

The Ministry of Education and Science of the Kyrgyz Republic

Adam University

Approved:

by the Academic Council

Protocol № 6

"23" March 2021



Approved: 

Rector of Adam University

Assoc.Prof. Sirmbard S.R.

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Regulation on the internal quality assurance system of Adam University

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1 General regulations

1.1 These regulations for the internal quality assurance system Adam University (hereinafter - Provision) is developed in accordance with the Law "on Education of KR" from 30.04.2003 (as amended), Standard Provision internal quality assurance system of professional educational institutions of the Kyrgyz Republic education organisation of the Kyrgyz Republic, approved by the order of the Ministry of Education and Science of the Kyrgyz Republic from 25.02.21. № 173/1 and regulates the University to ensure the quality of education.

1.2 The Regulation defines the goals, objectives, principles, processes and expected results of the internal quality assurance system (hereinafter - EQAS) in educational, financial, production, analytical, research, innovation, international and other activities of the Adam University (hereinafter referred to as the University).

1.3 The following terms and definitions shall be used in these Regulations:

- internal evaluation - the process of self-assessment of the University's performance for compliance with the established requirements;

- Stakeholders - those interested in the high quality of education of education - state authorities, local government authorities, students, their parents, educational organizations of different levels (including national and foreign), employers, other social partners;

- Quality - correspondence of learning outcomes of educational quality - compliance of educational programs realised by the University with the established requirements of the interested parties;

- Quality Council - an association of individual employees and representatives of stakeholders, which is created for internal and external quality assessment of the University activities;

- quality culture - the values and rules of conduct and management at

University, which are shaped and supported by stakeholders at all levels of the University in order to ensure the quality of education;

- monitoring - systematic and regular observation or tracking of the real state of the quality of the University results, the progress of the processes by collecting data in order to compare the state of the processes and achieved results with the University plans for further improvement;

- quality assurance of education a systematic and consistent process of paying attention to the quality of the formation of qualifications or learning outcomes that meet the approved requirements;

- evaluation - a time-bound procedure for determining the extent and quality of the implementation of the plan, analysing the processes of the University, making recommendations for their improvement;

- Quality assurance policy - a set of documents and planned periodic procedures (actions), the implementation of which leads to improvement of education quality, approved by the University Academic Council quality of education;

2. Aims and objectives of the University's ESQA

2.1 The purpose of the University's ESQA is to ensure continuous improvement in the quality of educational services and sustainable development of the HEI and its units in accordance with the needs of stakeholders.

2.2 The objectives of ESQA are:

- define and implement the quality assurance policy (hereinafter referred to as QA) of education of the University;
- Establish a system of interconnectedness of processes in implementation of the policy set up a system of interconnectedness of processes in implementing the University quality assurance policy;
- establish mechanisms for collecting, analyzing and evaluating data on the quality of learning outcomes taking into account the established requirements of stakeholders. set up mechanisms for collecting, analyzing and evaluating data on quality of learning outcomes according to stakeholders' requirements.

2.3 Principles, Expected Results and Stages of QESQ

2.3.1 ESQA is based on the principles of

- systematicity, regularity, consistency, sustainability of planning and implementation of processes, their monitoring and evaluation;
- accuracy and transparency of information for stakeholders;
- impartiality, objectivity, collegiality of decision-making;
- involvement, responsibility, professionalism and accountability at all levels of management and at all stages of operations.

2.3.2 Expected results of the introduction and implementation of the ISIC

- the mission, strategic mission, strategic objectives, quality assurance policy of the University are defined;
- the scheme and procedures for interaction of structural units and stakeholders of the University responsible for various aspects of quality assurance are developed;
- The main and supporting (auxiliary) processes have been defined in the University activities;
- the work on monitoring, analysis and evaluation of the University activities is systematised and constantly improved;
- the change management process is in place: measures are constantly being taken the process of change management is implemented: measures to eliminate the shortcomings identified in the analysis and evaluation are constantly being taken;
- the quality culture at the University is formed and developed;
- a learner-centred approach has been implemented and improvements are being made in learning through partnership between teachers and learners in a free and open learning environment and open learning environment;
- educational, research, financial, production, analytical, innovative, international and other activities of the University are improved;
- material, intellectual, human and other resources of the University have been improved and are constantly being improved;
- a documented system of WSOC has been established and is operational;

- access to information on quality assurance policy, quality of learning outcomes and quality improvement plans is open.

2.4 The activities of the VIC apply to all stages of the delivery of educational services by the University, from the initial identification of the needs of the stakeholders to their satisfaction with the learning outcomes learning outcomes.

2.5 ESQA is implemented through four steps:

- Planning (establishing objectives and processes, identifying the resources necessary to achieve the University's goals);
- implementation of the University's plans;
- evaluation of achieved results;
- improvement of results.

2.6 Organisation of ESQC

2.6.1 ESQA is implemented on the basis of process approach, which provides for planning and implementation of all activities of the University in accordance with the classification and description of processes guiding the employees to achieve strategic goals.

2.6.2 The University has identified a person responsible for quality assurance - Vice-Rector for Science and Education Quality Assurance. With the increase of student enrollment and expansion of the range of educational services Department for Quality Assurance will be established.

2.6.3 The tasks of the Vice-rector for science and quality assurance include:

- coordinate the implementation of the University's plans for improvement in all areas of its activities;
- establishing quality assurance principles, criteria and methods;
- managing processes and changes to achieve efficiency and continuous improvement based on the results of monitoring and evaluation;
- monitoring and evaluating the quality of learning outcomes;
- informing the stakeholders about the University quality assurance policy of the University, the results of monitoring and evaluation of the quality of learning outcomes, plans and measures taken to improve quality.

2.6.4 The functions of the Vice-Rector for Science and Quality Assurance are:

- definition of the processes (main, supporting/supporting) in the activities of the PA and their interaction;
- definition of the structural units, employees and their functional interaction for the implementation of the processes;
- definition of indicators/benchmarks and performance criteria processes and those responsible for their implementation;
- Identification of resources for the implementation of the processes and the achievement of expected results;

- coordinate the work on documenting the plans, processes and results related to the implementation of the University quality assurance policy;
- conducting periodic monitoring and evaluation of the effectiveness of the use of resources, processes in achieving the strategic objectives of the University;
- Development of recommendations for process improvement, improvement of the University organizational structure, optimization of functional interaction between structural units, employees and stakeholders, optimal use of resources, as well as for

developing the management system;

- Reporting on the quality of the University processes, expected and achieved results, with recommendations for improvement;
- communicating to stakeholders the quality assurance policy communicate to stakeholders the quality assurance policy, report and improvement plan approved by the University. of the University's activities.

2.7. Adam University in its respective areas of activity conducts its internal evaluation on an annual basis in accordance with the plan. The prepared internal evaluation report shall be the basis for recommendations and management for improvement measures and shall be applied for external evaluation if necessary.

2.8 The University has established a quality council to conduct internal quality assessment of activities and make recommendations on ESQA issues. quality council is created. The composition and working procedure of the Quality Council shall be determined on the basis of principles of the High Qualification Commission.

2.9 Decisions on ESQC issues are taken by the Academic Council of the PA. The Vice-rector of science and quality assurance prepares materials for the Academic Council the results of the internal evaluation, including an annual report taking into account the findings and recommendations of the Quality Council. The annual evaluation report University shall include the evaluation results and plans to improve the quality of educational services.

2.10. The University's quality assurance policy and the results of the QAA shall be open and accessible to the public. The Vice-Rector for Science and quality assurance shall disseminate and publish on the website of EI the Quality Assurance Policy approved by the Academic Council. by the Academic Council, summarized results of monitoring and evaluation monitoring and evaluation results, annual evaluation report, plans and measures taken to improve the quality of learning outcomes at the University.

2.11. The University shall develop and approve a documented system of QMSE, which includes organizational and administrative documents (Quality Assurance Policy, regulations, procedures, instructions, etc.) on structural units and processes, job descriptions instructions, etc. The documented system of the University is updated as necessary in accordance with the legal acts of the Government of the Kyrgyz Republic.

2.12. All expenses of the University in order to comply with the terms of these Regulations, shall be met from their own funds. The University shall plan budget at a level sufficient for the effective implementation of the mandatory procedures of the WSOC.

21. In the implementation of ESQA the University shall take into account the international requirements of standards and guidelines for quality assurance ISO, EFQM, WFME, EUR-ACE Label, CDIO, etc.