

AGENCY FOR QUALITY ASSURANCE
IN THE GALICIAN UNIVERSITY SYSTEM (ACSUG)
Annual Report 2012






INDEX

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OF QUALITY ASSURANCE
IN HIGHER EDUCATION

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EUROPEAN QUALITY ASSURANCE REGISTER



ACSUG has implemented an AENOR certified Quality and Environmental Management System which meets the ISO 9001:2008 and ISO 14001:2004 Standards. Our Environmental Management System has been positively verified by EMAS (European Eco-Management and Audit Scheme).



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Introduction



The Agency for Quality Assurance in the Galician University System (ACSUG) was founded in 2001 and its mission is to contribute towards the improvement of the Galician University System (SUG).

ACSUG is a member of the Spanish Network of University Quality Assurance Agencies (REACU) and is one of the agencies participating in the University Committee for the Regulation of Monitoring and Accreditation of University Qualifications (CURSA). This committee undertakes vital work in the design and introduction of evaluation methods for official university qualifications.

In 2012 ACSUG continued to place special importance on its international business, taking part in the activities of the European Association for Quality Assurance in Higher Education (ENQA) of which it has been a full member since 2009. Since 2010 ACSUG has also been included on the European Quality Assurance Register for Higher Education (EQAR) to which other European university quality assurance agencies who are recognised for their professionalism and the credibility belong.

As the body responsible for monitoring and evaluating university quality, ACSUG considers that the smooth running of the organisation is a priority for ensuring that its tasks are carried out effectively and efficiently. Therefore, in 2012 it has renewed the external certification of the ACSUG quality and environmental management system, through AENOR, for a period of 3 years (2012-2015).

ACSUG has continued to develop the previously adopted actions, while seeking to embrace all Galicia University System stakeholders and promote the quality of Galician universities. Some of these activities include the verification and monitoring of university qualifications, the teacher assessment procedures, conducting labour market integration surveys, etc.

In 2012, ACSUG organised a number of seminars on university campuses across Galicia, with the main goal of publicising and informing about the activities that ACSUG carries out and to encourage participation by academic staff, business leaders and students in Galicia in the quality evaluation programmes. These two-day seminars were attended by 394 people, of which 239 were academics, 49 business people and 41 students.

Other international activities of note include the evaluation of university centres of the University of San Martín de Porres in Peru, the signing of partnership agreements with other universities in Peru and the European Union's ongoing Tempus project, which aims to establish a Central Asian Quality Assurance and Accreditation Network (CANQA), in which ACSUG is actively involved.

We hope that this report, a reflection of the work and enthusiasm of ACSUG staff in the performance of their tasks, will help to acquaint its readers with the numerous actions we have undertaken in 2012.

ACSUG mission and vision



The ACSUG has set out its Code of Ethics in a public document that lays down the general strategic principles and objectives that provide the foundation on which all its activities are based.

This document includes the ACSUG Mission and Vision statements.

MISSION

The key mission of the Agency for Quality Assurance in the Galician University System (ACSUG) is to help advance the improvement of the Galician University System (SUG) by drafting reports, conducting assessments and providing certification and accreditation for Galician University activities, particularly those related to teaching, research, the transfer of knowledge, and management.

The ACSUG also acts as an instrument for the permanent collection and channelling of information between the Galician universities, other institutions and interest groups, enabling the SUG to remain up to date and in touch with changing social demands.

VISION

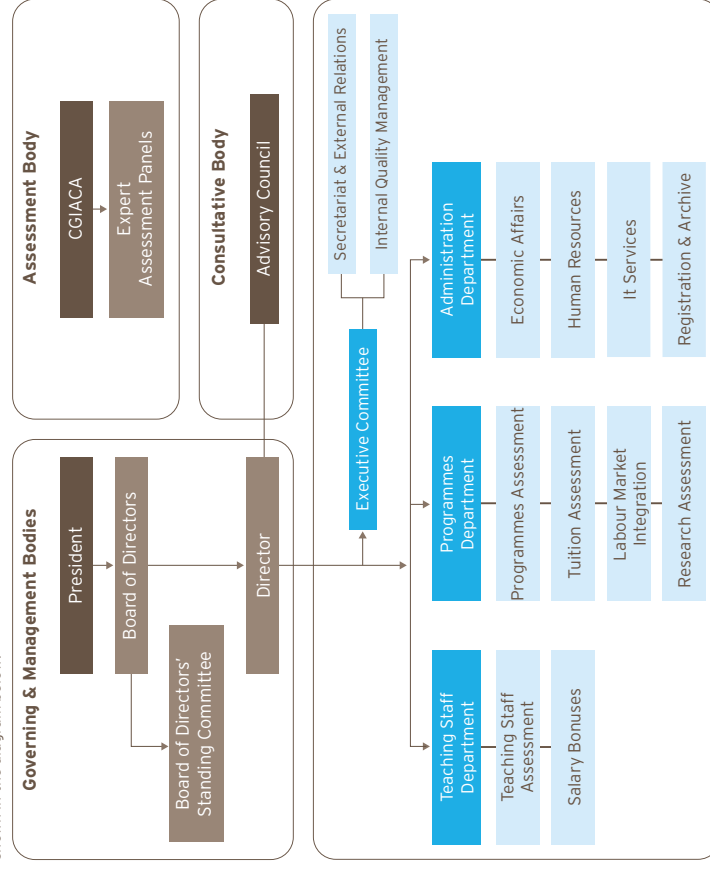
ACSUG's vocation is to become a benchmark for quality assurance in the Higher Education Institutions of the SUG, and to be acknowledged in Galicia, Spain and internationally for its independence, transparency and credibility.



Structure and organisation chart

ORGANISATIONAL STRUCTURE AND HUMAN RESOURCES

ACSUG's organisational and operational structure is shown in the diagram below:



STRUCTURE AND ORGANISATION CHART

ACSUG's institutional structure consists of the governing and management bodies, and assessment and consultative ones.

ACSUG's governing and management bodies comprise the President, the Board of Directors and the Director.

The Galician Committee for Reports, Assessment, Certification and Accreditation (CGIACA), as the supreme evaluation body, and the Advisory Council, as its consultative body, form a permanent part of ACSUG.

- **The ACSUG President**

S/he is the institution's maximum representative. The position has a four-year term.

Ms. María Patrocinio Morrondo Pelayo was appointed the ACSUG President on 9 July 2009.

- **Board Of Directors**

This is ACSUG's highest governing

a) The president of ACSUG, who is also the chair of the Board of Directors.

- Ms. María Patrocinio Morrondo Pelayo

b) The head of the department responsible for university matters.

- Mr. Jesús Vázquez Abad

Councillor for Culture, University Education and Regulation

c) The heads of each of the departments with the responsibility for Higher Education and Research, Development and Innovation.

- Mr. José Alberto Díez de Castro

General Secretary for Universities

- Mr. Ricardo Capilla Pueyo

Director of the Galician Agency for Innovation

d) The vice-chancellors of the universities of the Galician University System.

- Mr. Xosé Luis Armesto Barbeito

Vice-chancellor of the University of A Coruña

- Mr. Juan José Casares Long

Vice-chancellor of the University of Santiago de Compostela

- Mr. Salustiano Mato de la Iglesia

Vice-chancellor of the University of Vigo

e) The presidents of the Social Councils of the SUG universities.

- Mr. Antonio Abril Abadín

President of the Social Council of the University of A Coruña

- Mr. Manuel Puga Pereira

President of the Social Council of the University of Santiago de Compostela

- Mr. Ernesto Pedrosa Silva

President of the Social Council of the University of Vigo

f) Two people appointed by the head of the department responsible for university matters from amongst distinguished members of the academic and scientific communities.

- Mr. Francisco Campos Freire

- Mr. José Carlos de Miguel Domínguez

g) Two people appointed by the head of the department responsible for Research, Development and Innovation from amongst distinguished members of the scientific and business communities.

- Mr. Jaime Fábregas Casal

- Ms. Sonia Rodríguez-Campos González

h) The President of the CGIACA.

- Mr. Miguel Ángel Santos Rego

i) Two students from the Galician University System, designated by the Youth Department of Galicia.

- Mr. Gerardo Chamorro Casal

STRUCTURE AND ORGANISATION CHART

- **Galician Committee for Reports, Assessment, Certification and Accreditation (CGIACA)**

The role of the CGIACA, as the ACSUG's highest assessment body and acting completely independently, is to issue reports, conduct assessments, issue certificates and accreditations that are attributed to ACSUG, as referred to in section 1 of article 7 of the statutes, and to carry out any other function relating to quality assurance in the universities that the ACSUG Board of Directors or any applicable regulations may require.

The president and its members are appointed for a four-year term.

The CGIACA is composed (December 2012) of the following members:

a) The President.

- Mr. Miguel Ángel Santos Rego

b) Six members elected by the ACSUG Board of Directors from amongst distinguished members of the academic and scientific community.

- Mr. Juan Luis Barja Pérez

- Ms. María José Bravo Bosch

- Ms. Mercedes Brea López

- Mr. Gustavo Rodríguez Fuentes

- Ms. María Antonia Señaris Rodríguez

- Mr. Jorge Teijeiro Vidal

c) The ACSUG Director, with voice but no vote, who acts as secretary.

- José Eduardo López Pereira

- **The Advisory Council**

Reporting to the Director of ACSUG, the Advisory Council, in its role as a consultative body, undertakes the function of monitoring how ACSUG is run and issuing an annual

STRUCTURE AND ORGANISATION CHART

report for the Board of Directors. It also reports on ACSUG's procedures and actions at the request of the Director, and resolves any controversies with regards to the compliance of ACSUG's procedures and actions with the standards and Code of Ethics and of Good Practice.

The Advisory Council is composed (December 2012) of the following members:

- The president, who is the ACSUG Director.
 - Mr. José Eduardo López Pereira
- Between six and ten members appointed by the ACSUG Board of Directors, from people of renowned prestige, nationally and internationally, in the scientific, academic and business fields, from outside the Galician University System. Representatives from the business sector and students' bodies, who do not necessarily need to be from outside the autonomous region of Galicia, must also be among its members.
 - Ms. Patricia Odeber de Baubeta
Academic Representative (University of Birmingham)
 - Mr. Arcangelo Gentile
Academic Representative (University of Bologna)
 - Ms. María Caridad Sánchez Acedo
Academic Representative (University of Zaragoza)
 - Mr. Josep M. Brucart Marraco
Academic Representative (Autonomous University of Barcelona)
 - Mr. Antonio Leal Millán
Academic Representative (University of Seville)
 - Mr. Adrián López Lorenzo
Student bodies' representative
 - Mr. Fermín Santín Mon
Student bodies' representative
 - Mr. Gabriel González Vázquez
Business sector representative
 - Mr. Enrique Ulloa Canalejo
Business sector representative

c) A secretary from the Advisory Council.

- Mr. Luis Carlos Velón Sixto
ACSUG Technical Officer

Human resources

In 2012, ACSUG's staff was made up of 16 employees distributed amongst four departments::

CABINET OF DIRECTION

Technical Officer in Cabinet
López Lorenzo, Ana Isabel

Quality Mgt. Technical Officer
Velón Sixto, Luis Carlos

TEACHING STAFF DEPARTMENT

Teaching Staff Technical Officer

Rico Rey, Francisco

Teaching Staff Technical Officer
Bouso Montero, Lucía

Administration
Millán Buceña, Sandra

Administration
Lesta Chapelá, Eduarne

PROGRAMMES DEPARTMENT

Programmes Technical Officer
Belmonte Otero, Isabel

Programmes Technical Officer
Ríos de Deus, María Paula

Programmes Technical Officer
Castro Pais, María Dolores

Programmes Technical Officer
Fernández Montes, María Carmen

ADMINISTRATION DEPARTMENT

HR & Economic affairs Technical Officer
Martínez Lafuente, Aitor

IT Technical Officer
Sierra Sánchez, María

IT Technical Officer
Mallo Rey, María

STRUCTURE AND ORGANISATION CHART

Panels of expert assessors

ACSUG works together with the panels of expert assessors employed during the evaluation procedures.

The panels of experts are managed according to the protocol approved by the CGIACA (ACSUG's supreme assessment body) which establishes the procedures for selecting the expert assessors and defines the criteria governing the training of the various assessment panels needed for ACSUG's evaluation procedures.

Specialist IT Technical Officer
Baña Souto, José Manuel

Administration
Couceiro Novais, María Virtudes

Administration
Dominguez Martínez, Santiago

The Cabinet of Direction is primarily responsible for ACSUG's external relations, for supporting the expert assessment panels, and for the monitoring and continuous improvement of the internal quality at ACSUG.

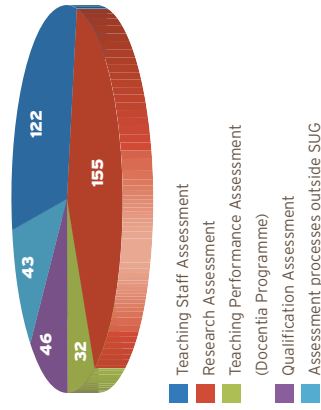
The Teaching Staff Department is responsible for managing the invitations for assessment and issuing reports prior to recruiting university teaching staff, for the evaluation for the assignation of salary bonuses linked to the individual merits of civil servant lecturers and associate professors, for analysing and monitoring R&D capabilities within the universities, and other tasks related to the evaluation of university teaching staff and research groups assigned to ACSUG by the agreement.

Amongst its other activities, the Programmes Department is primarily responsible for verifying, monitoring and modifying official qualifications, for evaluating the design and certification of the adoption of internal quality assurance procedures in the centres, for appraising centres outside the Spanish University System (SUE), for developing the university teaching staff evaluation programme (Docentia Programme), and for the labour market integration surveys of SUG graduates.

The Administration Department comprises the departments responsible for supporting the rest of the units, including ACSUG general services (Economic Affairs, Human Resources, IT Services, Reception, Registration and Archive), all required to enable ACSUG to properly carry out all the tasks with which it is entrusted.

STRUCTURE AND ORGANISATION CHART

The following graph shows the number of assessors who have worked with ACSUG during 2012:



INTERNAL QUALITY

Internal quality and environmental management system

ACSUG has introduced an internal management system that adheres to the ISO 9001:2008 Standard (quality) and the ISO 14001:2004 Standard as well as the EMAS Regulation of 2009 (both pertaining to environmental management).

As the body responsible for monitoring and evaluating quality in the universities, ACSUG considers the smooth running of the organisation to be essential for ensuring that all its tasks are carried out effectively and efficiently.

In February 2012, the three-year certification cycle for its management system (2009:2012) finalised, so ACSUG once again commissioned AENOR to conduct a new external certification process.

Following the external audits carried out by AENOR, ACSUG was awarded an external certification for the 2012:2015 period, for the ISO 9001:2008 Standard (quality), ISO 14001:2004 Standards and the EMAS Standard of 2009 (environmental management).

The major improvements on which ACSUG continues to work include: the ongoing drive towards the systematic measurement of satisfaction amongst ACSUG clients and users; the systematic evaluation of the work carried out for ACSUG by external experts, and the creation of a new design and structure for the website: www.acsug.es

Other regulation introduced in relation to quality and management

ACSUG has always sought to adopt any regulation that enables us to perform our activities more effectively and efficiently. For this reason, we have implemented the Spanish Law on Prevention of Risks in the Workplace (LPRL) and the Spanish Data Protection Law (LOPD).

INFORMATION TECHNOLOGY

In 2012, in addition to the work generated by the day-to-day activities at ACSUG, the IT services also carried out the following tasks:

- Proposal for the redesign of the ACSUG website. The website is being developed based on the Drupal content management system. Staff have been given access to the beta version to allow them to offer their ideas and content, with the aim of making access to information easier for the end user.
- Improvements to the applications for managing bonus payments in the Galician University System: centres: salary bonuses for teaching and research work, bonuses for administrative work and bonuses for curricular excellence.

STRUCTURE AND ORGANISATION CHART

- Improvements to the application for managing teaching staff accreditation (evaluation prior to recruitment as an associate professor, lecturer, and from a private university and reporting prior to exceptional recruitment as a full-time lecturer).
- Improvements to and adaptation of the application for managing the Programme for Supporting the Evaluation of the Performance of University Teaching Staff (DOCENTIA Programme). During the pilot assessment process at the University of A Coruña and at the University of Santiago de Compostela, amendments are continuously being made to the DOCENTIA Programme handbook and the software needs to be adjusted to adopt these changes.

- Improvements and adjustments to the application developed for the University of Oviedo in order to evaluate the six-year research periods of the untenured and interim research staff of this university. The most noteworthy improvement has been the introduction of a module for managing resolution appeals.
- Improvements to the application for managing the PDI Special Promotion Programme at the University of Vigo.

At the request of this university the application now permits the proof of curricular merits to be attached in electronic form.

FINANCIAL ADMINISTRATION

The activities undertaken by ACSUG are financed by a specific allocation agreed to in the Galician University System Finance Plan 2011:2015, which is included in the Autonomous Region of Galicia's Budget for 2012.

This budget allocation allows ACSUG to undertake the activities attributed to it within the budget, pursuant to the additional 27th provision of the Galician Parliament Law 3/2002 of 29 April governing fiscal and administrative policies, described in article 7 of its statutes.

Within this budget allocation, ACSUG also partly undertakes activities which correspond to the General Secretariat of Universities, mainly those related to the analysis and evaluation of the quality of research carried out within the SUG.

Additionally, in 2012 ACSUG signed partnership agreements in order to undertake several evaluation activities, which has resulted in additional revenue through payment for these services.

Below is a summary of the expenditure budget settlement for the 2012 financial year.

Operating expenses	Amounts
Personnel costs	473,047.12
Current expenses on goods and services	740,391.66
Total investments	3,331.98
Total amount	1,216,797.76

Expenses by area	Amounts
ACSUG bodies	93,753.23
Teaching Staff Assessment	442,949.87
Programme Assessment	318,862.63
External Cooperation activities	72,544.22
Internal Management expenses	288,687.81
Total amount	1,216,797.76

The annual accounts and the budget settlement are audited annually. Once the audit is completed, the documents are forwarded, together with the auditor's reports, to the Public Accounts Department of the Galician Regional Government and to the Accounts Committee of Galicia.

Activities and programmes implemented in 2012



EVALUATION OF QUALIFICATIONS AND CENTRES

VERIFICATION-MODIFICATION of officially recognised qualifications

Pursuant to the provisions of articles 25, 27 and 27-bis of the Royal Decree 861/2010 of 2 July which amends Royal Decree 1393/2007 of 29 October, and the provisions of the "Secretariat General of Universities" of the "Department of Education and University Regulation" of the Regional Government of Galicia, ACSUG is responsible for the evaluation, prior to its verification by the Council of Universities, of the new study programmes submitted by the Galician University System (SUG) universities, for the annual monitoring of the qualifications registered on the Register of Universities, Centres and Qualifications (RUCT) and for renewing their accreditation within the term established by the aforementioned regulations.

The evaluation process for each qualification case or proposal encompasses the following stages:

- 1) The Report for each qualification is submitted by the University to the Council of Universities (CU) by means of the computer application created for this purpose by the Ministry of Education.
- 2) Review and validation of the documentation by the CU and forwarding of the study programme to ACSUG.
- 3) Assignment of each case to the relevant Branch Evaluation Committee (CER) and preparation of a provisional report by ACSUG following the evaluation

protocols devised for this purpose and respecting the REACU agreements.

- 4) Forwarding the provisional report to the university and opening the period for appeals (20 calendar days).
- 5) Review of the appeals by the pertinent CER, drafting of the Final Report by ACSUG in favourable or unfavourable terms, which is subsequently sent to the CU.
- 6) The CU notifies the Ministry of Education, the Autonomous Region and the University of the outcome of the verification.
- 7) In the case of a favourable report, the Autonomous Region must decide on its authorisation.
- 8) If the authorisation is approved, the qualification is registered on the RUCT and becomes an accredited qualification.
- 9) After having introduced the qualification, ACSUG will monitor it annually based on the agreements made by the CURSA.
- 10) After having lapsed 6 years for Bachelor's degrees and 4 years for Masters degrees, the accreditation must be renewed, provided that ACSUG has ensured the study programme is being taught as initially intended (which entails a visit by external experts to the university) and conforms to the recommendations set out during the monitoring process.

QUALIFICATIONS ASSESSED BY ACSUG IN 2012

In 2012, 15 Master's and 4 Doctorate qualifications were verified. In addition, 78 degrees were modified.



Branch of Knowledge	VERIFICATION		MODIFICATIONS		TOTAL			
	Bachelor's Degree	Master's Degree	Doctorate	Master's Degree				
Arts and Humanities	0	0	1	10	2	12	13	
Sciences	0	2	1	3	4	6	10	13
Health Sciences	0	0	0	7	4	4	11	11
Social and Legal Sciences	0	7	0	12	9	21	28	28
Engineering and Architecture	0	6	1	18	11	29	36	36
TOTAL	0	15	3	51	32	83	101	

Number of qualifications verified in 2012 by university:

UNIVERSITY	Nº Bachelor's degrees	Nº Master's degrees	Nº Doctorate qualifications	TOTAL
UDC	0	10	1	11
USC	0	4	1	5
UVI	0	1	1	2
TOTAL	0	15	3	18

Monitoring officially recognised bachelor and master's degrees

In 2012, the External Expert Assessment Panels appointed by ACSUG analysed the contents of the monitoring reports for 188 officially recognised graduate and master's qualifications from the three SUG universities for the 2010-2011 academic year. During the first phase, ACSUG made a selection based on the criteria laid down in the "Monitoring Officially Recognised Qualifications" guide, selecting 122 qualifications altogether. During the second phase, 66 graduate qualifications were included at the request of the SUG universities.

The monitoring process ensures:

- That the pertinent and relevant information is made available to the various stakeholders in the university system.
- That the qualification is subject to a thorough review when it is introduced, based on quantitative and qualitative data, and if necessary, proposals for improvement are drafted in order to rectify any deviations observed.
- The degree to which the proposals for improvement set out in the recommendations of the Final Verification Report have been implemented.

The evaluation of "compliant" or "not compliant" on the monitoring reports does not refer to the quality of the qualification but to how the centre is carrying out the process.

Monitoring of Qualifications by ACSUG in 2012.

University	Qualification	Branch	Evaluation		TOTAL	
			Compliant	Not compliant		
UDC	Bachelor's Degree	Arts-Humanities	0	2	23	
		Sciences	1	0		
		Health Sciences	1	3		
		Social-Legal Sciences	4	4		
		Engineering-Architecture	5	3		
	TOTAL		11	12	52.17%	42
	Master's Degree	Arts-Humanities	0	1	19	
		Sciences	1	0		
		Health Sciences	0	3		
		Social-Legal Sciences	6	2		
Engineering-Architecture		0	6			
TOTAL		7	12	63.16%		
USC	Bachelor's Degree	Arts-Humanities	8	1	27	
		Sciences	1	3		
		Health Sciences	0	2		
		Social-Legal Sciences	1	8		
		Engineering-Architecture	2	1		
	TOTAL		12	15	55.56%	77
	Master's Degree	Arts-Humanities	1	6	50	
		Sciences	2	10		
		Health Sciences	1	7		
		Social-Legal Sciences	6	10		
Engineering-Architecture		2	5			
TOTAL		12	38	76%		

UVI	Bachelor's Degree	Arts-Humanities	4	1	69
		Sciences	4	0	
		Health Sciences	1	1	
		Social-Legal Sciences	4	1	
		Engineering-Architecture	3	2	
TOTAL		16	5	21	76% 24%
Master's Degree	Arts-Humanities	Arts-Humanities	2	5	48
		Sciences	1	4	
		Health Sciences	0	1	
		Social-Legal Sciences	8	10	
		Engineering-Architecture	3	14	
TOTAL		14	34	48	29% 71%
	TOTAL		72	116	38.30% 61.70%
	TOTAL			188	

All verified qualifications that are introduced must be submitted to a new process called accreditation - graduate degrees every six years, and master's degrees and PhDs every four years.

The Galician universities requested the renewal of the accreditation of 38 master's degrees in the first half of 2013 from the Department of Education. However, with the publication of a Royal Decree it is expected that a moratorium will be placed on the process for the next two years.

Accreditation of university qualifications

Internal quality assurance systems - FIDES-AUDIT programme

On 13th December 2012, ACSUG, UNIBASQ, AQU Catalunya and ANECA awarded the AUDIT certificates to the IQAS that were presented in the fourth call for assessment, whose model was considered to be well defined, consistent with the programme's guidelines and backed by an organisational structure capable of implementing it, and which are able to guarantee compliance with the quality commitments undertaken by each of the universities.

At the award ceremony, attended by numerous academic and agency representatives, a total of 33 centres from 13 Spanish universities were awarded the AUDIT certificate. The following from amongst the Galician universities received the certificate:

UNIVERSITY OF SANTIAGO DE COMPOSTELA:

- University College of Labour Relations
- Faculty of Science
- Faculty of Educational Sciences
- Faculty of Philosophy
- Faculty of Humanities

UNIVERSITY OF VIGO:

- University College of Nursing of Meixoeiro (CHUVI)
- University College of Nursing • Ourense
- University College of Nursing • Pontevedra
- University College of Nursing of Povisa
- University College of Teacher Training "María Sedes Sapientiae"

a significant feature, which is that it is open only to individuals with a specific university qualification: a diploma in engineering or as a technical official in architecture. The regulations state this condition as a necessary requirement for the admission of applications for this position. This condition is generally misinterpreted by the individuals concerned, giving rise to a high number of incorrect resolutions in relation to the number of applications.

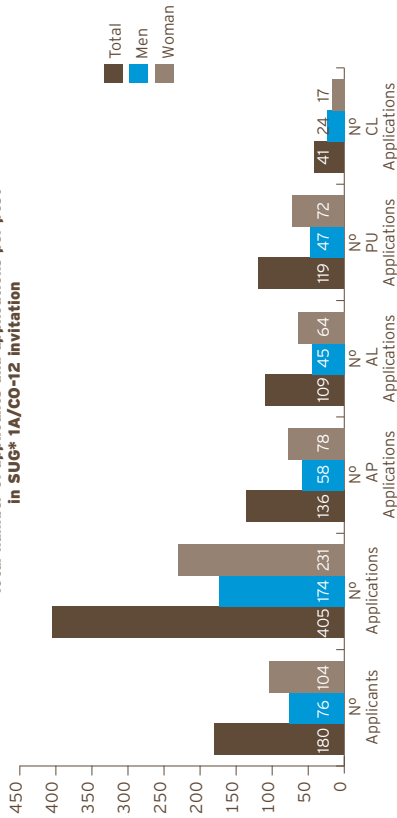
ASSESSMENT OF TEACHING STAFF

Assessment and reporting prior to recruiting university teaching staff in the sug universities

In 2012 the following invitations took place for teaching staff accreditation:

- Resolution of 26 March 2012 by the ACSUG President approving the ordinary invitation for assessment prior to recruitment of teaching staff by the SUG universities.
- Resolution of 26 March 2012 by the ACSUG President approving the ordinary invitation for the issuing of the report prior to exceptional recruitment of lecturers by the SUG universities. This exceptional position has

Total number of applicants and applications per post in SUG* 1A/CO-12 invitation

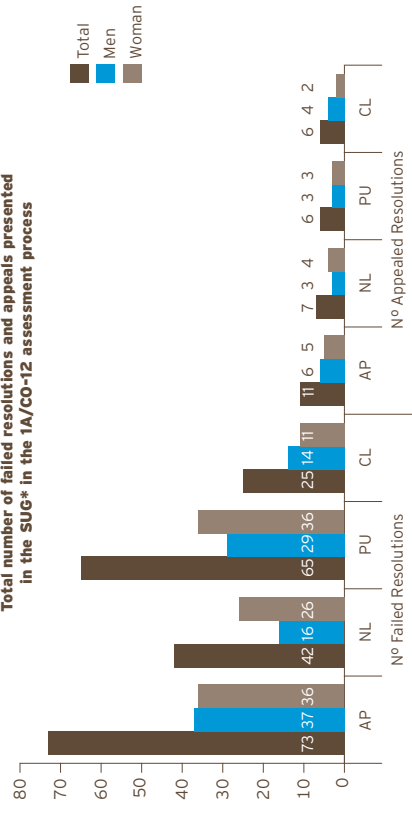


Total number of applicants and applications per post. (AP: Associate Professor; NL: Non-Tenured Lecturer; PU: Private University; CL: Collaborating Lecturer).

*SUG: Galician University System

The following graph shows the number of appeals presented:

Total number of failed resolutions and appeals presented in the SUG* in the 1A/CO-12 assessment process

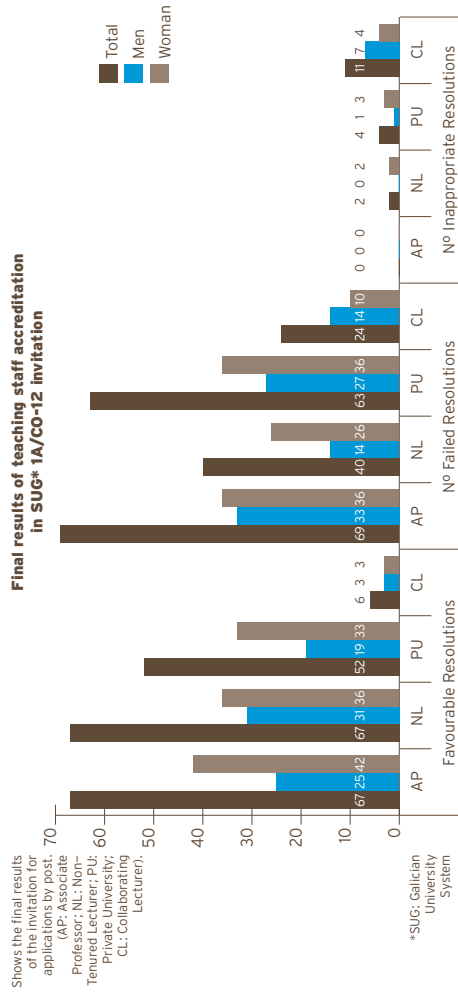


Comparison between unfavorable resolutions and requests for reconsideration presented. (AP: Associate Professor; NL: Non-Tenured Lecturer; PU: Private University; CL: Collaborating Lecturer).

*SUG: Galician University System

Following the final decisions pertaining to the reconsideration requests, the graph presents the final data for this accreditation process:

Final results of teaching staff accreditation in SUG* 1A/CO-12 invitation



Shows the final results of the invitation for applications by post. (AP: Associate Professor; NL: Non-Tenured Lecturer; PU: Private University; CL: Collaborating Lecturer).

*SUG: Galician University System

Assessment and prior reporting of the promotion and consolidation of collaborating lecturers within the sug universities

The Order of 22 April 2008 (Official Journal of Galicia -DOG-, 5 May 2008) sets out the procedure ACSUG must follow when issuing preliminary reports for the extension of the associate lecturers' contracts in the state universities of Galicia, and also when issuing an appraisal prior to making their contracts permanent, pursuant to the provisions of article 6 of the Decree 266/2002, of 6 September, relating to the recruitment of

university teaching staff, and articles 9 and 10 of Decree 270/2003, of 22 May, which governs the ACSUG.

Preliminary Report for extending collaborating lecturers' contracts: All lecturers employed by Galician state universities as collaborating lecturers, and who are in the final year of their initial maximum 4-year contract, as contemplated by article 6.2 of Decree 266/2002, of 6 September, may request the report.

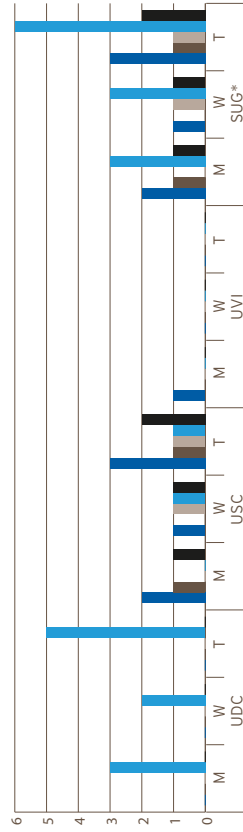
Appraisal prior to a collaborating lecturer becoming a tenured lecturer. All collaborating lecturers who

have had their contracts extended by any of the state universities of Galicia may request this, in accordance

with article 6.2 of Decree 266/2002, of 6 September, relating to recruitment of university teaching staff.

Number of applications submitted in 2012 for assessment to allow collaborating lecturers to convert their contracts into that of a tenured lecturer

Number of applications received in 2012 by collaborating lecturers employed by SUG and the preliminary report in order to acquire the status of tenured lecturers. (M: man, W: woman and T: Total)



- SCIENTIFIC FIELD: SOCIAL SCIENCES AND LAW
- SCIENTIFIC FIELD: SCIENCES
- SCIENTIFIC FIELD: HEALTH SCIENCES
- SCIENTIFIC FIELD: ENGINEERING AND ARCHITECTURE
- SCIENTIFIC FIELD: ART AND HUMANITIES

*SUG: Galician University System

Additional incentive payments

he Organic Law 6/2001 of 21 December on universities, sets out that regional governments may establish, for non-permanent teaching and research staff (article 55) and for civil servant teaching and research staff (article 69), additional incentive payments linked to individual merits in teaching, research or administration.

Decree 55/2004 of 4 March was published to develop these articles by establishing a system of incentive payments linked to individual teaching and research merits or to merits in administration. Their aim was to set up a system of bonuses paid by the regional government to civil servant teaching and research staff as well as

to associate professors in the public universities of Galicia. Four types of allowances have been established: in recognition of teaching work (CLD), in recognition of research work (CLI), in recognition of curricular excellence in teaching and research (CEC), and in recognition of work in administrative positions (CEG).

This data encompasses the overall results for the 2011 processes for the three complementary incentive payments that currently exist in Galicia. What is notable is the high percentage of positives as a common aspect of 2 of the three types of payments. The applicants who submit themselves for assessment have prior knowledge of the evaluation requirements and usually comply with these parameters beforehand. The only category with a

higher percentage of negatives is the incentive payments for administrative positions. This is because it is possible

to submit merits for assessment which are not previously awarded a score by the CGIACA.

Distribution of applications by type of incentive payment

ALLOWANCE	TOTAL APPLICATIONS ASSESSED	NEGATIVE RESOLUTIONS	APPROVED RESOLUTIONS	% POSITIVE APPLICATIONS
Teaching and Research Work	236	20	216	91,5%
Teaching and Research Curricular Excellence	914	7	907	99,2%
Administrative Work	296	63	233	78,7%
Total	1446	90	1356	93,8%

Incentive payment in recognition of teaching and research work

The aim is to reward teaching and research work undertaken within the University System of Galicia (SUG). All permanent staff and associate professors working in Galician universities may apply, provided they comply with the requirements previously established for the appraisal. These were the first bonus payments to be introduced and have been awarded since 2004.

The 2011 invitation was published in the Official Journal of Galicia (DOG) on 4 January 2012 with the Resolution of 10 November 2011 approving the public announcement calling for pre-assessment for the assignment of incentive payments in recognition of teaching work (CLD) and in recognition of research work (CLI). The results are broken down by applicants, overall results, results by payment type and status of the applicant (tables 1, 2, 3, 4 and 5 respectively).

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2012

Position/University	CLD APPLICATIONS	CLI APPLICATIONS	TOTAL APPLICATIONS
UDC	47	51	98
USC	30	29	59
UVI	40	39	79
TOTAL	117	119	236

Distribution of applications by incentive type and by university.

Distribution of applications by university and by result.

Position/University	TOTAL APPLICATIONS	OVERALL RESULTS	
		COMPLY	DO NOT COMPLY
UDC	98	94	4
USC	59	52	7
UVI	79	70	9
TOTAL	236	216	20

Distribution of applications for the incentive for teaching work by university and by result.

Position/University	CLD APPLICATIONS	CLI OUTCOME DISTRIBUTION	
		COMPLY	DO NOT COMPLY
UDC	47	46	1
USC	30	26	4
UVI	40	35	5
TOTAL	117	107	10

Distribution of applications for the incentive for research work by university and by result.

Position/University	CLI APPLICATIONS	CLI OUTCOME DISTRIBUTION	
		COMPLY	DO NOT COMPLY
UDC	51	48	3
USC	29	26	3
UVI	39	35	4
TOTAL	119	109	10

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2012

POSITION	UDC	USC	UVI	TOTAL
CU	0	0	0	0
TU	18	21	19	58
CEU	0	0	0	0
TEU	8	1	4	13
CD	72	37	56	165
OTHERS	0	0	0	0
TOTAL	98	59	79	236

Distribution of applications by university and by position occupied in the university (CU: University Full Professor, TU: Tenured Professor, CEU: Full Professor of University College, TEU: University Professor of University College, CD: Associate Professor).

In this year's process most of the applicants were Associate Professors or Tenured University Professors, owing to new recruitment and the conversion of some categories into others. Most of the tenured teaching staff in the SUG has been receiving these additional payments since the procedure was introduced. It should also be pointed out that the number of applications has been falling over the years as the procedure becomes consolidated.

The number of appeals for reconsideration is not significant in this type of incentive payment procedure, and this year there were only 2, both of which were rejected.

Autonomous Region Additional Payments for Teaching and Research Curricular Excellence

This assessment protocol was developed, firstly through the Order of 16 April 2004 (DOG of 28 April), which was subsequently completed with the publication of the assessment protocol developed by the CGIACA through the Order of 16 October 2006 (DOG of 26 October). It covers the criteria and merits for the pre-assessment and assignment of the allowances for recognition of curricular excellence and for administrative work, which are applicable to date.

As stated in the previous annual report, the 2011 invitation was published towards the end of the year, specifically on 1 December. The processing and evaluation of the applications were undertaken during the first four months of 2012, and therefore the results of the 2011 process are analysed in this 2012 annual report. So, for this same reason, the data for 2012 process will be analysed in the 2013 annual report.

This round of assessments is a special one in that it is now 5 years since the first one, and most of the applicants applying belong to the group of candidates undergoing reassessment. To comply with the rules in force, 5 years after having presented their application, the applicants must submit the teaching or research work they have carried out over this period for a further appraisal. In exceptional cases, the re-appraisal process may take place after three years, provided further five-year or six-year periods have been completed (basic score).

For this reason, on this occasion there was a large number of applicants. In 2006, a large-scale evaluation process took place with more than 1600 applications. Most of the subjects being re-evaluated this time are the original 2006 applicants, although some of the applicants were re-assessed after 3-4 years. This year there were 914 applications in all, of which 99.2% were approved.

If we analyse the 2011 curricular excellence bonus results, the difference between applicants being reassessed and on both the graph and the table, it is important to note new applicants.

Results of 2011 curricular excellence bonus invitation.

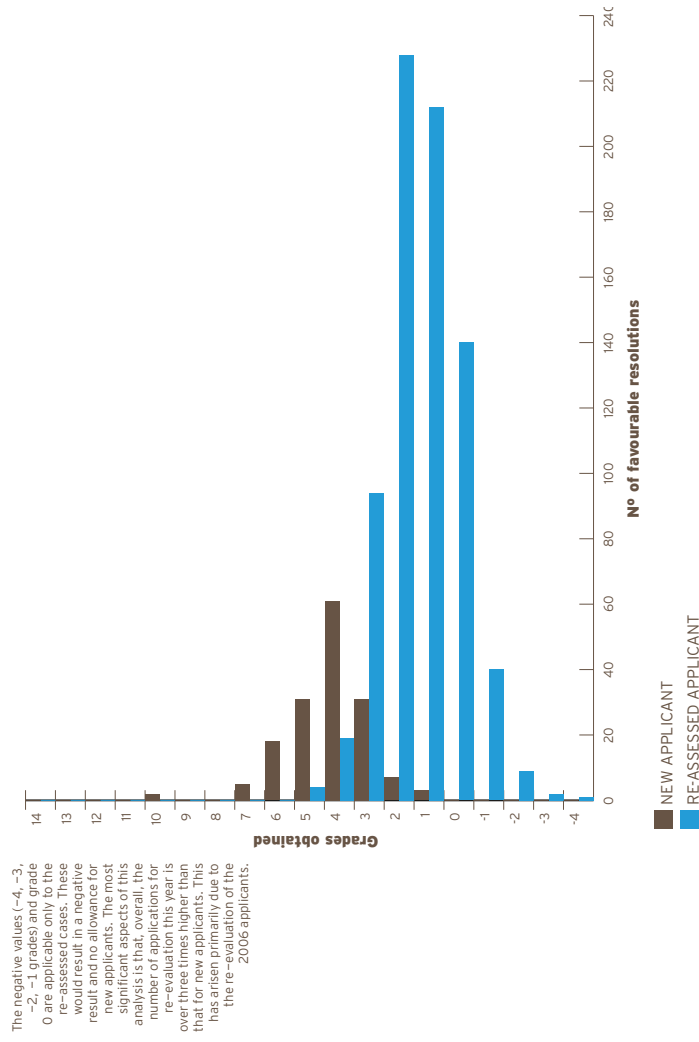
UNIVERSITIES	APPROVED RESOLUTIONS		APPLICANT DISTRIBUTION BY GRADE (2011 APPRAISAL)																		
	NEGATIVE RESOLUTIONS	APPROVED RESOLUTIONS	-4	-3	-2	-1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
UDC 155	39	1 38	0	0	0	0	0	1	8	19	6	2	0	0	0	1	0	0	0	0	0
NEW APPLICANT																					
RE-APPRAISED APPLICANT	116	1 115	0	0	1	4	21	30	38	14	5	2	0	0	0	0	0	0	0	0	0
NEW APPLICANT	77	0 77	0	0	0	0	0	2	1	17	26	18	10	2	0	0	1	0	0	0	0
RE-APPRAISED APPLICANT	463	0 463	1	2	5	34	90	128	141	56	5	1	0	0	0	0	0	0	0	0	0
USC 540	46	3 43	0	0	0	0	0	0	5	6	16	7	6	3	0	0	0	0	0	0	0
NEW APPLICANT																					
RE-APPRAISED APPLICANT	173	2 171	0	0	3	2	29	54	49	24	9	1	0	0	0	0	0	0	0	0	0
UVI 219	162	4 158	0	0	0	0	0	3	7	31	61	31	18	5	0	2	0	0	0	0	0
NEW APPLICANT																					
RE-APPRAISED APPLICANT	752	3 749	1	2	9	40	140	212	228	94	19	4	0	0	0	0	0	0	0	0	0
Total 914																					

We should point out that in the case of the re-assessed applicants, the table reflects the grades that have been added in each assessment process to the already existing scores. In the case of new applicants, the result is the total appraisal is very low.

In this first table there are not many resolutions with grades higher than 7 because it does not reflect the total score the same applicant may accumulate over various appraisal procedures. The likelihood of obtaining this score in just one appraisal is very low.

The cases of applicants with negative results is due to several factors, the most common being not having acquired 2 five-year teaching periods or one six-year research period (basic score). It may also occur that amongst the applicants being reassessed, some might not have acquired a new basic score at the time of their re-evaluation; this is a required condition for the evaluation process. Other

applicants are also graded negatively because they do not comply with other criteria laid down by the evaluation procedure, such as the need to be civil servants or tenured associate professors or that their position is not permanent and stable, or that they are unable to provide evidence of one year's service in that position.



The negative values (-4, -3, -2, -1 grades) and grade 0 are applicable only to the re-assessed cases. These would result in a negative result and no allowance for new applicants. The most significant aspects of this analysis is that, overall, the number of applications for re-evaluation this year is over three times higher than that for new applicants. This has arisen primarily due to the re-evaluation of the 2006 applicants.

In the table below, the analysis is different. We will look at the current situation of the re-assessed applicants that presented in 2011, taking account of their previous grades. We will see that indeed some candidates have earned the maximum number of points in this appraisal round (44 points altogether: 9 basic points and 5 additional points). In order to analyse these results we have selected only those candidates who have been subject to re-evaluation in 2011, remembering that most of them are 2006

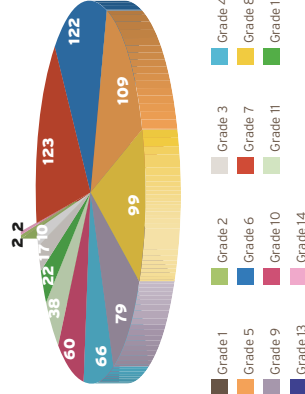
applicants being re-evaluated. Starting with the previously earned points, the candidate maintains the points relating to the basic score, but not those relating to the additional score. This score starts with 0 points because the 5 year period of their career under appraisal is different from the previous one. This has led to some of the applicants gaining a higher grade, some staying at the same level and some whose grade has dropped.

* Positive results are shown. Total grades gained by the re-assessed applicants in all three universities.

UNIVERSITIES	TOTAL GRADES OBTAINED BY REASSESSED APPLICANTS (ADDING TO PREVIOUS SCORES) FOR THE 2011 ASSESSMENT ROUND														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
*APPROVED RESOLUTIONS	106	0	0	4	7	21	18	15	16	9	2	1	0	1	
RE-APPRAISED APPLICANT USC	463	0	1	8	33	59	66	76	59	51	48	33	18	10	1
RE-APPRAISED APPLICANT UVI	171	0	1	5	26	29	35	29	25	12	3	3	0	0	
TOTAL RE-APPRAISED APPLICANTS	749	0	2	17	66	109	122	123	99	60	38	22	10	2	

Overall grade for re-assessed applicants from the three sug universities in the 1C/11 process

Total grades obtained by the reassessed applicants in the 2011 invitation.



on previous occasions and apply for the evaluation of another period in a previously held position or in a different position may submit their candidate for assessment. This has led to a modification in the parameters measured, with the incorporation of results lower than a score of 0.5.

The trend in the various evaluation processes is quite similar, showing a higher number of positive resolutions. On this Table the total negative outcomes in this evaluation round can be seen.

Results of the invitation 1D/11 of Additional Payments for Management Work.

	APPLICATIONS ASSESSED	PERCENTAGE RESULTS
NEGATIVE	63	21%
POSITIVE	233	79%
TOTAL RESOLUTIONS	296	

Additional Payments for Management Work

On 27 January 2012, Resolution of 10 November 2011 was published, which approved the ordinary invitation to apply for this additional salary bonus. This is the last of the regional government incentive payments and was developed pursuant to Decree 55/2004 of 4 March, and the assessment protocol published by the Order of 16 October 2006 (Official Journal of Galicia of 26 October). Following the certification by the SUG universities of the positions presented by the applicants, the resolutions were passed by the CGIACA (Galician Committee for Reports, Assessment, Certification and Accreditation) in April 2012. This is the reason why it was not possible to include the data on the results obtained by the applicants in this evaluation process in the previous annual report and why they are included in this one.

The first invitation for evaluation was published in 2007 and potential member candidates of the SUG applied en masse. After this first evaluation, in addition to the presence of new applicants, a new characteristic is added to the applicants' profiles, which is the condition of being reassessed. Those applicants who have applied

CThe following circumstance will lead to a negative resolution: applicants who do not gain at least 0.5 points/grades in their first evaluation, applicants who do not meet other criteria set out in the evaluation procedure itself such as being a civil servant or associate professor or that their position is not permanent and secure or that they are not able to provide evidence of one year's service in that position; the reappraised applicants whose result is below 0.1 points/grades in the re-evaluation, or their overall grade (adding together the previous and new decimal points) is below 0.5 points.

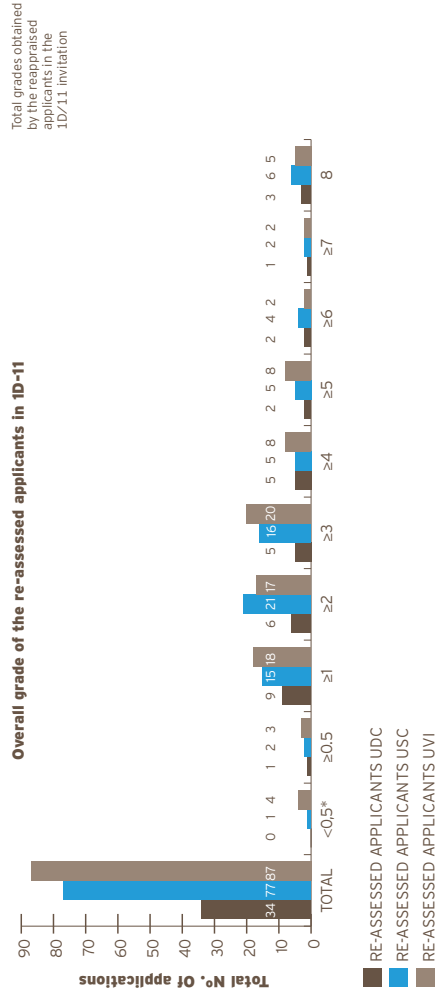
In the following table for 2011, we can see the spread of positive and negative resolutions over the grades. Only the scores included in the records of new applicants

and re-assessed applicants in the 1 Dec 2011 process are shown. The overall number of resolutions with grades above 6 or 7 is limited. It is unlikely that such high scores are achieved in just one assessment process, although there are a few cases.

	APPLICATIONS ASSESSED						GRADES (2011 APPRAISAL PROCESS)					
	<0.5*	≥0.5	≥1	≥2	≥3	≥4	≥5	≥6	≥7	8		
UDC	56	12	4	4	1	1	0	0	0	0		
USC	121	15	5	11	3	0	0	0	0	0		
UVI	119	9	11	19	3	2	0	0	0	0		
TOTAL	296	48	32	90	12	14	2	0	0	0		

Outcomes of the invitation 1D/11 of Additional Payments for Management Work.

On this graph below we analyse the total grades for each reappraised applicant.



By comparison, we will observe that the number of applicants with a grade of between 6 and 8 (the maximum stipulated) has increased considerably. With regards to this particular bonus payment, unlike the payment for curricular excellence, it should be noted that the payment is made based on both decimal points and whole points gained by the applicant, accumulating the points they earn over successive appraisal processes. After their first evaluation, the points/grades are added to those previously obtained and accumulate until a maximum of 8 points is obtained. Each grade corresponds to an additional salary payment of 240 € gross per annum.

DOCENTIA programme

In 2007 ACSUG signed a partnership agreement with ANECA to set up the Programme for Supporting the Evaluation of the Performance of University Teaching Staff (DOCENTIA) in Galician universities. The aim of the programme is to provide a mechanism for managing the quality of tuition among the university teaching staff, and for promoting their career development and recognition. Once the models presented by the Galician universities had been positively appraised, the pilot implementation and monitoring phase commenced in 2009, a phase that lasts a minimum of two years culminating with the certification of the models.

As at December 2012 the UDC had completed two assessment processes for the introduction of its DOCENTIA model and has initiated a 3rd process, conducting the appraisals during December. The USC too is now into its 3rd process of adopting the programme and will carry out the appraisal early next year.

The UVI is currently reviewing its Evaluation Handbook and is pending the start of the 2nd assessment process.

Other teaching staff appraisals

Teaching staff appraisal at the University of Oviedo

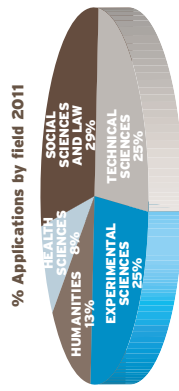
To comply with the Agreement signed between ACSUG and the University of Oviedo on 10 February 2009, appraisals are carried out prior to issuing the reports evaluating the individual merits of non-permanent internal Research staff at the University of Oviedo in the 2011 assessment process.

In the 2011 assessment process, the applications were completed in accordance with the instructions adapted from the National Committee for the Evaluation of Research (CNEAI) (Resolution of 18 November 2009 of the General Secretariat of Universities - Official Journal of Spain - BOE - no. 289). After filling out the application it is sent to the Vice-Chancellor of the University of Oviedo.

The appraisal of research work is conducted in a similar way to the evaluation of research merits of civil servant teaching staff and is based on the same criteria (Resolution of 18 November 2009 of the President of the CNEAI - BOE no. 289) established by the CNEAI.

1 This is the body in charge of monitoring the Programme and its coordination, with representatives from all regional agencies and chaired by ANECA.

In the 2011 assessment process 23 applications were evaluated of which just 2 recorded a negative score. The spread of applications by broad subject areas are as follows:



% of applications by areas in the 2011 university of Oviedo teaching assessment process

According to the same Agreement, ACSUG will conduct the evaluations in the 2012 process. The applications are completed in accordance with the instructions adapted from the National Committee for the Evaluation of Research (CNEAI) (Resolution of 29 November 2012 of the State Secretariat for Education, Vocational Training and Universities, which sets out the procedure and timescale for submitting applications for the evaluation of research work to the National Committee for the Evaluation of Research Work - BOE of 5 December).

The appraisal of research work is conducted in a similar way to the evaluation of research merits of tenured teaching staff and based on the same criteria (Resolution of 19 November 2012 of the National Committee for the Evaluation of Research which sets out the specific criteria for each of the areas of evaluation - BOE of 29 November) established by the CNEAI.

A computer programme is used to carry out the evaluation by both the applicants and subsequently by the assessors to resolve all of the cases. The applicants enter each 6-year period to be submitted for evaluation, and complete them with the most salient information relating

to their research work in each period. Each entry must be accompanied by a brief summary that includes the key aims and outcomes of the research, as well as the details required to trace and identify them. The procedure for evaluating each period of research is as follows:

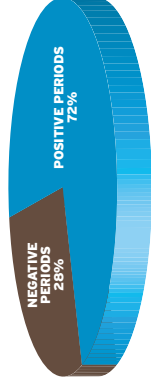
Each period must cover six years of research (full calendar years running from 1 January until 31 December). Only fractions of years equal to or over eight months shall be calculated as a calendar year. The years forming part of a six-year period may or may not be consecutive years.

In their first application, each applicant must determine the first year from which the research activity is to be evaluated. Once this date is established, any work carried out previously may not be presented or taken into account in future evaluations, no matter how long this period was. The space of time between two periods submitted for evaluation for which the individual has not presented an application for evaluation shall not be taken into account.

14 July 2012 was the deadline for submitting applications, which were evaluated by the panels of expert assessors as the sole evaluation body at the ACSUG.

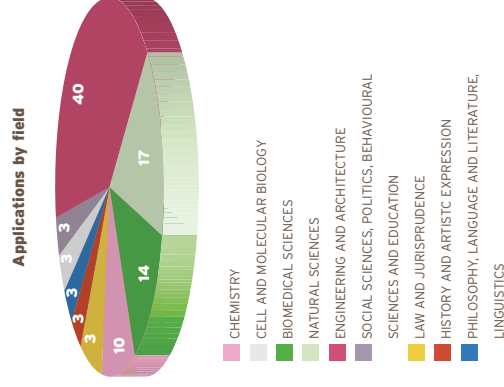
This pie chart shows the percentages of the results for the periods presented by the applicants in the 2012 process. An applicant may submit just one period for evaluation (that must cover six years of research - full calendar years running from 1 January until 31 December) or several periods presented on the occasion are positive.

Resolutions by period assessed



The researchers whose last period of research has been given a negative appraisal may create a new six-year period, incorporating some of the negatively evaluated years in the last application submitted, and at least three years subsequent to them. The following graph shows the distribution of applications according to the major scientific fields.

% of applications by areas in the 2012 university of Oviedo teaching assessment process



Appraisal of the Teaching and Research Staff (PDI) at the University of Vigo (UVI)

To comply with its Teaching Staff Regulations, the UVI has a special teaching and research staff (PDI) promotion programme consisting of an annual assessment process to determine the appointment of Tenured Professors or Associate Professors in the teaching department. Following this procedure, in its meeting of 8 February 2012, the Governing Body of the University of Vigo approved the current call for assessment. The period open for submitting applications ran from 1 March 2012 until 16 April 2012.

These posts, 13 for this 2011/2012 process, are subject to the same obligations as those of full-time teaching staff, and appear on the Organisation Charts in the teaching departments.

The Committee for Academic Organisation and Teaching Staff makes the selection based on the external technical evaluation reports prepared by ACSUG in accordance with the agreement signed with the University of Vigo.

The evaluation reports for the submitted applications are issued by the CGIACA, following an appraisal by a panel of external experts made up of lecturers of renowned prestige from outside the SUG. These reports are forwarded to the Deputy Vice-chancellor's office for Academic Organisation, Teaching Staff and Qualifications, which publishes the provisional grades following the method described in section 6.3. Following the publication, the applicants have 10 days in which to present their appeals.

When conducting the evaluation, the subject areas used by the CNEAI are taken as a reference. This has two

purposes: one is to extend the benefits of the programme as fairly as possible amongst the areas of the University of Vigo and also to allow the competitive process to take place amongst groups of a similar nature, as far as this is possible.

The positions are awarded by scientific field and area, as described in the rules, until all posts are filled. As a general rule, no more than one position is granted per subject field. In exceptional circumstances more than one may be

granted if those awarded for an area are not filled or if they are not filled in the final resulting distribution.

In order to be selected in this programme, a minimum of 70 points overall is required after having passed the process on the evaluation of merits by the assessment panels.

The following distribution of points is taken into account for the calculation of the score:

MAIN AREAS	MAXIMUM P.
Research experience	40
Teaching activity	25
Academic education	15
Experience and other professional merits	15
Experience in university management	5
TOTAL	100

In order to compare the curriculum vitae of different applicants, if an applicant exceeds the limit in any of the main areas, wherever achieved, the maximum number of points sets the score limit in this area, and the scores of rest of the candidates are calculated as a percentage of that score.

RESEARCH APPRAISAL

EVALUATION FOR THE NEW (1ST) AWARDING OF GRANTS BY THE ISIDRO PARGA PONDAL PROGRAMME (2010 INVITATION)

On this occasion, only one applicant had a negative outcome (less than 70 points overall). However, because the distribution of positions based on the scale of points is intrinsically linked to the scores of the other candidates, the number of appeals lodged is high (19 appeals out of 33 applications).

In most cases a partial reconsideration is made, as more often than not appeals are made in relation to all the areas of the CV, and sometimes the score is reconsidered. Nevertheless, the final ranking of points following the appeals process does not normally vary from the results of the previous evaluation.

The aim of the Isidro Parga Pondal Programme is to help bridge the shortfall in human resources in the R&D departments in Galicia by fostering the incorporation of professors with certified research training in national or international scientific bodies into research centres in the Autonomous Region of Galicia. The Isidro Parga Pondal Programme will assist the SUG universities for a duration of 3 years and the contracts shall be made

on the dates indicated in the resolution governing the award.

Only the evaluation phase of the scientific-technical merits of the candidates is undertaken by ACSUG. During the evaluation process, the panels of expert assessors must mark the merits presented with supporting evidence by the candidates, placing more relevance on the contributions made over the last three years. The evaluations made by the experts account for 90% of the overall score (based primarily on: scientific publications; projects, contracts and patents; presence, speeches and papers in congresses; thesis tutoring, and other scientific merits).

The final selection of the candidates is made by the selection committee. Starting with the scores awarded in the expert assessor reports (90% of the grade), they may add up to 10% additional points to each candidate, based on: the commitment of the applicant, through personal declaration, the use of the Galician language in all the dealings the individual concerned has with the regional administration as a result of this procedure, and based on how well the candidate's CVs matches the positions offered.

After the overall score is obtained for each individual applying for the grants from the Isidro Parga Pondal Programme, the grants are awarded, starting with the candidate and position with the highest score. The applicants are ordered in descending order of points, an

EVALUATION ON A COMPETITIVE BASIS FOR THE CONCESSION OF GRANTS OFFERED BY THE EXTENSION TO THE 2012 ISIDRO PARGA PONDAL PROGRAMME (IPP.2009)

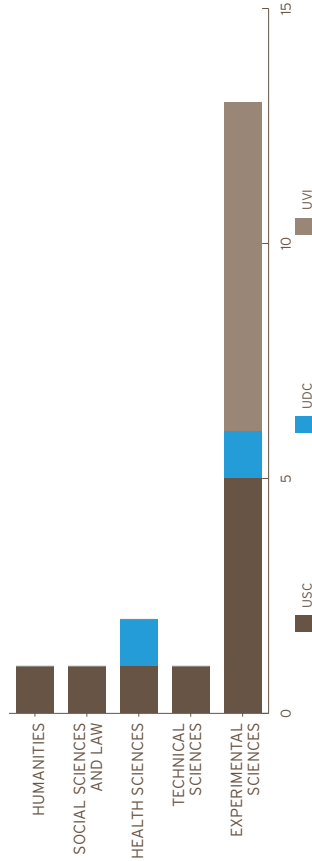
Pursuant to the Order of 12 September 2012, the terms and conditions are established for the evaluation, on a competitive basis, for the concession of the grants offered by the extension to the Isidro Parga Pondal Programme (new 2009 award) during 2012, within the framework of actions to promote the training of researchers within the human resources programme of the Galician Research, Development and Technological Innovation Plan - Incite (2006-2010).

The following table shows the applications submitted in the two extensions prior to 2012, which have been undertaken by ACSUG.

1st EXTENSION TO THE ISIDRO PARGA PONDAL PROGRAMME	
ASSESSMENT PROCESSES	NO. ASSESSMENTS COMPLETED
2010 (1ST EXTENSION TO THE GRANT IN 2007)	24
2011 (1ST EXTENSION TO THE GRANT IN 2008)	20
2012 (1ST EXTENSION TO THE GRANT IN 2009)	18
TOTAL	62

Number of assessments completed in the extensions of the Parga Pondal programme.

The beneficiaries of the assistance granted by this 2012 call include the SUG universities that extend the existing contracts they have with the individuals selected through the Isidro Parga Pondal Programme in the 2009 selection process, through a contract of employment. The extensions shall have a maximum duration of two years. The maximum number of grants awarded shall be 18, which corresponds with the grants currently available.



The table shows the applications presented by SUG university and by area assessed. We should point out that there was only one assessment panel.

On 19 November 2012 the expert panels of assessors met in order to issue the evaluation reports corresponding to the grants available from the extensions to the Isidro Parga Pondal Programme (new award in 2009). 18 cases were evaluated.

EVALUATION OF THE QUALITY OF THE SCIENTIFIC-TECHNOLOGICAL PRODUCTION AND ACTIVITY OF THE RESEARCHERS FORMING PART OF THE ISIDRO PARGA PONDAL PROGRAMME (1ST AWARD 2008) IN ORDER TO OBTAIN THE "CERTIFICATE OF COMPLIANCE" WITH THE QUALITY REQUIREMENTS FOR SCIENTIFIC-TECHNOLOGICAL PRODUCTION AND ACTIVITY

The purpose of this evaluation is to ascertain the quality of the scientific-technological production and activity of the applicants, after which the compliance certificate is issued, if appropriate.

The following table shows the applications submitted in the two assessment processes prior to 2012, which have been undertaken by ACSUG.

EVALUATION OF THE RESEARCHERS OF THE ISIDRO PARGA PONDAL PROGRAMME (AWARDED 4 YEARS EARLIER) FOR THE "CERTIFICATE OF COMPLIANCE"		NO. ASSESSMENTS COMPLETED
ASSESSMENT PROCESSES		
2010 (PARGAS 2006)		49
2011 (PARGAS 2007)		24
2012 (PARGAS 2008)		17
TOTAL		90

Number of assessments completed in the certificates of Parga Pondal programme.

The assessors qualify as "apti"; the applications with a score above 60 points, pursuant to the criteria set out in the regulations. When the reports were completed, the evaluation was forwarded to the selection committee, which prepares the resolution proposal based on the terms of the competition and availability of resources. This Selection Committee is made up of seven members: The head of the General Secretariat of Universities of the Department of Culture, Education and University Regulation or the person to whom he/she delegates the task, who acts as the chair of the committee. Members of the committee include: The Deputy Director General for the Promotion of University Science and Technology of the General Secretariat of Universities; the Deputy Director General of Universities of the General Secretariat

of Universities; three people of renowned prestige in the main areas of knowledge of the applications submitted for assessment, appointed by the chair of the selection committee and a head of services of the General Secretariat of Universities, who acts as the secretary.

There are 2 different parts to the evaluation: the 1st part comprises the merits relating to the entire scientific-technological career of the lecturers-researchers until 2007 (this entails the appraisal of the entire scientific-technological career of lecturers-researchers in order to determine whether they comply with the quality requirements in science and technology) and the 2nd part comprises the merits relating to the last 4 years of research activity from 2008 until 2011 (this entails an appraisal of the activity undertaken in the last four years, evaluating only the work carried out in their position at the institution in which they were employed during this time). The result of the evaluation is either positive or

negative. A final positive evaluation is achieved when the minimum criteria for each of the phases is fulfilled (entire scientific-technological career and activity in the last 4 years).

The panels of experts met on 9 April in order to issue the reports by consensus for the evaluation process.

GRANTS FOR THE CONSOLIDATION AND STRUCTURING OF COMPETITIVE RESEARCH UNITS IN THE GALICIAN UNIVERSITY SYSTEM

Through the *Order of 24 January 2012* the terms and conditions of the grant, awarded on a competitive basis, for the consolidation and structuring of the competitive research units in the Galician University System, partly funded by the European Regional Development Fund (FEDER) within the framework of the Galician Operations Programme 2007-2013, are established.

The Department of Culture, Education and University Regulation laid down the conditions for the Programme for the consolidation and structuring of the research units in the areas of competitive benchmark groups, groups with a potential for growth, research networks, and strategic groups:

Competitive benchmark groups: These are characterized by their excellent volume of academic publications, a high level of acquisition of resources, which is variable depending on the area in which they work; competitiveness on a national level and many on an international level; the capacity to train and attract young researchers and being accustomed to cooperating with other research groups; institutions or companies. These are grants for the consolidation of SUG research groups who set a benchmark in the Galician University System in terms of their scientific production and their R&D activity.

Research networks: These are grants for research groups to support the development of a network action plan in order to generate new scientific capabilities and to take on new research objectives more effectively. The applicant is a SUG research group (named a coordinator) which, when joining up with at least three other groups, promotes the

development of a programme of joint and complementary activities within the context of a network.

Groups with a potential for growth: These are grants for the consolidation of SUG research groups who, in terms of their scientific production and their R&D activity, have demonstrated a potential for growth and to become a benchmark group within the SUG. Although not attaining the levels of the previous groups, they show proven research quality, applying stringent criteria, and are on their way to becoming benchmark groups.

Strategic groups: Strategic groups are units that are grouped together on a higher level than a research group. They are established by the proposing university and their purpose is to undertake a collaborative, stable and planned activity with their own R&D and transfer objectives.

The grant beneficiaries are selected based on the accumulation of evaluations made by a panel of assessors and by the selection committee.

The panel of assessors comprises experts from outside the SUG, appointed by the head of the General Secretariat of Universities, and each covers different subject fields in the evaluation process. This is the evaluation stage in which ACSUG is involved, since it is responsible for selecting the members of the panel of expert assessors who reach a consensus on the scoring criteria at the Agency's offices. The applications presented are evaluated on the scientific production and quality of the groups and candidates and on their research activity and the fitness of the programme proposed in relation to the objectives of each of the categories of the competition. The meeting for this call for applicants was held on 4 September 2012.

When the evaluations were complete, the results were forwarded to the selection committee, which prepared the resolution proposal based on the terms of the competition, the evaluations themselves, the availability of resources and the organisation, consolidation and coordination objectives that gave rise to the process. This Committee may award up to 10 points to each application, bringing them up to a maximum of 100 points.

On this occasion, up to 238 cases were evaluated in the different categories and the grants were awarded through the *Resolution of 2 October 2012*.

LABOUR MARKET INTEGRATION SURVEYS

From its creation, one of the leading activities in the ACSUG is the performance of labour market insertion surveys for SUG graduates. The labour market insertion project first started with the study of graduates from the 1996-1997 to 2000-2001 academic years which meant the survey covered a five-year period. Later surveys covered bi-annual timescales (2001-2003 and 2003-2005) and the latest reviews were subsequently conducted on an annual basis (2005-2006, 2006-2007, 2007-2008, 2008-2009). At this moment we're working in 2009-2010.

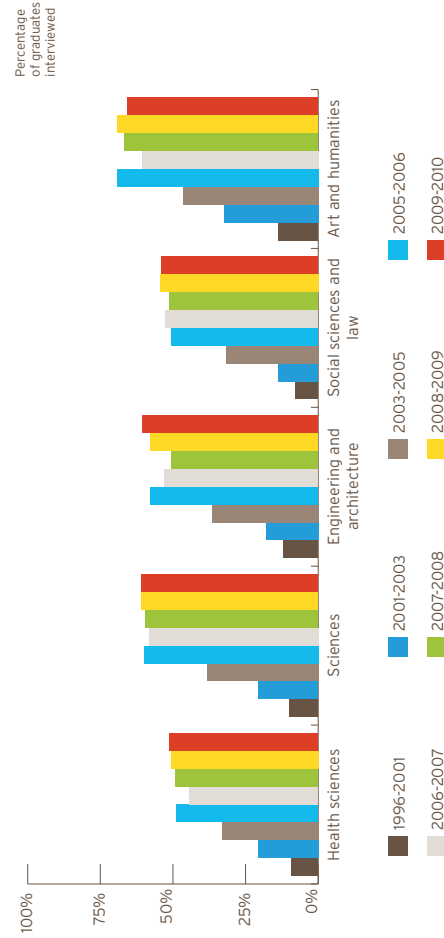
The general objectives of these studies are to know the employment situation of the SUG graduates, approximately a year and a half after completing their degree. This knowledge comprises different factors as employment situation, salary, type of contract and competencies required in their job, as well as the possible difficulties encountered in their labour market insertion period. In addition, a retrospective view of the university, from the point of view of the graduates, allows for the detection of training and organizational needs of the institution itself.

The information derived from these studies is crucial for universities in the design of new academic degrees within the framework of the European Higher Education Area (EHEA), as well as for the management of resources and services for the students. Currently, the SUG universities are in the process of adaptation to the EHEA. In this adaptation process, there is a commitment for employability of graduates. This fact emphasizes the need to perform studies on labour market insertion of university graduates, with special attention to the possible gap between the knowledge and training acquired in the university and the competencies required in their job. Because of this, the Galician Government is going to include the labour market insertion rate in the indicators taking into account to establish the universities financing.

Below, some brief data of the labour market studies of ACSUG carried out until 2012, are shown:

Distribution of population and sample by academic year.

Academic years	Population	Sample	Publication
1996-2001	56.471	5.293	2004
2001-2003	23.700	4.145	2006
2003-2005	23.108	7.967	2008
2005-2006	10.280	5.362	2009
2006-2007	8.689	4.569	2010
2007-2008	9.216	4.830	2011
2008-2009	8.846	4.965	Estimate 2013
2009-2010	8.922	5.004	Estimate 2014



Regarding the labour market studies in 2012, we following remark the main activities undertaken.

Labour market studies of graduates in bachelor degrees

- **Graduates in the 2007-2008 academic year:** On February 2012, it was presented the publication of the final report. Also, the individual results by degrees were sent to the university centres.

These individual reports (171) have the following information: results of the degree in relation with the university, results of the degree in relation with the SUG, results of the degree in relation with the branch of knowledge in the university and in the SUG.

Individual reports by SUG degrees (2007-2008 academic year).

Branch of knowledge/University	UDC	USC	UVI	Total
Health Sciences	6	6	5	17
Sciences	2	7	5	14
Engineering and Architecture	18	12	13	43
Social and Legal Sciences I	5	4	5	14
Social and Legal Sciences II	3	4	3	10
Social and Legal Sciences III	8	13	14	35
Social and Legal Sciences IV	2	2	4	8
Art and Humanities I	3	5	2	10
Art and Humanities II	3	9	8	20
Total	50	62	59	171

- **Graduates in the 2008-2009 academic year:** Regarding this project, it has been already carried out the data analyze, the elaboration of the results and the draft of the summary report. It is expected that the publication of the study was launched at the beginning of 2013.
- **Graduates in the 2009-2010 academic year:** The field work of this study was finished in December 2012. The rest of the project activities are going to be developed during 2013.

Labour market insertion study for the graduates of the master's degree programs

In 2012, ACSUG has started with the planning of the labour market insertion studies of the master's degree programs. The main objective of these new studies is to analyze the additional value of the masters programs in terms of the graduate's employability.

This new activity is going to start with the study of graduates of master's degree programs from the 2007-2008, 2008-2009 and 2009-2010 academic years. This activity is going to be developed during 2013.

The following tables indicate the size of the population and sample used for the study.

Summary of population
by university.

UNIVERSITY	POPULATION			TOTAL
	2007-2008	2008-2009	2009-2010	
University of A Coruña	183	280	331	794
University of Santiago de Compostela	171	326	502	999
University of Vigo	119	261	811	1191
TOTAL SUG	473	867	1644	2984

Cooperation and communication



Since its foundation, ACSUG has considered it of vital importance to establish relationships and exchange information with other university quality assurance agencies both within Spain and outside its borders.

It has also stressed the importance of promoting and publicizing ACSUG's activities on its website, through seminars, its own publications, etc.

INTERNATIONAL ACTIVITIES

ENQA

The European Association for Quality Assurance in Higher Education (ENQA) is a body comprising the higher education quality assurance agencies from 26 European countries.

ACSUG has been a full member of ENQA since November 2009 after successfully passing an external evaluation process carried out by this body. Since ENQA members must undergo an external assessment process every 5 years, in 2014 ACSUG will once again be subject to an evaluation.

In 2012 ACSUG took part in activities carried out by ENQA.

1) In 2008 it joined the "internal Quality Assurance (IOA) Group" working party, made up of internal

quality assurance technical officers from various European university quality agencies. In 2012, ACSUG attended the group's annual meeting in Valladolid, where the topic of using external audits to improve internal management systems was discussed. A publication about benchmarking, with input from ACSUG, was also presented at the meeting (to view the publication click on the link: http://www.enqa.eu/files/ENQA_wr_20.pdf).

2) In 2012, technical officers from ACSUG participated in two working groups set up specifically by ENQA and whose work will continue in 2013.

a) Working group on the impact of quality assurance: The main aim of the group is to analyse the effect of implementing quality assurance procedures in higher education in Europe.

b) Working group on the involvement of university system stakeholders in quality assurance procedures: The purpose of the group is to analyse and encourage the participation of the various collectives involved in higher education in Europe: students, graduates, academic staff, business leaders, etc.

3) ACSUG collaborated on the 2nd ENQA newsletter with an article about the external evaluation of university centres carried out by ACSUG in Peru.

4) Attendance by the Director of ACSUG at the two annual ENQA meetings: ENQA Members' Forum in April 2012 in Paris (France); and ENQA General Assembly in October 2012 in Basel (Switzerland).

5) Attendance by the ACSUG Director and one technical officer at the 7th European Quality Assurance Forum (EQAF) in November 2012 in Tallinn (Estonia). The EQAF is an annual forum where stakeholders, including students, universities, university quality agencies, etc. can exchange experiences in higher education.

EQAR

The European Register of Quality Agencies (EQAR) was founded in 2008 by ENQA, ESU, EUA and EURASHE, the European bodies representing the quality agencies, students, universities and other higher education institutions respectively, to increase transparency in the quality of higher education in Europe. The EQAR is a register that includes all the quality assurance agencies recognised for their professionalism and credibility when carrying out their work.

ACSUG has been included on the EQAR register since 2010, after this body verified that ACSUG carries out its activities in compliance with the Standards and Guidelines for Quality Assurance in the European Higher Education Area (EHEA).

Tempus CANQA project

Since 2009 ACSUG has been collaborating on the European Union Tempus Project, whose purpose is to set up a Central Asian Quality Assurance and Accreditation Network (CANQA) in Tajikistan, Kazakhstan and Kyrgyzstan.

After all the countries had introduced their internal quality management systems in 2012, a technical officer from ACSUG participated as an assessor in the Accreditation Pilot Scheme, within the CANQA project.

ACSUG participated in the pilot scheme to assess the following universities in Tajikistan:

- Khujand State University.
- Tajik State University of Commerce in Dushanbe.

Evaluation of university centres of the University of San Martín de Porres in Peru

In October 2010 ACSUG and the University of San Martín de Porres in Peru signed an agreement whereby ACSUG was to undertake evaluation and certification activities in this university in order to foster quality assurance in the institution. The process consists of three phases: A self-assessment to be carried out by the institution itself (following the guide prepared by ACSUG), an external evaluation by an external panel of experts appointed by ACSUG (including a visit to the centres subject to evaluation) and a final report prepared by ACSUG including the results of the process.

In 2012 ACSUG evaluated six centres at this university including a visit to its facilities in Peru in March:

- Faculty of Administrative Sciences and Human Resources

- Faculty of Human Medicine
- Professional College of Psychology
- Faculty of Engineering and Architecture
- Faculty of Accounting, Economic and Financial Sciences
- Faculty of Communication, Tourism and Psychology Sciences

Other collaboration with Peruvian universities

Other universities in Peru contacted ACSUG to set up collaboration agreements for quality assessment. So, in November 2012, an agreement was signed with the University Andina Néstor Cáceres Velásquez (UANCV) whereby ACSUG is to undertake the evaluation of the following university institutions in 2013:

- Faculty of Nursing
- Faculty of Obstetrics
- Faculty of Dentistry
- Faculty of Pharmacy and Biochemistry

OTHER COLLABORATION

Report on the status of the external quality evaluation of spanish universities

In the first quarter of 2012 the "Report on the status of the external quality evaluation of Spanish Universities 2010" was published. The report, coordinated by ANECA, provides data on all the quality evaluation agencies and is one of a series of annual reports whose aim is to provide information to government institutions and to society in general about the status of quality assurance in Spanish universities, and to comply with its commitment to accountability.

In 2012 the "Report on the status of the external quality evaluation of Spanish Universities 2011" was drafted and published at the end of the year.

Participation in the Spanish Network of University Quality Agencies (REACU)

ACSUG is a member of the REACU, a body to which all the regional university quality evaluation agencies and the National Agency for Quality Evaluation and Accreditation (ANECA) belong. During its periodical meetings, the committee discusses evaluation and coordination matters that affect all the Spanish agencies.

Participation in the committee for the Regulation of Monitoring and Accreditation of University Qualifications (CURSA)

ACSUG is a member of the University Committee for the Regulation of the Monitoring and Accreditation of University Qualifications (CURSA). This committee plays a vital role in the design and introduction of methods for evaluating official university qualifications.

COURSES, WORKSHOPS AND SEMINARS

Organised by ACSUG

DATE	ACTIVITY	PLACE
27/02/2012	Presentation of the publication of "Study of Labour Market Integration of Graduates from the Galician University System 2007-2008"	ACSUG
from 12/06/12 to 15/06/12	Collaboration in the organisation of the 9th International Forum on the Evaluation of Quality in Research and Higher Education (FECIES)	Galician College of Public Administration (Santiago)
18/09/12	Training workshop for the DOCENTIA Programme Assessment Panels at the University of A Coruña (UDC)	ACSUG
Two-day seminars on each campus held in September and October 2012	2nd Training Seminar for ACSUG assessors	University campuses of Lugo, Ourense, Vigo and A Coruña

Courses, workshops and seminars organized by ACSUG.

Presentation of papers

DATE	ACTIVITY	PARTICIPATION	PLACE
17/02/12	Speech by the Director of the ACSUG in Almería: "System for the application of the protocol for monitoring qualifications by ACSUG in the SUG"	Paper presented by the Director of ACSUG	Almería
from 12/06/12 to 15/06/12	9th International Forum on the Evaluation of Quality in Research and Higher Education (FECIES)	Attendance by the ACSUG Director and President and presentation of several papers by ACSUG staff.	Galician College of Public Administration (Santiago)
20/06/12	Course: "University and Territory: programming and accreditation of tuition"	Paper presented by the Director of ACSUG	Huesca
08/11/12	Workshop: "Quality in Defence University Institutions"	Paper presented by the Director of ACSUG	Throne Room of the Captaincy General (Zaragoza)
23/11/12	Workshops for university teaching staff	Papers presented by teaching staff technical officers from ACSUG.	A Coruña
13/12/12	Award ceremony for the 4th AUDIT certification process	Attendance and participation by the ACSUG Director and a technical officer.	Bilbao

Participation and presentation of papers by ACSUG.

PUBLICATIONS

In 2012 ACSUG issued the following publication:

Labour Market Integration



Title: Study of Labour Market Integration of Graduates from the Galician University System 2008-2009

Pages: 180

Year: 2012

Legal Deposit: C 2724-2012

ISBN: 978-84-695-6985-6



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AXENCIA para a CALIDADE do
SISTEMA UNIVERSITARIO de
GALICIA

