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European Association of Establishments for Veterinary Education		Valid as of: 29.11.2017 Revision: 0

Original document (Revision 0)

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The mission of the EAEVE is to evaluate, promote and further develop the quality and standard of Veterinary Medical Establishments and their teaching within, but not limited to, the member states of the European Union (EU).

The vision of the EAEVE is to be the official accreditation agency of veterinary training in Europe. The evaluation system gives assurance to the public, to the current and future students and to the Veterinary Establishment itself that the veterinary education at the establishment reaches pre-defined quality standards and that appropriate quality assurance (QA) mechanisms are implemented in order to maintain the level of training. Since the internal quality assurance of an accreditation agency is a precondition of trustworthy, reliable and transparent evaluation, EAEVE has a Committee of Internal Quality Assurance (CIQA). The main tasks of CIQA is checking the procedures of EAEVE from a QA point, giving suggestions for improvement and providing guidance on QA.

1. Rules of Composition

CIQA will be composed of 5 members elected by the General Assembly. A member of the EAEVE Office will act as secretary (ex officio). The EAEVE General Assembly shall elect CIQA members.

Candidates shall be nominated in compliance with the rule of preparing for the GA agenda. For this purpose, a call for nomination must be published on the EAEVE website. Each EAEVE member institution, ExCom, and CIQA are authorised to nominate eligible candidates in due time, and ExCom prepares the final list.

Candidate CIQA members should come from an accredited/approved Establishment and should have passed at least two on-site EAEVE Visitations within the past five years. CIQA membership is not compatible with ExCom or ECOVE membership.

CIQA members will nominate a Chairperson.


CIQA members are elected for 3 years. Re-election can take place once.

The EAEVE President can join CIQA meetings if he/she deems necessary. He/she should inform the Chairperson about this decision. The EAEVE Director of the ESEVT can be invited by the Chairman to join CIQA meetings or part of them or can ask CIQA to do so.

Other experts can be audited on selected topics on occasion of CIQA meetings.

Names of CIQA members and their respective election periods are displayed on the EAEVE website.

In case of resignation of a CIQA member before expiry of the 3-year mandate, a new member will be appointed by ExCom. The mandate of the appointed member ends with the date of the second GA after his/her election. In case of complete renewal of CIQA, the GA can extend the mandates of two previous members of CIQA by one year in order to ensure continuity of CIQA activities.

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2. CIQA's main responsibilities

To direct the development, implementation, revision and improvement of quality in the European System of Evaluation of Veterinary Training (ESEVT):

To present to the EAEVE General Assembly (GA) an annual report on the fulfilment of the policies and objectives of internal quality assessment and management and on the proposals and measures taken for improvement;

To review effective management of the Office;

To review effective management of and the reaction/action to the Post Visitation Questionnaires;

To perform a critical review on the development, results and persons involved in all steps of the annual evaluation processes, including the final decisions taken by European Committee of Veterinary Education (ECOVE); the review should include as a minimum an evaluation of the procedures followed during the on-site visits, the composition and quality of the site visit reports and the quality assurance feed-back from Establishments and team members;

To check the composition of the visiting teams;


To look for an equal application of the system to all the members without any type of discrimination and to check potential conflicts of interest;

To meet at least 2 times a year;

To inform the Executive Committee (ExCom), the Director of the ESEVT and the EAEVE President about the outcomes of the meetings;

To check the application of no-conflict of interest mechanism: EAEVE runs a no-conflict-of-interest mechanism in the case of all participants of the evaluation and decision making including team members and ECOVE members. Conflict of interest avoidance mechanisms are well in place on several levels: the composition of the visiting team experts rigorously follows the published rule that experts cannot have any past or present affiliation with the visited establishment; that involves citizenship, residency, study place, research collaboration or family affiliations. All experts and all ECOVE members have to sign those statements. ECOVE members have to leave the room and being replaced by an alternate member if any potential conflict of interest exists. All signed statements are being collected for inspection by CIQA. These declarations are archived in the head office.

Results of internal quality assessment are not automatically implemented by EAEVE, but are discussed, and if approved put into action. Recommendations and statements of CIQA are thoroughly discussed by the ExCom and at the GA of EAEVE. As a rule, the suggested improvements are implemented without delay.

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3. Tasks

Permanent tasks

The permanent activities aim to check the procedures applied within EAEVE at all levels to from the QA perspective. Fixed deadlines reflect regular meeting dates of other EAEVE bodies, including the General Assembly.

a) EAEVE general activities

- *Feedback from General Assemblies: for ExCom, for the organizing Establishment and for the next GA **June current year, or 30 days after obtaining the data***
- *Evaluation of EAEVE yearly activities of ExCom, office, ECOVE, CIQA (self-evaluation): for ExCom*

b) ESEVT (for ExCom and the Director of the ESEVT)

- *Evaluation of teams' composition (passed visitations) **October current year***
- *Evaluation of feedback questionnaires **October current year***
- *Evaluation of outcomes of ESEVT **October current year***

Ad hoc tasks

The *ad hoc* tasks should reflect current needs of EAEVE for CIQA's feedback. Specific deadlines must always be set-up for each of these tasks at the time of request.

- *Upon ExCom request*
- *CIQA may have recommendations to ExCom regarding QA issues.*