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**Foreign Language Teacher Training Capacity Development as a Way to Ukraine's
Multilingual Education and European Integration / MultiEd
(610427-EPP-1-2019-1-EE-EPPKA2-CBHE-JP)**

QUALITY ASSURANCE BOARD MEETING #4

| 26 February, 2021 <i>online</i> | |
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| Participating partners | <p>P1 – University of Tartu, Estonia (Oleksandra Golovko) P2 - Heidelberg University of Education (Leonie Exarchos) P3 – Aston University (Elisabeth Wielander) P5 – Zaporizhzhia National University (Svitlana Zapolskykh) P6 – V. O. Sukhomlynskyi National University of Mykolaiv (Lesia Dobrovolska) P7 – Bohdan Khmelnytsky National University of Cherkasy (Olena Radchenko) P8 – Poltava V. G. Korolenko National Pedagogical University (Maryna Zuenko, Iryna Kohut) P9 – Donbas State Pedagogical University (Maryna Shkuropat, Viktoriia Andrushchenko) P10 – V. N. Karazin Kharkiv National University (Olena Morozova, Yana Vermenych) P11 – Ternopil Volodymyr Hnatiuk National Pedagogical University (Lubov Struhanets, Iryna Zadorozhna, Olha Datskiv) P12 – Vasyl Stefanyk Precarpathian National University (Natalia Goshylyk, Natalia Ivanotchak) P14 – TESOL (Maryna Tscehelska)</p> |
| Quality Assurance Advisory Board meetings | <p>Quality Assurance Board membership changes and meetings regularity. Iryna Zadorozhna (P11) presented meeting agenda. Partners reported no changes in Quality Assurance Board membership. The Board meetings will be held at least biannually as planned.</p> <p>Quality Assurance Plan revision and update. Iryna Zadorozhna (P11) stressed the need for revising and updating Quality Assurance Plan.</p> <p>Elizabeth Wielander (P3) suggested to have a separate folder in Dropbox for all documentation related to quality (Plan, memos, etc).</p> <p>Meetings and events (seminars) evaluation questionnaires. TNPU (P11) presented drafts of meetings and events (seminars) evaluation questionnaires and reports and asked partners to submit their suggestions. The suggestion to use Google Forms as a tool for administering the questionnaires was approved by all participants. Links to Google forms will be sent to project managers. Meetings and events (seminars) evaluation questionnaires will be appended to Quality Assurance Plan.</p> |

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| | <p>Iryna Zadorozhna (P11) enquired about the type of meeting which would be evaluated.</p> <p>Oleksandra Golovko (P1) suggested that only general management meeting be evaluated.</p> <p>Meetings evaluation reports with recommendations will be uploaded to Dropbox. “Multilingual education in Ukraine” survey analysis and report.</p> <p>The survey was analysed. The reports on meetings on the survey in June and October were prepared.</p> <p>Olena Morozova (P.10) thanked TNPU team for clarity and the work done.</p> <p>The approach to Quality Assurance Plan update was supported by all the participants.</p> |
| Recommendations | <p>Proceed as agreed with updating Quality Assurance Plan taking into account all the suggestions given by all partners:</p> <p>P11 will upload the initial version of Quality Assurance Plan, questionnaires and reports on quality control in a separate Dropbox folder.</p> <p>Partners will peer-review questionnaires and reports and send their suggestions regarding their improvement to P11.</p> <p>P11 will update Quality Assurance Plan based on the suggestions. An updated version of Quality Assurance Plan will be included in a folder “Quality” and appear on the project website.</p> |
| Prepared by: P 11 TNPU team | |