The Audit

A Ghost or a Dear Guest?
This brochure is based on
the *Audit Manual for 2008–2011*

This abridgment is made by Ole Karlsson,
Quality Assurance Officer at Åbo Akademi University
Contents

- Audit?
- When?
- Why?
- How?
- The visit
- What do they check?
- Criteria for assessment
- Conclusion
- More information
Audit?

An audit is an external evaluation of our methods for securing and developing the quality of our work
  o What demands do we pose on our work?
  o What methods do we have to meet the demands?
  o Is our quality management system efficient enough?

The audit group

  o 3 representatives with a higher education institution affiliation
  o 1 student representative
  o 1 work life representative

When?

The audit system started in 2005

All Finnish universities are to be audited before the end of 2011

Åbo Akademi University will be audited
November 17-19, 2009
Why?

Increasing competition between universities in Finland

International development (The Lisbon Strategy and the Bologna process)

We need more knowledge of and confidence in the education and assessment systems in the different countries in order to increase student and employee mobility

How?

1) Documents specified in the *Audit Manual for 2008-2011* are sent to the audit group concerning
   o how our system works
   o evidence of the efficiency of our system

2) An audit seminar at Åbo Akademi University
   October 12th, 2009

3) The audit group visits Åbo Akademi University
   17-19 November 2009

4) An audit report is written by the audit group member

5) A debriefing seminar
The Visit

The visit is composed of interviews

*The first day*

The quality management system as a whole is discussed with
- the university management
- teachers and administrators (for instance deans)
- students
- external stakeholders

*The second day*

The audit group visits faculties or other departments of the university or conducts discussions with their representatives

These departments are identified and informed before the visit.

However, there may also be a joker

The audit group and the representatives of Åbo Akademi University discuss how the quality management routines are performed in practice.
What is checked?

1. Definitions and documentation
   Objectives, activities, responsibilities

2. Comprehensiveness and efficiency of
   o Degree education
   o Research
   o Support services

3. The relationship between the quality assurance
   system and the management and steering of the
   university

4. Staff, students and external stakeholders and
   their participation in the quality management
   procedures

5. Relevance of and access to information on the
   quality management procedures

6. Monitoring, evaluation and development of the
   quality management system

7. The quality management system as a whole
Every auditing target has four levels

- Absent
- Emerging
- Developing
- Advanced

You can find information in English on how the criteria for each level are defined on [http://www.kka.fi/files/147/KKA_1007.pdf](http://www.kka.fi/files/147/KKA_1007.pdf)

**Outcome**

Passed = quality certificate
Rejection = re-audit in two years
Passing the audit requires that all targets must be on an “emerging” level
The sum of the targets must reach a “developing” level

The audit group proposes the conclusion, but the *Finnish Higher Education Evaluation Council* makes the final decision
Do You want to know more?

Please visit
https://www.abo.fi/personal/en/kvalitet

Quality Management Unit
e-mail: kvalitet@abo.fi