

Audit Information Sheet

General Information

The Academy's internal quality management system is assessed and certified by an external evaluation agency in a peer-review process. This is to determine if and what quality assurance and quality development measures have been put in place. The guiding question is whether strategy, structures, processes and tools are well suited for the university to meet its self-defined goals.

It should be noted that

- this is not a general evaluation of academic quality, e.g. of the quality of research or "excellence"
- it is not the work of the Quality Development Department that is under review but the university (development) at large.

Legal Basis

Pursuant to the [University Quality Assurance Act](#), Austrian universities have to conduct an audit every seven years. At the Academy, the first such audit was conducted with the evaluation agency evalag in 2020/21.

Subject of Review

The issues under review are quality assurance and development measures in core and key areas of university activity (status 2021):

- Strategy and steering
- Studies, learning and teaching (especially adequacy of ECTS-points within the curriculum)
- Research, development or advancement and appreciation of the arts
- Organization, administration and human resources
- Internationalization
- Societal objectives
- Information systems and involvement of interest groups
- Guidance and advice by universities of education

Auditors

The agency usually nominates 5 auditors (international panel including 1 student representative) for the audit. The Academy shall have the possibility to exclude individual auditors on argumentative grounds (e.g. closeness to the Academy, bias).

Self-evaluation Report

The central document in the auditing process, and for auditors, is the university's own self-evaluation report (approx. 60 pages). The report is supposed to provide, in the most comprehensible terms possible, an overview of the quality management system in place at the Academy, including a self-assessment of own strengths, weaknesses, and potentials for development.

On-site Visit

During an on-site visit (2 to 3 days), the auditors will conduct 1-to-2-hour (group) conversations with selected Academy members, e.g., the Rector and Vice-Rectors, heads of Institutes and Departments, chairs of the Senate and Curricula Commissions, students, Students' Union representatives. Conversation partners are coordinated in advance in consultation with the agency. The on-site visit provides an opportunity for auditors to make themselves familiar with, and evaluate, the quality management system, to ask further questions and obtain in-depth information on the self-evaluation report.

Audit Report

Based on the self-evaluation report and the results of the conversations during the on-site visit, the auditors summarize the essential results in an audit report. The Academy will be given opportunity to comment on the findings.

Certification

Optimally, the audit is concluded with the certification of the quality management system. The certification may be issued subject to conditions. In this case, the university is required to remedy the deficiencies found. The redressing process is then verified by the agency (after a maximum of 18 months). If no certificate is issued, the law requires a re-audit to be conducted after a period of 2 years.

Questions and Information

For questions or further information please do not hesitate to inquire with the Quality Development Department.

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