

BFUG3 1b  
4 October 2004

**MEETING OF THE BOLOGNA FOLLOW-UP GROUP**

**NOORDWIJK, 12-13 OCTOBER 2004**

The meeting will be held in the Palace Hotel, Noordwijk, the Netherlands, starting on Tuesday 12 October at 1300 hrs , and ending on Wednesday 13 October 1200 hrs.

Draft Annotated Agenda

**OPENING OF THE MEETING**

Draft list of participants

**1. ADOPTION OF THE AGENDA**

Documents: BFUG3 1a Draft agenda 21 Sept 04  
BFUG3 1b Draft annotated agenda 04 Oct 04 (this document)

*Proposed action: Adopt the agenda.*

**2. MINUTES OF PREVIOUS BFUG AND BOARD MEETINGS**

Document: BFUG2 Minutes of the BFUG meeting 09 March 04  
BFUGB3 Minutes of the Board meeting 14 June 04  
BFUGB4 Minutes of the Board meeting 13 Sept 04

*Proposed action: Approval of the minutes of the BFUG meeting on 9 March 2004.  
Minutes of Board meetings for information.*

**3. ENQA PROJECT ON QUALITY ASSURANCE**

Document: BFUG3 3 Status report on quality assurance

In the Berlin Communiqué, Ministers asked “ENQA through its members, in cooperation with the EUA, EURASHE and ESIB, to develop an agreed set of standards, procedures and guidelines on quality assurance, to explore ways of ensuring an adequate peer review system for quality assurance and/or accreditation agencies or bodies, and to report back through the Follow-Up Group to Ministers in 2005”.

Drafts were presented and discussed at the Board meeting on 13 September. It was noted that the drafts show both the progress made and the difficulties involved. The drafts were commented on by the organisations which ENQA was asked to cooperate with (EUA, EURASHE and ESIB) and by the Board. There appeared a certain amount of agreement and appreciation and a certain amount of disagreement, need for clarification or scepticism. Board members expressed scepticism with regard to a proposed European QA committee. This was expressed from the perspective that responsibility for external quality assurance is part of the responsibility for the higher education system, which lies with the public authorities. This means that the government level is one of the stakeholders.

It was further understood by the Board that the mandate from the ministers had been given to ENQA “through its members”, so also the ENQA general assembly in November should have a saying.

The Board asked that a new status report should be presented to the BFUG meeting in October, outlining some of the remaining issues. Given the mandate from Berlin, the report should come from ENQA. It is ENQA which is asked to report to the BFUG, which must then judge how to proceed to the Ministerial meeting in Bergen. The final report of ENQA will have to be presented to the BFUG meeting on 1-2 March 2005.

*Proposed action: For information and comments.*

#### **4. WORKING GROUP ON STOCKTAKING**

Documents: Minutes from WG meeting 15 June 2004  
Letter from the WG Chair dated 29 June 2004  
List of Stocktaking Benchmarks  
Circular letter to national units in the Eurydice network, *all at*  
<http://www.bologna-bergen2005.no/b/hind.htm>

*(N.B. Please consult these documents before the meeting, or bring them with you)*

The deadline for national contributions to the stocktaking is 14 January 2005.  
The deadline for information to Eurydice is 31 October 2004.

The Secretariat is cooperating with Eurydice in gathering information from the nine Bologna member states which are not members of the Socrates network and therefore not covered by Eurydice.

*Proposed action: For information.*

*BFUG members are asked to be in touch with the national units which are listed in an annex to the circular letter and to promote and support the response to the questionnaires in time.*

## 5. WORKING GROUP ON OVERARCHING QUALIFICATIONS FRAMEWORK

Document: BFUG3 5 Status report on qualifications framework  
See also Minutes from WG meetings 16 January, 11 March, 24 May, 30 June 2004 and 10 September *and*  
EU Comm. *Note on developing common reference levels for VET*  
at <http://www.bologna-bergen2005.no/b/hind.htm>

The Board meeting on 13 September was informed that the working group is making good progress. The overarching framework will not be prescriptive, but designed to be robust and meet the requirements of transparency and mobility. In the working group and in the Board meeting reference was made to EU proposals for qualifications frameworks for vocational education and training (VET). It is important for the BFUG to give feedback before the Maastricht Ministerial Meeting on VET in December.

An outline of the draft report from the working group was discussed at the Board meeting. A more thorough draft, also indicating content-wise the direction the work takes, was asked for for the BFUG meeting. The chair of the working group is invited to report to the BFUG. The status report ought to lay the basis for a substantial discussion in the meeting.

*Proposed action: For information and comments.*

## 6. BFUG FOLLOW-UP OF SEMINARS IN THE BFUG WORK PROGRAMME

Documents: BFUG3 6 BFUG follow-up of seminars  
Background papers, reports and recommendations may be found at  
<http://www.bologna-bergen2005.no/> (Previous seminars).  
See also [Criteria for seminars included in the BFUG Work Programme](#),  
[Reporting of Bologna Follow-up Seminars to Secretariat](#) at  
<http://www.bologna-bergen2005.no/>

At the Board meeting on 14 June the question was raised how the BFUG should handle recommendations from the seminars in the BFUG Work Programme. There should be a possibility for the BFUG to discuss the recommendations in some detail. Some of the recommendations might need further follow-up.

At the Board meeting on 13 September it was pointed out that it is important for seminar organisers and stakeholders to know that the recommendations will be considered. It was proposed that for seminars included in the Bologna Work Programme, the Secretariat should provide context for the recommendations as a basis for further discussion in the Board and BFUG. Not all seminars will feed directly into the communiqué; for example, the one on learning outcomes in Edinburgh will feed into the ongoing work on the overarching qualifications framework. On this basis the Chair suggested that the Secretariat should give advice on how the recommendations from each Bologna seminar should be handled, i.e. what their address should be. This will be tried out for the four seminars that had been held up to July 2004.

*Proposed action: Advise the Chair and the Secretariat.*

**7. FURTHER ACCESSIONS TO THE BOLOGNA PROCESS. PROCEDURES FOR EVALUATION OF APPLICATIONS AND REPORTS FROM POTENTIAL NEW MEMBERS**

Document: BFUG3 7 Procedures for evaluation of applications

At its meeting on 14 June, the Board decided on the procedures for applications to join the Bologna process. A document on further accessions to the Process has been made public and may be found on the Bologna-Bergen web site. The deadline for applications is 31 December 2004. So far, applications have been received from Moldova and Ukraine. The procedure for assessing applications must be decided by the BFUG at this meeting.

*Proposed action: Decision on the procedures for assessing applications to join the Bologna Process.*

**8. INVITATIONS TO THE BERGEN MINISTERIAL CONFERENCE**

Document: BFUG3 8 Invitations to Bergen

The BFUG will be asked to consider invitations to the Bergen Ministerial Conference, apart from the delegation of 5 persons, including the minister, which will be invited from each Bologna member state.

*Proposed action: For information and comments.*

**9. PROGRAMME OUTLINE FOR THE BERGEN MINISTERIAL CONFERENCE**

Document: BFUG3 9 Programme outline for the Bergen Conference

*Proposed action: For information.*

**10. A FIRST DISCUSSION ON ISSUES FOR THE BERGEN COMMUNIQUÉ**

Document: BFUG3 10 Issues for the Bergen Communiqué

At the Board meeting on 9 June, it was pointed out by the incoming Chair that before the drafting of the Bergen Communiqué begins, there should be a discussion paper presenting the issues and that this could be prepared by the Secretariat. On the basis of an early version of this document, the Board had a first discussion on issues for the Bergen Communiqué in its meeting on 13 September. The Secretariat has developed the document further for consideration by the BFUG.

The Secretariat will further prepare a paper for the next Board meeting on how to lay the foundations for a discussion by the Ministers at the Bergen summit on what the Bologna process should lead to in 2010 and whether it should be institutionalised in a more formal way. This will be an issue for the next BFUG meeting.

At the BFUG meeting in Dublin on 9 March, it was decided that the Board will take responsibility for preparatory drafting of the Bergen Communiqué and that this may be done through the establishment of a dedicated working group. At its meeting on 13 September, the Board decided that the Bergen Communiqué will be drafted by a small group consisting of the following members: Germain Dondelinger, Luxembourg (chair), Jan Levy, Norway, Ian McKenna, Ireland, Marlies Leegwater, Netherlands, Rachel Green, United Kingdom, Pavel Zgaga, Slovenia, and Per Nyborg, BFUG Secretariat (secretary). The group should start its work as soon as possible. An outline for the communiqué should be presented at the next Board meeting and thereafter to the BFUG.

*Proposed action: Advise the Board and the Drafting Group on the development of a draft communiqué to be discussed at the next BFUG meeting.*

#### **11. DEADLINE FOR CANDIDATURES FOR THE FOLLOWING MINISTERIAL CONFERENCE**

Document: None

The BFUG may advise the Bergen Ministerial Conference that the Ministers should meet again in two years' time. One of the attending Ministers may then offer to host this conference. If there are several candidates, mutual contacts before Bergen may result in a common understanding of who should host the next Ministerial Conference. Host countries may be asked to take over the responsibility of providing a secretariat for the BFUG from 1 July 2005 until the next Ministerial Conference.

*Proposed action: The Board meeting on 15 November 2003 set the deadline for candidatures for hosting the next Ministerial to December 2004. The BFUG may confirm 31 December 2004 as the deadline.*

#### **12. CONTRIBUTIONS FROM MEMBERS AND CONSULTATIVE MEMBERS**

Documents: None

*Proposed action: For information*

#### **13. DATE AND PLACE FOR THE NEXT BFUG MEETING**

It has previously been proposed that the next BFUG meeting will be held on 1-2 March 2005 in Mondorf, Luxembourg.

#### **14. ANY OTHER BUSINESS**