

# QUALITY POLICY OF AZERBAIJAN TECHNOLOGICAL UNIVERSITY (UTECA)

## Our Mission

The mission of the Azerbaijan Technological University is to offer nationally competitive and internationally recognized opportunities for learning, discovery and engagement to a diverse population of students in a real-world setting, contribute to society through the pursuit of education, learning and research at the highest international levels of excellence. Azerbaijan Technological University offers a full range of degree programs at the baccalaureate, master's, doctoral and professional levels and pursues a broad agenda of research and creative activities. As a knowledge resource to the public, the university builds partnerships with other educational institutions, community organizations, government agencies, and the private sector to serve the region and impact the national level.

## Goals and Vision

In developing and evaluating of study, The University seeks to continually improve its existing traditional and non-traditional programs. To ensure ongoing program excellence, responsibilities are shared between qualified faculty and administrative staff equally.

All degree programs at Azerbaijan Technological University share the following common goals:

1. To enable students to acquire a body of knowledge in a specific discipline;
2. To think critically;
3. To improve student abilities to make significant contributions to the mission of the employers;
4. To use student knowledge to improve the functioning of the communities in which they live and work;
5. To enhance student personal satisfaction;
6. To improve a student's level of confidence and self-esteem through the accomplishment of long-term academic goals;
7. To provide a pathway for students to continue the pursuit of additional life-long learning experiences;

## Objectives

All programs offered at Azerbaijan Technological University share the following common objectives. These objectives have evolved over time, and continually shaped by students, faculty, staff, employers, other constituencies and the ever-changing socioeconomic climate. Objectives are

1. To allow students to complete degree requirements at their own pace;

2. To enable students to successfully meet coursework requirements with classroom attendance;
3. To develop an individualized program of study for each student;
4. To provide students with the most comprehensive and current information available in their field of study;
5. To utilize evaluation materials which require the student to demonstrate the effective integration of concepts and skills;
6. To make available to students all materials necessary to complete successfully their degree requirements, and to give students access to faculty members who can provide assistance and guidance when necessary;
7. To develop the students understanding of the language and information specific to their discipline;
8. To enable students to effectively integrate concepts and skills across functional areas;
9. To instill in students the value of life-long learning;
10. To encourage students to take advantage of life-long learning opportunities;

### **Quality Policy**

Our Quality Policy specifies the Degree of Excellence as “all activities of the organization will be carried out in a systematic manner in accordance with defined and documented Policies and Procedures, will meet applicable legislative requirements, will be visible and auditable, and will ensure that the needs of Learners, Staff and Stakeholders are met.

We realize that Quality is the responsibility of all personnel, and therefore will promote a Quality Culture within the organization by means of sharing information, including personnel in decision making and delegating specific Quality Management functions, e.g. Quality System maintenance, to suitably skilled and competent persons.

UTECA’s quality policy focuses on ensuring the quality of education and continuing development of education in line with the goals of the strategic development plan of the university. The quality policy based on the principles of the Bologna Education Process, the National Qualifications Framework for Lifelong Learning in the Republic of Azerbaijan, and the quality assurance standards in the European Higher Education Area (ESG).

### **Our Quality Policy is**

1. To increase motivation and raise performance in management by participatory and collaborative management approach;
2. To provide faster service to staff and students by using IT technology;
3. To use time efficiently and effectively in the process of realization of the goals;
4. To measure and raise satisfaction level of the beneficiaries of our services;
5. To improve the services and the tasks consistently in accordance with the Quality Management System;
6. To be leader in quality and to sustain the lead;

7. To establish and enhance our Quality Managements system by taking ESG standards into consideration;

**All employees of the quality assurance department always work for:**

1. Being informed about the Law of the Republic of Azerbaijan and normative-legal acts;
2. Regularly trained to increase knowledge and skills;
3. Know the policies and goals of quality assurance for the current period;
4. Able to get the necessary professional training;
5. Have methodological and instructional information about documentation;
6. Are provided appropriate software, computer equipment and other necessary tools for qualitative work performance;
7. Based on principles of sincerity, reliability and joint solution of problems;
8. Timely and qualitative performance for all the tasks which are assigned by the administrative;
9. Upgrade and improve existing knowledge in the field of quality.

**The achievement of strategic goals is achieved through the implementation of the following directions:**

1. Ensuring that the qualifications of specialties are adequate to market requirements;
2. Considering the use of modern teaching technologies in curriculum development;
3. Providing teaching and social activities with sufficient material and technical base;
4. Using information technologies to ensure complementarity in managing different areas of university activity (teaching, administrative, library, etc.);
5. Implementation of human resources training on the basis of country and international academic requirements;
6. Improving the quality of the teaching process and evaluation system;
7. To involve teachers and students in the process of improving the quality of teaching in order to deepen the quality management system;
8. Deepening integration and collaborative activities with the scientific and production sectors of the teaching process;
9. Demonstrating a position as an influential and guarantor partner in the labor market;
10. Switching from teacher-centered education to student-centered education;
11. Continuously expanding the activities on development of international relations in the field of scientific research;
12. Actively implement university teacher and student mobility within the framework of international programs;
13. Enhancing the satisfaction of teachers and staff with their work on the basis of improvement of teaching materials and moral stimulation systems;
14. Creating favorable conditions for the application of new teaching technologies and research results;
15. Promoting self-organization and self-governance between structural units and students;
16. Scientifically substantiated and application of a methodology adapted to international standards and requirements;

17. Pay attention to the internal (value, culture, knowledge, etc.) and foreign (technological, legal, social, etc.) factors affecting the goals and objectives of UTECA;
18. Identification of risks during the planning of each process and taking appropriate preventive measures;
19. Systematic verification of the quality of education with international quality criteria;
20. Improving the quality of statistical processes;
21. Using systematic approach to manage activities and resources to obtain the planned outcomes of each process.
22. Improve the quality assurance system in accordance with international standards;
23. Conducting periodic reviews and questionnaires to ensure quality improvement;
24. Ensuring the development of personnel quality and student potential by benefiting from advanced international experience;
25. Application of advanced technologies and management methods, innovations created on the basis of scientific achievements in the educational process;
26. Improvement of teaching activity in accordance with international standards, increasing the level of professionalism of the staff and ensuring their up-to-date skills;

**The university leadership is committed to implementing and continually improving the aforementioned bullet points and declares that this approach is a long-term policy.**

**Quality policy is an integral part of the university's strategy and is the basis of planning for educational activities.**

**The Quality Assurance Department is committed to strictly following the principles and is responsible for continuously analyzing the quality management system and improving its effectiveness.**