

AGENCY FOR QUALITY ASSURANCE
IN THE GALICIAN UNIVERSITY SYSTEM (ACSUG)
Annual Report 2009





INDEX

Edited by:

Agency for Quality Assurance in
the Galician University System (ACSUG)
Rúa Lamas de Abade, s/n - CIFP Compostela 5ª planta
15702 Santiago de Compostela
Telephone: (+34) 981 534173 - Fax: (+34) 981 534174
E-mail: acsug@acsug.es - Website: www.acsug.es

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ACSUG is a full member of ENQA.



ACSUG has implemented a Quality and Environmental Internal Management System certified by AENOR according to the ISO 9001:2008 and ISO 14001:2004 Standards. Additionally, the Environmental Management System has been verified according to the Eco-Management and Audit Scheme (EMAS).

Desing, model-making and programming:
a ref.erencia, S.L.





2009 was an important year for the Agency for Quality Assurance in the Galician University System (ACSUG), particularly the acknowledgement it received, both in Spain and internationally, for its work and its role in appraising and enhancing the quality of the Galician University System (SUG).

On the international front, during the first quarter of 2009 ACSUG continued with its self-assessment process and with the introduction of improvements to enable the European Association for Quality Assurance in Higher Education (ENQA) to conduct its external evaluation of ACSUG.

In May 2009, as part of this evaluation, a panel of experts from Europe visited ACSUG, primarily to verify in-situ ACSUG's compliance with the "Standards and Guidelines for Quality Assurance in the European Higher Education Area". The final outcome of the process was that ACSUG was accepted as a full member of ENQA in November 2009 for a period of five years.

At ACSUG we wish to thank all our staff and the members of the boards which form part of it for their dedication and hard work during this process. Neither can we forget all the people who attended meetings with the external panel, including the representatives from all the stakeholders of the SUG: students, partners and assessors who work together with ACSUG,

university representatives, business owners, etc. We wish to highlight their goodwill and commitment to the evaluation process; all of them share in our success as does everyone involved in the SUG.

Within ACSUG, in 2009 we continued with the review and adaptation of the agency's regulations in order to guarantee its formal independence from other agencies involved in the area of higher education in Galicia.

We also wish to highlight the reorganisation of our Internal Management System at ACSUG to incorporate environmental management. This led to the agency gaining certification for the ISO 9001:2008 and ISO 14001:2004 standards, awarded by AENOR in March 2009.

With regard to its activities and services during 2009, ACSUG continued with the activities initiated in previous years and introduced new ones, including the verification process conducted before introducing new qualifications within the scope of the Galician autonomous region. This was made possible due to ACSUG's national and international recognition.

We hope that this report, a reflection of the work and enthusiasm of ACSUG staff in the performance of their tasks, will help to divulge the numerous actions we have undertaken in 2009, all of which are focussed on enhancing the quality of the SUG.

ACSUG's mission and vision



In addition to its mission and vision, ACSUG has a code of ethics reflecting its general principles and strategic goals which are the basis for all its activities.

MISSION

The key mission of the ACSUG is to contribute towards the improvement of the SUG by issuing reports, conducting assessments, providing certification and accreditation for Galician University activities, particularly those related to teaching, research, the transfer of knowledge, and management.

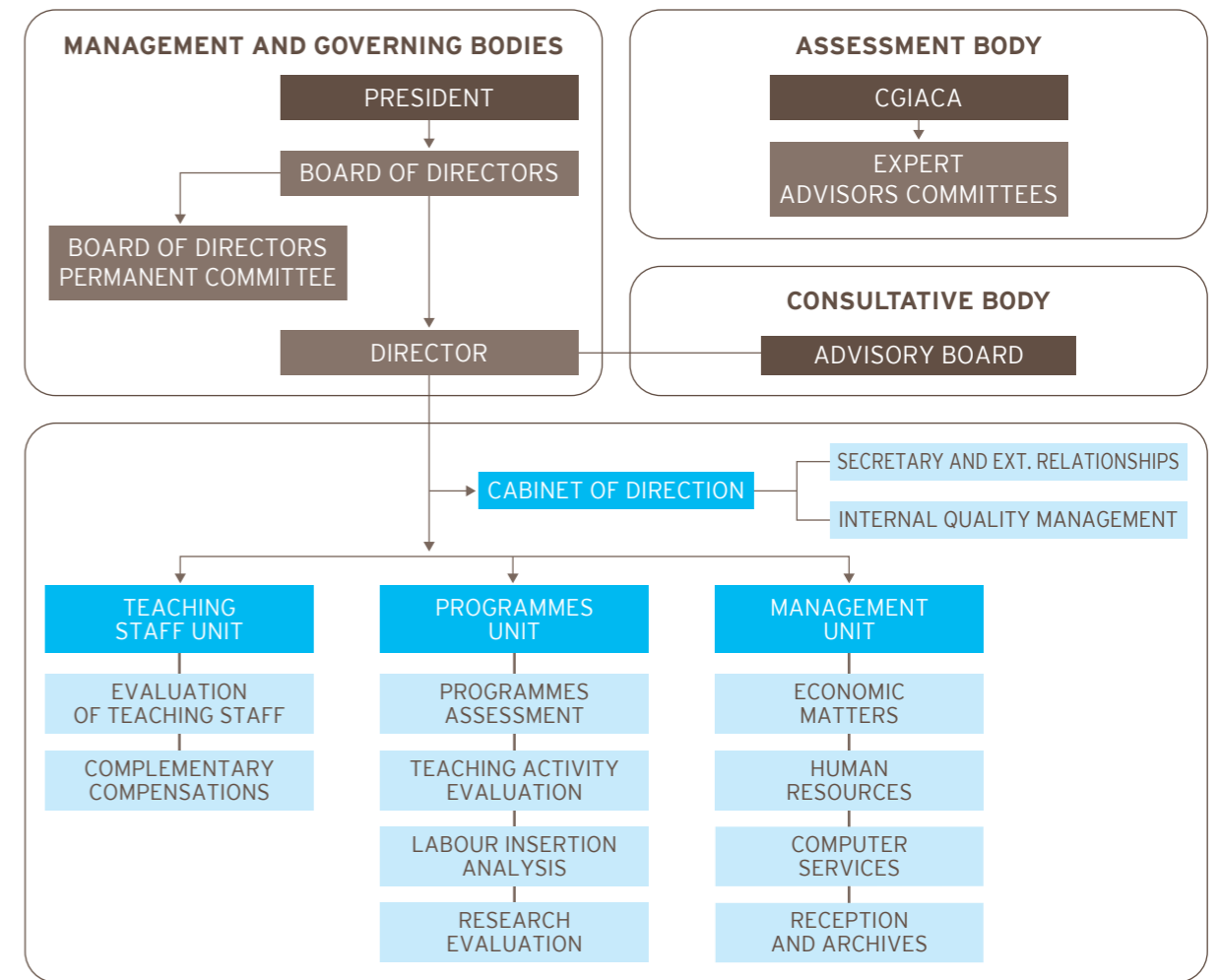
The ACSUG also acts as a instrument for the permanent collection and channelling of information between the Galician universities, other institutions and stakeholders, enabling SUG to remain up to date and in touch with changing social demands.

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.



ORGANISATION CHART



INSTITUTIONAL STRUCTURE

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. The post was occupied by Mr. Guillermo Rojo Sánchez until 9th July 2009, after which Ms. María Patrocinio Morrondo Pelayo was appointed the new ACSUG President.

Board Of Directors

This is ACSUG's highest governing and management body and is composed (December 2009) of the following members:

- a) The president of ACSUG, whose 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 of University Education and Organisation
- 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 the Universities
 - Mr. Benito Fernández Rodríguez, representing Mr. Ricardo Capilla Pueyo
General Manager for Research, Development and Innovation
- d) The vice-chancellors of the universities of the SUG:
 - Mr. José María Barja Pérez
Vice-chancellor of the University of A Coruña
 - Mr. Senén Barro Ameneiro
Vice-chancellor of the University of Santiago de Compostela
 - Mr. Alberto Gago Rodríguez
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. Emilio Atrio Abad
President of the Social Council of the University of Vigo
 - f) Two people appointed by the head of the department responsible for the universities from among 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 among 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 SUG students, designated by the Youth Department of Galicia:
 - Mr. Marcos Loureiro Díaz
 - Ms. Azucena Rodríguez Amoroso
- j) The Director of ACSUG who attends meetings with voice but no voting rights:
 - José Eduardo López Pereira
- k) The head of the department with the responsibility for quality assurance in each of the universities of the SUG, who attends meetings with voice but without voting rights:
 - Ms. María Elena Sierra Palmeiro
Vice-chancellor for Quality and New Technologies at the University of A Coruña
 - Ms. María Dolores Álvarez Pérez
Vice-chancellor for Quality and Planning at the University of Santiago de Compostela
 - Mr. Ángel Manuel Sánchez Bermúdez
Vice-chancellor for New Technologies and Quality at the University of Vigo
- l) Secretary of the Board of Directors, with voice but without voting rights:
 - Mr. Francisco Rico Rey

The Director of ACSUG

The Director is the executive body of ACSUG. S/he manages, organises, administrates and inspects all ACSUG activities, in accordance with the Board of Directors' guidelines.

Mr. Julio Ernesto Abalde Alonso exercised this position until 7th September 2009, when Mr. José Eduardo López Pereira was appointed as the new director of ACSUG.

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

The role of the CGIACA, as the highest assessment body of the ACSUG and acting completely independently, is to

issue reports, conduct assessments, issue certificates and accreditations attributed to ACSUG, which are referred to in section 1 of article 7 of the statutes, and other functions pertaining to quality assurance in the universities which 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 2009) of the following members:

- a) The President:
 - Mr. Miguel Ángel Santos Rego
- b) Six members elected by the ACSUG Board of Directors from among 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 Señarís Rodríguez
 - Mr. Jorge Teijeiro Vidal
- c) The Director of ACSUG with voice but without vote, who acts as secretary:
 - José Eduardo López Pereira

The Advisory Council

The Advisory Council, reports to the ACSUG Director, and as a consultative body, its functions include observing the operation of ACSUG and issuing an annual report for the Board of Directors. It also reports on ACSUG's procedures and actions, and resolves controversies - both at the request of the director - with regards to the compliance of ACSUG's procedures and actions with the standards, code of ethics and good practice.

The Advisory Council comprises the following members:

- The President, who is the ACSUG Director.
- Between six and ten members appointed by the ACSUG Board of Directors, from people of renowned prestige in the scientific, academic and business fields, nationally and internationally, from outside the Galician University System. Representatives from the business sector and students bodies, who in this case are selected from the autonomous region of Galicia, are also guaranteed to be among its members.
- A secretary from the Advisory Council.

By 31st December 2009 the Advisory Council had not yet been constituted.

All the meetings held by ACSUG bodies during 2009 are listed in the following table.

Body	Date	Meeting
Board Of Directors	03-04-2009	Ordinary
	20-07-2009	Ordinary
	06-11-2009	Extraordinary
	14-12-2009	Ordinary
	30-01-2009	Ordinary
	27-03-2009	Ordinary
	15-05-2009	Ordinary
	16-07-2009	Ordinary
	15-09-2009	Ordinary
CGIACA	30-09-2009	Ordinary
	06-10-2009	Extraordinary
	13-10-2009	Extraordinary
	20-10-2009	Extraordinary
	29-10-2009	Extraordinary
	10-11-2009	Extraordinary
	24-11-2009	Extraordinary
	22-12-2009	Extraordinary

ACSUG STAFF

In 2009, ACSUG's staff was made up of 16 employees distributed among four departments:

CABINET OF DIRECTION

Technician - Cabinet of Direction
López Lorenzo, Ana Isabel

Technician - Quality management
Velón Sixto, Luis Carlos

TEACHING STAFF DEPARTMENT

Teaching staff technician
Rico Rey, Francisco

Teaching staff technician
Bouso Montero, Lucía

Administration
Millán Buceta, Sandra

Administration
Lesta Chapela, Edurne

PROGRAMMES DEPARTMENT

Programmes technician
Belmonte Otero, Isabel

Programmes technician
Ríos de Deus, María Paula

Programmes technician
Castro Pais, María Dolores

Programmes technician
Fernández Montes, María Carmen

ADMINISTRATION DEPARTMENT

HR and economic affairs Technician
Martínez Lafuente, Aitor

Computer technician
Sierra Sánchez, María

Computer technician
Marta Mallo Rey

Specialist technician in IT
Baña Souto, José Manuel

Administration
Couceiro Novais, María Virtudes

Administration
Domínguez Martínez, Santiago

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

The Teaching Staff Department is responsible for managing the calls for assessment and preliminarily reporting for recruiting teaching staff. It is also in charge of the management of university lecturers and their assessment in relation to the assignation of salary bonuses linked to the individual merits of the tenured lecturers and temporary lecturers.

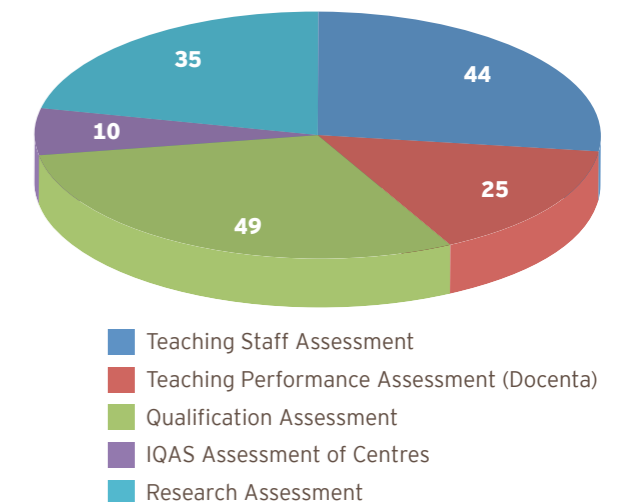
Amongst other activities, the Programmes Department is responsible for the development of the institutional assessment of qualifications and services, for the establishment of internal quality assurance procedures in the centres, for appraising university teaching staff tuition (DOCENTIA Programme), for analysing and monitoring the R&D capacity within the universities and for studying the labour market insertion of the 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 Filing), all required to enable ACSUG to carry out all the tasks with which is entrusted correctly.

EXPERT ASSESSOR PANELS

ACSUG works together with the panels of expert assessors during the various 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 electing the expert assessors and defines the criteria governing the training of the various assessment panels needed for ACSUG's activities.

The following graph shows the number of assessors who have worked with ACSUG during 2009:





Internal management system: the incorporation of environmental management

ACSUG has operated an internal quality assurance system since 2006, which is certified externally to comply with the ISO 9001:2000 standard.

In 2008 the decision was taken to introduce an environmental management system at ACSUG. It was integrated, through the ISO 14001:2004 environmental standard, into the existing system, whose primary objectives are:

- To enhance the social responsibility of ACSUG as a quality control body, to serve as an example of good practice to the rest of the university community.
- To achieve greater energy efficiency, a reduction and better use of office consumables and the correct management of waste products.
- And generally, to continue to work towards continuous improvement.

As a result, in March 2009 ACSUG obtained certification for the ISO 9001:2008 (new version) and ISO 14001:2004 standards for quality and for the environment respectively, issued by AENOR for a period of three years. It was the first university quality assurance agency in Europe to obtain this recognition.

In addition, the scope of the management system has been extended to include all assessment activities, report drafting, surveys, etc., conducted by ACSUG. This has involved an even greater participation in the system by its staff, resulting in its continuous review and improvement.

Survey Results 2009

ACSUG conducted several surveys among its stakeholders about its activities. It also provides a suggestion box on its website to make contact easier for all members of the SUG community.

N) SURVEYS CONDUCTED	AVERAGE SCORE (1 to 5)
198	4.03

Implementation of EMAS Regulations

At the end of 2009 ACSUG introduced the Community Eco-management and Audit Scheme (EMAS) to complement its environmental management and to introduce greater transparency into its activities. Forming part of the management system, this regulation introduces the additional requirement to draft a document, known as the environmental declaration, once a year, which summarises ACSUG's environmental performance over the year and is published on its website.

INTERNAL QUALITY WITHIN THE
ORGANISATION

During its audit of ACSUG's integrated management system in December 2009, AENOR reviewed the implementation of the EMAS Regulations and we hope to obtain the external recognition and verification of this regulation at the beginning of 2010.

Other regulations introduced in relation to improvements in quality and management

ACSUG has always sought to implement any regulation allowing 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).

Activities related to the European Association for Quality Assurance in higher education (ENQA)



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

With this in mind, at the end of 2006, ACSUG applied for membership of the European Association for Quality Assurance in Higher Education (ENQA), a body comprising the higher education quality assurance agencies from 25 European countries.

As a candidate member since February 2007, ACSUG undertook to conduct a self-assessment and to submit to a subsequent external assessment by ENQA over a period of two years in order to verify that it was correctly implementing the "Standards and Guidelines for Quality Assurance in the European Higher Education Area."

In accordance with the timetable for the process, in the first quarter of 2009, ACSUG concluded its self-assessment report which was sent to the committee responsible for the external assessment.

The committee visited ACSUG's facilities on 18th and 19th May 2009 and interviewed over 60 people, including ACSUG staff, members of the Board of Directors, CGIACA, university representatives, external assessors, students and external workgroups.

At a later date, the chair of the external committee visited ACSUG again to compile additional information. Having collected all the data necessary, the panel of experts drafted their final report which was reviewed by the ENQA Board at their meeting on 16th November 2009. They decided that ACSUG complied with all the necessary requirements to become a full member of ENQA for a period of five years.

Its acceptance as a full member of ENQA represents acknowledgement of not only the assessment process carried out, but also ACSUG's track record since its foundation in 2001.

ACSUG intends to apply to be admitted to the European Quality Assurance Register (EQAR) in 2010.

In 2009, ACSUG was involved in meetings and international activities, exchanging and compiling valuable information about working methods and the experience of other quality assurance agencies, which has influenced its benchmarking:

- 1) In 2008 it joined the "**Internal Quality Assurance (IQA) Group**" working party, made up of quality assurance representatives from various European university quality agencies, which studies the factors relating to the benefits and uses of the internal quality assurance systems implemented in the respective

ACTIVITIES RELATED TO THE
EUROPEAN ASSOCIATION FOR
QUALITY ASSURANCE IN HIGHER
EDUCATION (ENQA)

agencies. ACSUG also attended the annual IQA Group meeting at The Hague on 15th and 16th June 2009.

2) ACSUG took part in the **First Conference on the Development of Competencies in the world of Work and in Education (DECOWE Conference)** in Ljubljana (Slovenia) from 24th to 26th September 2009. At the conference, ACSUG presented its report on its surveys on labour market insertion.

3) It attended the **ENQA General Assembly in Barcelona** on 28th and 29th September.

4) ACSUG took part in the **Conference on Quality Assurance of Teaching in Higher Education** held in Istanbul on 12th and 13th October 2009 within the context of the OECD's "Institutional Management in Higher Education" (IMHE) programme. Together with the University of La Laguna (ULL), Canary Islands, ACSUG presented a paper offering a comparative analysis of the assessment methods under development within the framework of the DOCENTIA Programme at the UDC, USC, UVI and ULL. The aim was to raise awareness about good practice in the promotion of quality in teaching which is being developed in the

universities. The paper highlighted the good practice and initiatives the universities are carrying out with the introduction of their teaching quality appraisal models, and the aspects they have in common as well as those that differentiate them.

5) Participation in the **4th European Quality Assurance Forum (EQAF)** held in Copenhagen in November 2009, where a joint paper prepared by ACSUG and the Catalan (AQU Catalunya) and the region of Castille-Leon (ACSUGyL) quality assurance agencies was presented on the benefits of implementing a Quality Assurance Management System based on the ISO 9001 Standard complying with the "Standards and Guidelines for Quality Assurance in the Higher Education European Area."

6) Participation at the **international conference "Modernization of Internal and External Quality Assurance Systems in Higher Education in Central Asia"** from 14th to 16th December 2009 in Dushanbe (Tajikistan). These workshops were held in relation to the European Union's Tempus project aimed at establishing a Central Asian Quality Assurance and Accreditation Network (**CANQA**), in which ACSUG is actively involved.



TEACHING STAFF DEPARTMENT

Assessment and preliminary report prior of the hiring of university teaching staff by the SUG universities.

On 30th December 2009 (resolution of 15th December 2009), the annual call for assessment for the recruitment of university lecturers for the universities forming part of the Galician University System (SUG) was published in the Official Journal of Galicia. Owing to a change in the call dates in 2009, which were moved to the end of the year, the process has been conducted throughout 2010, and will be covered in the 2010 annual report. Nevertheless, there was intense activity in relation to the assessment process during much of 2009. As a result of our assiduous work, several changes were made to the procedures. Some of the major changes were:

- **The CGIACA approved a new assessment protocol.** CGIACA is ACSUG's supreme assessment body, responsible for developing the protocols as well as the specific assessment and reporting procedures. This required some prior exploration and planning.
- The introduction of a **new IT platform.** The previous IT platform was replaced by a totally new one which required an adaptation of all the content to the new platform, and to our and the users' needs.

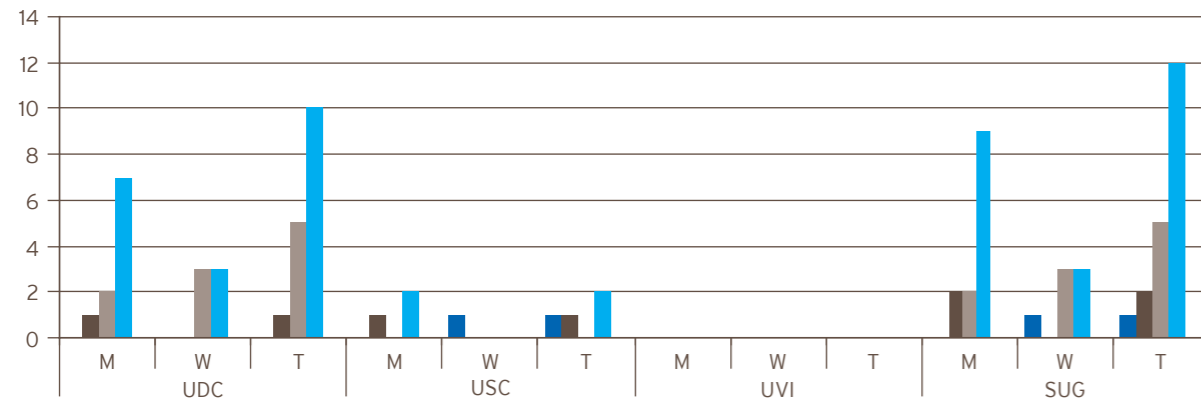
Assessment and report on the progress and consolidation of the temporary lecturers within the SUG universities.

Through the Order of 22 April 2008 (Official Journal of Galicia of 5 May), the procedure is set out which the 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 provision of article 6 of the Decree 266/2002, of 6 September, relating to the recruitment of university lecturers, and articles 9 and 10 of Decree 270/2003, of 22 May which governs ACSUG.

- Preliminary Report for extending associate lecturers' contracts: All lecturers employed by Galician state universities as associate lecturers, and 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.

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Number of applicants in 2009 for assessment and the preliminary report for the extension of the contracts of associate lecturers



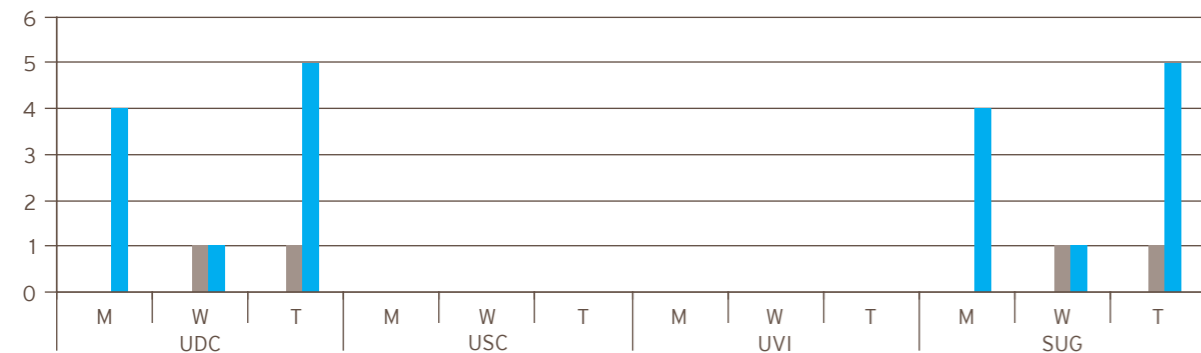
Number of applicants in 2009 for assessment and the preliminary report for the extension of the contracts of associate lecturers employed by SUG universities (M: Men, W: women and T: total.)

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

• Appraisal prior to an associate lecturer becoming a permanent lecturer: All associate lecturers who have had their contracts extended by any of the state universities of Galicia may request an

appraisal, in accordance with article 6.2 of Decree 266/2002, of 6 September, governing recruitment of university lecturers.

Number of applicants in 2009 for assessment and the preliminary report for the associate lecturer to become a permanent lecturer



Number of applicants in 2009 for assessment and the preliminary report for the associate lecturer to become a permanent lecturer employed by SUG universities (M: Men, W: women 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

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Regional government incentive payments.

The Organic Law 6/2001 of 21 December on universities, sets out that regional governments may establish extra incentive payments linked to individual merits in teaching, research or administration for temporary teaching and research staff (article 55) and for tenured teaching and research staff (article 69).

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 permanent teaching and research staff as well as to temporary lecturers in the public universities of Galicia. Four types of incentives were created: an allowance in recognition of teaching work (CLD), an allowance in recognition of research work (CLI), an allowance in recognition of curricular excellence in teaching and research (CEC), and allowance in recognition of work in administrative posts (CEG).

Allowance in recognition of teaching and research work.

These were the first bonus payments to be developed, with two annual invitations since 2004. Their aim is to incentivise teaching and research work undertaken within the SUG. All permanent staff and temporary lecturers working in Galician universities may apply, provided they comply with the requirements previously established for the appraisal.

1st Invitation 2009: Resolution of 22 January 2009 (Official Journal of Galicia of 19 February) approving the public announcement calling for pre-assessment for the assignation of incentive payments in recognition of teaching work and in recognition of research work. The outcomes are broken down by applicants and by results in the table below.

Breakdown of applications by incentive type and by university (1st appraisal 2009)

University	CLD APPLICATIONS	CLI APPLICATIONS	TOTAL APPLICATIONS
UDC	11	12	23
USC	36	37	73
UVI	37	40	77
TOTAL	84	89	173

Breakdown of applications by university and by outcome (1st appraisal 2009)

University	TOTAL APPLICATIONS	OVERALL RESULTS	
		COMPLY	DO NOT COMPLY
UDC	23	19	4
USC	73	67	6
UVI	77	73	4
TOTAL	173	159	14

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

University	CLD APPLICATIONS	CLD RESULTS BREAKDOWN	
		COMPLY	DO NOT COMPLY
UDC	11	9	2
USC	36	33	3
UVI	37	35	2
TOTAL	84	77	7

Breakdown of applications for the incentive for teaching work by university and by result (1st appraisal 2009)

University	CLI APPLICATIONS	CLI RESULTS BREAKDOWN	
		COMPLY	DO NOT COMPLY
UDC	12	10	2
USC	37	34	3
UVI	40	38	2
TOTAL	89	82	7

Breakdown of applications for the incentive for research work by university and by result (1st appraisal 2009)

2nd Invitation 2009: Resolution of 24 September 2009 (Official Journal of Galicia of 5 October) approving the public announcement calling for pre-assessment for the assignation of incentive payments in recognition of

teaching work and in recognition of research work. The outcomes are broken down by applicants and results in the table below.

Post/University	CLD APPLICATIONS	CLI APPLICATIONS	TOTAL APPLICATIONS
UDC	48	50	98
USC	15	16	31
UVI	41	41	82
TOTAL	104	107	211

Breakdown of applications by incentive type and by university (2nd appraisal 2009)

Post/University	TOTAL APPLICATIONS	OVERALL RESULTS	
		COMPLY	DO NOT COMPLY
UDC	98	96	2
USC	31	25	6
UVI	82	69	13
TOTAL	211	190	21

Breakdown of applications by university and by result (2nd appraisal 2009)

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Breakdown of applications for the incentive for teaching work, by university and by result (2nd appraisal 2009)

Post/university	CLD APPLICATIONS	CLD RESULTS BREAKDOWN	
		COMPLY	DO NOT COMPLY
UDC	9	7	2
USC	9	9	0
UVI	27	23	4
TOTAL	45	39	6

Breakdown of applications for the allowance for research work, by university and by result (2nd appraisal 2009)

Post/University	CLI APPLICATIONS	CLI RESULTS BREAKDOWN	
		COMPLY	DO NOT COMPLY
UDC	48	47	1
USC	15	12	3
UVI	41	34	7
TOTAL	104	93	11

In short, in these two processes most of the applicants were temporary PhD lecturers, since most of the permanent teaching staff had already been granted these bonuses during the first appraisals. The number of applicants dropped considerably for this reason.

Incentives in recognition of curricular excellence and in recognition of work in administrative posts.

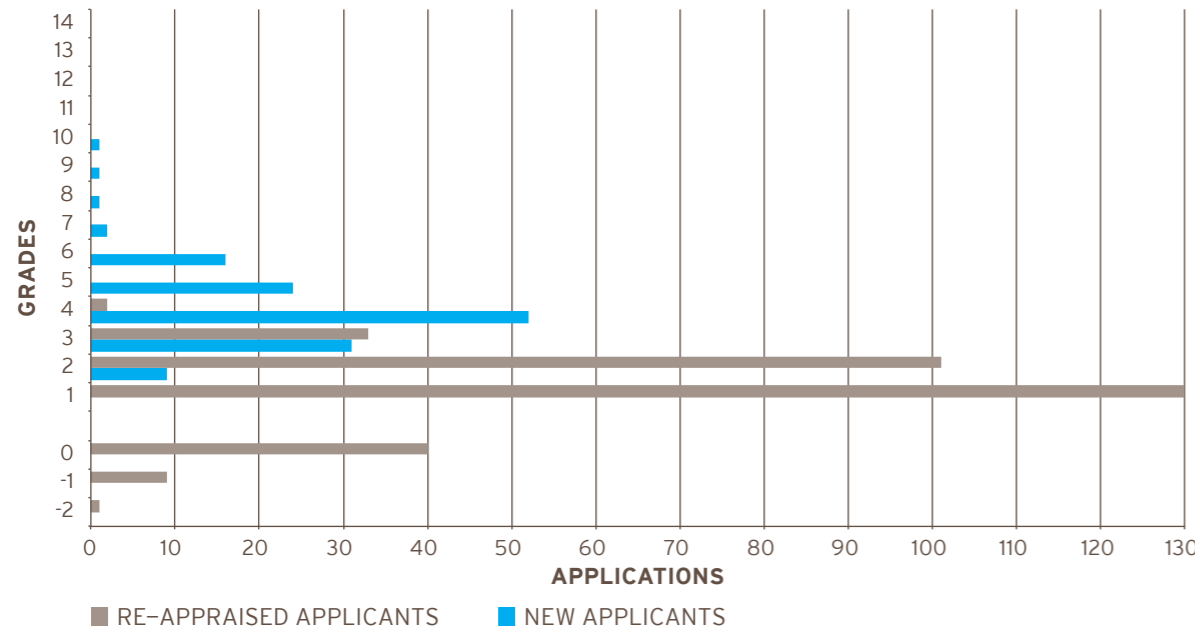
The appraisal prior to granting these payments and the other previously mentioned incentive payments (CLD, CLI), by the regional government is conducted in accordance with the assessment protocol. This assessment protocol was developed, firstly, through the **Order of 16 April 2004 (Official Journal of Galicia of 28 April)** which published the protocol applicable to the payments in recognition of teaching and research work, and secondly through the **Order of 16 October 2006 (Official Journal of Galicia of 26 October)**, which published the assessment protocol developed by the CGIACA, and which refers to the assessment standards and merits prior to granting the

bonuses in recognition of curricular excellence in teaching and research and for work in administrative posts. These assessment protocols are still in force today. Only a few slight changes have been made, such as amendments to a few criteria for assessing merits, or the elimination or substitution of a particular merit.

By 2009, three call for the **bonuses in recognition of curricular excellence** in teaching or research had already been conducted, the first in 2006. This incentive payment is resolved during a single annual process and is published in the Official Journal of Galicia, on our website, and also through a circular to the universities. When the application period is open (30-40 days) users are provided with complete information in a dedicated section on our website and also over the phone and by email.

As in previous years, all permanent and associate teaching staff in the SUG who have proof of one year's service in their post and who are **applying for the first time**, must provide all their five-year and six-year teaching certificates

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009



The above graph distinguishes between the first time applicants and those applying for re-appraisal after 3 years. The negative values (-2 level, -1 level) and level 0 are applicable only to the re-assessed cases, as this would result in a negative result and no allowance for new applicants. The most significant aspects of this analysis are that, overall, the number of applications for re-evaluation this year is more than double that for new applicants. This is due to the reduced number of lecturers who fulfil the criteria to be allowed to apply for the first time. Nevertheless, this figure for re-appraisals is not an overly significant number if we take account of the large number of lecturers who could have presented for re-appraisal and did not do so.

The **allowance for work in administrative posts** is the last of the incentive payments granted by the regional government to be processed in accordance with the **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)**. This allowance differs from the previous ones since while part of acknowledgement of curricular excellence in teaching and research may be consolidated (basic evaluation), the additional score is not. In the case of the allowance for administrative work, all the points obtained may be consolidated, and may increase with each appraisal process, until the applicant obtains (in whole numbers and in decimal points) a maximum of 8 points, 0.5 points being the minimum required (this is the minimum positive result required to be awarded an allowance).

real data provided by the Universities, and secondly the decision is made according to the scale published in the Official Journal of Galicia.

The scale includes the posts considered for the allowance and their corresponding score; in exceptional cases, for posts that do not appear on the scale, the CGIACA shall decide whether to include the post and whether it merits the allowance. The details of the scale are published in the Official Journal of Galicia and are always updated on our website to allow the applicants to be informed at all times of the sine qua non conditions for applying for these incentive payments. It is the CGIACA who reviews and decides on the final results, which are subsequently accepted by the Board of Directors, as has always been the case so far.

The applicants for this allowance are not reviewed by a Panel of Experts, but their positions are verified by using a computer application through which they present

In this 2009 appraisal process, there have been some **changes made to the results parameters** compared with previous years: the results have been broken down

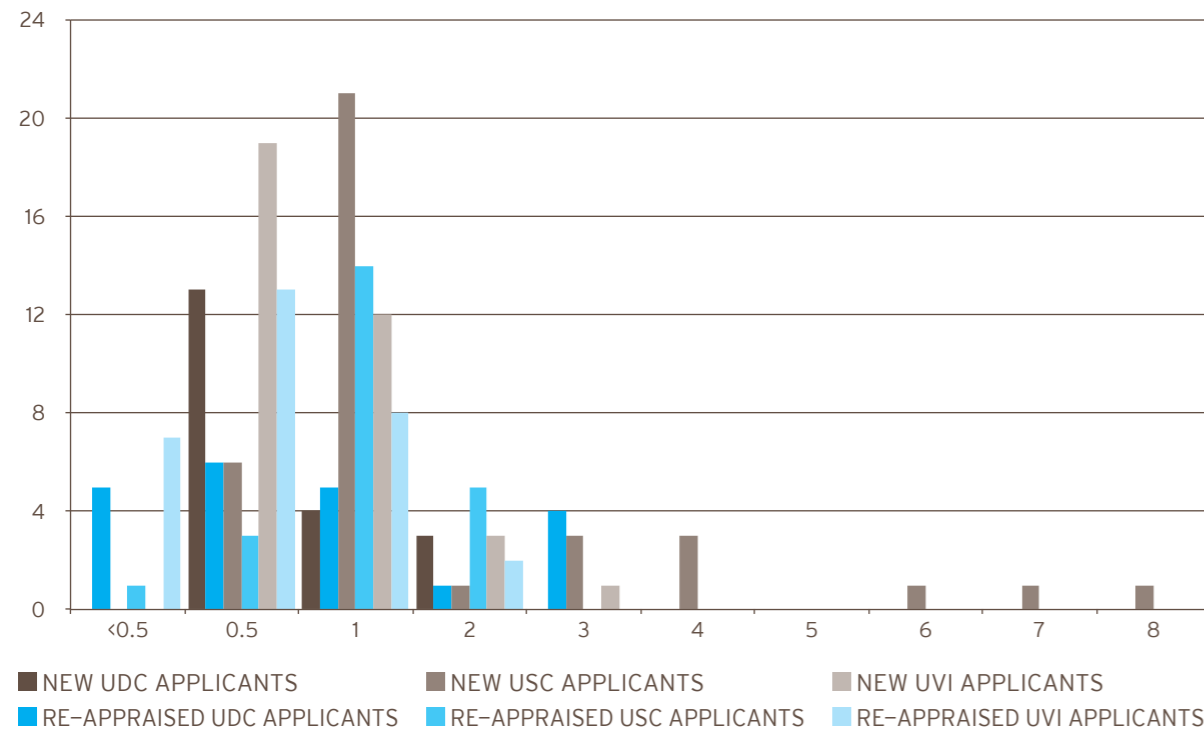
into **new applicants and re-appraisals**. The requirement for applying for this payment states that the applicant must have occupied the post on the dates between the coming into force of the Organic Law 11/1983 of 25 August on Universities reform and the specific date set for each appraisal process. The applicant must also have left or have been re-elected to the post before the stipulated date.

Each time the applicant is able to submit a new post for assessment because they comply with these requirements, they may do so, and the points obtained (provided this is above 0.1 points) shall be added to the previous score; even if the result had been negative in the previous appraisal, it may be positive on this second occasion as a result of adding the two scores together.

The number applications for this incentive payment, with the exception of the first appraisal process (1401 applicants), is not usually very high. This is explained by the nature of the allowance itself which is governed by objective criteria which the applicant is aware of beforehand. This means that generally only those applicants who already comply with the criteria present an application.

UNIVERSITIES	APPLICANT	NEGATIVE RESOLUTIONS	APPROVED RESOLUTIONS	GRADES (2009 APPRAISAL PROCESS)										
				<0.5	≥0.5	≥1	≥2	≥3	≥4	≥5	≥6	≥7	8	
UDC	48	NEW APPLICANT	5	20	-	13	4	3	0	0	0	0	0	0
	RE-APPRAISED APPLICANT	2	21	5	6	5	1	4	0	0	0	0	0	
USC	69	NEW APPLICANT	5	37	-	6	21	1	3	3	0	1	1	1
	RE-APPRAISED APPLICANT	4	23	1	3	14	5	0	0	0	0	0	0	
UVI	72	NEW APPLICANT	7	35	-	19	12	3	1	0	0	0	0	
	RE-APPRAISED APPLICANT	0	30	7	13	8	2	0	0	0	0	0	0	
Total	189	NEW APPLICANT	17	92	-	38	37	7	4	3	0	1	1	1
	RE-APPRAISED APPLICANT	6	74	13	22	27	8	4	0	0	0	0	0	

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009



The graph above shows the new situation of this latest appraisal process: scores below 0.5 for the applications from the three SUG universities which have been re-assessed. The most significant aspects are that most of the lecturers (both new applicants and re-appraisals) obtained a grade of 0.5 to 1 while the number achieving over 4 has fallen. This is because the number of points per post per year does not exceed 1 in proportion to the period accounted for; therefore it is difficult to achieve higher results than those shown.

Teaching staff appraisal at the University of Oviedo.

In 2009, a partnership agreement was signed with the University of Oviedo in order to assess the individual merits of the temporary and permanent research staff of this university.

ACSUG provided the University of Oviedo with a telematic application used to assess the applicants' research grade over a period of 3 months following the end of application period. ACSUG issued a technical report for each applicant, with a score of 0 to 10 in the areas which were submitted for assessment.

The table below shows the results of the process:

	Number	Percentage
Applicants	38	
Grades requested	46	
Positive grades	32	69.56%
Negative grades	14	30.44%
Appeals	4	10.52%

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Assessment of the teaching and research staff at the University of Vigo (UVI).

In compliance with the Teaching Staff Regulations, the UVI has a special teaching and research staff promotion programme: an annual assessment process that determines how many permanent teaching staff places will be appointed to each department, taking account of their teaching, research and management merits.

ACSUG and the UVI signed a partnership agreement by which ACSUG evaluated the curriculums of the teaching and research staff participating in the annual special promotion programme. In the 2009 programme, ACSUG evaluated 53 applicants from the programme.

In order to carry out this assessment at ACSUG, six Branch Assessment Committees and one ANECA-ACSUG Mixed Committee were set up. Each branch committee is composed of academics (one of which assumes the role of chair), professional people and students, selected according to the criteria established in the procedures. These were developed by ANECA for the selection and appointment of assessment committees who verify official university qualifications of the VERIFICA Programme. On each committee a technician from the ACSUG Programmes Unit acts as secretary. The ANECA-ACSUG Mixed Committee is chaired by the Director of ACSUG, and one or several representatives from ANECA, the chairs and secretaries from the various Branch Assessment Committees and a legal advisor also take part.

PROGRAMMES UNIT

The VERIFICA Programme for evaluating graduate and masters qualifications.

On 27th February 2009 ACSUG signed a partnership agreement with ANECA to develop the VERIFICA Programme in the Autonomous Region of Galicia. In its second clause it sets out that "ACSUG shall develop the proposals for the assessment reports for the Graduate and Masters qualifications referred to in article 25 of the Royal Decree 1393/2007, of 29 October".

Consequently, ACSUG began to develop an assessment procedure for the officially recognised graduate and master's study plans presented by the SUG universities, in accordance with the Assessment Protocol for Verifying Officially Recognised Qualifications created by ANECA. The qualifications ACSUG evaluated in 2009 were those for which ANECA had not yet began the verification process.

The composition of each of the Branch Assessment Committees is:

- Arts and Humanities: 4 academics, 1 professional, 2 students and 1 secretary.
- Sciences: 3 academics, 1 professional, 2 students and 1 secretary.
- Health Sciences: 2 academics, 1 professional, 1 student and 1 secretary.
- Social and Legal Sciences I (Economics, Law, Social sciences, etc.): 6 academics, 2 professionals, 2 students and 1 secretary.
- Social and Legal Sciences II (Education, Psychology, etc.): 4 academics, 1 professional, 2 students and 2 secretaries.
- Engineering and Architecture: 4 academics, 1 professional, 2 students and 1 secretary.

A total of 23 academics, 7 professional people, 11 students and 4 ACSUG technicians (acting as secretaries on one or several committees), are involved on the committees. The committee members attended a training day on 12th March 2009.

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

ACSUG created Rules of Operation for the Branch Committees in order to reflect the operating framework of the branch committees responsible for assessing the various graduate and masters qualification proposals.

ASSESSMENT PROCESS AT ACSUG

The various stages of the assessment process developed at ACSUG are governed by the provisions of the Royal Decree 1393/2007 and the agreement signed with ANECA. The stages are as follows:

- 1st. - Presentation of the Report for each qualification by the Universities to the Education Department and the Council of Universities
- 2nd. - Verification that the report meets the requirements set out in the Council of Universities regulations
- 3rd. - ANECA assigns the Reports to the Branch Assessment Committees at ACSUG
- 4th. - Reports are individually assessed by the assessors
- 5th. - Consensus meeting between the Branch Committees at ACSUG and proposal of provisional reports
- 6th. - Approval of the Provisional Reports by the Mixed Committee and dispatch to the Universities
- 7th. - Presentation of appeals against the provisional report by the universities
- 8th. - Review of appeals by the Branch Assessment Committees at ACSUG and drafting of Final Report
- 9th. - Approval of Final Reports by the Report Issuing Committee, the reports are sent to ANECA who, in turn, sends them to the Council of Universities
- 10th. - Informing the coordinators who presented each qualification of the Final Reports.

QUALIFICATIONS ASSESSED BY ACSUG IN 2009

The graduate and masters qualifications assessed by ACSUG in 2009 before verification by the Council of Universities were as follows:

Academic Field	Graduate	Master	Total
Arts and Humanities	8	9	17
Sciences	4	6	10
Health Sciences	7	7	14
Social and Legal Sciences I	18	11	29
Social and Legal Sciences II	10	8	18
Engineering and Architecture	4	9	13
TOTAL	51	50	101

Number of qualifications presented in 2009 by Subject Branch

University	N) graduate qualifications	N) Masters qualifications	Total
UDC	18	5	23
USC	18	42	60
UVI	15	3	18
TOTAL	51	50	101

Number of qualifications presented in 2009 by university

Of the 101 qualifications presented to ACSUG in 2009, 6 qualifications from the USC and 1 from the UVI obtained an unfavourable report.

Once the verification process had concluded and before authorising the introduction of the approved qualifications, the Education and University Organisation Department asked ACSUG to draft a report on the general guidelines for the introduction of the qualifications obtaining a favourable verification report, as well as a feasibility plan for those qualifications for which the average number of new students over the last three years was below 25.

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Internal Quality Assurance Systems (FIDES-AUDIT Programme).

On 27th July 2009 the second call for applications was opened to the FIDES-AUDIT Programme, targeted at the SUG centres with the following characteristics:

- Those who had presented their application form in the first invitation but did not submit an assessment model.

- Those who obtained a negative evaluation in the previous process.
- Those who are presenting their application to participate in the FIDES-AUDIT Programme for the first time.

The centres participating in the 2nd invitation to assess their Internal Quality Assurance Systems (SGIC) models are listed in the table below.

CENTRES WHO APPLIED TO PARTICIPATE IN THE SECOND ASSESSMENT PROCESS FIDES-AUDIT PROGRAMME		
UNIVERSITY	CENTRES	TOTAL CENTRES
UDC	S. of Navigation and Machinery (A Coruña)	3
	F. of Humanities (Ferrol)	
	S. of Roads, Canals and Ports (A Coruña)	
USC	F. of Biology (Santiago)	12
	F. of Communication Sciences (Santiago)	
	F. of Political and Social Sciences (Santiago)	
	F. of Pharmacy (Santiago)	
	F. of Languages (Santiago)	
	F. of Mathematics (Santiago)	
	F. of Psychology (Santiago)	
	F. of Chemistry (Santiago)	
	S. of Engineering (Santiago)	
	U. of Nursing Studies (Santiago)	
	U. of Nursing Studies (Lugo)	
	U. of Labour Relations (Lugo)	
UVI	F. of Education Sciences (Ourense)	11
	S. of Computer Engineering (Ourense)	
	F. of History (Ourense)	
	F. of Law (Ourense)	
	F. of Legal and Employment Sciences (Vigo)	
	F. of Chemistry (Vigo)	
	F. of Ocean Sciences (Vigo)	
	F. of Languages and Translation (Vigo)	
	U. of Business Studies (Vigo)	
U. of Industrial Technical Engineering (Vigo)		
U. of Physiotherapy (Pontevedra)		

Two evaluation panels were set up to conduct the assessments, according to the criteria previously established and published on our website.

The panels consisted of academic and professional members, as well as technical staff from ACSUG who acted as secretaries.

COMISIÓN 1	COMISIÓN 2
Chair: Jesús Félez Mindán (UPM)	Chair: Rafael Suau Suárez (UMA)
Academic Representative: Paloma Sobrado Calvo (UMU)	Academic Representative: Fuensanta Hernández Pina (UMU)
Academic Representative: Juan Carlos Zubieta Irún (UNICAN)	Academic Representative: Juan José Cubero Marín (UNIZAR)
Business representative: Mónica Rodríguez Gavín (Externaliza)	Business representative: Marta González Moldes (Trillium Consultores)
Secretary: María Dolores Castro Pais (ACSUG)	Secretary: María Paula Ríos de Deus (ACSUG)

Composition of the
SGIC evaluation panels

Following the assessment process, all the SGIC which applied this year obtained a positive evaluation.

On 16th September 2009, ACSUG, AQU Catalunya, ANECA and CRUE awarded the AUDIT certificates to the SGIC that were presented in the first invitation whose model was considered to be well defined, consistent with the programme's guidelines and backed by an organisational structure with the ability to implement them, and to ensure compliance with the quality commitments undertaken by each of the universities. At the occasion, attended by numerous academic and agency representatives, a total of 117 centres from 49 Spanish universities received the AUDIT certificate.

At the start of 2010 the SGIC final reports will be made official and presented during this year's invitation to assessment, following the CGIACA meeting where the assessment committee's evaluations are ratified.

The third call for assessment for the SGIC models is expected to be published in January 2010.

Development of the DOCENTIA Programme for supporting the Teaching Performance Assessment by the University Teaching Staff

In 2007 the Spanish Regional Governments' Evaluation Agencies and ANECA set up the first Programme to Support the Assessment of the Teaching Activities of University Teaching Staff (DOCENTIA). Its purpose is to meet the demands of the universities and the needs of the education system for mechanisms for managing the quality of the tuition provided by the university teaching staff and for enhancing its development and recognition.

All three Galician universities are taking part in the DOCENTIA Programme, demonstrating once again the commitment of our institutions to refining processes for evaluating the quality of the teaching staff.

In 2009, once the models presented by the Galician universities had been positively appraised, **the experimental implementation and monitoring phase**

commenced. This phase will last a minimum of two years and will culminate with the designs obtaining certification. In order to make the process easier, ACSUG has designed a computer programme for the universities enabling them to implement the assessment procedures that have been verified.

At the same time, in October, the DOCENTIA Committee (body in charge of monitoring and coordinating the Programme in which representatives from all the regional agencies take part, and chaired by ANECA) approved the Guide for evaluating the introduction of the assessment models. It contains the steps to be followed and all the elements which need to be taken account of when assessing the implementation of the models which gained a favourable report in the DOCENTIA Programme.

Labour Market Insertion.

The labour market insertion surveys arose out of the public's interest in following up what happens to the students after they have earned their degree. Its purpose is to evaluate the influence of a university education on employment prospects, and to allow universities to make the most of this information to adjust their educational offer to the needs of the labour market.

In 2009, we continued with the project of following up on the employment situation of SUG graduates, looking at it from two aspects. On the one hand, the results of the fourth survey: "Survey on labour market insertion of the graduates from the SUG 2005-2006" were presented, which shows the results by branch of study and for the SUG as a whole. After the publication was presented, the reports for each of the qualifications taught in the universities were then distributed. These included the results by qualification, within the Galician University System, by Branch within which the qualification falls and for the SUG overall. On the other hand, we have conducted field research to prepare a draft report of the fifth survey relating to the graduates from the 2006-2007 academic year.

The aims of the surveys are the same as those of previous years, which include the graduates' views on education and on the universities, the details of their job search procedures, and the employment market situation for SUG graduates, as well as their working conditions.

Technical data relating to the surveys on graduate labour market insertion 2006-2007:

Population: SUG graduates from 2006-2007 academic year.

Population and sample of SUG graduates from the 2006-2007 academic year by subject branch

Branch/University	Population			Sample		
	UDC	USC	UVI	UDC	USC	UVI
Arts and Humanities	117	316	247	64	212	137
Sciences	105	369	220	51	214	139
Health Sciences	201	711	263	90	303	127
Social and Legal Sciences	1221	1698	1357	539	895	810
Engineering and Architecture	995	419	450	448	280	260
Total by University	2639	3513	2537	1192	1904	1473
TOTAL		8689			4569	

ACTIVITIES AND PROGRAMMES
IMPLEMENTED IN 2009

Geographic scope: The surveys do not correspond to any particular geographic area since the SUG graduates do not necessarily need to reside in Galicia.

Sample/reporting unit: These are the same; each of the Galician University System graduates for the years analysed. The graduates were accessed by means of lists provided by each university.

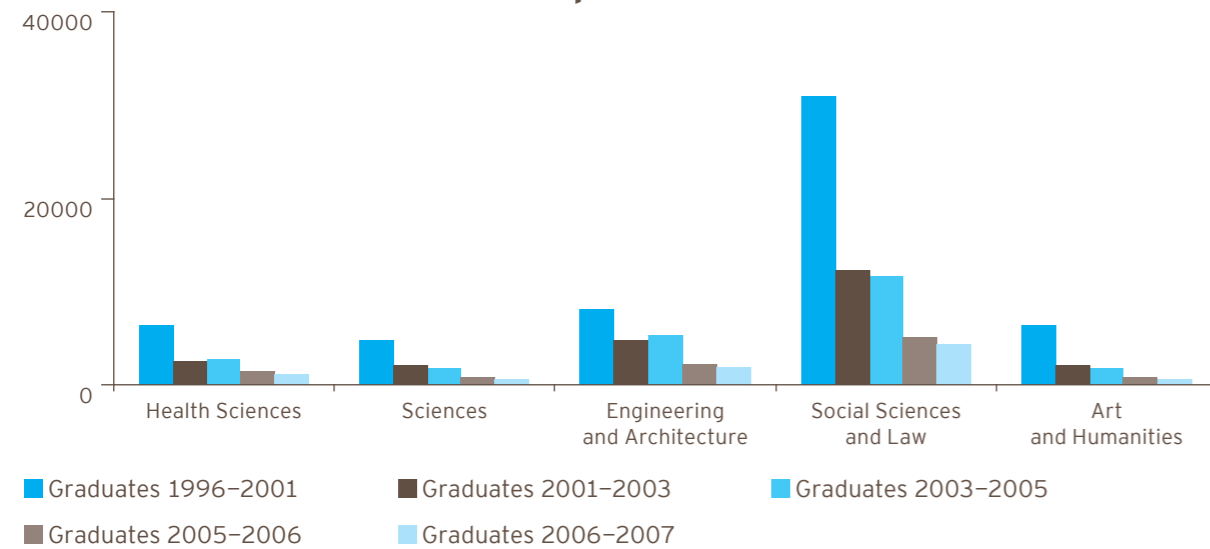
Sample Design: A stratified sample was taken which produced a sample by qualification and campus. The size was calculated to estimate the proportion parameters for the population with a maximum absolute error of 10% for each qualification and campus.

Data Collection: Telephone interviews. The interviews were conducted by CALLCENTER, Centro de Atención de Llamadas, S.A. from 25th May to 16th June 2009.

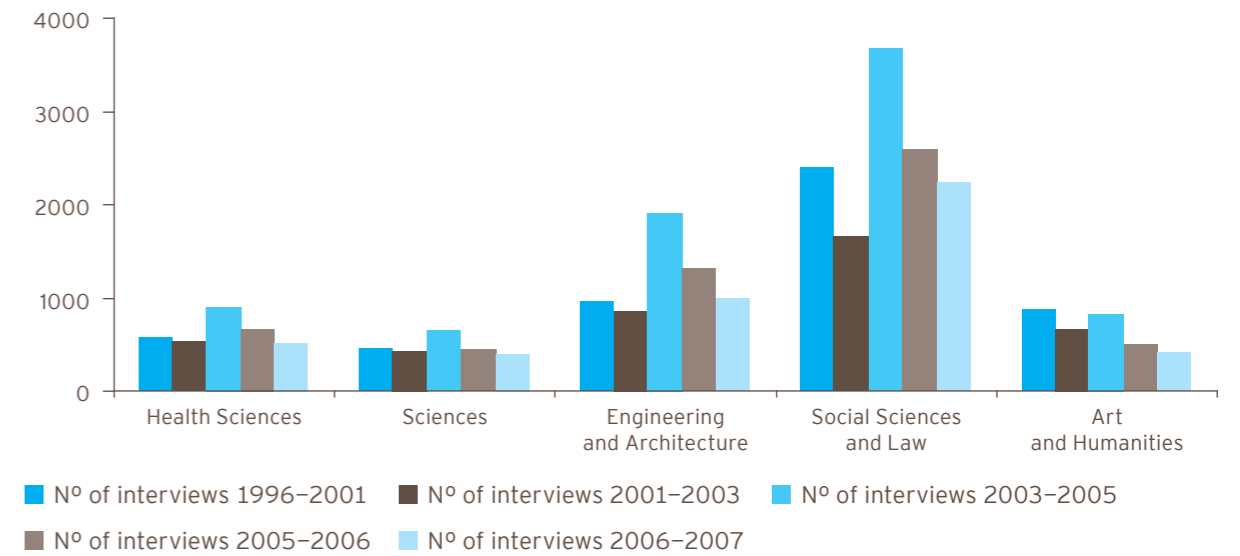
Comparison of labour market insertion surveys:

Evolution of the labour market insertion in the surveys for the population, the sample and the percentage of graduates surveyed by subject branch:

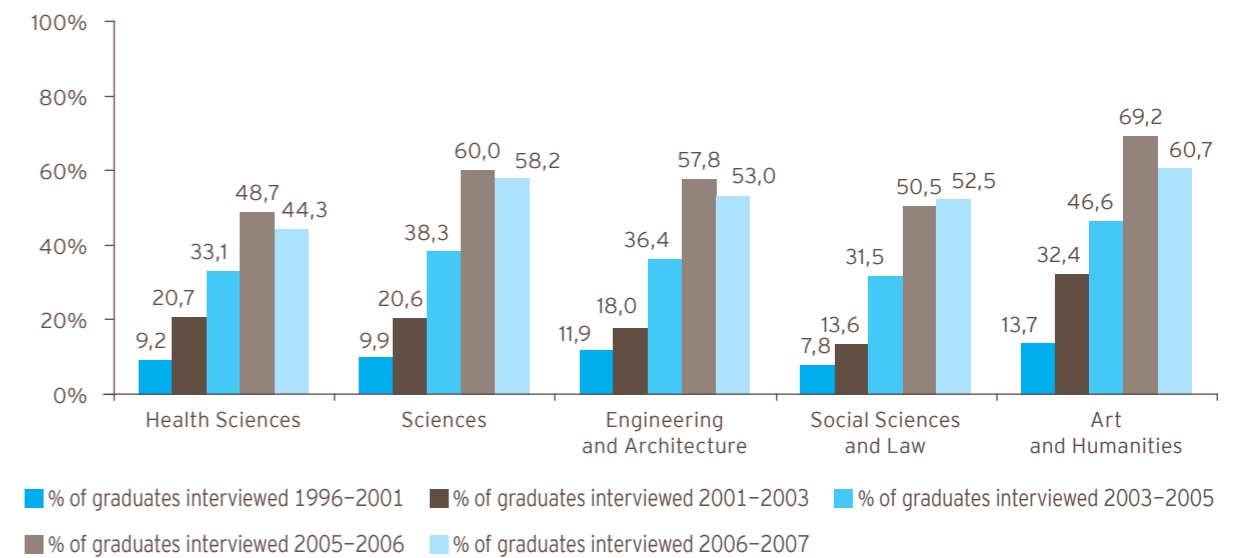
Population



Number of interviews completed in the respective labour market integration surveys



% of graduates interviewed



Other labour market insertion surveys conducted:

Throughout 2009 the surveys on the labour market situation for computer engineering in Galicia were analysed, and work has begun on the corresponding report.

This project arose out of our collaboration with the "Professional College of Computer Engineering of Galicia (CPEIG)" and the "Professional College of Technical and Computer Engineering of Galicia (CPETIG)" coordinated by the Foundation for the Promotion of Industrial Quality and Technological Development of Galicia.

The primary objective of this study is to find out the current employment situation of technical and computer engineers from the SUG, and to provide relevant information which will be of use to all the stakeholders involved: universities, business people in the sector, computer colleges and associations, businesses and society in general. The report on the results is expected to be presented during 2010.

ACSUG cooperates in the search and classification of documents about the employment market through the University Observatory for Labour Market Insertion. (<http://www.insercionlaboral.net>).

Report on the status of the external quality assessment of Spanish universities.

In July 2009 the "Report on the status of the external quality assessment in Spanish universities 2008" was presented in Madrid to the university agencies. The

report, drafted jointly by all the university quality assurance agencies and coordinated by ANECA, is the third in a series of annual reports whose aim is to provide information to government authorities and to society in general about the status of quality assurance in Spanish universities, and to comply with its commitment to accountability.

The report is divided into three parts: assessment of officially recognised education, evaluation of teaching and research staff, and the status of the implementation of quality assurance systems (FIDES-AUDIT), and methods for evaluating tuition (DOCENTIA).

Since September the agencies involved in the project have been working on the 2009 report, which has a similar structure to the previous ones.

Research related activities

Since 2006 ACSUG has been holding, on behalf of the General Secretariat for Universities, within the Sub-directorate for Scientific and Technological Promotion of the SUG, the call to the programme for the consolidation of research units.

There are three types of assistance: strategic groups, networks and emerging groups. There is also a call to assessment for the consolidation extensions.

In these processes, ACSUG makes the travel arrangements and provides living expenses for the expert panels (external to SUG), and sets up and maintains a computer application to allow the assessors to work remotely on the cases. The consensus meetings are held at the ACSUG offices.

In 2009 the following call for applications took place:

Assessment process	Number of cases assessed
Assessment of Consolidation Of Research Units 2009	75
Monitoring of Consolidation Of Research Units 2007	24
Invitation for conference assistance	122

In 2009 ACSUG was also in charge of collecting, processing and up-dating the data which feeds the **University Observatory of Science and Technology of Galicia (OCTUGA)** (www.octuga.es) as well as maintaining and up-dating the application itself.

Assessment of the University of Oviedo's own qualifications.

In 2008 a Partnership agreement was signed with the University of Oviedo for ACSUG to assess the University of Oviedo's own Postgraduate Qualifications.

As a result of this agreement, in the 2009 process ACSUG assessed five Own Expert Qualifications and three Own Specialist Qualifications, and issued the corresponding reports.



In 2009 ACSUG issued the following publications:

Assessment of Qualifications



Title: **Evaluación de las Propuestas de Títulos Oficiales de Postgrado 2005-2008**
[Evaluation of the Proposals for Recognised Post-graduate Qualifications 2005-2008]
Pages: **71**
Year: **2009**
Legal Deposit: C 491-2009
ISBN: **978-84-691-5202-7**

Labour Market Insertion



Title: **Estudio de la inserción laboral de los titulados en el Sistema Universitario de Galicia 2005-2006** [Study of Labour Market Insertion of Graduates from the Galician University System 2005-2006]
Pages: **148**
Year: **2009**
Legal Deposit: C 2515-2009
ISBN: **978-84-613-0781-4**
A book publication including a CD in Galician, Spanish and English

Agreements and partnerships



Since 2009 ACSUG has participated in the **European Union Tempus project in relation to the Central Asian Quality Assurance and Accreditation Network (CANQA)**. Representatives from Tajikistan, Kazajistan, and Kirgizstan are involved in this project which has three-year duration (2009-2011).

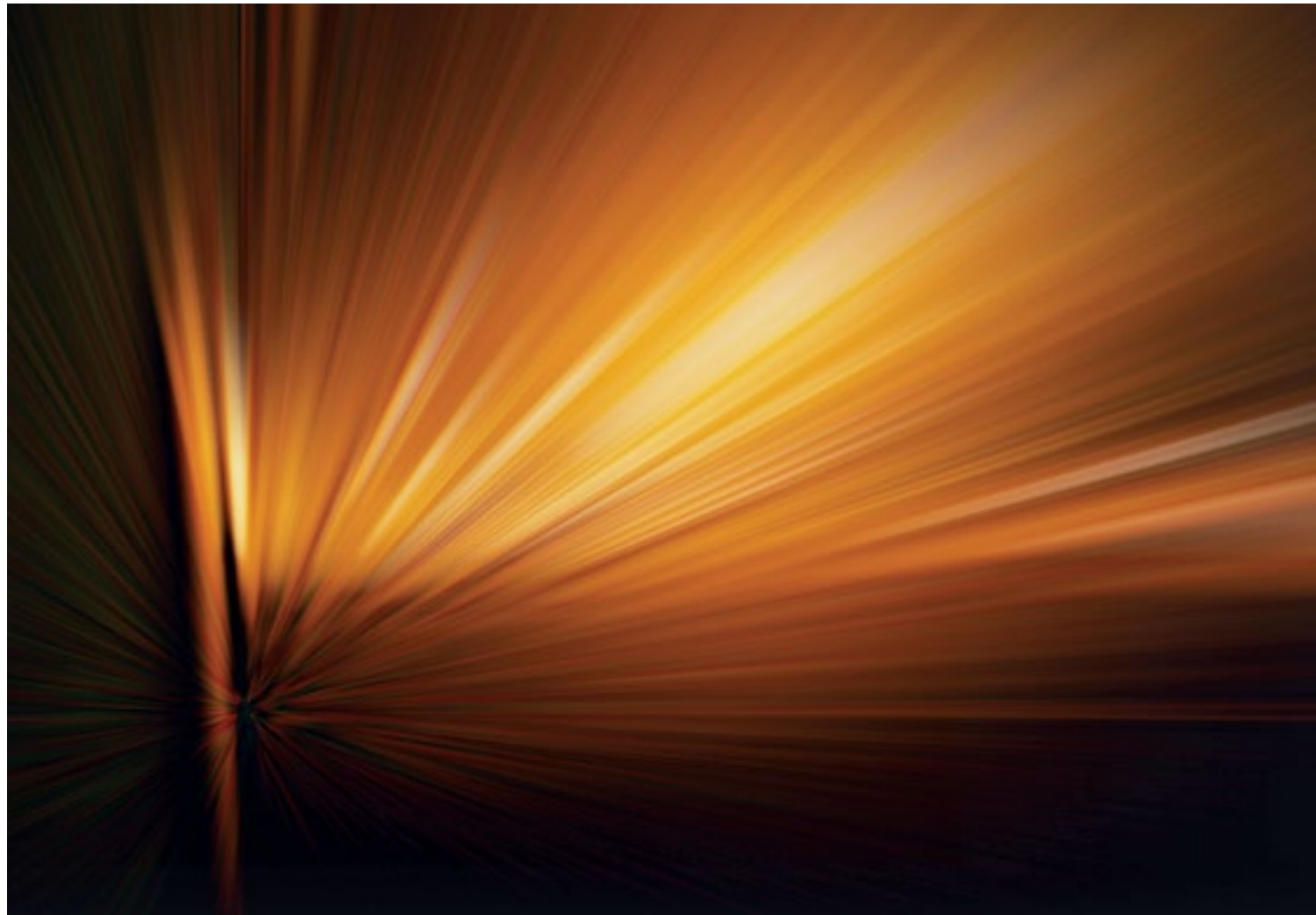
In relation to this project, over the week 29th June to 3rd July 2009, 15 representatives from the above mentioned countries attended a training workshop at ACSUG head office. At the workshop, organised with the collaboration of the University of Santiago de Compostela, several topics were covered: the European standards and guidelines for higher education; procedures and systems for internal and external quality assurance; the main activities carried out by ACSUG were explained.

Also in relation to this matter, ACSUG participated in the international conference "Modernization of Internal and External Quality Assurance Systems in Higher Education in Central Asia" from 14th to 16th December 2009 in Dushanbe (Tajikistan). Several training sessions took place at the conference, the project was followed up and the actions to be performed in 2010 were planned.

In addition to the above project, in 2009 ACSUG continued to collaborate with other bodies and signed 7 partnership agreements.

AGREEMENTS AND PARTNERSHIPS

AGREEMENT	CONTENTS	DATE SIGNED
University of Oviedo-ACSUG agreement for teaching staff appraisal	A partnership agreement between the University of Oviedo and ACSUG in order to assess the individual merits of the temporary and permanent research staff of this university.	10/02/2009
ANECA-ACSUG Qualifications Agreement	A partnership agreement between ANECA and ACSUG to evaluate the recognised university qualifications.	27/02/2009
Specific collaboration agreement between USC and ACSUG for SUG labour market insertion surveys (Period 2006-2007)	A collaboration agreement between the University of Santiago de Compostela and ACSUG specifically to conduct a survey of the labour market insertion of 2006-2007 graduates. The method was adapted to the Galician Statistics Programme 2007-2011.	31/03/2009
Partnership agreement between ACSUG and University of Oviedo for ACSUG to assess University of Oviedo's own Postgraduate Qualifications	Partnership agreement between ACSUG and the University of Oviedo for ACSUG to assess University of Oviedo's own Postgraduate Qualifications.	14/04/2009
Collaboration agreement between ACSUG and USC for draws	Collaboration agreement between ACSUG and USC to organise the appointment by draw of the members of the selection committees for the teaching staff of the university teaching bodies, in accordance with the Royal Decree 1312/2007 of 5 October.	29/05/2009
Agreement for the provision of data by CNEAI to ACSUG	A partnership agreement between ACSUG and the National Committee for the Assessment of Research Activity (CNEAI) whereby assessment of research activity by the CNEAI is acknowledged by ACSUG and for the provision of active assistance with information related to the exercise of its competences.	02/11/2009
Appendix I to the cooperation agreement between ACSUG and UDC for the development of the Docentia Programme	Development of the DOCENTIA Programme for supporting the evaluation of the tuition of the teaching staff of the University of A Coruña.	23/11/2009



Workshops organised by the ACSUG.

DATE	ACTIVITY	PLACE
06/04/09	Meeting with SUG students	Faculty of Mathematics USC
12/03/09	Training workshop for ACSUG technicians about the VERIFICA programme	ACSUG
03/04/09	Training workshop for the VERIFICA Programme assessors	ACSUG
15/04/09	Awarding of ISO 9001 and ISO 14001 certificate to ACSUG by AENOR	ACSUG
14/05/09	Training workshop on the DOCENTIA Programme for UDC	ACSUG
18-19/05/09	Visit by the ENQA External Panel to ACSUG	ACSUG
From 29/06/09 to 03/07/09	Training days for the participants in the Tempus project in relation to the Central Asian Quality Assurance Network (CANQA)	ACSUG-USC
11/11/09	Training workshop on ergonomics for ACSUG staff	ACSUG
02/12/09	FIDES-AUDIT programme meeting with the agencies participating in the programme	ACSUG

Participation in workshops, courses, seminars... in the Autonomous Region of Galicia

DATE	ACTIVITY	PARTICIPATION	PLACE
From 12/02/09 to 14/02/09	ORIENTA FORUM 2009	Paper on labour market insertion by the Director of ACSUG	Expocoruña (A Coruña)
04/03/09	Employment guidance workshops	Paper: "Finding work" Presented by the Director of ACSUG	Lugo
06/03/09	Course on exchanging experiences in the context of adapting to EHEA	Attendance by the Director of ACSUG	Ourense
17/04/09	Seminars on guidance on the new graduate and post-graduate qualifications	Attendance by the Director of ACSUG	University of Santiago
24/04/09	IV Training, Education, Gender Equality Workshops	Paper on labour market insertion by an ACSUG technician	Faculty of Education Sciences USC
22/06/09 23/06/09	Personal competences and labour market	Paper on labour market insertion by an ACSUG technician	University of Vigo
25/06/09 26/06/09	Workshops on technical standards	Attendance by ACSUG technicians	Santiago
15/10/09	Meeting about the design of new qualifications and monitoring and evaluation of the results	Attendance by programme technicians and the Director of ACSUG	Faculty of Political Sciences USC
From 12/11/09 to 14/11/09	IX Conference on Statistics and Operative Research	Attendance by ACSUG technician	Ourense
17/11/09	Workshops for UVI teaching staff	Presentation of several papers by ACSUG technicians	University of Vigo
From 24/11/09 to 26/11/09	III Forum on employment at the USC	- Presentation of a paper on labour market insertion by an ACSUG technician - Participation with a stand providing ACSUG information	University of Santiago

Participation in workshops, courses, seminars... outside the Autonomous Region of Galicia.

DATE	ACTIVITY	PARTICIPATION	PLACE
01/04/09	Training workshop for VERIFICA assessors	Attendance by programme technicians and the Director of ACSUG	ANECA (Madrid)
04/05/09	Workshop on the labour market and syllabuses	Paper by the Director of ACSUG: "Surveys of the insertion of graduates into the labour market and selection of competences for the design of new qualifications."	ANECA (Madrid)
15/06/09 16/06/09	Annual Meeting of the Internal Quality Assurance (IQA) Group of ENQA	Attendance and participation by an ACSUG technician	The Hague (Netherlands)
From 06/07/09 to 08/07/09	Seminars at the Menéndez Pelayo International University (UIMP)	Attendance by technicians and the Director of ACSUG	Santander
21/07/09	Meeting on EFQM and the AUDIT programme	Attendance by programme technicians from ACSUG	Almería
09/09/09	Training workshop on the VERIFICA software	Attendance by programme technicians and the Director of ACSUG	ANECA (Madrid)
16/09/09	Awarding of the FIDES-AUDIT certificates	Attendance by programme technicians and the Director of ACSUG	ANECA (Madrid)
22/09/09	Workshops at the University of Murcia	Attendance by the Director of ACSUG	Murcia
From 24/09/09 to 26/09/09	Development of Competencies of Work and Education (DECOWE) conference	Attendance by ACSUG technicians and presentation of a paper on labour market insertion	Slovenia
28/09/09 29/09/09	Sixth ENQA General Meeting	Attendance by technician and the Director of ACSUG	Barcelona
22/10/09 23/10/09	Almagro Forum	Attendance by technicians and the Director of ACSUG	Almagro (Ciudad Real)
From 19/11/09 to 21/11/09	4th European Quality Assurance Forum (EQAF)	Attendance by technicians and the Director of ACSUG. Presentation of a paper on internal management systems	Copenhagen (Denmark)
From 14/12/09 to 16/12/09	Training workshops: "Modernization of the internal and external quality assurance system of higher education" (CANQA Tempus Project)	Attendance and presentation of a paper by an ACSUG technician	Tajikistan

Income and expenses of the year



ACSUG's financial resources proceed mainly from contributions from the other bodies in the consortium. A proportion of this funding is reflected in the budget of the Autonomous Community of Galicia while the rest corresponds to co-operation agreements for the exercise of the various activities assigned to the ACSUG.

The annual accounts and the budget settlement are submitted for audit on an annual basis. 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 for Galicia.

Below the table shows the income and expenses of the 2009 financial year:

Income of the financial year	Amounts
Fees, public prices and other income	24.626,36
Current transfers	821.000,00
Real state income	3.969,31
Retained earning from cash flow	310.508,21
TOTAL AMOUNT	1.160.103,88

Expenses of the financial year	Amounts
Personnel costs	561.000,18
Current expenses on goods and services	489.443,10
Total investments	109.660,60
TOTAL AMOUNT	1.160.103,88

