PEGASO INTERNATIONAL
HIGHER EDUCATION INSTITUTION
MFHEA Licence n° 2016-001

DOCUMENT INFORMATION	
TITLE	Internal Quality Assurance Policy
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VERSION	B
DATE	26th October 2020
CATEGORY	Policies, Procedures, Processes
AUTHOR	Administration- HR/QA
DOC USERS	Students and Staff
HISTORY	Updated Policy
APPROVER	Board of Directors
Change History	Originated by : Rector
Version B	1. Including further policies developed
	2.
	3.
Contents	
Access	Pegaso International's policies, procedures and processes are to be accessed and adhered to by Pegaso International staff and students.
Ownership	Policies, procedures and processes are dynamic in nature and should be updated, as and when necessary, by their implementers/owners in liaison with QA-Document Control, to constantly reflect current practices.

1. Policy Scope

This Policy specifies the principles that underpin Pegaso International's (PI's) framework for enhancing and assuring the quality of the student education experience. It applies to all aspects of student success, curriculum, learning, teaching and assessment of degree programmes offered by PI.

PI aims to provide students with a distinctive, innovative and globally relevant education experience. This policy specifies the principles that underpin PI's approach to ensuring the quality of this experience and the outcomes for students. Within this context, the aim of the internal quality assurance policy (IQAP) of Pegaso International is to promote the effectiveness of its learning, teaching and research activities in line with the eleven Internal Quality Assurance Standards (IQASs) stipulated by the Malta Further and Higher Education Authority (MFHEA) and those defined by international agencies, such as the European Standards and Guidelines.

2. Definitions

For the purpose of the Policy, 'quality' is viewed as being both an aspiration and a judgement about current or past performance in the domains of: programmes and curriculum; learning, teaching and assessment; and, student success.

- Quality as an aspiration involves examining what is currently being done and looking for ways to improve and innovate using a quality enhancement process.
- Quality as a judgement about performance involves determining if certain standards or requirements have been met and/or the level to which they have been met and is an outcome of a quality assurance process.

PI's education quality assurance framework is described in the principles outlined below and supported by its Internal Quality Assurance Manual (Doc 111).

3. Characteristics

The essential characteristics of Pegaso International's Internal Quality Assurance Policy include:

- Alignment of operational processes with all quality standards defined by the European Standards and Guidelines;
- Effective audit trail of decisions and evidence-based management;
- Diversity of tools to collect and analyse information leading to continuous improvement; and,
- Adherence to regulatory requirements as defined by the MFHEA.

4. Quality Assurance Framework

Pegaso International adopts the National Quality Assurance Framework for Malta, which is based on the European Standards and Guidelines and enriched by European Quality Assurance in Vocational Education and Training. In order to ensure that the internal quality assurance framework adopted by Pegaso International is fit for purpose, the internal quality assurance policy is based on the quality cycle of

planning, implementation, evaluation and review. Pegaso International's quality assurance framework is aligned with the MFHEA's 11 IQA standards outlined below.

Standard 1   Policy for Quality Assurance

Standard 2   Institutional Probity

Standard 3   Design and Approval of Programmes

Standard 4   Student-centred learning, teaching and assessment

Standard 5   Student admission, progression, recognition and certification

Standard 6   Teaching staff

Standard 7   Learning resources and student support

Standard 8   Information management

Standard 9   Public information

Standard 10   Ongoing and Periodic Review of Programmes

Standard 11   Cyclical external quality assurance

5. Policies and Procedures

Pegaso International has (to date) developed and internally approved twenty-eight (28) key policies and procedures that provide guidance and direction on aspects of learning, teaching, research and other related activities. The policies and procedures include:

1. PI Quality Policy
2. PI Strategic Policy
3. Internal Quality Assurance Policy
4. Course Design Process
5. Programme Design, Development and Approval Policy
6. Teaching, Learning and Assessment Policy
7. Academic Integrity Policy
8. Registration and Admissions Policy
9. Mature Students Policy
10. Student Support Policy
11. PhD Process
12. Research Activity Policy
13. Research Ethics Policy
14. Final Exams Policy, Procedure and Regulations

15. Complaints, Grievances and Appeals Procedure
16. Programme Review Procedure and Policy
17. HR Selection Standards Policy
18. Equality, Equity, Diversity and Inclusion Policy
19. Code of Ethics
20. Virtual Mobility Policy
21. Document Control Policy and Procedure
22. Attendance Policy
23. CPD – Teaching, Learning & Assessment Appraisal Policy
24. Public Relations and Communications Procedure
25. PI Recruitment and Selection Policy
26. PI Regulations for Conducting Distance Examinations
27. Guidelines for ECTS Acknowledgement
28. Student Representation on Academic Bodies Policy

6. Responsibility

Pegaso International aims to achieve distributed ownership of internal quality assurance policies, procedures and mechanisms across all members including students, academic and administration staff. The role of the QA Office is to ensure full compliance with respect to the IQAP of Pegaso International.

References
Doc 001 Quality Policy
Doc 003 Internal Quality Assurance Policy
Doc 010 Student Support Policy
Doc 015 Complaints, Grievances and Appeals Policy and Procedure
Doc 017 HR Selection Standards Policy
Doc 019 Code of Ethics
Doc 021 Document Control Policy and Procedure
Doc 025 PI Recruitment and Selection Policy
Doc 103 PI Statute
Doc 111 Internal Quality Assurance Manual
Doc 130 Staff Manual