CHINLONE
Connecting Higher education Institutions
for a New Leadership On National Education

Co-funded by the
Erasmus+ Programme
of the European Union

CHINLONE QUALITY PLAN

The CHINLONE Quality Plan helps the CHINLONE project to reach its main objectives, namely to contribute to the modernization and internationalization of the higher education system in Myanmar, in order to facilitate the transition of the country toward a knowledge economy.

General aims for the Quality Plan are:
1. To monitor and evaluate the quality of the project scientific outputs and deliverables.
2. To monitor and evaluate the quality of project cooperation mechanism and administrative management.
3. To monitor the degree of satisfaction of participants, users and target groups and to measure the impact of the project on the civil society at national level.

These aims together with tools and indicators for project evaluation were shared and approved by all partners during the Kick-off meeting in Bologna in February 2018.

At the Kick-off meeting Uppsala University (UU), Yangon University of Economics (YOUEco) and the Department of Higher Education from Myanmar Ministry of Education were elected to form the CHINLONE Quality Committee. The Quality Committee is in charge of the overall quality evaluation of the project and also liaisons with the external stakeholders to receive their inputs and feedbacks.

Important to note is that in CHINLONE all partners are engaged in the quality work, since the CHINLONE Consortium believes that Quality work starts at the very beginning and not at the end of a project. Quality work has to engage the whole project team not only the coordinator and/or the Quality Committee.

The Quality Plan provides a solid ground for successful, timely and quality implementation of the project activities. It serves as a common standard to be applied and followed throughout the project life. For that purpose, the Quality Plan states all the procedures and measures to be fulfilled in order to secure that:
- all partners are performing their tasks as agreed in the Consortium Assembly and in the Steering Committee meetings;
- all project activities are accomplished in accordance with the plan outlined in the Project Application;
- all project outcomes meet the quality standards set by the Consortium;
- all rights and obligations, stated in the Partnership Agreements, are satisfied.

The outcomes of each monitoring activities will be reported by the Quality Committee to the Consortium Assembly to adopt correction actions when necessary. The entire process follows the PDCA cycle, please see below.

The project has two types of evaluation: formative evaluation (step-by-step) and summative evaluation (at the end of the project). These evaluations are carried out both internally and externally and are coordinated by the Quality Committee. The aim is the continuous improvement according to the PDCA cycle:

a. PLAN : establish the objectives and processes necessary

b. DO – implement the processes

c. CHECK – monitor and evaluate

d. ACT – apply actions for necessary improvements

1. Formative evaluation

1.1 Internal Formative Evaluation (IFE)

The formative internal evaluations will be coordinated by the Quality Committee (QC). In particular, four Internal Formative Evaluations (IFE) will be issued by the Quality Committee at the end of WP1, WP2, WP3, WP4 and the results will be reported to the Consortium Assembly.

The internal evaluations aim at assessing the project performance and its development status according to established performance parameters, baselines, milestones, and deliverables as specified in the Logical Framework Matrix. The ultimate goal will be to report positive accomplishments and negative issues to the Consortium Assembly and to validate completed tasks.

Aim

- To provide an internal evaluation of the project in order to highlight accomplishments and weaknesses
- To validate completed tasks.

Methods

It involves the whole project staff and aims at providing a step-by-step internal evaluation of the project to highlight positive achievements and weaknesses, issues that will be solved during Consortium Assemblies. IFE provides validation for all the completed tasks.

An IFE is carried out at the end of each "technical WP" (WP1-WP2-WP3-WP4). Each IFE will take into consideration:

- compliance with deadlines and project timetable;
- delivery of products and reports in accordance with the project plan;
- respect of the tasks distributed,
- quality in the organisation of the events ("infrastructure"),
- quality and effectiveness of the internal and external communication;
- compliance with budget limitations and, in general, efficient and effective use of resources.

All these aspects are evaluated by the Quality Committee through ad-hoc questionnaires and interviews with all project staff and, when it is needed, with target groups.

After every consortium meeting an online questionnaire is sent out to all participants in order to get feed-back for future meetings. The aim of the questionnaire is to answer the overall question "Did the meeting achieve what it aimed to achieve?" The questions (in *agree---disagree* format) are divided in three sections: infrastructure and organization, content and results. There is also an opportunity for open

feedback. Participants are strongly encouraged to share their thought on improvements. Please see annexure 1 for an example of a meeting questionnaire as well as the results.

The Chinlone project has so far conducted four consortium meetings:
- Kick-off meeting in Bologna February 2018
- Meeting in Nawpyidaw September 2018
- Meeting in Granada November 2018
- Meeting in Brussels February 2019

1:2 External Formative Evaluation (EFE)
The project will subcontract two (2) external evaluators for the formative evaluation for a step-by-step evaluation. This formative evaluation aims at measuring the impact of project products both on Myanmar (MM)'s HE system and on the MM civil society. In order achieve this objective, the Consortium will subcontract two experts with relevant competencies: an academic with expertise in the field of Higher Education policies, and a professional working in NGOs or other public/private entities that operate in MM. In this way, both academic outcomes and the impact of them on the MM's society are evaluated. External evaluators have also the responsibility to suggest corrective actions if specific outcomes are not produced according to the set indicators and quality standards.

Aim
To provide a step-by-step external evaluation of the project, highlighting the quality of the outcomes and their impact on the MM's HE system and on whole the MM's civil society.

Methods
The Consortium appoints two (2) external evaluators. The first one is Dr Loreta Skurvydaitė from Vilnius University, an academic with expertise in Higher Education polices. This evaluator will first assess the quality of project outcomes such as university programmatic documents, revised curricula, and international relationships that MM's partners have established with other European universities. Being this a structural project, this academic should therefore measure not only the effects of the project deliverables on MM's partner institution structures but he/she should also evaluate their impact on whole MM's HE system in terms of innovation and progress in HE reform process.

The second external evaluator has not been decided yet, but will be a professional working in a NGO or in another entity engaged in cooperation development. The evaluator will be asked to measure the impact of the project on other communities of the civil society. For instance, he/she will assess how the open events will impact on public opinion, arising awareness of the strategic role of a modern HE. She/he will also evaluate how local community respond to the open days on the pilot fields of the project, how these actions of dissemination contribute to improve community awareness of their importance for development of the Country. The academic will produce a report at the end of each "technical" WP (from WP1 to WP4) and a final report at the end of the whole project. Whereas the professional evaluator will produce a report after WP1, WP2, WP5 and a final report at the end of the whole project.

The formative external evaluators reports are going to be distributed to Consortium Assembly meetings and carefully reviewed.

2. Summative evaluation

2.1 Internal summative evaluation (ISE)
The summative internal evaluation takes place at the end of the project (the last project meeting) and involves the whole project staff. The aim is producing a conclusive evaluation of the overall project by its staff, highlighting positive accomplishments and flaws/weaknesses The evaluation will result in a report that will be used for future exploitation and sustainability actions.

2:2 External summative evaluation (ESE)
The aim of the ESE is to provide an overall external evaluation of the project. This conclusive evaluation will be carried out by one (1) external evaluator at the end of the project. The assessment will be carried out through interviews and evaluation forms to be delivered among the target groups (Leaders, Academics, Staff). This conclusive *Connecting Higher education Institutions for a New Leadership On National Education – CHINLONE* evaluation will also include students. Although they were not directly involved in the project, they are certainly the final beneficiaries.

A final ESE report will be produced by the external evaluator and widely disseminated to project partners, policy makers and external stakeholders to attest and disseminate project achievements and build its sustainability and future replication.

ANNEXURE 1

Example of a meeting questionnaire

2. Infrastructure and organisation

	strongly agree	agree	disagree	strongly disagree	no answer
a. I was satisfied with the meeting venue and arrangements.	○	○	○	○	○
b. I was satisfied with the hotel accommodation and transportation.	○	○	○	○	○

Additional comments/questions

```
```

3. Content: WP2 and WP4

	strongly agree	agree	disagree	strongly disagree	no answer
a. The feed-back on the WP2:4 assignment (Student/Teacher groups) was useful and applicable.	○	○	○	○	○
b. The presentations on internationalization at University of Cologne and Ghent University were useful and applicable.	○	○	○	○	○
c. The presentations of the European Commission and internationlization were useful in a MM context.	○	○	○	○	○
d. The training the last day with Fiona Hunter was useful.	○	○	○	○	○

Please share your positive and negative comments on the content.

```
```

4. Results

|	strongly agree	agree	disagree	strongly disagree	no answer
a. It is clear to me how my university will select staff for the mobility period at the EU partners.	○	○	○	○	○
b. It is clear to me how to work with WP4 (internationalization) in the near future.	○	○	○	○	○

Additional comments/questions

```
```

Example of results from the meeting questionnaire

SAMMANSTÄLLNING AV EVALUATION OF CHINLONE MEETING

Brussels, Belgium February 13-15, 2019

| Sammanställd	2019-03-21
Antal svar	14
Tillgänglig	2019-03-04 – 2019-03-22
Kontaktperson	Ulrica Ouline (ulrica.ouline@uadm.uu.se), verksam vid Internationella kansliet

1. My home university/institution
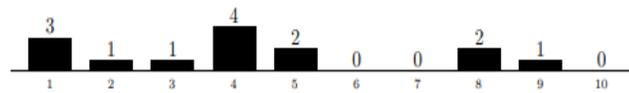

1 Dagon University
2 University of Mandalay
3 University of Yangon
4 Yangon University of Economics
5 Yezin Agriculture University
6 Department of Higher Education
7 Granada University
8 University of Bologna
9 Uppsala University
10 Coimbra

2. Infrastructure and organisation *(1 = strongly agree, 4 = strongly disagree)*

   a. I was satisfied with the meeting venue and arrangements. *(Medel = 1,3, SD = 0,6)*
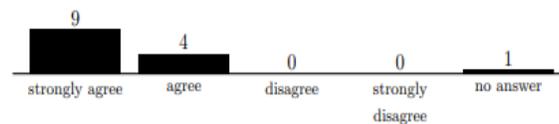
   b. I was satisfied with the hotel accommodation and transportation. *(Medel = 1,5, SD = 0,7)*
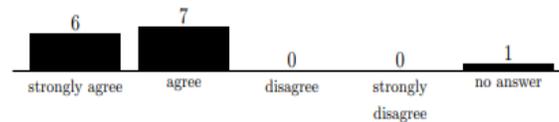
ADDITIONAL COMMENTS/QUESTIONS

- Coimbra Group was really a great logistical support for the organization of the meeting. [a: 1, b: 1]

- It's a nice meeting venue and we could get easily to there. Thanks. [a: 2, b: 2]

- Both the meeting venue and arrangements are ok for me. [a: 1, b: 2]

- I am very satisfied with the venue which was held the meeting.The location and accom-