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№	<b>“Nakhchivan” University Quality Assurance Sector Work Plan 2019-2020</b>	<b>Executive date</b>	<b>Executive person</b>
1.	Provide leadership in articulating a University’s Quality Assurance framework, policies, mechanisms and processes to support University’s mission of achieving “excellence in teaching and learning.	continuous	Head of QAS
2.	Propose strategies, policies, systems, procedures and practices for the university’s academic quality assurance and enhancement in accordance with the university vision and strategic planning.	August - September	Head of QAS and Specialist of QAS
3.	Lead the development and implementation of a University-wide educational assessment plan to ensure effective assessment at the courses and programmes.	September - October	Head of QAS

<b>4.</b>	Promote the culture of academic quality and self-assessment and improvement within the university by offer customized consultations and training workshops.	November - Decebmer	Head of QAS and Specialist of QAS
<b>5.</b>	Monitor, review, audit, evaluate and continuously develop the university's quality assurance and enhancement strategies, frameworks and procedures at all levels of the university.	continuous	Head of QAS and Specialist of QAS
<b>6.</b>	Provide administrative and substantive support for quality assurance and enhancement at all levels of the university, and support the institutional and program accreditation processes and contents for national and international organizations and agencies.	January – February	Head of QAS
<b>7.</b>	Work with faculty, staff and the University-level assessment committees to systematize assessment and related reporting to fulfill University expectations and accreditation requirements.	continuous	Head of QAS and Specialist of QAS
<b>8.</b>	Promote the production of knowledge as the main way to distinguish the University internationally, differentiate teaching projects and establish an effective cooperation with society.	continuous	Specialist of QAS
<b>9.</b>	Advance the teaching and learning system through developing initiatives with the university-wide executive committees.	continuous	Specialist of QAS
<b>10.</b>	Foster an exciting intellectual environment by providing opportunities for more dialogue and engagement within the university upper administration with respect to academic quality.	continuous	Head of QAS
<b>11.</b>	Develop and implement quality enhancement, assurance and accreditation mechanisms across the university, with the aim of achieving parity with international standards of quality in higher learning.	March - April	Head of QAS and Specialist of QAS
<b>12.</b>	Increase interaction with the alumni and Promote student associative structures and improvement of the support to culturaland sports initiatives resulting from their proactivity.	May	Specialist of QAS

<b>13.</b>	Contribute to national and international conferences and meetings on quality improvement and enhancement within the Azerbaijan Higher Education System.	continuous	Head of QAS and Specialist of QAS
<b>17</b>	Encourage and consolidate a culture of merit, supported by transparent assessment mechanisms. Implement a quality management system that ensures the reliability of academic and administrative processes and promotes institutional cohesion.	continuous	Head of QAS and Specialist of QAS
<b>18</b>	Improvement of the University's positioning and visibility in regional, national and international consortia with a view to enhancing interaction with society.	continuous	Head of QAS