



SETTING-UP OF THE INTERNAL EVALUATION COMMITTEE (CAI)

MEETING MINUTES

Date: July 20, 2021

Time: 15:00pm

Venue: online (*Teams*)

Attendees:

Cervera, Ricard
Farré, Ramon
Nadal, Belén
Navajas, Daniel
Rovira, Arnau
Salgado, Celia

Absent:

Trilla, Antoni

Agenda:

1. Welcome
2. Setting-up of the Internal Evaluation Committee (CAI; in Catalan: Comitè d'Avaluació Interna) for the Bachelor's Degree on Biomedical Engineering
3. Accreditation development process: Self-assessment Report and External Evaluation Committee (CAE; in Catalan: Comitè d'Avaluació Externa) meeting
4. Round of questions

Session course:

Dr Cervera opens the meeting at 15:05pm

1.- Welcome

Dr Ricard Cervera, President of the Quality Commission, welcomes attendees and asks for any objection to recording the session.

2. Setting-up of the CAI for Bachelor's Degree on Biomedical Engineering Accreditation (academic year 2021-2022)

Dr Ricard Cervera states the setting-up of the CAI, responsible for carrying out the accreditation process (*see members listed in the table*).



CAI Members

Name	Position
Ramon Farré	GEB - Coordinator
Daniel Navajas	GEB - Teacher (former Coordinator)
Arnau Rovira	GEB - Student
Antoni Trilla	FMiCS - Dean
Ricard Cervera	FMiCS - Vice-dean, President of the Quality Commission
Celia Salgado	FMiCS - Campus Clinic Administration Manager
Belén Nadal	FMiCS - Support Staff for Quality

GEB: Bachelor's Degree in Biomedical Engineering

FMiCS: Faculty of Medicine and Health Sciences

3. Accreditation development process: Self- assessment Report and CAE meeting

Dr Cervera points the accreditation process, which includes the Self-assessment Report (SAR) and the CAE meeting. In this accreditation, because of the EUR-ACE applying, two agencies are involved: AQU and ASSIN. However just one SAR is required, including standards defined by both quality agencies.

Dr Cervera gives some additional information about accreditation cost (50% UB-50% Faculty).

Dr Farré informs about EUR-ACE accreditation, supported by the APQUB (UB Quality Office), and the subjects that are analyzed in the SAR, previously suggested by AQU. He also points that Bachelor's Degree Commission has been told about the accreditation process.

B. Nadal informs about the timing of the process, keeping in mind that SAR must be submitted the first half of February 2022, and that the CAE meeting will be held on the first half of May 2022. The draft of the SAR and the collection of evidences should be done in the period July-November 2021. On December 2021 this 1st version will be published in the web of the Faculty to enable feedback from other related degree agents not included in writing the SAR. It will be reviewed by UB Quality and Linguistic offices at the same time. The submission to AQU/ASSIN is planned for the second half of January 2022.

B. Nadal has sent Dr Farré the documents and guides for starting the writing of the SAR and the collection of evidences. In this sense, for those not English written evidences, there must be an English document allowing to know its content.

Regarding to the CAE meeting, B. Nadal informs that the external evaluation will be ruled by 5 members from AQU (CAE) and 2 members from ASSIN.

3.- Round of questions

No additional questions

Dr Cervera declares the meeting closes at 15:30pm

Celia Salgado
Secretary

Ricard Cervera
President