

## Year 2020

### DECEMBER

- Monthly administrative and reporting tasks: APSA, SFE (VN).
- 01-15 Monitoring of the process of preparation for the Online BoD 2020 – various materials (AW, RC, SB)
- 02 “Fratelli tutti” Seminar at the Pontifical Lateran University (online, RC). Reading of document regarding the self-evaluation of the FT at Pontifical Salesian University (RC). Contacts with the authorities of the PFT “Seraphicum” related to the SER (RC)
- 04 Contacts with Prof. X. Larrañaga, C.M.F. (President of ITVC Claretianum, Rome): exchanges and clarifications on the SWOT Analysis, as reported in the SER (RC)
- 07 Delivery of the SER of the Pontifical Faculty of Theology St. Bonaventure - *Seraphicum*, Rome.
- 10 EEA: Third (Online) European Education Summit: “Digital Education Transformation” (AW, RC, SB). Analysis of ENQA Statutes and clarifications with M. Kelo on the question of a Board a member of AVEPRO’s Scientific Council (RC)
- 15 Magna Charta Observatory Webinar: “*Fostering Sustainable Development: The Role of H.E. - Plans, Progress & Values*” (participation of RC); contacts with Prof. S. Loiero for Akkreditierungsrat visit in 2021 (AW, RC); drafting of a questionnaire for the self-assessment of EQAR (RC)
- 15 Secretariat for the Economy (SFE): AVEPRO’s report on singular acquisitions plan and physical cash counts (regular activities of VN)
- 16 XI<sup>th</sup> Online Meeting of the Board of Directors (participation of AW and RC).
- 21-23 EEV in Lithuania (Kaunas, Vilnius), work in progress (RC, AW).

## Year 2021

### JANUARY

- Monthly administrative and reporting tasks: APSA, SFE (VN).
- Work on appointment of experts and formation of the EECs in view of the evaluation visits to the Lithuanian Major Seminary of Vilnius (affiliation of the Pontifical Lateran University (AW, VN).
- 07 Analysis of the approaches towards the evaluation process of the Pontifical Lateran University (PLU) and its Institutes *ad instar Facultatis*. Contact with the Dean of the Faculty of Theology of Fribourg for the definition of the evaluation modality (RC)
- 08 Contacts with John Davies (Scientific Council) and Vincenzo Buonomo (PLU) about the research for in-depth analysis related to the “quality and response of academic institutions to the pandemic”.

- 11 Contacts with AAQ (M. Risse, L. Beccari; Switzerland) regarding the collaboration in the evaluation of the University of Lucerne. Contacts with M. De Marco (Faculty of Theology Lugano). Analysis and study of documentation in *Civiltà Cattolica*, Academic Cooperation Association – ACA (RC).
- 12 Contacts with Prof. P. Valdrini for the evaluation of the FT of Lugano. Contacts with AAQ (M. Risse) - collaboration for the evaluation of FT of Fribourg (RC)
- 14 Research, analysis and study of publications or webinars on the websites of ENQA, EUA and other stakeholders (e.g. “El Futuro del tabajo: Incertidumbre, habilidades y desafíos para la Education Universitaria”, Consejo Chileno de Prospectiva y Strategia), functional to the activity of the Agency, especially in terms of quality promotion (RC)
- 15 Drafting of a reminder regarding the evaluations in Lithuania. Analysis and study of documentation on the “Economy of Pope Francis” and its impact on the university system (*Civiltà Cattolica*), study of an article on the evolution of the French university system. Sending of e-mail to the personnel service for request for modification of working hours (RC)
- 20 Scientific Council: email contacts on the personal choices of participating in the activities of particular work profiles and outcomes (AW); Letter to H. E. Rudolf Voderholzer, Grand Chancellor of the *Hochschule für Katholische Kirchenmusik und Musikpädagogik*, on the planned evaluation of the Institution in the area of AKASt activity (AW)
- 22 AVEPRO Experts Longlist for the Joint Evaluation of the Faculty of Theology of Freiburg (with AAQ) in August/October 2021.

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**FEBRUARY**

- Monthly administrative and reporting tasks: APSA, SFE (VN).
- 01 Pontifical Salesian University (PSU) Patron Saint Annual Celebration (AW)
- 03 Contacts with the PSU Quality Office Director (O. Llanos) on the questions of the SER conclusion and delivery, for the EEV in March 2021 (AW)
- 05 Lithuanian HEIs Evaluation and their organization - Zoom Meeting with the Dean of Kaunas Theology Faculty (B. Ulevicius) in the preparation of the EEVs 2021 (AW, RC)
- 06 Composition and Appointment of the External Evaluation Commission (EEC) for the FT of Lugano (AW, RC, AAQ)
- 08 Composition and Appointment of the EEC for the PSU External Evaluation (AW, RC)
- 09 Contacts with CCE (F. Bechina) for due information for the Lithuanian Educational System and the AVEPRO’s specific mission (AW)
- 23 Delivery of the SER of the Salesianum (O. Llanos)
- 25 Visit and meeting with the President of ANVUR (Italian National Agency for the Evaluation of Universities and Research Institutes), Prof. Antonio Uricchio (AW, RC)

- 26 Composition and Appointment of the EEC for the evaluation visit of the Pontifical Athenaeum *Regina Apostolorum*, Rome (AW, RC).

**MARCH**

- Monthly reporting tasks: APSA, SFE, IOR (VN); Work on Budgeting 2021 – SPE (VN, RC)
- Preparation of documents for an online seminar with Deans and Rectors of French Ecclesiastical Faculties, towards the subsequent cycle of evaluations (RC, AW, SB)
- 01 Appointment of experts and formation of the EEC for the evaluation visit of the Institute of Theology (PLU affiliation), situated in the Saint Joseph’s Major Seminary, Vilnius (AW; VN)
- 01-03 Drafting of the document on the Scientific Council Working Groups (RC)
- 03 Delivery of the downloadable SER of the Catholic Private University of Linz for the AQ Austria – AVEPRO Joint Online Evaluation Visit in September 2021
- 04 Delivery of the SER of Vilnius Institute of Theology
- 05 Delivery of the SER of the Pontifical Athenaeum *Regina Apostolorum*, Rome  
Contacts with H. de Woillemont, Secretary General of the French Bishops’ Conference in preparation for the Online Seminar on QA in French Ecclesiastical Higher Education Institutions in April 2021 (AW)
- 09 Appointment of experts and formation of the two EECs for the evaluation visits of the Faculty of Theology of the Vytautas Magnus University in Kaunas and of the Institute of Theology on Vilnius, in Lithuania (AW, RC, VN);  
Conclusion of the elaboration of updated tools for the members of the EECs to be used in the analysis of the SERs and in drafting of the Evaluation Reports after the EEV (SB, AW)
- 09-11 Online EEV of the FT of the Universität Luzern, Lucerne, Switzerland
- 10 Exchanges of information with EEC Members for the evaluation of the Pontifical University Antonianum and of the PF of Educational Science Auxilium (AW)
- 12 Appointment of experts and formation of the EEC for the EEV of the Pontifical University Antonianum – PUA (AW, VN)
- 14 Georgetown University Webinar “The Pope’s Visit to Iraq: An Historic Juncture” (Participation of RC)
- 15 Survey on Accreditation Agencies: Organisation and Business Model (participation of RC); digital submission of the updated (AVEPRO) version of the SER of the Pontifical Private Catholic University of Linz
- 16 Delivery of the SER of the FT of the Vytautas Magnus University, Kaunas, Lithuania
- 18 Online Seminar with the Deans and Rectors of French Ecclesiastical Faculties, in view of a new cycle of evaluations (participation of AW, RC)
- 24-26 EEV of the Pontifical Salesian University, Rome
- 25 Delivery of the SER of the TF of Lugano

- Alphonsian Academy - Rome, “Study Day” to commemorate the 150<sup>th</sup> anniversary of the proclamation of St. A. Liguori as Doctor of the Church (participation with contribution of AW)
- 26 Delivery of the definitive SER of the Catholic Private University of Linz (Katholische Privat-Universität Linz); CLAYSS *Uniservitate* Online Meeting - Board and Research Team (AW)
- 29 Zoom Conference AVEPRO - AQ Austria - KU Linz (participation of RC); contact with the Pontifical Lateran University Authorities and with the EEC Members on the affiliated Theology Institute of Vilnius, related to the procedures of the EEV to be held in May 2021
- 30 Online work-meeting with prof. J. Davies dedicated to the project document of the Scientific Council Working Groups.

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**APRIL**

- Monthly reporting tasks: APSA, SFE, IOR and regular bills payments (Initial, Seclan, Vatican Typography), website occasional updating; records of presence and free days maintained (V.N.); Preparation and delivery of the Financial Reporting Package 2020 to the SFE (VN, RC)
- Contacts with the Kirchenmusik und Musikpädagogik Hochschule of Regensburg, Germany, in preparation of the EEV (AW, RC)
- 07 Support in the organization of the EEV in Lithuania, collaboration and exchange of materials and documents with the FT of Kaunas and with the President of the EEC (RC). Exchanges with the Swiss AAQ for the evaluation of the FT of Lugano (RC). Contacts with Centre Sèvres de Paris (E. Grieu) and Pontificia Universidade Portuguesa (I. Capeloa Gil) in view of the EEVs (AW).
- 08 Contacts with QA Austria for the definition of a joint visit of the Catholic Private University of Linz. Analysis of the ENQA documentation in view of the General Assembly (RC); Meeting with the Prefect and Secretary of the DSSUI (Card. P. Turkson and Rev. B. Duffé) on the personnel transfer procedures (AW)
- 09 Contacts with ENQA (M. Kelo) for proposed amendment of the document reshaping the evaluation mechanism for agencies that have already passed two cycles of evaluation (RC)  
Phone conversation with Prof. I. Boyko, President of the EEC, on the EEV to be held in Lubiana, Slovenia in May 2021 (AW)
- 12 Analysis of ENQA documents in preparation for the meeting with Cristina Ghituliça from ENQA Board (RC)
- 13 Meeting with Cristina Ghituliça of the Board of ENQA on the ways the Agency is reacting and organizing itself for the evaluations in the context of the Pandemic emergency. Contacts with AAQ for the definition of aspects related to the evaluation of the FT of Lugano (RC)
- 14 Meeting with Prof. P. Valdrini for the EEV in Lugano. Analysis of the documentation related to the evaluation visit of the Hochschule für Katholische Kirchenmusik und Musikpädagogik (HfKM) of Regensburg.

- Informing letter to AKAST about the EEV request of the HfKM (AW); contacts in view of the EEV of the FT of Lugano (RC, AW)
- 15 Zoom meeting with Prof. I. Capeloa Gil, Rector of the Portuguese Catholic University, on the planned evaluation visit of the PCU (AW, RC). Drafting of a grid for the definition of the next steps of the evaluation of the FT of Kaunas.
- 16 Email to the President of the National Evaluation Agency of Portugal, Prof. Guerreiro with proposal for collaboration (RC). Sending of a document defining the modalities of implementation of the evaluation of the FT of Kaunas (RC). Participation in the Seminar organized by the Georgetown University “New Chinese Approach to Humanities Education” (RC).
- 19 Change of the EEV dates related to the PFT “Seraphicum” (letter from the President of the EEC – Prof. P. Del Core).
- 21 ENQA Online Webinar on Quality Assurance – experiences from ENQA members (participation of RC)
- 22 Online General Assembly ENQA (RC)
- 26 Zoom meeting with I. Capeloa Gil and staff of the Portuguese Catholic University for scheduling the evaluations of the FT of the University both by AVEPRO and by the Portuguese Evaluation Agency (RC). Contacts with AQ Austria for the definition of the agreement protocol and scheduling of the visit to the Catholic Private University of Linz. Sending of the draft agreement to AQ Austria (RC, AW)
- 27 Contacts with AAQ related to the evaluation visits in Switzerland and with AQ Austria for the evaluation of the Catholic Private University of Linz (RC).
- 28 Analysis of the USA accreditation procedures and their revision following the pandemic period (RC)
- 28-29 EEV of the Pontifical Athenaeum *Regina Apostolorum*, Rome
- 29 Webinar on “Smooth recognition of academic qualifications: The role of quality assurance” (RC). Visit of the Rector of the Catholic JPII University of Lublin, Rev. Prof. Mirosław Kalinowski and the delivery of RAV (AW).

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**MAY**

- Regular monthly reporting tasks: APSA, SFE, IOR and bills payments, website updating, records of presence and monitoring of annual leave days (V.N.); Institutions related database updating (S.B.)
- 03 Exploration on possible candidates for EEC of the Catholic Private University of Linz (AW, RC). Analysis of the document “Public HE Systems and accreditation” (RC)
- 05 Webinar on “Quality Assurance – Experiences from ENQA members – Part 2” (RC).
- 06 Contacts with AAQ per for the EEV in Lugano and with AQ Austria for the EEV in CPU-Linz (RC)
- 07 Contacts with CCE, AAQ and FT of Lugano to resolve the question of evaluation following the affiliation of the Faculty to the Università della Svizzera Italiana -

- USI). Contacts with IFCU to identify potential students for the evaluation visits to be carried out in France.
- 07 Composition and Appointment of the EEC for the Catholic Private University in Linz, Austria, organized jointly with AQ Austria (AW, RC, VN).
- 11 Signing of the Agreement between AVEPRO and ANVUR (Italian National Agency for the Evaluation of Universities and Research Institutes) to strengthen dialogue and collaboration in the field of Quality Assurance (AW, RC)
- 12-14 EEV of the Institute of Theology (PLU affiliation), situated in the St. Joseph's Major Seminary, Vilnius, Lithuania
- 17-19 EEV of the Teološka Fakulteta - Univerza v Ljubljani – Faculty of Theology of the University of Ljubljana, Slovenia
- 19-20 EEV of the Pontifical University Antonianum, Rome
- 24 EEV of the FT of the Vytautas Magnus University, Kaunas, Lithuania
- 30 Transfer of Samanta Bongini, working for AVEPRO since 20210, since 2016 as technical officer 2<sup>nd</sup> class (Level VI) to the Dicastery for the Service of Integral Human Development (DSSUI).

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**JUNE**

- Monthly regular accounting (APSA, SFE, IOR), receipt and payment of invoices; staff daily attendance and vacation data updates, letters or communications – preparation and sending out; website updating, interventions on communications system changes with the Vatican Authorities (VN).
- 01 Transfer of Sr. Chiara M. Sandoz from the Human Development (DSSUI), Level VII to AVEPRO, in mutual replacement with S. Bongini. Sr. Chiara's first activities in AVEPRO: introduction to the AVEPRO as system, mission, vision and various services (RC)
- 01-02 Online Joint EEV of the FT of Lugano
- 02 Visit of the Rector Rev. Prof. R. Tyrała, with the Dean of the Faculty of Theology, for the delivery of the SER of the John Paul II Pontifical University of Cracow, Poland (AW)
- 04 Drafting of a response to questions posed by the Office of the Auditor General of the Holy See (RC, AW)
- 08 Participation in a meeting with (M. Maniaci, D. Livon, B. Blasi, R. Cioffi) on the theme of the third mission of the University (RC)
- 09 Submission of the questionnaire for countries of the Thematic Peer review on QA of the BFUG (RC) Zoom with J. Davies for the Scientific Council Working Groups organization (RC).
- 11-14 Receipt of the final EER of Kaunas and subsequent procedures - sending to the Authorities and Online publication (AW, VN)
- 15 Secretariat of State – formal documents for the authorization of the transfer of SB to the Integral Human Development Dicastery, in correspondence with analogous passage of Sr. Chiara Sandoz to AVEPRO (AW)
- 17 Delivery of the SER of the Centre Sèvres – Facultés J suites de Paris, France
- 21 Signing of the Agreement between AVEPRO e AAQ (Swiss Agency of Accreditation and Quality Assurance) to strengthen dialogue and collaboration in the field of Quality Assurance (AW, RC).

## JULY

- Monthly regular accounting activities (APSA, SFE, IOR); archiving and cataloguing of paper or electronic Agency's correspondence; receipt and payment of invoices (Initial, Seclan, Vatican Typography); Staff's daily attendance and updates on annual leaving days; receipt and update of changes in the Papal Yearbook; preparation and submission of the Half-Year Economic Forecast to the SFE (VN)
- Sr. Chiara Sandoz: exploration of the various documents of the Magisterium related to education; study of the various CCE conferences on the themes of the academic quality assurance; examining of the commentary on *Veritatis Gaudium*; perusing of the *AVEPRO Guidelines* for the academic quality evaluation; inspecting chosen external evaluations reports; analysis of the Working Groups Project of the Scientific Council; encountering new members of the Board of Directors (H. Omonisaye, A. Uricchio).
- 15 Receipt of the Pontifical Nomination of the Members of the Board of Directors 2021-2026 (Secretary of State). Appreciation letter (AW, VN).
- 19 Appreciation letters to S. Bergan, R. Repole, J. Sadlak, former Board of Directors' Members (AW, VN).
- 21 Delivery of the SER of the Katholische Privat-Universität Linz, Austria
- 28 Official notification of the new Pontifical nominations (28.07.2021, [www.vatican.va](http://www.vatican.va) Bollettino Santa Sede).

## AUGUST

- Period of annual vacation leave days and limited presence in the office (AW, CS, RC, VN)
- Monthly regular accounting activities (APSA, SFE, IOR); archiving and cataloguing of the Agency's correspondence; management of the invoices (Initial, Seclan, Vatican Typography), Staff's daily attendance and updates on annual leaving days; receipt and update of changes in the Papal Yearbook (VN).

## SEPTEMBER

- Monthly accounting activities, Agency's formal correspondence drafting and dispatching (VN)
- Sr. Chiara in September: ENQA - Strategic Planning: study and analysis; study of various articles and contributions on Quality Assurance on international level; participation in the Hunter-Sparnon-O'Collins visit to AVEPRO.
- 15 Composition and Appointment of the EEC for the for the Pontifical University of John Paul II of Cracow UPJP2 (AW; RC)
- 20 Composition and Appointment of the EEC for the Theologische Fakultät - Universität Freiburg (AW, RC)
- 27-29 Porticus Grant and Project 2 (Phase 1): Hunter-Sparnon-O'Collins visit to AVEPRO. Comparative study of AVEPRO vs. MARS institutional model, specific consultations with AVEPRO Staff.

- 17 Visit of archbishop L. Ulrich (Lille), on behalf of the “Contact Group” – France Nation Model of Collaboration (AW, RC).
- 23 Response to the Pontifical Catholic University of Puerto Rico (Pontificia Universidad Católica de Puerto Rico), requesting AVEPRO’s evaluation process, clarifying the terms of AVEPRO’s competence in Quality Evaluation in Catholic Universities (AW)
- 28-30 EEV of the Katholische Privat-Universität Linz – Joint (AVEPRO-AQA) Online Visit
- 30 ANVUR Online Workshop on “Societal Impact and Cross-Fertilization of University’s Missions” (participation of RC, welcome address of AW)  
Cracow: in presence meeting with the Authorities of the Jon Paul II Pontifical University of Cracow to discuss the main procedures of the EEV to be held in November 2021 (AW).

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**OCTOBER**

- Monthly monitoring and reporting (APSA, SFE, IOR), bills management; communication of the AVEPRO data to the Vatican statistics office for the update of 2022 Pontifical Yearbook (VN)
- Sr. Chiara Sandoz in October: perusal of the first *Feedback* of the Consultants (Porticus Project 2) and some related proposals; collaboration in preparation of the BoD of December 2021.
- 04-06 EEV of the Theologische Fakultät – Universität Freiburg, Switzerland
- 09 Pontifical Lateran University, Academic ceremony with Pope Francis and Patriarch Bartholomew in attendance, for the inauguration of a cycle of studies on “The Care of Our Common Home and the Care of Creation” and of the UNESCO Chair “On the Future of Education for Sustainability” (AW participation)
- 15 Preparation and submission to the SFE of the AVEPRO’s Budget 2022 and of the Singular Plan of Acquisitions
- 15 Solemn Inauguration of the new academic year 2021/2022 at the Pontifical Salesian University (AW participation)
- 21-22 ENQA Online General Assembly (participation of RC)
- 27-29 Two-Day In-Presence Meeting with the representatives of the Akkreditierungsrat (German Accreditation Council) on the Ecclesiastical Higher Education System (CCE) and on the Quality Evaluation and Promotion Approach of AVEPRO (participation of AW and RC)
- 27-29 EEV of the Pontifical Theological Faculty Saint Bonaventure - Seraphicum, Rome
- 31 Pontifical Academy for Life: MT Seminar (participation with contribution of AW)

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**NOVEMBER**

- Regular accountability, fire prevention and other reports, financial correspondence with SFE and IOR, AVEPRO Budget for 2022, recurrent bills



- management, website management and uploading of the Evaluation Reports; supplying for the office stationery (VN)
- Sr. Chiara Sandoz in November: preparations for the December 2021 BoD Meeting; review of the program and of the basic documents and proposals; Statute of AVEPRO in the perspective of revision; the need of specific internal regulations. Work on local Contact Groups: articulation of the response to the “Contact Group” of the Ecclesiastical Academic Institutions of France (set up in 2021) in defining the profile for the possible Group coordinator. Student centrality in the quality promotion pathway: research on the mental health of young people at the time of Covid and the problem of abuse.
- 01-02 Pontifical Academy for Life: MT Seminar (participation of AW)
- 03-05 EEV of the Centre Sèvres – Facultés J suites de Paris, France
- 04 Meeting with the Ambassador of Israel to the Holy See (R. Schutz), to discuss educational perspectives on the “Nostra aetate” in the Catholic HEIs
- 10-12 EEV of the Pontifical Faculty of Educational Sciences «Auxilium», Rome
- 11 Zagreb Catholic University, Online international interdisciplinary scientific conference on “Readers and reading in the digital age” (participation with contribution of AW).
- 18-19 2021 Online European Quality Assurance Forum - EQAF (participation of RC)
- 18-25 Elaboration and digital delivery of the Work Documents for the Sessions 1 & 2 of the December BoD Meeting (AW);
- 30 Scientific Council - Work Group 3. Zoom session on the third mission as quality promotion. Modular curricula for continuing education in the wake of a new dialogical theology after VG (CS), Examination of the SER of the Pontifical Gregorian University (CS).

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**DECEMBER**

- Regular accountability, financial reports, uploading of the EERs (VN)
- AVEPRO: final preparations for the XII<sup>th</sup> Board of Directors Meeting in Rome (venue, lodging and accommodations, copies of the work documents – AW, RC, VN, CS).
- 03 Response to the request (student requesting: W. Lopez Vega) of AVEPRO Certificate of High Quality Standards in the Pontifical Lateran University for the Columbian Ministry of Education (AW)
- 06 Response to Prof. Scaufaire (Lille University, UDESCA President) on the possible profile of Contact Group Coordinator (France). First indications (AW, CS)
- 13 Meeting in the Secretariat of State with the Substitute - Msgr. Edgar Pe a Parra on the Personnel provision and on the Porticus 2 Project (AW)
- 14 Zoom Meeting with Hunter-Sparnon, Porticus Project 2 (Phase 1) AVEPRO Managers (AW)
- 15 Digital delivery of the EER of the Centre Sèvres – Facult s J suites de Paris, France (M. Epis), first examination and management (AW)
- 16 Twelfth Meeting of the Board of Directors, Rome, Augustinianum.
- 17 Scientific Council Work Group 2 (Experts Training) Zoom Meeting (AW)
- 20-21 Scientific Council Work Group 3 (Church and Education) Zoom Meetings (CS).
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