

**ANKARA YILDIRIM BEYAZIT UNIVERSITY**  
**MEASUREMENT AND EVALUATION COMMISSION GUIDELINES**

**CHAPTER ONE**

**Purpose, Scope, Basis, and Definitions**

**Purpose**

**ARTICLE 1-(1)** The purpose of this Directive is to regulate the formation, duties and working procedures and principles of the Ankara Yıldırım Beyazıt University Measurement and Evaluation Commission.

**Scope**

**ARTICLE 2-(1)** This Directive covers the formation, duties and working procedures and principles of the Measurement and Evaluation Commission.

**Basis**

**ARTICLE 3-(1)** This Directive has been prepared based on Article 13/b of the Higher Education Law No. 2547; Additional Article 35.

**Definitions**

**ARTICLE 4-(1)** In this Directive;

a) Unit Quality Commission: The commission responsible for organizing and conducting quality assessment and assurance studies and accreditation studies established in the academic units of Ankara Yıldırım Beyazıt University.

b) Quality Commission: The Quality Commission of Ankara Yıldırım Beyazıt University,

c) Commission: Ankara Yıldırım Beyazıt University Measurement and Evaluation Commission,

c) Commission Chairman: The Chairman of the Measurement and Evaluation Commission of Ankara Yıldırım Beyazıt University,

d) Coordinator: The Quality Coordinator of Ankara Yıldırım Beyazıt University, e)

Coordination Office: The Quality Coordination Office of Ankara Yıldırım Beyazıt

University, f) Rector: The Rector of Ankara Yıldırım Beyazıt University,

g) Senate: The Senate of Ankara Yıldırım Beyazıt University

h) University: Ankara Yıldırım Beyazıt University,

It expresses.

## **PART TWO**

### **Composition, Duties, and Working Procedures of the Commission**

#### **Formation of the Commission**

**ARTICLE 5-** (1) The Commission is a commission affiliated with the Quality Commission of Ankara Yıldırım Beyazıt University. The members of the Commission consist of at least 5 and at most 9 faculty members and are appointed by the Rector upon the recommendation of the Quality Commission.

(2) Commission members are appointed for a period of 3 (three) years at a time. Members whose term has expired may be reappointed. In cases deemed necessary and for various reasons, the Rector may make changes to the Commission memberships and appoint new members.

(3) The Chairman of the Commission is appointed by the Rector. The Chairman may choose a Vice-Chairman from among the members of the Commission to assist him. The rapporteur and secretariat of the Commission are appointed by the Chairman of the Commission. If the Chairman of the Commission cannot attend the meeting, the Vice-Chairman of the Commission assumes the chairmanship.

(4) The term of office of a member who fails to attend the commission's work a total of 2 (two) times in a year without a valid excuse shall automatically end.

(5) When commission members wish to resign from their membership of their own accord, they inform the Coordinator in writing of the reason for their resignation. The Coordinator submits the petition to the Rectorate.

#### **Tasks of the Commission**

**ARTICLE 6-(1)** To determine the methods of obtaining and evaluating the data decided to be followed by the Quality Commission.

(2) To propose solutions to the measurement problems that occur and to report the proposals to the Quality Commission. To continue activities in line with the decision given by the Quality Commission.

(3) To examine current measurement and evaluation techniques and to provide

guidance on the application of these techniques, by working in coordination with the Quality Commission and Unit Quality Commissions.

(4) To evaluate all available measurement tools for all performance criteria that are required to be measured and evaluated.

(5) To ensure that satisfaction surveys of academic staff, administrative staff, students, alumni and external stakeholders etc. are conducted, finalized and reported.

(6) To measure, monitor and report on whether or to what extent the university has achieved its aims and objectives.

(7) To organize and implement training programs related to measurement and evaluation. (8) To conduct, report, and publish research related to measurement and evaluation. (9) To perform other duties assigned by the Rector or the Quality Commission.

### **Working Procedures and Principles of the Commission**

**ARTICLE 7-(1)** The Commission shall meet at least 3 (three) times a year. In necessary cases, it may meet at the call of the Chairman of the Commission without being bound by these periods.

(2) The Commission shall convene with a simple majority of its members and shall take decisions with a simple majority of the members present at the meeting. In case of a tie in the voting, the majority shall be deemed to be achieved in the direction of the vote of the Chairman of the Commission.

(3) The Commission evaluates the general measurement and evaluation practices regarding the performance indicators for the relevant period. A work plan, division of labor and work schedule are prepared according to the targets set for the next period. The report prepared within this scope is submitted to the Quality Commission. The work plan and schedule are updated in line with the recommendations of the Quality Commission.

## **CHAPTER THREE**

### **Miscellaneous and Final Provisions**

#### **Cases Not Covered by the Regulations**

**ARTICLE 8-(1)** In cases not specified in this Directive, the relevant decisions of the Ankara Yıldırım Beyazıt University Quality Commission and the Ankara Yıldırım Beyazıt

University Senate shall apply.

**Entry into force**

**ARTICLE 9-(1)** This Directive shall enter into force after it is accepted by the Senate of Ankara Yıldırım Beyazıt University.

**Executive**

**ARTICLE 10-(1)** This Directive is implemented by the Rector of Ankara Yıldırım Beyazıt University.