

Procedure for the design, creation and evaluation of the CEU Credential Ecosystem using badges and learning pathways

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Version	Date	Reason for modification
01	11/01/2022	Initial version

1. PURPOSE

The purpose of this document is to establish the procedure for the design, creation and evaluation of the CEU Credential Ecosystem and its certification system, using badges and learning pathways at the CEU Cardenal Herrera University. Quality assurance measures will be put in place to ensure broad stakeholder participation via the existing Quality Assurance Commissions (CGCs) which form part of the Internal Quality Assurance System (SAIC) at the CEU Cardenal Herrera University.

2. SCOPE

The procedure defined herein is applicable to undergraduate and postgraduate students at the CEU Cardenal Herrera University

3. DEFINITIONS

CEU Credential Ecosystem: The system with which students can gain competencies during their time at the University. The aim is to complete our graduate profile and to enhance graduate employability by making graduate competencies more easily communicable.

Badge: A digital certification of a particular competency.

Learning Pathway: A set of badges organized in terms of a sequence of learning experiences, with each badge corresponding to a specific competency in a given area.

4. DEVELOPMENT

4.1. Introduction

How student skills and competencies are to be certified is emerging as one of the most important challenges in higher education. For some years, the University has been developing its own competency-certification model. Now, after a period of learning and transformation regarding the digitalization of certification, we can structure such certification and ensure its quality is consistent with the highest standards in higher education.

The model developed by CEU UCH follows the European Commission's recommendations¹ on the basis of a work programme and public consultation entitled [Micro-credentials –](#)

¹[Micro-credentials – broadening learning opportunities for lifelong learning and employability \(europa.eu\)](https://eua.eu/resources/publications/940:micro-credentials-linked-to-the-bologna-key-commitments.html)
<https://eua.eu/resources/publications/940:micro-credentials-linked-to-the-bologna-key-commitments.html>

[broadening learning opportunities for lifelong learning and employability](#) and the MICROBOL European project, [MICROBOL: Micro-credentials linked to the Bologna Key Commitments](#).

The previous competency certification model, which is now incorporated within the new CEU Credential Ecosystem, covers six extracurricular competency areas. Students can achieve these transferable competencies regardless of the degree they are studying. But the new CEU Credential Ecosystem also includes a range of curricular competencies which are associated with the different degree programmes.

All these competencies in the Ecosystem are certified according to the Open Badges standard, using digital badges and learning pathways. Therefore, the competencies achieved by CEU UCH students are certified by means of badges and learning pathways.

4.2. Design and approval of extracurricular badges and learning pathways

For badges or learning pathways certifying competencies which do not form part of a specific degree, a proposal for their creation can be made by the Governing Council, the Rector, vice-rectors, deans, members of the academic staff, members of the administrative and service staff, student representatives, or any other appropriate body or person at the University. The procedure for such proposals is as follows:

1. The person proposing the idea must submit an extracurricular badge/learning pathway proposal form to the relevant vice-rector's office or service for consideration and authorization. The person responsible for considering the request will vary depending on the type of badge or learning pathway involved and its classification within the CEU Credential Ecosystem:

- Ethical Commitment: Head of the Chair of Solidarity / Pastoral Service
- Soft Skills: Vice-Rector for Students and University Life
- Socialization for Workplace Success: Director of the Careers Service
- Instrumental Competencies: Depending on the content of the badge or learning pathway, this may be the Vice-Rector for Internationalization and Digital Transformation, the Director of the Library, the IT Service, or the Languages Service.
- Research: Vice-Rector for Research
- International Experience: Vice-Rector for Internationalization and Digital Transformation

2. If the request is authorized, the person proposing the idea will then design the badge or learning pathway in conjunction with the relevant vice-rector's office or service, and fill in an extracurricular badge or learning pathway design form.

3. The form will then be sent, via the Strategic Development and Quality Unit (UDEEC), to the quality assurance commissions (CGCs) at the CEU UCH faculties, schools and campuses for their approval.

4. Once approval has been given, the UDEEC will send the design document to the University's Quality Assessment Commission (CECU) for its consideration. If approval is given, it will be then be escalated to the Governing Council for definitive approval.

Design and approval of curricular badges and learning pathways

A curricular badge or learning pathway is associated with a particular study programme and is therefore applicable to students on that programme. A proposal for the design of this type of badge or learning pathway can be made by the Governing Council, the Rector, vice-rectors, deans, members of the academic staff, members of the administrative and service staff, student representatives, or any other appropriate person relevant to the study programme. The procedure for such proposals is as follows:

1. The person proposing the idea must submit a form for the creation of a curricular badge/learning pathway to the relevant vice-dean's office or deputy director's office.

2. If the proposal is deemed eligible for consideration, the person proposing the idea will then, in conjunction with the relevant vice-dean or deputy director, present a request to the dean or school director.

3. After approval by the dean or director, the badge or learning pathway will be designed by a development team created by the vice-dean or deputy director, taking into account the specifications detailed in the design form for a curricular badge or learning pathway.

4. The vice-dean or deputy director will then submit the design form to the internal monitoring committee (CSI) of the relevant study programme for consideration.

5. If approved by the CSI, the UDEEC will then submit the design of the badge or learning pathway to the CGCs of the locations at which the study programme is taught for their approval.

6. Once the CGCs give their approval, the UDEEC will send the design document to the University's Quality Assessment Commission (CECU) for its consideration. If approval is given, it will be then be escalated to the Governing Council for definitive approval.

Curricular and extracurricular badges and learning pathways can be implemented once approval has been given by the quality assurance bodies (CSI, where appropriate, CGCs and CECU) and by the Governing Council.

Monitoring and evaluation of the implementation of the badge or learning pathway will ensure internal quality is maintained and continuously improved.

5. MONITORING AND MEASUREMENT

An annual review of the functioning of each badge and learning pathway will take place. This review will be undertaken by the person responsible for the badge or learning pathway in question, taking the following indicators into account:

- Number of students completing the badge or learning pathway
- Student satisfaction with the badge or learning pathway

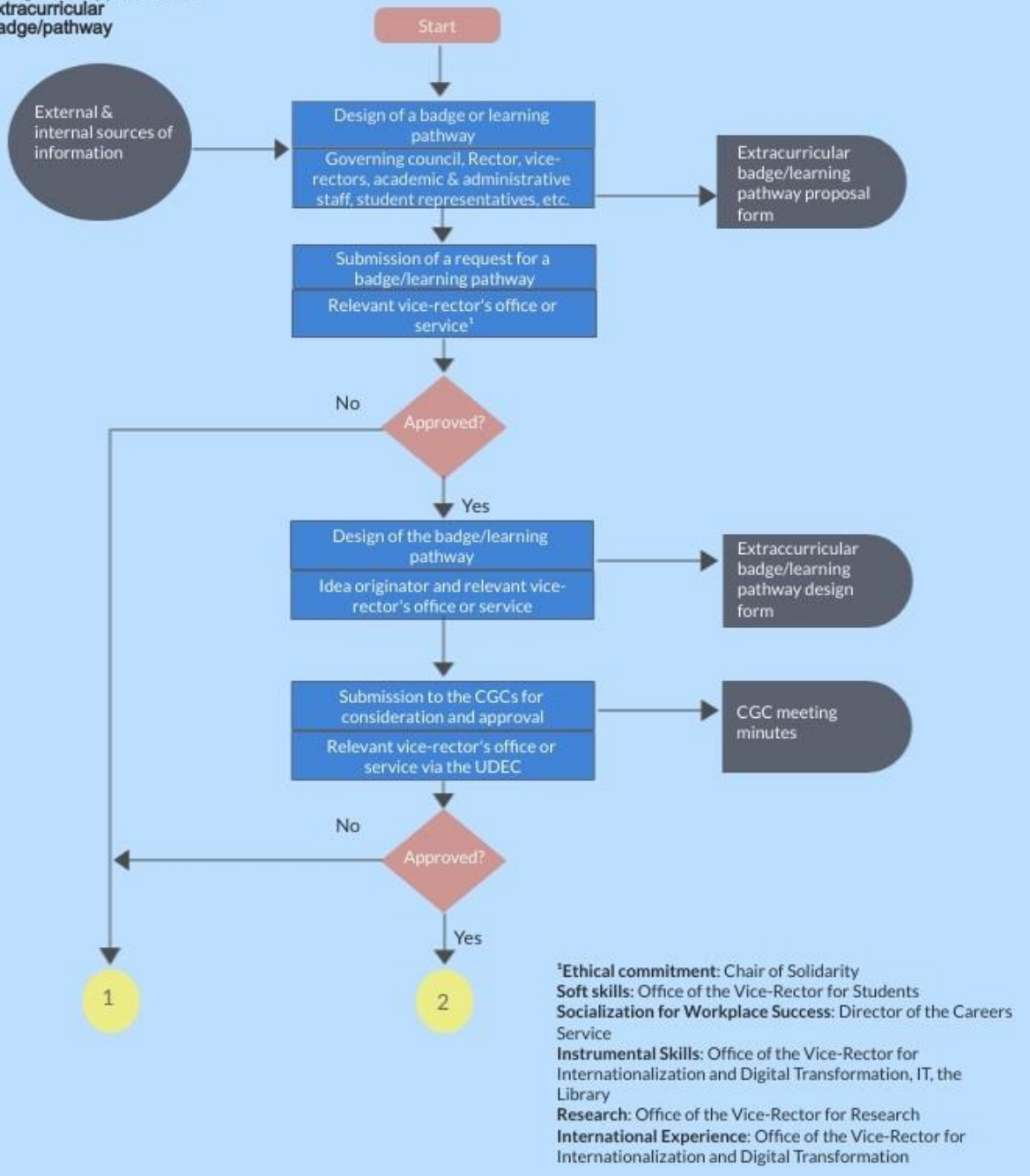
On the basis of these results, the continuation, modification or elimination of the badge or learning pathway may be proposed.

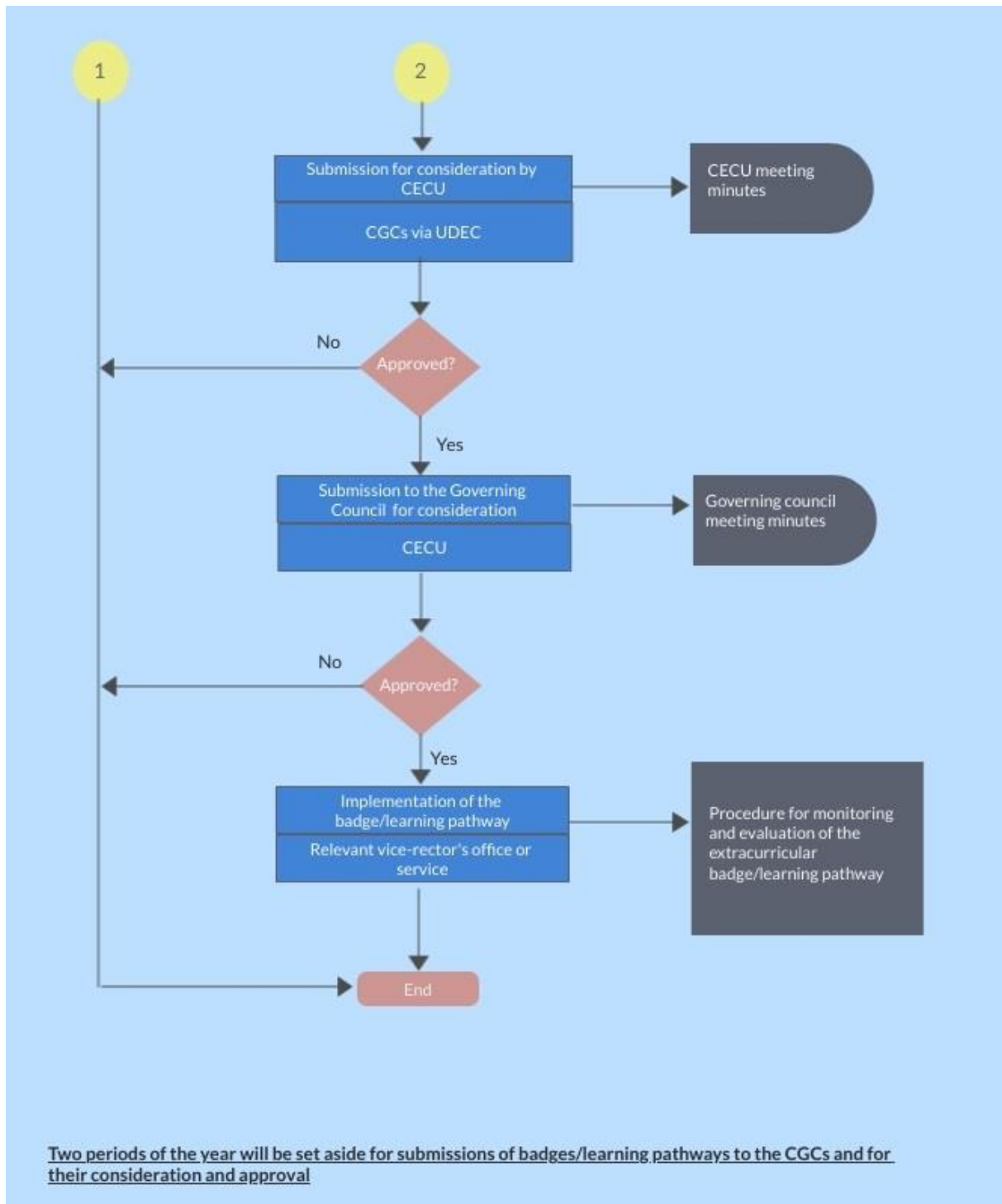
If modifications are deemed necessary, then these proposed changes should be submitted via the badge or learning pathway design form. If the modifications affect the scope, objective or content of the badge or learning pathway, then they must be reviewed by the CGC or CSI, depending on whether a curricular or extracurricular badge or learning pathway is involved. Once approved, the modifications must then be considered for approval by CECU and the Governing Council.

If the decision is taken to eliminate the badge or learning pathway, then this must also receive the approval of the CGC or CSI, as appropriate, and of the CECU and the Governing Council.

6. FLOW CHART

Design and approval of an extracurricular badge/pathway





Design and approval of a curricular badge/pathway

