



QUACING Agency

Agency for the Quality Certification and EUR- ACE
Accreditation of Engineering Study Programmes

STATUTE of QUACING Agency
TITLE I – GENERAL PROVISIONS
ARTICLE 1 – CONSTITUTION AND DENOMINATION
1.1. On the initiative of: - Consiglio Nazionale degli Ingegneri (CNI) ¹ , - Conferenza per l’Ingegneria (CopI) ² , and under article 14 and the following of the Civil Code, it is established a non-profit Association to operate as Agency for the quality Certification of Engineering Study Programmes that (concerning the Italian system of Higher Education Degrees classification - Ministerial Decree 270/2004), belong to the Engineering classes, or other classes with significant contents similar to those of the basic areas and characterizing the engineering classes, and the EUR-ACE Accreditation of First Cycle and Second Cycle Study Programmes in Engineering, specifically those offered by Italian Universities which release study titles with legal value, and called “Agency for the Quality Certification and EUR-ACE Accreditation of Engineering Study Programmes - QUACING Agency”, shortly “QUACING Agency”.
1.2. The Association, in the interest of the members and in execution or in any case in compliance with the assignment or the decisions of assignment from the members, represents the common organizational tool for carrying out the activities indicated in paragraph 1.1, according to the in-house providing model provided for in the national legal system and that one of the European Union.
1.3. The Association operates in execution or in any case in compliance with the assignment or assignment decisions coming from the members.
1.4 The Association may also carry out activities in favor of non-associated third parties if such activities are relevant and are carried out in compliance with the limits set by current legislation.
1.5. The President will apply for the incorporation of the Association under current regulations.
1.6. The Association is governed by the rules of the present Statute and of the By-laws adopted by the Association and, for what is not provided for in the Statute and the By-laws, by the pertinent provisions of the state law.
ARTICLE 2 - SEAT
2.1. The Association is based in Rome.
2.2. The location of the seat in the above-mentioned city is chosen by the Board of Directors. at the moment it is established at Via XX Settembre 5 - 00187 Roma, the seat of CNI.
2.3. Offices and/or secondary seats can be established both in Italy and abroad.
ARTICLE 3 - DURATION

¹ National Council of Engineers

² Conference for Engineering (*Association of the Deans of the Engineering Schools and of the Directors of Engineering Departments*)

3.1. The duration of the Association is unlimited and the Association itself can be wound up only by resolution of the Partners' extraordinary Assembly.

ARTICLE 4 – AIMS AND GOALS AND FUNCTIONS

4.1 The Association is non-profit, non-party, and non-political.

4.2 The Association acts according to principles of efficiency, effectiveness, transparency, and economy, in complete independence from any academic and/or economic Institution and with total and systematic operative autonomy, through the participation of academic representatives and representatives of external bodies (as many as the academic representatives at least) in the decisional processes of certification and/or accreditation.

4.3. The goals of the Association are:

- quality certification of the Degree Programs that (concerning the Italian system of Higher Education Degrees classification - Ministerial Decree 270/2004) belong to the Engineering classes, or to other classes with significant contents similar to those of the basic areas and characterizing the engineering classes, and EUR-ACE accreditation of Engineering Study Programmes, as reported in Art. 1;
- promotion of the quality of Engineering Study Programmes and development of quality culture among the staff working for Engineering Study Programmes;
- promotion of correct information on the quality of Engineering Study Programmes at both national and international level;
- promotion of recognition of Engineering titles in Europe and outside Europe.

4.4. To accomplish its aims, the Association, by its initiative or in partnership with other subjects - private or public, Italian or foreign -, can assume all the initiatives and carry out all the operations reckoned to be necessary or useful in compliance with the decisions of the Board of Directors and, except for activities reserved by the law to the competence of other subjects, public or private, can carry out whatever activity of whatever nature which is necessary, useful or appropriate and connected in any way whatever with its statutory aims both in Italy and abroad, including the drawing up of contracts, agreements, and conventions, the participation into competitions and calls, the assumption of participations into Italian or foreign societies, bodies, and associations, whose activities are devoted to pursuing goals consistent with its own.

4.5. The Association can also establish collaborative relationships with public and private bodies and institutions both national and international.

TITLE II – PARTNERS

ARTICLE 5 – TYPOLOGIES OF PARTNERS

5.1 The Partners are distinguished into:

- founder Partners;
- ordinary Partners;
- supporting Partners.

5.2. The founder Partners are the subjects who have promoted the establishment of the Association, i.e.:

- the Consiglio Nazionale degli Ingegneri (CNI),
- the Conferenza per l'Ingegneria (CopI).

5.4 Ordinary Associates are Schools, Faculties, Engineering Departments and equivalent structures belonging to CopI and the Orders of Engineers

There may be ordinary Partners:

- national and international Professional Associations;
- public and private Bodies and Enterprises of national and international relevance operating in technical, scientific, or educational sectors;

provided they share the aims and goals of the Association and accept its operative modes.
<p>5.4. There may be supporting Partners:</p> <ul style="list-style-type: none"> - Italian Universities or equivalent Institutions and/or their Faculties or equivalent structures; - - the regional Federations and Councils and Foundations of the territorial orders of engineers; - territorial professional Associations and their regional Federations and Foundations; - public and private Bodies and Enterprises operating in technical, scientific, or educational sectors; - physical people; <p>provided they share the aims and goals of the Association and accept its operative modes.</p>
<p>5.5. The application for ordinary or supporting Partner membership must be addressed to the President together with letters of introduction from at least one founder Partners. The application together with the advice of the Board of Directors is submitted to the Assembly for final decision and for assessment of entrance fee, if any, for the new Partners.</p>
<p>5.6. The new Partners have to pay their membership fee for the current year and entrance fee, if any, assessed by the Assembly within 30 (thirty) days from the communication of acceptance of the application and from that moment must comply with the provisions of the Statute and the By-laws adopted by the Association.</p>
ARTICLE 6 – RIGHTS AND DUTIES OF PARTNERS
<p>6.1. All the Partners must pay their membership fee established yearly by the Board of Directors on the scheduled dates.</p>
<p>6.2. All the Partners up-to-date with the payment of their membership fees have the right to participate in the social activities, in compliance with what is established by the present Statute and by the social By-laws.</p>
<p>6.3 The membership fee is not divisible or repeatable in the event of withdrawal or loss of membership.</p>
ARTICLE 7 – RESIGNATION AND EXCLUSION
<p>7.1. The quality of associate member is lost due to:</p> <ul style="list-style-type: none"> - voluntary resignation, communicated by letter to the President of the Association with a 3 (three) months’ notice at least. - Exclusion: the Assembly approves the exclusion measure - after contesting the charges and after having heard the concerned associated member’s defence, if requested by the same - on advice of the Board of Directors , passed with the votes in favour of $\frac{3}{4}$ (three quarters) of the components at least, of Partners whose financial obligations to the Association are one year overdue and/or of those Partners who, in compliance with article 24 of the Civil Code, for whatever serious reasons, such as by way of examples not exhaustive in the least: i) neglect the duties imposed to the Partners by the present Statute, by the By-laws adopted by the Association and, for what is not provided for in these documents, by the provisions of the law; ii) carry out or have carried out activities in contrast with the aims of the Association; iii) adopt actions considered dishonourable inside and outside the Association; iv) adopt a behaviour which constitutes or may constitute obstacle to the good progress of the Association. The exclusion measure must be communicated by registered letter to the interested member, which may appeal within 30 (thirty) days to the Assembly. In this case, the President must convene the Assembly within 15 (fifteen) days of receipt of the request and the Assembly must be held within 30 (thirty) days of the convocation. - - Resignation: each member can withdraw from the Association at any time by giving written notice to the Board of Directors; this withdrawal will take effect immediately. The obligation

<p>to pay the membership fee for the current year remains unaffected.</p> <ul style="list-style-type: none"> - Dissolution of the Association.
<p>7.2. Excluded Partners will never again be re-admitted to the Association.</p>
<p>7.3. Excluded Partners or those who have resigned have no claim to the patrimony of the Association and cannot claim any reimbursement of the membership fee for the current year.</p>
<p>TITLE III – ORGANISATION ARTICLE 8 – BODIES</p>
<p>8.1. The bodies of the Association are:</p> <ul style="list-style-type: none"> - the Assembly of Partners; - the Board of Directors ; - the President; - the Vice president; - the Secretary-Treasurer; - the Auditor or Auditors’ Committee
<p>ARTICLE 9 – ASSEMBLY</p>
<p>9.1. The Assembly is the highest deliberative body of the Association.</p>
<p>9.2. The supporting Partners participate in the Assemblies without the right to vote.</p>
<p>9.3. All members (Founders and Ordinary) in good standing with the payment of the annual fee can participate in the Assembly, with the right to vote. Supporting members participate in the Assembly, without the right to vote.</p>
<p>9.4 The Assembly may be requested by one third at least of Partners who are up-to-date with payments of their membership fees when requesting the Assembly whose agenda they propose. In that case, the President has to call the Assembly.</p>
<p>9.5. The tasks of the ordinary Assembly are:</p> <ul style="list-style-type: none"> - to elect the members of the Board of Directors ; - to elect the Honorary President; - to approve the programmatic lines of the Agency and the annual program proposed by the Board of Directors ; - to approve the final balance of the business year and the budget for the coming year; - to elect the Auditor or the Auditors’ Committee, with their temporary substitutes, and to establish their payment; - to decide about admission or exclusion of new Partners on the advice of the Board of Directors ; - to approve the By-laws of the Association and other possible specific regulations on the advice of the Board of Directors ; - to decide about all the other matters the Board of Directors wants to submit to the Assembly.
<p>9.6. The Extraordinary Assembly decides on the following matters on the proposal of the Board of Directors :</p> <ul style="list-style-type: none"> - modifications of the Statute; - liquidation or dissolution of the Association, the appointment of the liquidator or of the liquidators, the modes of the dissolution, the criteria for the transferal of the patrimony.
<p>9.7. The ordinary Assembly meets twice a calendar year at least, within four months from the closing of the social year for the approval of the final balance of the business year and by November 30 (the thirtieth) for the approval of the budget for the coming year.</p>
<p>9.8. The decisions adopted by the ordinary and extraordinary Assemblies compel all the Partners whether they were not present or in disagreement to the observance of the related contents.</p>
<p>9.9. The expenses for participation in the Assemblies are to be paid by the Institutions the</p>

participants belong to.

**ARTICLE 10 –
FUNCTIONING AND VALIDITY OF ASSEMBLIES**

10.1. The Assembly is called by the President at the seat of the Association or in any place deemed fit to guarantee the largest participation, by billposting the notice at the seat of the Association and simultaneous communication to the Partners through a recorded delivery letter, telegram, fax, e-mail message or any means which guarantee the reception by the recipient, to be posted ten days at least before the date established for the ordinary Assembly and fifteen days at least before the date established for the extraordinary Assembly. In the notice, there must be indicated the day, the place and time of the meeting as well as the agenda. The notice is to contain the date of the second meeting also.

10.2. The meetings of the Assembly can be also held through means of telecommunication and/or audio/video conference, provided that:

- all the participants can be identified and enabled to follow the debate, to participate in real-time in the treatment of the topics under discussion, and to participate in the voting;
- the President of the Assembly is enabled to ascertain the identity and the legitimation of the Partners attending on one's own or by proxy, and to verify the validity of the proxies;
- all the participants are enabled to participate in real-time in the treatment of the topics on the agenda and discussed in turn, with the possibility to exchange documentation if that be the case;
- the regular development of the meeting and the exercise of the right to vote is guaranteed, as well as the validity of the voting operations and the proclamation of the voting results;
- the correctness of the process of taking the minutes is assured, thus enabling the person in charge to adequately catch the assembly events which must be recorded.
- the audio/video places connected by the Association where the participants can pour in are indicated in the notice.

10.3. If those prerequisites are satisfied, the Assembly is considered to take place where the President is and where the Secretary also must be present, to allow the drawing up and the signature of the minutes in the minute book.

10.4. Only the Partners up-to-date with payments of their annual membership fees and with no measure of exclusion in progress can take part in the ordinary and extraordinary Assemblies.

10.5. Assemblies are chaired by the President and, in case of his/her absence or impediment, by the Vice-President or by one of the legitimate participants in the Assembly and elected by the majority of those present.

10.6. The ordinary Assembly forms a quorum in the first meeting when the majority of the Partners having the right to vote in good standing with the payment of the membership fee are present, in the second meeting when any number of the Partners having the right to vote in good standing with the payment of the membership fee is present.

The ordinary Assembly decides with the vote in favor of the majority of those present. Each Partner is entitled to one vote and can be delegated to represent only one Partner.

10.7. The extraordinary Assembly forms a quorum in both the first and the second meeting when two-thirds of the members having the right to vote in good standing with the payment of the membership fee are present. The extraordinary Assembly decides with the vote in favor of three-quarters of those present. Each Partner is entitled to one vote and can be delegated to represent only one Partner.

10.8. The Assemblies appoint a secretary and, when necessary, two vote counters. The presence of a secretary is not necessary when the minutes of the Assembly are drawn up by a notary.

10.9. The President chairs and regulates the discussion and establishes the procedure and the order of the ballots.
10.10. The minute of each Assembly will be drawn up and it will be signed by the President and the Secretary and if appointed, by the two-vote counters. Copy of the minutes must be made available to all the Partners and the original must be kept in the minute book of the Assembly.
ARTICLE 11 –BOARD OF DIRECTORS
11.1. The Board of Directors is the executive body of the Association and it is elected by the Assembly of associates. It is made up of 8 (eight) members chosen from among the associates.
11.2. The Board of Directors is legally formed through the appointment of 5 (five) representatives of the bodies represented at least.
11.3. The members of the Board of Directors remain in office for three years, which expires on the date of the Assembly whose agenda is the approval of the final balance of the third office year, and can be re-elected once. The Board of Directors expires in case of cessation from office at whatever title of half of the members at least. In the case of one membership vacancy, for any reason whatsoever, the Board of Directors appoints a substitute, on the advice of the Partner who proposed the outgoing member, for the remaining term of office. The appointment of the substitute must be confirmed by the first useful Assembly.
11.4. The Board of Directors performs all the tasks necessary for assuring the ordinary and extraordinary administration of the Association, except for those reserved by the Statute to the Assembly or the President.

11.5. In particular, the Board of Directors has the following tasks:

- to elect the President and the Vice-President among its members;
- to submit Statute modifications to the Assembly for approval;
- to decide on the assumption of participation in societies, bodies or associations, whose activities are devoted to pursuing goals consistent with those of the Association and on the participation in calls;
- to approve the establishment and the suppression of offices and/or secondary seats both in Italy and abroad and the transfer of the legal seat;
- to draft the By-laws of the Association, which must among other things also provide for the establishment of any technical organism necessary for a better more efficient operativity of the Agency, such as, in particular, Steering Committee, Director, Technical Secretariat, Person in charge of the Surveillance, Appeal Committee, Evaluation Teams, to be submitted to the Assembly for approval;
- to submit other possible specific regulations which are deemed necessary to Assembly for approval;
- to carry out the decisions adopted by the Assembly and to see to the correct application of the Statute and of the By-laws;
- to formulate the programmatic lines and the program of the activities of the Association, to be submitted annually to the Assembly for approval;
- to prepare the final balance of the business year and the budget for the coming year to be submitted annually to the Assembly for approval;
- to approve the annual report on the activities of certification and accreditation developed by the Association;
- to maintain relationships with the *European Network for Accreditation of Engineering Education* (ENAE), also because of the EUR-ACE accreditation;
- to submit applications from new ordinary and supporting Partners together with its advice to the Assembly;
- to propose the possible exclusion of a Partner to the Assembly;
- to approve the annual membership fees and of the entrance fees, if any, for the new Partners to the Assembly for approval;
- to make all the decisions relating to certification and accreditation, according to what specified in the By-laws;
- to approve the costs of the Technical Secretariat;
- to approve the costs of the procedures of certification and accreditation;
- to assume all the initiatives indicated by the By-laws or in any case those deemed necessary to make the Association operative;
- to determine the payment, if any, to be attributed to the members of the technical organisms, as well as the modes to obtain reimbursement for expenses occurred into in the fulfillment of their task and their amount;
- to propose the winding up of the Association, the appointment of the liquidator or the liquidators, the modes of the dissolution, and the criteria for the transferal of the patrimony to the Assembly.

11.6. The expenses for participation in the meetings of the Board of Directors are to be paid by the Institutions the members belong to.

**ARTICLE 12 –
FUNCTIONING AND VALIDITY OF THE MEETINGS**

12.1. The Board of Directors is called by the President at the seat of the Association or in any

<p>place fit to guarantee the largest participation of the members, at eight days' notice at least through a recorded delivery letter, telegram, fax, e-mail message or any means which guarantee the reception by the recipient. In the notice, there must be indicated the day, the place, and the time of the meeting as well as the agenda.</p>
<p>12.2 The meetings of the Board are chaired by the President and, in case of his/her absence or impediment, by the Vice-President or, in case of his/her absence or impediment, by the oldest member.</p>
<p>12.3. To ensure the validity of the Board meetings, the presence of the majority of its members is required.</p>
<p>12.4. The decisions of the Board of Directors are made with the majority of votes in favor of those present, except for what is otherwise provided for by this Statute. In case of a draw, the President's vote prevails.</p>
<p>12.5. The Director and the Honorary president attend the Board meetings, without the right to vote.</p>
<p>12.6. The President chairs and regulates the discussion and establishes the procedure and the order of the ballots.</p>
<p>12.7 The minutes of every meeting of the Board of Directors will be drawn up by the Secretary-Treasurer and signed by the President and the Secretary-Treasurer. Copy of the minutes must be made available to all the Partners and the original must be kept in the minute book of the Board of Directors.</p>
<p>12.8. The meeting of the Board of Directors can also be held through means of telecommunication provided all the participants can be identified and enabled to follow the discussion, to participate in the treatment of the topics under discussion as well as to examine documents in real-time. Once those prerequisites are satisfied, the meeting of the Board of Directors is considered to take place in the place where the President of the meeting is and where also the Secretary-Treasurer must be.</p>
<p>ARTICLE 13 – PRESIDENT, VICE-PRESIDENT, AND SECRETARY-TREASURER</p>
<p>13.1. The President, the Vice-President, and the Secretary-Treasurer are elected by the Board of Directors among its members in the installation meeting with the absolute majority at the first two ballots and the simple majority at the third ballot. If two candidates receive the same number of votes on the third ballot, either the older will be elected or the senior in the role if both candidates are university teachers.</p>
<p>13.2. The President remains in office for the duration of the Board of Directors by whom he/she has been appointed and in any case, until the first meeting of the new Board of Directors takes place. The President may be re-elected.</p>
<p>13.3. In the case the President, for any reason, resigns or ceases from office, the Board proceeds to the election of a new President who remains in office for the residual duration of the Board of Directors.</p>
<p>13.4. The President has the legal representation of the Association, calls and chairs the Assemblies and the Board of Directors, and executes their decisions.</p>
<p>13.5. In case of his/her absence or temporary impediment the President is substituted by the Vice-President.</p>
<p>13.6 The Vice-President remains in office for three years, ceases with the Board of Directors by whom he/she has been appointed, and can be re-elected.</p>
<p>13.7 The Secretary-Treasurer draws up the minutes of the meetings of the Board of Directors and is responsible for the custody of the Association's funds. Following the instructions of the Board</p>

of Directors, he/she keeps the accounting of the Agency, keeps and updates the accounting books, and prepares the final balance and the budget together with the President.
ARTICLE 14 – AUDITOR OR AUDITORS’ COMMITTEE
14.1. The Auditor or the Auditors’ Committee is the body of control of the Association and carry out the function established by the Civil Code for the Board of Auditors.
14.2. The Auditors’ Committee is formed by three effective members and two temporary substitutes.
14.3. The Auditor or the members of the Auditors’ Committee must be enrolled in the register of the Auditors, continue in office for three years, expire on the date of the Assembly whose agenda is the approval of the final balance of the third office year and may be reappointed once.
14.4. The Auditor or the members of the Auditors’ Committee cannot cover other offices in the Association but can participate in the meetings of the Board of Directors.
14.5. The Auditor or the Auditors’ Committee carries out surveillance on book-keeping and financial regularity on the part of the management of the Association and in particular on the observance of the law, of the present Statute and of the By-laws; he/she controls the administration of the Association and attends to the financial management; verifies that the book-keeping is regular and the budget corresponds with the results of the accounts books and of the entries in accordance with the law; expresses his/her opinion through special reports on the final balance of the business year and the budget for the coming year; carries out cash inspections.
TITLE IV – PATRIMONIAL AND FINANCIAL ASPECTS ARTICLE 15 – PATRIMONY
15.1. The patrimony of the association is constituted by: <ul style="list-style-type: none"> a) the entrance fee, if any, of new Partners; b) the annual membership fees, equal for all the Partners of the same category, paid by the Partners according to the decisions of the Assembly; c) the incomes from the payment of the economic burden due to the activity of quality certification and EUR-ACE accreditation of Engineering Study Programmes; d) any additional income arising from the payment of economic costs due to the carrying out of activities cognate or consistent with those of quality certification and accreditation of study programmes; e) possible management surplus, profits and any other income that the Board of Directors decides to utilize to increase the patrimony.
15.2. It is prohibited to distribute profits as well as funds, reserves or capital. The financial resources of the Association as well as the profits and management surplus not utilized to increase the patrimony shall be utilized for the realization of projects directly connected with the statutory aims of the Association.
ARTICLE 16 – FINANCIAL YEAR AND BUDGETS
16.1. The social year and the financial year of the Association start on January 1 (the first) and end on December 31 (the thirty-first) of every year.
16.2. The Board of Directors prepares the final balance of the business year according to the provisions of article 2423 and the following of the Civil Code within four months from the closing of the social year and the budget for the coming year by November 30 th (the thirtieth) of each year, to be submitted to the Assembly for approval.
16.3. The budget must be drawn up clearly and must represent the patrimonial and economic-financial situation of the Association truly and correctly, according to the principle of

transparency towards the Partners.
16.4. Copy of the budget must be made available to all the Partners together with the notice of the ordinary Assembly whose agenda includes the approval of the budget.
TITLE V – FINAL PROVISIONS
ARTICLE 17 – DISSOLUTION AND LIQUIDATION
17.1. The dissolution of the Association is decided by the Extraordinary Assembly on the proposal of the Board of Directors with votes in favor of three quarters at least of its members rounded up to the superior integer. Proxies are not allowed when deciding on the winding up.
17.2. With the same majority the Assembly proceeds to the nomination of the liquidator or of the liquidators and decides on the transferal of the residue, by choosing them preferably among the Associates.
17.3 In the event of the dissolution of the Association, all the economic resources that remain after the liquidation is exhausted cannot be divided among the members, but will be devolved to other associations operating in the same or similar sector.
ARTICLE 18 – REFERENCE REGULATIONS
18.1. For what is not explicitly provided for in the present Statute, the provisions of the Civil Code and current pertinent laws must be referred to.
ARTICLE 19 – ARBITRATION CLAUSE
19.1. Every controversy among the partners or the partners and the Association about the social relationships will be the competence of the Rome Courts only.