REPORT ON THE MONITORING AND EVALUATION OF CURRENT QA SYSTEM IN ODLAR YURDU UNIVERSITY
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26 May 2021

1. Introduction

Issue as identified by ESG	Conformity	Non Conformity	Areas for improvement
1. Policy for quality assurance	There is a policy for quality assurance in place.	None	QA policy needs systematicity and improvement
2. Design and approval of programmes	There is a process according state guidelines There is a pilot experience for design process according ESG	None	It is recommended to extend the experience to all study programs
3.Student-centred learning, teaching and assessment	Delivering study programmes is in train to change to student centred learning approach. The university is providing training and incentives.	None	It is recommended to generalize the pilot experience
4. Teaching staff	Teaching staff participates in training activities in a voluntary way. There is a monitoring and evaluation of performance of academic staff	None	Enhance the assessment of performance teaching staff
5. Information management	There is in place a process to implement an overarching information system	None	Enhance and advance to the implementation of the overarching university's information system

6. *Public information*	Information is disseminated and shared via official website of the university	None	Publish information about QAC charter and data on the official website
7. *On-going monitoring and periodic review of programmes*	There are some activities about monitoring	None	Enhance monitoring activities related with QA

2. General recommendation

1. Policy for quality assurance

The Odlar Yurdu University adopted the 2020-2025 Strategic Plan, among other goals it contains: modernization of the teaching/learning process, improve internal Quality Assurance and improve the monitoring analysis and evaluation system of the university.

The Quality Assurance Center was stablished at the OYU in the framework of the EQAC project

According to the information provided by the representatives interviewed in the monitoring session and the SER, the QAC is a separate structural department and reports directly to the Rector. The responsibility for quality assurance rest with the head of the QAC, but interacts with other structural units and departments of the university.

The information about quality assurance policy is published at the official website of the university and social media. The website is under renovation and it is not yet accessible to all documents in the English language.

At the end of each year the QA policy is revised with the participation of senior management and relevant structural units.

2. Desing and approval of programmes

Study programmes are developed by academic staff, according with the legal framework, state guidelines of Azerbaijan and are approved by the Ministry of Education, the requirements of the labor market and the experience of European universities is taking in to account. Department of United faculties and heads of departments are involved in the process of developing curricula and the QAC is responsible for monitoring this process. The process of elaborating syllabuses, prepared by academic staff, are regularly updated at the beginning each academic year.

A pilot experience has been implemented within the framework of the project EQAC, in order to update some syllabuses, according the ESG standards, following Bloome's taxonomy including learning outcomes and competences. In the monitoring phase, strength and weaknesses of the program were identified. Some action points were planned to eliminate the weaknesses. Training sessions for teaching staff and students are programmed. 40 teachers were participated in the training about "The Role of preparation of learning outcomes in student-oriented education".

3. Student-centred learning, teaching and assessment

Evaluation of learning outcomes are being conducted through assignments, test, and final exams during the semester. Information about the syllabuses of different subjects and criteria of evaluation are given to the students at the beginning of the academic year. According to the information provided by the representatives interviewed in the monitoring session and the SER, the examination process is open to the public and at the end of the semester an assessment survey is conducted.
The QAC monitors the implementation of programmes, teaching and learning methods.

One the goals of the strategic plan is to include and update new educational methods and the widespread the use new learning technologies. Each student has an account in the website. New on-line platforms of learning are implemented and update information is given to the students

In the framework of pilot experience, they prepare syllabuses of some subjects according the modern needs of the curriculum and try to change teaching methods according with learning outcomes and evaluation methods are also updated, until now this is applied to some subjects. 60 teachers participate in a workshop about student centred learning, teaching and assessment, as a result, teachers participating in this training try to apply shift from teacher-centered teaching methodology to student-centred education system. It would be recommended to generalize this experience to other study programs

The university have in place a procedure for attend student's appeals and complaints. Complaints and suggestions can be sent to the official mail of the university. QAC also works on this field, reporting the student suggestions to the responsible of the study programmes, trying to work individually with any student.

4. Teaching staff

According to the information provided by the representatives interviewed in the monitoring session and the SER, there are stablished criteria to fill vacant teacher positions and teaching process is monitored regularly, diagnostic assessment of teachers is conducted and the salaries with high results are increased. In general, old teacher share their experience to young teachers and work together.

The university organize trainings for teachers and seminars, also international trainings. Within the framework of the EQAC project, the university organized training for teaching staff about the ESG with the aim to clarify the organization of quality assurance and lay down the standards and guidelines for internal and external quality assurance within higher education institutions. A workshop about the role of preparation of learning outcomes in student-oriented education was prepared. Why learning outcomes? How learning outcomes need to be? and other questions were discussed in the workshop.

Odlar Yurdu University has rankging system for academic staff. After monitoring and evaluation of performance of academic staff, results affected the teachers' salary system. OYU developed motivation system for teacher. This method directly effected of teacher performance and motivation.

5. Information management

The university has a database that contains extensive information about students and graduates. In order to measure the quality of study programmes QAC conduct surveys regularly. At the end of each semester, surveys are conducted among students; profile of the student population, student progression, drop-out rates, learning resources, student support available and indicators of graduate employability are included. QAC prepare a report to the Rector and discuss how to solve the problems identified about the students, trying to work with each student individually
The university organize events with relevant graduates of the university in order to share their experience with the student.

During the last year, work is being done on strengthening the university's information system.

The university is given information and support during education period but not before the admission, it can be interesting disseminate information future students.

The university is making a great effort towards internationalization, as evidenced by the numerous international projects in which it participates.

6. Public Information

Information is disseminated and shared via official website of the university. The university prepares promotional products using social media. Booklets in several languages are available and promotional campaigns at local schools are organized.

According to the information provided by the representatives interviewed in the monitoring session, the University publish information about QAC at official website in the official language.

7. On-going monitoring and periodic review of programmes

The university have in place annual survey a process for monitoring programme design and prepare self-evaluation report annually. The main responsibility of this processes holds in the QAC.

3. CONCLUSIONS

According to the information provided by the representatives interviewed in the monitoring session and SER, there is a quality assurance policy in place at the Odlar Yurdu University. There is a strong commitment of the university to continuously progress in QA implementation at institutional level.
The 2020-2025 Strategic Plan, among other goals it contains: modernization of the teaching/learning process, improve internal Quality Assurance and improve the monitoring analysis and evaluation system of the university.

In the framework of EQAC project, many actions are being developed to guide the change towards the modernization of the institution.

The effort made to face of the difficulties derived from the pandemic and especially from the war is especially noteworthy.

Existence of the documents

QA policy	**Verified**
QA strategy	**Verified**
Statue of QA Centre	**Verified**
QA staff job description	**Verified**
Stakeholder mapping	**Verified**
QA action plan	**Verified**
QA reports	**Verified**

The existence of this documentation has been verified from the information provided by the representatives of the university in the monitoring session. Most of them are presented in the official language of the country

Monitoring questions:

It should be noted the excellent attitude of all participants in the interviews and willingness to respond to the issues raised and to share their reflections.