

Report on the establishment of the EQAR to the BFUG meeting 2/3 Oct

1. This report updates the BFUG about the work of the E4 Group since the London Ministerial Summit on the establishment of the European Quality Assurance Register in Higher Education (EQAR).
2. The E4 Group has met twice since the London Summit (30 May 2007 and 25 September 2007). It decided to setup a Working Group to deal with the practicalities of establishing the EQAR. The Working Group has held two meetings (29 June 2007 and 31 August 2007).

General

3. Following the Ministers' mandate, the E4 Group has continued its work on the practicalities of setting up the EQAR, including an overall project plan, draft statutes and a business plan.
4. The E4 Group agreed that a Project Manager should work on the further practicalities of establishing the EQAR. To manage the necessary work until the final Project Manager would be contracted in October, an interim project manager has been contracted by EUA since mid-July, using funds received from the Swiss government to support the development of the Register.
5. An application for funds under the European Commission's Lifelong Learning Programme has been submitted by ENQA, as coordinator applicant, together with all other Es as partner applicants. A project duration of 12 months, starting 1 October 2007, is envisaged. This would cover the Register's entire setup phase.

Setup schedule

6. As proposed in the E4's report to the London Summit, the EQAR would be set up as an international non-profit association ("Association Internationale Sans But Lucratif – AISBL") in Belgium, founded by the E4 organisations. In addition, EHEA governments and the other consultative members of the BFUG could become full members.
7. The current project schedule foresees that the Founding Assembly of the EQAR will take place on 4 March 2008. This will allow the EQAR to start its operation in June 2008 and to decide on the first round of applications by September 2008.
8. The statutes for the AISBL will be finalised by the E4 in mid-November 2007. They will then be verified and translated by a lawyer. The E4 has initiated the drafting process and has already carried out a first consultation with a Belgian lawyer on the EQAR's proposed structure, in order to avoid any legal pitfalls.
9. It is proposed that the Register Committee members should be nominated by the respective organisations by 1 January 2008. The BFUG has to consider how it will organise the nomination of its observers to the Register Committee (see below). The Register Committee's first task would be to work on Procedures for Applications based on a proposal by the E4.

Milestones	
5 November 2007	Register Working Group meeting
4 th week November 2007	Statutes of the AISBL finalised by E4
1 January 2008	Nominations for the Register Committee
4 March 2008	Founding Assembly of the EQAR
1 st week April 2008	Register Committee – adoption of Procedures
1 June 2008	EQAR officially opens for applications
September 2008	Register Committee –consideration of the first round of applications

BFUG Observers

10. As proposed in the E4's report to the London Summit, the BFUG would designate up to five governmental authorities who would attend the Register Committee's meetings in the capacity of observers. The E4 Group invites the BFUG to discuss at its 2/3 October meeting the procedure for designating these five observers.

11. The nomination process should be completed by 1 January 2008, in order to allow the Register Committee to start operation immediately after the founding meeting and to allow a consultation of the Register Committee before the founding assembly.

Next steps

12. The E4 Working Group will convene for its next meeting on 5 November 2007.

13. To ensure that the further setup phase is not delayed, it will be of importance that the nomination of the Register Committee is not delayed so that it can start operation in time, and that both BFUG consultative members and governments officially apply for membership in time for the Register's founding assembly.