



Il giorno 14 novembre 2024, il Presidio della Qualità di Ateneo si riunisce insieme al Gruppo di Autovalutazione. L'incontro ha luogo presso la sede dell'Ex Monastero di Santa Chiara e sulla piattaforma Teams.

All'incontro sono presenti:

PQA: Luigi Guerra (presidente), Paula Cenci, Francesca Stefanelli (verbalizzante), Silvia Stefanelli, Giorgio Dall'Osso, Luca Donati (studente).

Gruppo di Autovalutazione: Luigi Guerra (presidente), Michele Bacciocchi (vice-presidente del Gruppo di Autovalutazione) Paula Cenci, Francesca Stefanelli (verbalizzante), Luca Gorgolini, Riccardo Varini, Maria Elena D'Amelio, Tea Masi (studentessa)

Inoltre sono presenti: Laura Gobbi (Direttrice Generale), Marica Montemaggi, Anna Viola Selva, Giuseppe Cecere, Giorgia Marcellini, Simona Capicchioni, Genni Muccioli, Pietro Renzi

OIV

All'inizio dell'incontro è stato riconosciuto il prezioso contributo dell'OIV nel processo di implementazione del sistema di Assicurazione della Qualità (AQ) dell'Ateneo. Un ringraziamento è stato rivolto all'OIV anche per il suo ruolo nello sviluppo dei processi di assicurazione della qualità della didattica e dei servizi rivolti agli studenti.

Si è espresso apprezzamento, inoltre, per la disponibilità dimostrata nei confronti del PQA e del Gruppo di Autovalutazione, supportandoli sia nel processo di autovalutazione con l'IEP, sia nella preparazione della relativa visita.

È stato deciso di invitare il Presidente dell'OIV, Guido Capaldo, a partecipare, insieme al PQA, all'incontro specifico richiesto dall'IEP con i referenti dell'assicurazione della qualità. Tale incontro si terrà il 4 dicembre alle ore 9.00 presso il Santa Chiara.

Preparazione alla visita di IEP di dicembre

L'incontro aveva lo scopo di prepararsi alla visita di IEP, prevista dal 2 al 6 dicembre. Durante la riunione è stata definita l'agenda delle giornate, specificando per ciascun giorno e orario le persone invitate a partecipare. Il file compilato sarà successivamente inviato a IEP per conferma, mentre nel frattempo si procederà a convocare le persone di riferimento.

La bozza dell'agenda è stata definita in questo modo:



IEP Evaluation San Marino			
Day 0 2 dicembre			
17-19 Internal team meeting at the hotel 19-> Dinner with the university representatives (Corrado Petrocelli, Paula Cenci, Francesca Stefanelli)			
Day 1 3 dicembre			
<i>Santa Chiara (Aula C)</i>			
Time	Meeting	Participants	Notes
9.00-10.00	Meeting with the Rector	<i>Rector: Corrado Petrocelli</i>	
10.00-10.15	Team alone		
10.15-11.15	Meeting with Self-evaluation group	<i>Self Evaluation Group: Luigi Guerra, Michele Bacciocchi, Paula Cenci, Luca Gorgolini, Riccardo Varini, Maria Elena D'Amelio, Tea Masi, Francesca Stefanelli</i>	
11.15-11.30	Team alone		
11.30-12.30	Meeting with the academic senate	Please choose members whom we do not meet in other meetings; for example, no rector and no heads of departments, if we meet them in other meetings. Please include academic and administrative staff as well as students.	



		<i>Academic Senate: Maddalena Lonfernini, Giacomo Stella, Patrizia Violi, Angelo Marcello Tarantino, Roberto Mugavero, Luca Donati (Student Representative in the Academic Senate)</i>	
12.30-14.00	Team alone, lunch and transfer to the departments		
Visit to the departments in parallel. One group goes to DESID; the other groups meets the other two departments jointly. <i>DESID SM HUB (Aula 1) – DSU (Aula 2)</i>			
14.00-15.00	Meeting with dean/director (who ever is the top person in the department)	<i>Anna Corradi, Riccardo Varini (DESID Director and Vice-Director) Luigi Guerra, Maria Elena D'Amelio (DSU Director and Vice-Director) Luca Gorgolini (DSG Vice-Director)</i>	
15.00-15.15	Team alone		
15.15-16.15	Meeting with staff	<i>DESID Professors: Barbara Bigliardi, Angelo Marcello Tarantino, Emanuele Maiorana, Massimo Brignoni, Giorgio Dall'Osso, Pietro Renzi, Leonardo Tagliente, Elena Brigi, Karen Venturini, Chiara Giacomoni, Nicolò Scuderi, Alberto Petroni DSU Professors: Giovanna Cosenza, Silvia Stefanelli, Giacomo Stella DSG Professors: Paolo Pascucci, Stefano Pivato</i>	Please ensure a selection of different types of staff members (senior and Junior); as well as representatives from different divisions/departments/disciplines. Please ensure domestic and international staff. Max 8 people
16.15-16.30	Team alone		
16.30-17.30	Meeting with students (BA/MA)	<i>DESID Students: Alice Cappelli (Phd Student in Design), Lorenzo Lambiase (Student in Civil Engineering), Chiara Nascioli (Student in Civil Engineering), Filippo Venerucci (Student in Civil Engineering)</i>	Please ensure representatives from different divisions/departments/disciplines; as well as BA/MA stage. Please ensure domestic and international students. Please ensure "regular students", not just student representatives. Max 8 people



		<p><i>DSU Students: Alessandra Pizzileo (PhD Student of the University of Bari), Anna Saracino (Phd Student of the University of Bari)</i></p> <p><i>DSG Students: Francesco Bugli (PhD Student of Historical Sciences), Giuseppe Giardi (Phd Student of Historical Sciences), Stefano Miglioli (PhD Student of Historical Sciences), Carlo Alberto Rebottini (PhD Student of Historical Sciences)</i></p>	
17.30 ->	Team alone, debriefing meeting and dinner		

<p>Day 2: 4 dicembre <i>Santa Chiara (Aula B)</i></p>			
Time	Meeting		
9.00-10.00	Meeting with the quality assurance committee and, if relevant professional quality assurance personnel	<p><i>PQA: Luigi Guerra, Paula Cenci, Silvia Stefanelli, Giorgio Dall'Osso, Luca Donati, Francesca Stefanelli</i></p> <p><i>OIV: Guido Capaldo</i></p>	
10.00-10.15	Team alone		
10.15-11.15	Meeting with key administrative staff: general director,	<p><i>Laura Gobbi (General Director)</i></p> <p><i>Romina Cecchetti (Finance Officer)</i></p> <p><i>Giorgia Marcellini (Human Resources Officer)</i></p>	



	finance, human resources (Please suggest relevant)	<i>Giuseppe Cecere (DSU Coordinator)</i> <i>Gabriella Lorenzi (DSG Coordinator)</i> <i>Simona Capicchioni (Professionalizing Education Coordinator)</i>	
11.15-11.30	Team alone		
11.30-13.00	Meeting with key student facing services: for example international office, library, educational office, mobility, recognitions, students' secretariat, admissions office, scholarship services, student ombudsman (please suggest)	<i>Marica Montemaggi (Student Office)</i> <i>Claudia Gattei (Library)</i> <i>Maria Eleonora Vaglio (International Relations Office)</i> <i>Giovanna Tarducci (Specific Learning Disorders Officer)</i> <i>Sebastiano Bastianelli (Psychological Support Officer)</i> <i>Maria Belen Giacomone (Civil Engineering and Construcion and Land Management Orientation, Internship and Placement)</i> <i>Anna Guerra (Design Orientation, Internship and Placement)</i> <i>Andrea Selva (Communication and Digital Media Orientation, Internship and Placement)</i> <i>Genni Muccioli (Professionalising Diplomas Orientation, Internship and Placement)</i> <i>Lucia Salvatori (Internship Guidance)</i> <i>Francesco Ceccoli (Streaming Officer)</i>	
13.00-13.45 (If for logistical reasons more time is needed for moving from one location to another, please take this into account and	Lunch		



amend the times below accordingly)			
13.45-14.30	campus tour, if relevant	<p><i>Design Laboratories (Photo-Video and Modeling): Emanuele Lumini, Tommaso Lucinato</i></p> <p><i>Jeffrey Zani (UNIRSM Magazine)</i></p> <p><i>Alessandro Renzi (Interdepartmental Research Centre for Radiophony)</i></p>	
14.30-15.30	Meeting on research and third mission	<p>Potential support people on research, directors of research centres, delegates for research and third mission, construction materials testing laboratory etc. Research related support and policy, third mission related services and policy. please suggest relevant people; for example: Research incubator, knowledge transfer office, institute of applied research (pick relevant)</p> <p><i>Research Committee: Luca Gorgolini, Michele Bacciocchi, Maria Elena D'Amelio, Romina Cecchetti, Pietro Renzi</i></p> <p><i>Third Mission Committee: Massimo Brignoni, Giuseppe Cecere, Paula Cenci, Simona Capicchioni, Gabriella Lorenzi</i></p> <p><i>Inclusion and Equal Opportunities Committee: Karen Venturini</i></p> <p><i>Research Centre for International Relations: Michele Chiaruzzi</i></p> <p><i>Interdepartmental Research Centre for Radiophony: Roberto Paci Dalò</i></p>	Max 10-12 people
15.30-15.45	team alone		



15.45-17.00	Meeting with external stakeholders	<p>Please ensure different kinds of external stakeholders: small and large companies, local community, policy makers etc. Please select people who can speak English fluently if possible.</p> <p><i>Director of the Department of Tourism and General Commissioner of Expo 2015 : Filippo Francini</i></p> <p><i>Director of the Department of Education: Francesco Giacomini</i></p> <p><i>Order of Architects and Engineers: Luca Zanotti</i></p> <p><i>General Directorate of Public Administration: Manuel Canti</i></p> <p><i>Order of Psychologists: Laura Corbelli</i></p> <p><i>Cultural Institutions: Vito Testaj</i></p> <p><i>Chamber of Commerce: Denis Cecchetti</i></p> <p><i>President of the Hoteliers Association: Riccardo Vannucci</i></p> <p><i>Business Development Manager and Owner of Company "Marlù": Marta Fabbri</i></p> <p><i>Equal Opportunities Authority: Lucia Guidi</i></p>	Max 8-10 people
17.00 ->	Team alone, debriefing and dinner		
<p>DAY 3 5 dicembre DSG (Aula Magna)</p>			
9.00-10.00	Meeting with "other students": PhD and professional	<p><i>DESID: Virginia Dolci (PhD Student in Management Engineering), Luca Soldati (Research Grant Holder), Chiara Amatori</i></p>	Please ensure participation from different departments (/disciplines, if relevant; as well as domestic and international participants.



	development students	<i>(Research Grant Holder), Francesco Mancuso (Research Grant Holder), Raffaella Marzocchi (Valvitelli Visiting PhD), Margot Lengua (UNIBO Phd in Design)</i> <i>DSU: Alberto Righi (Phd Student of Pedagogy of the University of Macerata), Elena Mularoni (Former DSU Scholarship Holder, Special Education Teacher Researcher), Giacomo Lonfernini (DSU Scholarship Holder, Research on the Vocational Training Center), Giorgia Zaghini (Former DSU Scholarship Holder, Specific Learning Disabilities), Elisa Colombini (Former DSU Scholarship Holder, Specific Learning Disabilities)</i> <i>DSG: Giuseppe Giardi (PhD Student in Historical Sciences)</i>	
10.00-10.30	team alone		
10.30-11.30	Clarifications meeting with liaison person to clarify any potentially still unclear questions.	<i>Liasion Person: Francesca Stefanelli</i>	
<p>After that, transfer to the hotel for preparation of the oral report. Lunch and dinner at the hotel.</p> <p>DAY 4 6 dicembre <i>Santa Chiara (Aula Magna)</i></p>			
9.00-10.00	Presentation of the Oral report to the rector	<i>Rector: Corrado Petrocelli</i>	



10.00-10.30	Amending of the Oral report if necessary		
10.30-11.30	Presentation of the oral report to the university community	<i>Self Evaluation Group Rector General Director Department Directors Department Coordinators Committees Presidents Student Representatives</i>	
11.30	Small snack at the university		
Departure of the team members to the airport depending on their flight schedule			

Hotel arrangements

For the internal work of the IEP team, we would like to have a meeting room at the hotel on Day 0 at 17.00-19.00 as well as on Day 3 from approximately 13.00 onwards until the late evening. The room should have a projector and some snacks and coffee/tea available.



UNIVERSITÀ DEGLI STUDI
DELLA REPUBBLICA DI SAN MARINO

Data

15/11/2024

Firma Verbalizzante

Firma Presidente