

## Azerbaijan University of Architecture and Construction

### Quality Policy

The Azerbaijan University of Architecture and Construction consists of organizing an efficient system of training of architects, construction and economists, who can act as a highly qualified specialist in the future, able to realize and communicate with creative thinking, in accordance with the current demands of society in the field of education quality. Education policy, its strategy and procedures have official status and are open to all students and other stakeholders are involved in this policy. Education policy is based on the following principles:

1. Organization of Quality assurance system
2. Defining the strategy and quality policy of the university
3. Ensuring the relationship between academic education and research at the university
4. Responsibility for quality assurance of faculties, chairs and other units, as well as individuals.
5. Implementation of the quality of education policy, monitoring and controlling

#### ***Quality assurance of students' knowledge and skills assessment***

##### **Standard:**

Students' knowledge and skills should be evaluated objectively, consistently and systematically with declared (published) criteria.

##### **Instructions:**

Evaluating the students' knowledge and skills is one of the most important elements of higher education, an important element of their future career,

and also provides important information about the effectiveness of education. Below guidelines are followed in the assessment of students:

1. Evaluation criteria are being prepared to verify the achievement of the training results and other program goals
2. Assessment methods determine the students' knowledge and skills for obtaining training outcomes and vocational training;
3. Evaluating knowledge and skills are assessed diagnostic, formative (creative) and summative (taking into account all the details);
4. The results of all measurement and evaluation methods used, are summarized. The final grade consists of the students' exam grades, the results of everyday queries, the total number of points given for their free work and attendance.
5. In cases and circumstances where the student is ill or can not participate in the exam, re-examination is regulated by the Special Rules and is communicated to the students;

### ***Quality Assurance of Academic Staff***

#### **Standard:**

The educational institution should have certain ways and methods to improve capacity of a professional and competent academic staff. The teacher should have the decent knowledge and skills in the field of learning, which is accessible to all students, assess the knowledge and skills gained by the students.

#### **Instruction:**

1. The University has an academic staff to carry out the teaching process. This includes teachers, as well as auxiliary staff.
2. Guidance (teacher recruitment) procedures are taken into account minimum required competencies.
3. University teachers are selected on a competitive basis by choice of every 5 candidates. The terms and conditions of the competition are announced one month before in the university's newspaper and website.
4. The university faculty members are assessed by rating points, depending on how their qualifications are fulfilled. Assessment of teachers is carried out in the form of a special Commission on the

accepted Regulation. The results of the rating scores were also included in the evaluation of teachers

5. The academic staff constantly develops and expands the teaching competence. Teachers who perform their duties at a high level are rewarded in a special manner.
6. University teachers are provided with opportunities to upgrade their competencies to the required level.
7. The university has the right to disassociate teachers who do not fulfill their duties properly and who do not endeavor to improve their competences.