, Journalism University Professor at the Madrid Complutense University (UCM) (Spain). Reviewer in institutional accreditation and centre and degrees assessment in the Social and Legal Sciences area</p> <p>Carlos Seoane Prado, Organic Chemistry University Profesor at the Madrid Complutense University (UCM) (Spain). Reviewer in research and teaching staff assessment, complementary bonuses and university research evaluation.</p>		
15 minutes	Break			
<b>Session 9</b> <b>12:25-13:15</b> 50 minutes	Meeting with representatives of HEIs.  Who, between them, have experience with: the FIDES-AUDIT; the institutional accreditation of centres; and the appeals procedure	Enrique Castello Mayo, coordinator of USC degrees in the field of journalism. Raquel Gandón Chapela, Staff from the UVigo Quality Assurance Area Nancy Vázquez Veiga, UDC Vice-Rector of Academic and Teaching Innovation issues Manuel Ramos Cabrer, UVigo Vice-Rector of Academic Organization and Teaching Staff Gumersindo Feijoo Costa, USC Vice-Rector of Planning and Strategic Development.		

<i>90 minutes</i>	<i>Lunch (panel only)</i>			
<b>Session 10</b> <b>14:45-15:30</b> 45 minutes	<p>Meeting with teaching staff of Galician Universities.</p> <p>Who, between them, have experience with the Teaching Staff and Research Assessment; assessment for complementary bonuses; and the DOCENTIA programme.</p>	<p>Fernando López Alsina, Medieval History University Professor at the USC. He has been assessed in the complementary bonuses processes. He is the coordinator of a University Research Group.</p> <p>Margarita Estévez Saa - English Philology University Professor at the USC. She has been evaluated by ACSUG in the Teaching Staff Accreditation and the DOCENTIA process. She is also participating in a University Research Group.</p> <p>Manuel Peralbo Uzquiano, Psychology University Professor at the UDC. He has been assessed in the DOCENTIA process. He is the coordinator of a University Research group.</p> <p>Carmen Ruíz Hidalgo, Financial and Tax Law University Professor at the UVigo. She has been assessed in the complementary bonuses processes. She is also participating in a University Research Group.</p>		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 11</b> <b>15:45-16:30</b> 45 minutes	<p>Meeting with students currently studying at Galician Universities (or very recent alumni) with experience of ACSUG reviews and activities.</p>	<p>Alexandre Vecino Aguirre, recent alumni of Legal and Social Sciences at the USC and member of the degrees evaluation committees of ACSUG. He has experience in international evaluations. He takes part also in the analysis group for the Master degrees labour insertion.</p> <p>Julia Ammerman Yebra, student of Law at the USC and member of the degrees evaluation committees of ACSUG.</p> <p>Gladis Ferreira Troncoso, student of Health Sciences at the UVIGO and member of the degrees evaluation committees of ACSUG. She is also participating in the FIDES-AUDIT programme.</p>		

		<p>Marta López López, student of Arts and Humanities at the UVIGO and member of the degrees evaluation committees of ACSUG.</p> <p>Pablo Campo Prieto, student of Health Sciences at the UVIGO and member of the degrees evaluation committees of ACSUG. He has participated in the institutional accreditation assessment.</p> <p>David Chapela de la Campa, student of Doctorate at the USC in the field of data mining. He is a member of the degrees evaluation committees of ACSUG.</p>		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 12</b> <b>16:45-17:30</b> 45 minutes	Meeting with stakeholders, selected by the agency.	<p>Ernesto Pedrosa Silva, President of the Social Council of UVigo. Member of the ACSUG Governing Board and member of the Galician Council of Universities.</p> <p>José Carlos de Miguel, member of the ACSUG Governing Board and member of the Galician Council of Universities. ACSUG collaborator in the field of the Master degrees labour insertion studies.</p> <p>Rosa Crujeiras, representative of the statistical analysis group of the labour insertion studies.</p> <p>Celso Rodríguez Fernández, Algebra University Professor of the USC. External collaborator in the design and development of the ACSUG Strategic Plan 2016-2020.</p> <p>Antonio Serrano, Director of the Aragon Agency for Quality Assessment and Accreditation (ACPUA)</p>		
<i>15 minutes</i>	<i>Break</i>			
<b>Session 13</b> <b>17:45-18:30</b> 45 minutes	Meeting with reviewed Latin-American institutions (video-conference).	<p>Rosario Haydée Bazán Asencios, representative from the San Martín de Porres University (USMP) from Lima (Perú). She is the quality manager in the Faculty of Dentistry.</p>		

		Edith Hernandez Lagunes, representative from the Anáhuac Xalapa University (UAX) from Xalapa (México). She is the university coordinator with ACSUG.  Julio Sánchez Maríñez, Rector of the "Instituto Superior de Formación Docente Salome Ureña (ISFODOSU)" from Santo Domingo (Dominican Republic)		
<b>18:30-19:30</b> 60 minutes	Wrap-up meeting among panel members: preparation for day III and provisional conclusions			
21:00	<i>Dinner (panel only)</i>			
<b>[22.03.2019]</b>				
<b>TIMING</b>	<b>TOPIC</b>	<b>PERSONS FOR INTERVIEW</b>	<b>ISSUES TO BE DISCUSSED</b>	<b>LEAD PANEL MEMBER</b>
<b>09:00-10:00</b> 60 minutes	Meeting among panel members to agree on final issues to clarify			
<b>10:00-10:30</b> 30 minutes	Meeting with ACSUG Director and Contact Person to clarify any pending issues	José Eduardo Lopez Pereira, ACSUG Director  Luis Carlos Velón Sixto, ACSUG Quality and International Relations Manager		
<b>10:30-12:00</b> 90 minutes	Private meeting among panel members to agree on the main findings			
<b>12:00-12:30</b> 30 minutes	Final de-briefing meeting with staff and Council/Board members of the agency to inform about preliminary findings			
<b>12:30</b>	End of site visit			
	<i>Lunch (panel only)</i>			