

Evaluations Conducted within the Scope of the Higher Education Quality Board Institutional Accreditation Program (Yaşar University)

Monday, November 27, 2023

Field Visit - Day 1

Time	What to do with whom	Content
08:30	{Transfer of Evaluation Team to the institution}	
9:00-09:30	Meeting between the Evaluation Team and the Rector	Issues related to the institution's quality assurance system and education-training, research-development, social contribution and administrative processes are discussed. Issues that cannot be fully explained or are in doubt are brought to the agenda by the team leader and clarified in IAPs.
9:30-10:15	Meeting with the Evaluation Team and the Chairman of the Board of Trustees (for foundation higher education institutions)	Task sharing in the administrative processes of the institution and the institution's quality assurance system are discussed.
10:15-11:15	Meeting of the Evaluation Team and the Institution Quality Commission members	The quality assurance system established by the institution, taking into account the HEQC Evaluation Criteria, the place of the quality commission within the quality assurance system and decision-making processes, the strategic goals of the institution and the place of these goals within regional/national development goals, education-training, research, social contribution and administrative processes. The commission makes a presentation containing up-to-date information about the institution's managerial approach, continuous improvement approach and the results obtained within this scope, studies on HEQC Evaluation Criteria and other elements common to all units. A question-answer session takes place after the presentation.
11.15-12:45	Meeting with the Evaluation Team and members of the Senate and Board of Directors	The quality assurance system created by the institution, taking into account the HEQC Evaluation Criteria, the strategic goals of the institution and the place of these goals within the regional/national development goals, the administrative approach of the institution in education, research, social contribution and administrative processes, the continuous improvement approach and the results achieved within this scope. The results are discussed.
12:40-13:30	If needed within the scope of the field visit studies and if it is convenient for both parties (team/institution), the team can meet with the institution officials for lunch to continue the discussions.	First impressions of the visit (IAP, first meeting with the Rector, morning meeting with Quality Commission members and impressions of the campus visit) are shared.
13:30-14:15 (Depending on the size of the institution, the evaluation team may be divided into groups of at least two people and visit different faculties simultaneously)	Two members of the Evaluation Team meet with the Dean and Deputy Deans of Faculty A.	Two members of the Evaluation Team meet with the Dean and Deputy Deans of Faculty B
	Two members of the Evaluation Team meet with the academic staff working at Faculty A.	Two members of the Evaluation Team meet with the academic staff working at Faculty B.
14:15-15:15	Two members of the Evaluation Team meet with students studying at Faculty A.	Two members of the Evaluation Team meet with students studying at Faculty B
15:15-16:15	Two members of the Evaluation Team meet with the organization's stakeholders	Opinions of relevant stakeholders about the University are taken.
16:30-18:00	{Transfer of Evaluation Team to accommodation}	
18:15	Evening Meal	Team members
19:30-20:30	Evaluation Evaluating team members' observations regarding their first day impressions and holding a meeting to discuss planning for the second day visit.	The impressions gained on the first day are shared, and the things to be done on the second day are discussed.
20:30		

	Activities of the evaluation team at the university
	Dinner events where the evaluation team will be together with University representatives
	Meals that the evaluation team will eat on their own
	Evaluation team's own activities

Source: Evaluation Programs Guide Version 3.1.1 (Page.104-106)