PROTOCOL – ACCREDITATION COMMITTEE	
Quality area	*Accreditation Committee*
Contributes to the realization of the ENQA requirements and review of the ANQA processes and procedures	*ESG standard:* 2.3, 2.4, 2.5, 2.6, 2.7
Approved on	25.12.2012
Approved by	*ANQA management*
Valid until	December 2015
Version	02
Responsible for the Quality area	Anahit Utmazyan Ruben Topchyan
Document number in the Quality Handbook	
Goals	

Strategic goals

1. To ensure independent and unbiased decision making in all accreditation processes in RA.

Targets

1. To establish and operationalize the Accreditation Committee of ANQA to have independent decisions on accreditation processes.
2. To finalize the protocols of communication between ANQA secretariat and Accreditation Committee.
3. To have decisions for all conducted processes that are accepted by the higher education sector.
4. To start applied institutional and program accreditation processes in the universities.
5. To give feedback report on ANQA policies, procedures and criteria.
6. To establish appeals committee.
7. To maintain ANQA expert database.

Indicators for evaluating targets

1. ANQA Accreditation Committee has regular meetings.
2. AC and Secretariat are stisfied with colaboration and decisions were made.
3. The institutions and ANQA staff are satisfied with the correctness and diligence of the decisions.
4. The external experts are satisfied with the correctness and diligence of the decisions.
5. Accepted aplications for accreditation are launched.
6. Accerditation committee members are sutisfied and procedure give freedom for independent decision making.
7. Appeals committee is established.
8. Expert database is sustainbly established.

Description of main activities

1. Board of Trustees appoints the 11 members of AC.
2. AC meets at least 4 times a year for making accreditation decisions taking into account statute on formation and functioning of AC.
3. Regular activities for AC are as follows;
   - Secretariat submits the accreditation packages to chair of AC
   - Chairman appoints a responsible for each package and sets the date of decision making meeting
   - On the date of meeting responsible presents the deal and chair conducts the meeting and organises discussion on the basis of ANQA criteria for QA and report of peer group and voting

for decision • Secretariat prepares final document for decision and organises publishing • AC appoints peer review team for new accreditations application

Evaluation
Written feedback from universities. Stakeholder satisfaction surveys. Surveys evaluation the quality of communication between ANQA secretary and AC. Minutes of appeal committee.

Accountability/ Responsibilities
Chairmen of AC Board of Trustees Overall: Ruben Topchyan Per area: Anahit Utmazyan, Lilit Ghazaryan

Reporting
Annual reports Reports of Field commissions

Improvements
On the basis of the set targets and evaluation of feedback of all stakeholders improvement measures are defined by the quality Steering Group. The results and the improvement targets are part of the yearly quality report.

Documents
• ANQA Accreditation Committee's Statute • ANQA Accreditation Committee's Manual