The Swiss Accreditation Council,

based on Article 21 para. 8 of the Federal Act of 30 September 2011 on the Funding and Coordination of the Higher Education Sector (HEdA)¹,

on Article 2 para. 2 let. d no. 1 of the Federal-Cantonal Agreement of 26 February 2015 on Cooperation in Higher Education (FCA-CHE)²,

issues the following Regulations:

Art. 1 Object

1 These Regulations govern organisational aspects of the Swiss Agency of Accreditation and Quality Assurance (Accreditation Agency).

2 In addition, they list the organisational arrangements and tasks that are already set forth in superordinate legislation.

Art. 2 Status of the Accreditation Agency

The Accreditation Agency is professionally independent from the Federal Administration, from the cantons and from higher education institutions and other institutions within the higher education sector. The Swiss Accreditation Agency is a legally dependent institution and is supervised by the independent Swiss Accreditation Council (Accreditation Council) under Article 22 para. 2 HEdA to which it is solely accountable.

Art. 3 Personnel legislation

1 The employment relationship with Accreditation Agency employees is subject to the Federal Personnel Act³ and the Personnel Regulations of 26 February 2015 of the Higher Education Council (PReg-HSR)⁴.

2 The employer is the Higher Education Council.

3 Individual aspects are addressed in PReg-HSR.

¹ SR 414.20
² SR 414.205
³ SR 172.220.1
⁴ www.shk.ch > Dokumentation > Rechtliche Grundlagen
**Art. 4  Tasks as secretariat under HEdA**

As a secretariat, the Accreditation Agency carries out the accreditation procedure, develops accreditation and quality assurance methodology further and fosters exchanges with interest groups and the general public. In particular, it carries out the following tasks:

a. Based on Article 32 HEdA, it carries out institutional and programme accreditation procedures and under Article 33 HEdA, submits accreditation requests to the Accreditation Council.

b. It continuously reflects on the methodology of its procedures and develops these further.

c. Under Article 32 HEdA, it ensures that procedures meet international standards. It fosters exchanges with national interest groups and networks with international organisations involved in accreditation and quality assurance.

**Art. 5  Tasks as secretariat of the Accreditation Council**

As the secretariat of the Accreditation Council, the Accreditation Agency shall lend support to the Accreditation Council in its activities. These tasks include the following in particular:

a. Preparing the meetings of the Accreditation Council;

b. Drafting the minutes of meetings of the Accreditation Council;

c. Announcing the decisions of the Accreditation Council and ensuring implementation of these decisions;

d. Providing general administrative support to the Accreditation Council.

e. Examining petitions for reconsideration or considering supervisory appeals under Article 65 para. 3 HEdA submitted to the Accreditation Council.

**Art. 6  Third-party mandates**

1 Under the terms of Article 7 para. 2 FCA-CHE\(^5\), the Accreditation Agency may carry out accreditation and quality assurance mandates given to it by third-parties.

2 Under Article 15 para. 2 of the Organisational Regulations of 12 March 2015 of the Swiss Accreditation Council, the Accreditation Agency has the power to sign for third-party mandates.

**Art. 7  Responsibilities of the Director**

1 The Director shall manage the Accreditation Agency and supervise its activities.

2 In particular, he/she shall be responsible for the following:

a. Preparing the evaluation plan on the basis of available resources and working with the Accreditation Council to elaborate this evaluation plan further.

\(^5\) **SR 414.205**
b. Handling the groundwork for decisions of the Accreditation Council for accreditation procedures set forth in HEdA and submitting accreditation requests to the Accreditation Council.

c. Handling the groundwork for third-party mandates and preparing the decisions of the Accreditation Agency.

d. Submitting the strategic plan of the Accreditation Agency to the Accreditation Council.

e. Submitting the Accreditation Agency’s financial plan, budget proposal and annual accounts with auditor’s report to the Accreditation Council for consideration.

f. Under Article 3 of these Regulations, establishing, changing or terminating the employment relationships of Accreditation Agency staff and making all related decisions.

Art. 8 Commencement

These Regulations\(^6\) shall retroactively come into effect on 1 January 2015.

\(^6\) In keeping with Art. 21 para. 8 HEdA, the current draft of the Organisational Regulations of the Swiss Agency of Accreditation and Quality Assurance were approved by the Higher Education Council on 28 May 2015.