

**Binding Guidelines for the  
Nomination of University  
Faculty Members to Expert  
Groups  
pursuant to Art. 3, Para. 3  
of the State Treaty on  
Study Accreditation**

Resolution of the  
24th HRK General Assembly on  
April 24, 2018  
in Mannheim

**HRK German Rectors' Conference**

The voice of the universities

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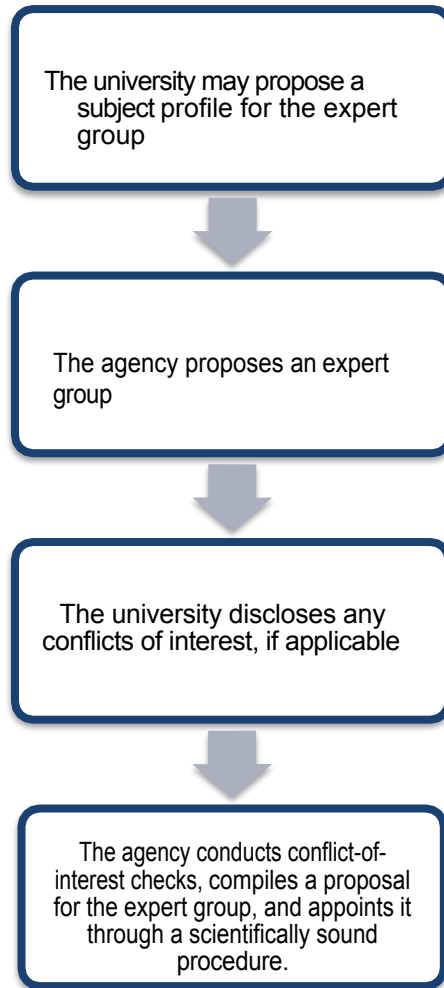
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## Program accreditation <sup>1</sup>

### 1. Designation process



The agency proposes a panel of reviewers for the process, drawing on its existing pool of reviewers if necessary. It identifies additional suitable candidates by consulting the Rectors' Conferences of the federal states, academic societies, faculty associations and department days, higher education networks in the relevant field of study and teaching, or the Standing Commission for Teaching and Learning of the German Rectors' Conference.

The agency has sole authority to select reviewers. The agency is responsible for ensuring that reviewers are selected in a manner appropriate to the scientific community, e.g., by establishing an appropriately staffed internal committee.

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<sup>1</sup> This also includes alternative accreditation procedures that are comparable to the program accreditation procedure if the university carries them out with the support of an agency.

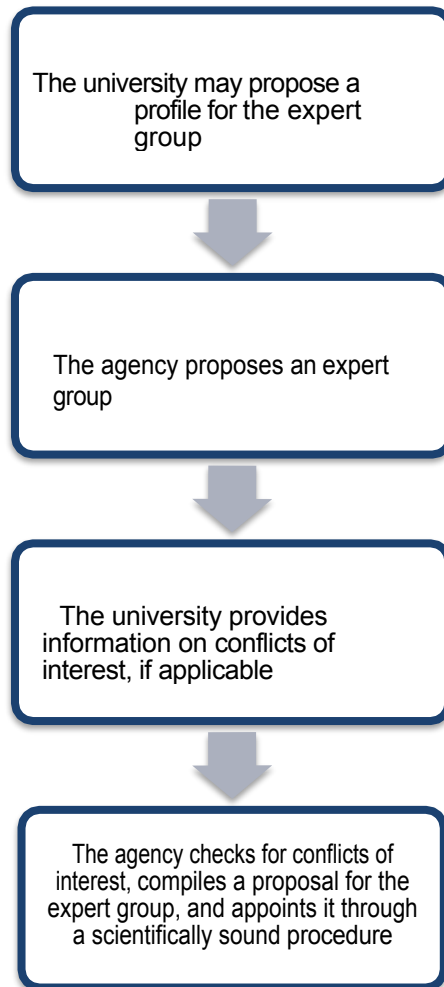
## **2. Selection criteria for university faculty**

The representatives of the academic community must have the expertise to evaluate study programs from an academic and scientific perspective. It should be noted that they

1. are actively involved in the academic community of their discipline and therefore possess expertise in the field of the degree program to be accredited and, if possible, also in related fields;
2. have experience in the development, organization, implementation, and monitoring of study programs;
3. are engaged in the further development of university teaching;
4. if possible, are able to demonstrate their commitment to advancing teaching beyond their own sphere of influence;
5. have experience with the type of university where the program is offered;
6. have already participated in accreditation procedures (experienced experts / newcomers);
7. ensure broad representation of the discipline;
8. represent the diversity of university faculty (age, regional distribution, international representatives, gender, etc.).

## System accreditation<sup>2</sup>

### 1. Designation process



The agency proposes a group of reviewers for the procedure, drawing on its existing pool of reviewers if necessary. It obtains further recommendations for suitable individuals through inquiries with the State Rectors' Conferences, academic societies, faculty associations, higher education networks in the field of study and teaching, or the Standing Commission for Teaching and Learning of the German Rectors' Conference.

The agency has sole authority to select reviewers. The agency is responsible for ensuring that reviewers are selected in a manner appropriate to the scientific community, such as by establishing an appropriately staffed internal committee.

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<sup>2</sup> This also includes alternative accreditation procedures that are comparable to the system accreditation procedure if the university carries them out with the support of an agency.

## **2. Selection criteria for university faculty**

The representatives of the scientific community must have the competence to assess the performance of internal university quality management systems.

Therefore, in addition to their academic/scientific competence, the scientists should

1. have experience in the field of higher education governance and internal quality assurance, or
2. have experience in the development, organization, implementation, and monitoring of study programs, or
3. have already participated in accreditation procedures (experts experienced with system accreditation / newcomers to this type of accreditation);
4. have experience with the university type;
5. ensure a broad representation of academic disciplines;
6. represent the diversity of university faculty (age, regional distribution, international representatives, gender, etc.).