

Substantive Change Report
by **Fundación para el Conocimiento madrimasd (fmid)**

Register Committee

Ref. RC/C10

Ver. 1.0

Date 20/05/2016

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Decision of:	20 May 2016
Report received on:	02/03/2016
Agency registered since:	05/12/2015
Last external review report:	February 2014
Registered until:	28/02/2019
Absented themselves from decision-making:	
Attachments:	<ol style="list-style-type: none"> 1. Substantive Change Report 2. Royal Decree (updated March 2014)

The Register Committee considered the Substantive Change Report of 2 March 2016.

The Register Committee took note of the changes introduced in fmid's statutes that have allowed for a broader representation of stakeholders in the governance of the agency, and therefore reduced the majority of government appointees.

The Committee formed the view that these changes are likely to strengthen the independence of fmid from the government, while at the same time they increase the influence of the university sector, both public and private.

The Committee further took note of the implementation of the agency's own ex-ante verification procedure that were modelled after ANECA's VERIFICA procedure. The Register Committee underlined that the next external review of fmid should address how the ex-ante procedure taken over from ANECA was covered against the ESG 2015.

The Register Committee further reminded fmid to submit a substantive change report once the recognition of decisions from other 'international sectorial accreditation agencies' as replacement for its own accreditation procedure is finalised (see fmid's Approval Decision of June 5, 2015).

Subject: Substantive Change Report: Fundación Madrimasd
From: "calidad@madrimasd.org" <form_engine@fs22.formsite.com>
Date: 3/2/2016 5:22 PM
To: substantive-changes@eqar.eu

Reference #	9266863
Status	Complete
Login Username	
Login Email	
Agency #1 *	Fundación Madrimasd
Expiry date #1 *	04/03/2016
Contact #1 *	Raúl de Andrés
Phone #1 *	917816570
Email #1 *	calidad@madrimasd.org
Other organisations? *	No
A. Has the organisational identity of the registered agency changed? *	No
B. Has the organisational structure changed? *	Yes
Description *	<p>Fundación para el Conocimiento madrimasd has updated its articles of association in order to better fulfil the independence requirements established in the ESG, and provide an appropriate and satisfactory reply to ENQA membership requirements.</p> <p>The evaluation report coordinated by ENQA in 2014 (see attached documents), that led to the admission in ENQA and the registration in EQAR highlights that:</p> <p>The Foundation might reconsider the appointment procedure of the Board of Trustees in order to achieve greater formal independence from the Regional Government.</p> <p>The articles of association in force in March 2015, stated that the composition of the Board of Trustees was:</p>

The Regional Minister for Higher Education.

- A representative from the Regional Ministry with legal competences in Higher Education, appointed by the Regional Minister.
- A representative from the Regional Ministry with legal competences in innovation, appointed by the Regional Minister in charge.
- A representative designated by the Madrid Confederation of Employers and Industries (CEIM), according to their charter.
- Up to two representatives from the Universities of Madrid, nominated by the Madrid Higher Education Council, and appointed by the Regional Minister for Higher Education.
- Up to three experts of proven experience in the areas related to the Foundation's aims, designated by the Regional Minister for Higher Education.
- Up to four additional persons of recognised prestige in the areas related to the goals of fmid.

Even the experts Review Report acknowledged that it the role of the Regional Minister in the appointment of other Trustees was a formal step, it recommended to make the necessary arrangements in order to guarantee independence over in the long term.

The admission letter sent by the Board of ENQA, of 18th of March 2015 required a follow-up report within two years of the decision, based on the recommendations of the report.

The current articles of association were approved on 2th November 2015 (see attached articles of association - Spanish). In the article 16, Composition and appointment, it is stated the composition of the Board of Trustees.

1. The Board shall consist of the following ex officio Trustees:

- The head of the ministry responsible for universities of the Madrid Region Government.
 - The head of the Directorate General for Universities and Research the Madrid Region Government.
 - The holder of the relevant Sub-Directorate General for Universities of the Madrid Region Government.
 - The head of the competent Sub-Directorate General in Research of the Madrid Region Government.
 - A representative of the Ministry responsible for innovation of the Madrid Region Government designated by the head of the Ministry.
- In case of disappearance or change of the name or the organizational structure, head of higher departments or head of equivalent bodies having jurisdiction in the respective subjects will assume the corresponding roles.

2. The Board will also consist of the following Trustees:

- Four Rectors of public universities based in the Region of Madrid appointed by the Conference of Rectors of Public Universities in Madrid (CRUMA).
- Two representatives of the private universities based in the Region of

Madrid, appointed by the representatives of all the private universities in Madrid

- One member appointed by the Business Confederation of Madrid-CEOE (CEIM), according to its internal rules.
- The Director of one of the IMDEA Foundations, appointed by the directors of the foundations IMDEA.
- A student, appointed by the Student Council of the Community of Madrid.
- A representative of the Social Councils, appointed from among its members by the Conference of the Social Councils of the Community of Madrid
- A trade union representative, part of the teaching and research (PDI) staff of the public universities of Madrid, appointed by the most representative trade union among the PDI of the Madrid's public universities.
- A representative of the Superior Council for Scientific Research, appointed by this body.

3. In addition to the Trustees mentioned in the preceding two paragraphs, a maximum of three Trustees, experts in university matters, may be appointed by the Board. Expert Trustees should come from other than Autonomous Regions than Madrid.

The conditions for incorporation of expert employers shall be established by the Board.

C.i. Are there new types of activities? *	Yes
C.ii. Are there changes in existing activities? *	No
C.iii. Have some or all existing activities been discontinued? *	No
Description new/changed *	<p>i</p> <p>Fundación para el Conocimiento madri+d is, fmid, implementing, during year 2016, an ex-ante Verification procedure for official programmes in Higher Education in the Region of Madrid.</p> <p>The Spanish legal framework, Royal Decree 1393/2007, establishes three different stages for the accreditation of official programmes: Ex-ante Verification, Monitoring and Accreditation Renewal. The requirements for the agencies performing the Ex-Ante Verification, include the condition to undergo an external review, according to ESG, and being registered in EQAR.</p>

Last 11th June 2015, fmid received the approval letter from EQAR informing of the approval of its application to the Registry. Therefore, from that point fmid fulfils all the Spanish legal requirements to perform Ex-Ante Verification of official programmes in Higher Education in the Region of Madrid.

ii

Prior to the implementation of this evaluation procedure by fmid, the required Ex-Ante Verification of official programmes of the universities in the Madrid Region, was developed by national scope agency ANECA, which is one of the seven first European agencies member of ENQA and also one of the first three EQAR registered agencies. The Ex-Ante verification procedure of ANECA has been working for several years, and has been embedded in ENQA periodical reviews since year 2007.

The procedure implemented by fmid is the transposition of ANECA's, with some minor changes due to the organization specificities. In fact in the first months of 2016 Ex-Ante Verification processes are going to be performed in coordination of both fmid and ANECA, with ANECA trained experts, and evaluation bodies, according to ANECA's procedure.

According to internal quality system requirements, fmid Ex-Ante Verification procedure which, as mentioned above, is the transposition of ANECA's one, has been:

1. elaborated by a working group composed by experts, with representation of experts in quality evaluation in higher education, fmid's evaluators, employers representatives and universities.
2. sent for comments to all the universities in Madrid.
3. presented and debated in last Advisory Council in University Quality of the Region of Madrid Meeting (24th February 2016). The Advisory Council is comprised of representatives of the Government of the Region of Madrid, the public Universities of Madrid, the Social Council of the public Universities of Madrid, the private Universities and experts in evaluation, accreditation, prospective and quality.

All these stages, guarantee that the Ex-Ante Verification used by fmid fulfils all the requirements of all the interested parts.

iii

The fmid is currently nominating the evaluators in charge of doing the technical reports demanded in the process of Ex-Ante Verification. Until now, and according to the agreement reached with ANECA last December, the ANECA evaluators have been the ones assuming the evaluation tasks. The experts appointment procedure fulfills all the requirements of fmid's internal quality system requirements.

The experts nominated by fmid are undergoing a training stage coordinated by fmid and according to fmid's procedure.

The evaluation body will be the CEV (Evaluation and Verification Commission), composed of 5 branches, and a plenary CEV. Each branch counts on representatives of students, professional experts, academia experts (in different number according to the expected number of programmes to be evaluated by the branch commission), a president and

a secretary.

The required profile of the experts detail aspects such as academic qualification, working or teaching experience, research experience, and quality assurance in higher education training and/or experience.

Iv The Ex-ante Verification processes don't demand site visits.

V The fmid, according to its procedure, will give publicity to the final reports from the Ex-ante Verification process.

Vi The Ex-ante Verification process represents the first stage of the general process of the quality assurance of the university programmes.

The monitoring, although a site visit is nor carried out, is a follow-up process of the Verification that evaluates several elements according to the final report approved in the Ex.ante Verification process. So the Monitoring process includes a follow-up of the recommendations of the Verification, and the Accreditation Renewal with respect to Monitoring.

Vii Fmid provides for appeal procedures in order to protect the rights and interests of all the actors involved in its processes. These appeal procedures are contained in every single process that is undertaken by fmid, and are described in the related protocols.

In case the institution assessed disagrees with the final report issued, even after the above mentioned appeal phase, a claim can be addressed to the Foundation. This claim will be examined by the Claims Commission, the members of which must be different from those of the assessment bodies in charge of the report in question.

Viii Aware of its important public service mission, fmid considers quality to be a key factor in the performance of its functions. In this sense, fmid directs all its efforts towards the continuous improvement of its service through a process-based management, which is intended for the clients, and the results within the framework of innovation, development, and learning.

Within this framework, the Management of fmid has implemented an Internal Quality Assurance System, IQAS, based on the requirements of the UNE-EN-ISO 9001:2008 standard, and in which its mission, vision, and values are likewise integrated. This system is part of the general guidelines of fmid; hence it is applicable to the organization as a whole. Fmid IQAS was certified by the European Quality Assurance, EQA, an accredited certification body in Spain, on 23 July 2010 with certificate number 8899-E, when the official denomination of the agency was ACAP. Since then, the IQAS certificate has been in force. In 2014, with the change of the legal status into a Foundation, the certificate of IQAS has been transferred to fmid, keeping the same certificate number.

File #1

[ESTATUTOS_2015-11-02_ESTUTOS_MADRIMASD.pdf \(546k\)](#)

File #2

[FCM-review-report-150205_final.pdf \(749k\)](#)

File #3

[1.1.02 Royal Decree 1393.2007.pdf \(390k\)](#)