



YAŞAR UNIVERSITY

ACADEMIC QUALITY UNIT SUBSYSTEM

PDCA CYCLE OF EDUCATION TRAINING

Education and training processes are planned by academic units, boards and commissions under the coordination of the Vice Rector according to legislations. Plans are implemented by internal stakeholders, monitored by academic units, and Necessary changes are controlled by the relevant boards and commissions. Also, according to these processes assessment [meetings](#) are held.

Plan

- 1- Studies on opening an academic unit within the framework of our University's Strategic Plan are prepared by the relevant academic unit according to the criteria determined by the Council of Higher Education.
- 2- Curriculum changes and opening new courses processes are prepared by the corresponding department and sent to council of institute/faculty/college, requests are forwarded to the Rectorate by the decision of the board.

Internal Stakeholders	External Stakeholders	Document
University Senior Administration	CHE/THEQC	Strategic Plan
Senate	Academic Unit Advisory Boards	Education Policy
Education Commission	Accreditation Institutions	TYÇÇ and TQF and Bologna Process Documents
Academic Units		Regulation/Guidelines

Do

- 1- The academic board decision regarding the opening of an academic unit is carried to the Education Commission by the Rectorate Office. Education Commission research according to the Bologna Coordination Commission Decisions (BCC) and the provisions of the relevant directive and forwards the evaluation decision to the Senate. The decisions held in Senate are submitted to the Board of Trustees for approval. The approved request is forwarded to the Council of Higher Education.
- 2- The decision of the Board is transmitted to the Education Commission by the Rectorate Office. Education Commission research according to the Bologna Coordination Commission Decisions (BCC) and the provisions of the relevant directive and forwards the evaluation decision to the Senate. Curriculum changes and new course opening requests are approved by the Senate's decision.

Internal Stakeholders	Document
Rectorate	Regulation, Guideline, Rules and Procedures
Senate	BCC Commissions Decisions
Education Commission	Senate Decisions
Academic Units	Board Decisions
Student Affairs Department	Bologna Catalog
Human Resources Department	
Central Academic Planning Coordinator	

Check

- 1- Course evaluation surveys are conducted at the end of the semester. The evaluations made by the students are reviewed by the relevant department heads.
- 2-

Internal Stakeholders	External Stakeholders	Document
Academic Units	Accreditation Institutions	Course Evaluation surveys
Students	External Advisory Boards	Accreditation reviews

Act

- 1- Reviewing the Education-Training Plans and making the necessary updates in the curriculum. Training of trainers. Reviewing and updating training processes.

Internal Stakeholders	External Stakeholders	Document
Academic Units	Accreditation Institutions	Course Evaluation surveys
Innovative Teaching and Learning Unit	External Advisory Boards	Accreditation reviews
Innovative Teaching and Learning Unit		Board/Commission Decisions
Senate		