

Enhancement of internal quality assurance of education in teaching, learning and assessment in HEIs of Azerbaijan and Russia /IQAinAR

Work Package 2 - Development



**TASKS 2.2 & 2.3** - Develop a theoretical model of IQAS, which will be measured by the list of indicators outlined as a result of the work done in WP1.

*Act. 2: Development of each indicator. Define and develop the rest of the indicators assigned to each working group*

WORKING GROUP 2 - composition: 1 EUROPEAN PARTNER + 2 NON- EUROPEAN PARTNERS (2 AZ partners)

P1, P10, P12

IQA DOMAIN 2: ASSESSMENTS (6 INDICATORS)	
<b>2.1. Performance indicators:</b> 2.1.1. Rules/guidelines 2.1.2. Administrative efficiency 2.1.3. Meeting the learning objectives 2.1.4. Assessment methods 2.1.5. Quality control mechanisms	<b>2.2. Perceptual indicators:</b> 2.2.1. Quality of assessments
IQA DOMAIN 3: RESEARCH AND RESEARCHER (8 INDICATORS)	
<b>3.1. Performance indicators:</b> 3.1.1. Strategic framework 3.1.2. Strategic research target 3.1.3. PhD trajectory 3.1.4. Research quality maintenance 3.1.5. Ethical decision-making 3.1.6. Research facilities: open science, labs, etc. 3.1.7. Social impact of research	<b>3.2. Perceptual indicators:</b> 3.2.1. Quality of research facilities

Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

2.1.1. Rules/guidelines

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Rules and guidelines are made available for all staff and faculty. The way these guidelines are published, made available and all procedures transparent to staff and faculty.	456 IBV
P2	Rules/Guidelines	
P7	Availability of developed internal documents regulating quality control procedures	
P10	Internal normative documents	

OBJECTIVE

P1	Administrative and Operations Guide (rules and guidelines for staff and faculty in one document). No numerical calculation is necessary, the document is updated at the beginning of every academic year.	456 IBV
P2	The objective of this indicator is to understand, whether aspects regarding student assessment have been documented in binding regulations.	
P7	The purpose of this indicator is to check the availability of developed documents regulating quality control procedures that meet external and internal quality standards.	
P10	Identifying execution mechanisms of rules. Ensuring teachers and students have access to instructions.	

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	Human Resources Department, Education Department (Education Operations)	456 IBV
P2	Exams Office	
P7	Division of Quality	
P10	Quality Assurance Department and Department of Education	

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 2: ASSESSMENTS

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Yes/No	P7
P2	Yes/No: Presence of clear instructions for assessment	
P7	Yes/No:availability of regulatory documents	
P10	Yes/No: Presence of regulatory documents	

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	Presence of guiding documents and their completeness and transparent nature are checked
P2	An Educational Guide regulation regarding student assessment do exist
P7	Regulatory documents have been developed
P10	Identifying execution mechanisms exist. Teachers and students have access to instructions.

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	Avalability of the guiding documents in the VLE (virtual online environment), posted to all staff and faculty.
P2	Collection of HEI internal and/ or external regulations
P7	Database of internal regulations of the university
P10	Department of Education

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	The document is checked every academic year, the responsible person takes notes for updates during the academic year and the document gets updated before the start of the next academic year.	456 IBV
P2	Just once; in case there is no such regulation, check again after a period to be defined by HEI	
P7	Annually	
P10	Twice a year	

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	The guiding documents are being checked by the Director of Education before publishing to all staff and faculty. Any updates are again reported to the resonsible person.
P2	As this is a simple yes/no indicator, no further analysis is needed.
P7	As this is a simple yes/no indicator, no further analysis is needed
P10	Further analysis is reported to the Department of Education

Partner

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INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

2.1.2. Administrative efficiency

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Clear instructions/structure made available in a transparent way, guides, SOPs, working with deadlines, etc. (Quality System Handbook -PDCA checks, Administrative Guide, etc.)
P2	Administrative Efficiency
P7	
P10	Quality System handbook

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	Check how the current system of administration works and improve where needed.
P2	The objective of this indicator is to understand, whether the Administration of student assessments is efficient
P7	The purpose of this indicator is to check the availability of methodological documents regulating the procedures for quality assessment and feedback
P10	Number of administrative staff of the faculty. Students' and teachers' feedback on the work fulfilled by admin.staff

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	Adminstration of different departments: education admin, examination admin, etc.
P2	Exams Office
P7	Division of Quality
P10	Quality Assurance Department

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 2: ASSESSMENTS

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Structure presented in a guide.
P2	Presence of clear procedures around assessments & feedback for students and staff
P7	Yes/No: availability of methodological documents
P10	The ratio of the number of faculty's administrative staff to the number of students; The ratio of the number of faculty's administrative staff to the number of teachers; Number of trainings conducted for the administrative staff; Satisfaction surveys completed by university students to evaluate the performance of administrative staff; Satisfaction surveys completed by university teachers to evaluate the performance of administrative staff

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	No value range.
P2	An Administrational Guide
P7	Methodological documents have been developed
P10	The ratio of the number of faculty's administrative staff to the number of students - 5%; The ratio of the number of faculty's administrative staff to the number of teachers - 33%; Number of trainings conducted for the administrative staff - 60%; Satisfaction surveys completed by university students to evaluate the performance of administrative staff - 4%; Satisfaction surveys completed by university teachers to evaluate the performance of administrative staff - 4%

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	Showcased documents.
P2	Collection of HEI internal and/ or external regulations
P7	Database of internal methodological documents of the University
P10	Quality Assurance Department

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	Each academic year these guides/structures should be evaluated and re-evaluated.
P2	Just once; in case there is no such regulation, check again after a period to be defined by HEI
P7	Annually
P10	Annualy

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	Check against previous year and improvements.
P2	As this is a simple yes/no indicator, no further analysis is needed
P7	As this is a simple yes/no indicator, no further analysis is needed
P10	No further analysis is needed

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**INDICATOR SHEET**

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**INDICATOR:**

*Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"*

**2.1.3. Meeting the learning objectives**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	Learning goals and objectives have to defined per programme
<b>P2</b>	Meeting the Learning Objectives
<b>P7</b>	
<b>P10</b>	Bachelor and master graduates who have succeeded in the Competition for the Recruitment of teachers, employed graduates

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	To be able to assess whether students have gained the knowledge during their studies, that was intended by the programme.
<b>P2</b>	The objective of this indicator is to understand, whether the learning objectives have been reached by students, both individually and regarding the student cohort
<b>P7</b>	Knowledge of the degree of achievement of the goals and final results of the educational program allows you to make timely adjustments to the educational process to ensure a high level of education quality
<b>P10</b>	Number of bachelor and master graduates who have succeeded in the Competition for the Recruitment of teachers, number of employed graduates

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	Assurance of Learning Manager, Education Department
<b>P2</b>	Exams Office
<b>P7</b>	Division of Quality
<b>P10</b>	Quality Assurance Department

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 2: ASSESSMENTS**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	Calculation depends on the set learning goals and objectives. The school has to formulate its own targets and assess whether they are achieving those targets. a) Have learning outcomes been defined? Yes/No
<b>P2</b>	b) Can the form of exam defined for the learning unit (module or other) plausibly be shown to test the predefined learning outcomes? Yes/No c) If answer to a) and b) is yes: grading of exam results should be analysed, grading distribution should follow a normal distribution (bell curve), and/ or should be comparable to other student cohorts.
<b>P7</b>	The number of goals achieved (fulfilled) / the total number of goals set for the educational program
<b>P10</b>	The ratio of the number of bachelor graduates who took part the Competition for the Recruitment of Teachers (CRT) to the total number of bachelor graduates (‰), the ratio of the number of master graduates who took part the CRT to the total number of master graduates (‰), the ratio of the number of employed graduates to the number of total graduates (‰)

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	E.g. On bachelor level, 30 students assessed on presentation skills at the oral defence of their graduation assignment, 60% of these students have met criteria which is above/under the set target of the programme.
<b>P2</b>	An Assurance of learning process
<b>P7</b>	Training Division
<b>P10</b>	The ratio of the number of bachelor graduates who took part the Competition for the Recruitment of Teachers (CRT) to the total number of bachelor graduates (60%), the ratio of the number of master graduates who took part the CRT to the total number of master graduates (60%), the ratio of the number of employed graduates to the number of total graduates (70%)

**SOURCE OF DATA**

*Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.*

*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	The school has to conduct measurements to assess intended learning goals and objectives.
<b>P2</b>	- Course / module descriptions - Exams results database
<b>P7</b>	Database on the results of the state final certification
<b>P10</b>	Alumni Affairs Office

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	Each school can create their own measurement cycles, depends on the programmes and the set learning goals and objectives. A measurment cycle can be continuous, or consolidated in a given academic year and then repeated after an analysis cycle.
<b>P2</b>	annually
<b>P7</b>	annually
<b>P10</b>	once per year

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	Analysis cycle following the measurment cycle can stay continuous, or consolidated in an academic year after a measurment cycle year. The results are checked against the set targets. Analysis consists of three different parts, to be one by different agents:
<b>P2</b>	a) Check whether learning outcomes have been defined: Exams Office b) Check alignment of learning outcomes and form of exam: (external) Academics c) Check distribution of grades of a given exam in a student cohort and/ or between cohorts: Exams Office
<b>P7</b>	The analysis consists in checking whether the goals and final results of learning the educational program were achieved
<b>P10</b>	The analysis is checked by responsible person

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2.1.4. Assessment methods

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	The variety and novelty of the assessment methods used.
P2	Assessment Methods
P7	Availability of funds of evaluation materials to control the level of formation of students' competences in educational programs
P10	Assessment methods indicated in the syllabuses

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	That students are assessed on different levels of their cognitive skills and can demonstrate gained knowledge and skills.
P2	The objective of this indicator is to test whether there is an alignment between predefined learning outcomes and the form of exams used to assess student learning.
P7	The purpose of this indicator is to check the availability of funds for assessment materials to control the level of formation of students' competencies.
P10	Number of assesment methods

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	Education Board, Education Department
P2	Faculty, if done via programme accreditation: internal quality assurance unit
P7	Training Division
P10	Quality Assuarance Department

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 2: ASSESSMENTS

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Verify and check the variety of assessments, check effectivity, intorduce new forms of assessment where and when possible and effective
P2	Appropriate and effective methods of assessment
P7	Yes/No: the availability of assessment materials
P10	The outcomes of student surveys on assessment methods in percent

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	five to eight different types of assessment forms: written (closed-book, open-book), report, essay, portfolio, multimedia, etc.
P2	An Examination Handbook 100% of exams can be shown to be aligned with learning outcomes
P7	100% дисциплин обеспечены оценочными материалами для контроля уровня сформированности компетенций
P10	The outcomes of student surveys on assessment methods in percent - 60%

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	this requires a revision by the Education Board or Education Department to review the assessment forms and evaluate them
P2	- Module descriptions - (Possibly: Exam regulations)
P7	Exam programs (interim assessments)
P10	Syllabuses and surveys

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	its continuous assessment, but at least each academic year there should be a revision and consideration of the assessment forms (not necessary that each time these get updated).
P2	Before the start of a new study programme; next whenever there are changes in the curriculum
P7	Annually
P10	twice a year

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	Once a new assessment form is intorduced, the Education Board should check its effecivity (sometimes could introduce a new assessment in a module for testing and then decide whether to continue or not)
P2	Proportion of exams showing to plausibly test learning outcomes
P7	Checking the degree of objectivity of monitoring the formation of competencies
P10	Checking the results of surveys

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**INDICATOR:**

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**2.1.5. Quality control mechanisms**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	Graduation and Examination Board, Education Board as committees that safeguard quality
<b>P2</b>	Quality Control Mechanisms
<b>P7</b>	Expert assessment of the internal quality assurance system
<b>P10</b>	Observations and analysis

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	The objective of the indictor is to safeguard quality of student assessment & learning
<b>P2</b>	The objective of this indicator is to understand, whether student assessment is subject to internal quality assurance activities
<b>P7</b>	The purpose of this indicator is an expert assessment of the effectiveness of the university's quality assurance system.
<b>P10</b>	Number of observations (survey and focus group) and analysis

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	The Boards are responsible of safeguarding quality in different manners
<b>P2</b>	Exams Office
<b>P7</b>	Division of Quality
<b>P10</b>	Quality Assurance Department

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 2: ASSESSMENTS**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	Quality System Handbook developed, GEB Report, Education Board minutes (education & programme related improvements)
<b>P2</b>	Yes/No: Presence of quality control of assessments in the form of a committee, answer key reviews, etc.
<b>P7</b>	Yes/No: Compliance of the quality assurance system of the university with the Standards, the requirements of quality assurance (confirmed by the presence of a quality certificate of the QMS)
<b>P10</b>	Ratio of the number of analysis  to the number of observations (survey and focus group) in percent

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	The existence of the mentioned documents and motions during an academic year
<b>P2</b>	Yes/No: An Administrational Guide
<b>P7</b>	Yes/No: Quality Manual
<b>P10</b>	Ratio of the number of analysis to the number of observations (survey and focus group)  60%

**SOURCE OF DATA**

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*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	Quality System Handbook, GEB Yearly Report, GEB agenda & minutes, Edu Board agenda & minutes
<b>P2</b>	Collection of HEI internal and/ or external regulations
<b>P7</b>	Base of internal normative acts of the university
<b>P10</b>	Quality Assurance Department

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	GEB and Education Board meet 6 times a year
<b>P2</b>	Just once; in case there is no such regulation, check again after a period to be defined by HEI
<b>P7</b>	Annually
<b>P10</b>	twice a year

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	The results are self-evaluated each academic year, but also presented during accreditation for external evaluation, the GEB yearly report is submitted to the WUAS Executive for review and approval.
<b>P2</b>	As this is a simple yes/no indicator, no further analysis is needed
<b>P7</b>	As this is a simple yes/no indicator, no further analysis is needed
<b>P10</b>	The results are analyzized regularly



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**INDICATOR:**

*Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"*

**2.2.1. Quality of assessments**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	Appropriate and effective assessments, that measure student performance accurately
<b>P2</b>	Quality of Assessments
<b>P7</b>	Student satisfaction with the quality of education in the discipline (course)
<b>P10</b>	Students' opinion about the assessment

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	The objective of this indicator is to know whether the quality of assessments is up to the level of cognitive capabilities of the students, whether the students learning process is being enhanced and measured accurately with the available assessment forms provided.
<b>P2</b>	The objective of this indicator is to understand, whether the quality of student assessments is sufficiently safeguarded
<b>P7</b>	The purpose of this indicator is to assess the degree of satisfaction of students with the quality of education in the discipline (course) for timely adjustment.
<b>P10</b>	Students' complaints about the assessment

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	Education Department, Examination Administration, the Testing Committee and the Graduation and Examination Board (GEB)
<b>P2</b>	(Central) Quality Management Unit
<b>P7</b>	Division of Quality
<b>P10</b>	Quality Assurance Department

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 2: ASSESSMENTS**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	Periodical checks of assessments available in the schools Examination Bank, control tools used such as answer keys designed to record aims& objectives attained and required level of difficulty and cognitive levels necessary to complete the set tasks in the examination.
<b>P2</b>	Student Feedback Alumni Feedback Teacher Feedback
<b>P7</b>	The number of students who are satisfied with the quality of education in the discipline (course) / the total number of students surveyed (in %)
<b>P10</b>	Ratio of students' complaints about the assessment to the total number of students (in percent)

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	There is no target number, but minimising the assessments related issues is achieved through the publishing of an Examination Handbook and pre-defined Answer Keys.
<b>P2</b>	At the end of each course or Semi-annually conducted surveys
<b>P7</b>	85% or more of students are satisfied with the quality of teaching in the discipline (course)
<b>P10</b>	Ratio of students' complaints about the assessment to the total number of students - 5%

**SOURCE OF DATA**

*Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.*

*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	Exam Bank (Exams & Answer Keys)
<b>P2</b>	Collection of questionnaires used by HEI
<b>P7</b>	Survey
<b>P10</b>	Survey and focus groups

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	At WUAS this is done with a blockly regularity, that is random checks at least 6 times year, if issues are found, further investigation is carried out, or sometimes extra checks can be conducted if needed.
<b>P2</b>	Just once; in case there are no such surveys, check again after a period to be defined by HEI
<b>P7</b>	Twice a year at the end of each semester
<b>P10</b>	once a year

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	The results are being communicated to different parties withing the organisation GEB to the Testing Committee, or to the Education Board. If the issue were minor the Testing Committee adjust or informs the respective teacher and the processes carry on as usual, if the issues were major, that need curriculum related changes the Education Board is informed, and the Education Board in turn will take necessary actions for investigation and improvement of the curriculum.
<b>P2</b>	As this is a simple yes/no indicator, no further analysis is needed.
<b>P7</b>	Further analysis is needed
<b>P10</b>	Further analysis is needed

**Partner**      *An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.*

**INDICATOR SHEET**

*This sheet is a tool for identifying the important factors for documenting and calculating an indicator.*

**INDICATOR:**

*Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"*

**3.1.1. Strategic framework**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	Defined research target and research areas
<b>P2</b>	Strategic Framework
<b>P7</b>	Availability of research development program
<b>P10</b>	Strategic Plan

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	To enhance research and direct research activity to be in line with the schools mission
<b>P2</b>	The objective of this indicator is to understand whether there is a strategic approach to research at the HEI.
<b>P7</b>	The purpose of this indicator is to check the availability of a program for the scientific research, containing target indicators for the development of scientific activity and measures to achieve them.
<b>P10</b>	Major targets of strategic planning encompass all areas of the university

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	WUAS Executive, Research Centre
<b>P2</b>	Department, Rectorate
<b>P7</b>	Department of Scientific Research
<b>P10</b>	Quality Assurance Department and Department of Strategic Studies

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 3: RESEARCH AND RESEARCHER**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	No. of research papers within the scope, in line with the mission - Yes/No: Defined research areas/targets No.,
<b>P2</b>	- Yes/No: level and type of research produced by faculty (providing details how the research is relevant for society), - Yes/No: targeted media citations
<b>P7</b>	Yes/No: Research development program developed
<b>P10</b>	Yes/No:

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	At least 2 (two) peer-reviewed journal publications in Scopus indexed journals/ At least 1 (one) conference or workshop or seminar presentation in the last five years by all PhD qualified faculty
<b>P2</b>	All areas mentioned are covered
<b>P7</b>	Availability of a program for the development of scientific research
<b>P10</b>	All areas are covered

**SOURCE OF DATA**

*Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.*

*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	ACADEM, software through which we collect the data on the faculty research output
<b>P2</b>	Internal research documentation of HEI
<b>P7</b>	Database of internal regulatory documents of the university
<b>P10</b>	Department of Strategic Studies

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	Evaluation per academic year
<b>P2</b>	Just once; in case not all areas mentioned are covered, check again after a period to be defined by HEI
<b>P7</b>	Annually
<b>P10</b>	Annually

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	The results are checked in line with the mission
<b>P2</b>	As this is a simple yes/no indicator, no further analysis is needed.
<b>P7</b>	As this is a simple yes/no indicator, no further analysis is needed
<b>P10</b>	As this is a simple yes/no indicator, no further analysis is needed



Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

3.1.2. Strategic research target

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Measuring the amount of research in line with WUAS mission
P2	Measuring the amount of relevant research
P7	Publication activity of the researchers enrolled students at doctoral, master level completed doctoral theses Articles in journal (WOS, Scopus) Reference score of articles in journal (WOS, Scopus)
P10	Published autor and co-author articles Articles in cooperation with local and foregn universities Articles published at international conferences Scholars' scientific seminars Scientific project

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

The objective of this indicator is to measure research activity at the university.

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

Research Department.

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 3: RESEARCH AND RESEARCHER

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Defined research areas/targets No., level and type of research produced by faculty (providing details how the research is relevant for society) Targeted media citation
P2	The indicator to measure the academic research is the number of academic contributions by the full-time professors of IU per year
P7	The number of citations of publications published over the past 5 years in scientific periodicals, in an indexed citation system; Number of articles in scientific journals Number of enrolled students at doctoral level/ doctoral candidates Number of degrees obtained (Master level) Number of degrees obtained (doctoral level) Number of completed doctoral theses
P10	Articles in journal (WOS, Scopus) – overall articles ratio (‰) 3% Articleless in journal (WOS, Scopus) – number of teachers ratio (‰) 8% Reference score of articles in journal (WOS, Scopus) - Articles in journal (WOS, Scopus) ratio (‰) 156% Autor articles - co-author articles ratio (‰) 79% Articles in cooperation with local universities – overall articles ratio (‰) 0,5% Articles in cooperation with foregn universities – overall articles ratio (‰) 0,4% Articles published at international conferences – overall articles ratio (‰) 120% Number teacher'sseminar about their investigation - number of teachers ratio (‰) 6,25 Number of scientific Project – number of teachers ratio (‰) 0,6

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	Preferably 2 (two) peer-reviewed journal publications in Scopus indexed journals per year by all PhD qualified faculty.
P2	At least 1 (one) conference or workshop or seminar presentation in the last five years by all PhD qualified faculty.
P7	Minimum 2 academic contributions per year The number of citations of publications published over the past 5 years in scientific periodicals, in an indexed citation system - 100;Number of articles in scientific journals - 100 Number of enrolled students at doctoral level/ doctoral candidates 60 Number of degrees obtained (Master level) 650 Number of degrees obtained (doctoral level) 30 Number of completed doctoral theses 8
P10	Articles in journal (WOS, Scopus) – overall articles ratio (‰) 3% Articleless in journal (WOS, Scopus) – number of teachers ratio (‰) 8% Reference score of articles in journal (WOS, Scopus) - Articles in journal (WOS, Scopus) ratio (‰) 156% Autor articles - co-author articles ratio (‰) 79% Articles in cooperation with local universities – overall articles ratio (‰) 0,5% Articles in cooperation with foregn universities – overall articles ratio (‰) 0,4% Articles published at international conferences – overall articles ratio (‰) 120% Number teacher'sseminar about their investigation - number of teachers ratio (‰) 6,25 Number of scientific Project – number of teachers ratio (‰) 0,6

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

Computer application in which the publications of the university's researchers are recorded.

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

Annual

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	
P2	As this is a simple yes/no indicator, no further analysis is needed.
P7	
P10	As this is a simple yes/no indicator, no further analysis is needed.

Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

3.1.3. PhD trajectory

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Wittenborg is a University of Applied Sciences and does not provide a PhD tractory at the moment.
P2	PhD Trajectory
P7	Thesis defense
P10	Number of PhD students

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	x
P2	The objective of this indicator is to understand whether there is a strategic approach to research at the HEI.
P7	The purpose of this indicator is to establish the effectiveness of preparing dissertations for defense on time
P10	Number of PhD students

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	x
P2	Department, Rectorate
P7	Department of Scientific Research
P10	Department for Organization of Scientific Activities

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 3: RESEARCH AND RESEARCHER

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	x
P2	- Yes/No: Defined research areas/targets No., - Yes/No: level and type of research produced by faculty (providing details how the research is relevant for society), - Yes/No: targeted media citations
P7	The number of PhD students who defended dissertations on time (not later than one year from the date of completion of postgraduate studies)
P10	The ratio of the number of PhD students to the number of total students (%); The ratio of the number of doctoral students to the number of teachers

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	x
P2	All areas mentioned are covered
P7	90% of employees who successfully defended dissertations on time
P10	The ratio of the number of doctoral students to the number of total students - 1%; The ratio of the number of doctoral students to the number of teachers - 5%

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	x
P2	Internal research documentation of HEI
P7	Database of dissertation defenses
P10	Department for Organization of Scientific Activities

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	x
P2	Just once; in case not all areas mentioned are covered, check again after a period to be defined by HEI
P7	Annually
P10	once a year

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	x
P2	As this is a simple yes/no indicator, no further analysis is needed.
P7	
P10	As this is a simple yes/no indicator, no further analysis is needed.

Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

3.1.4. Research quality maintenance

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Research supporting policies
P2	Research Quality Maintenance
P7	Financial and material and technical support of scientific activity at the university
P10	Research articles published in WOS and Scopus

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	To provide appropriate support of research in line with the mission and goals of the school
P2	The objective of this indicator is to understand by which means research is supported
P7	This indicator shows how much the university participates in supporting scientific activities with financial resources and the purchase of equipment for conducting scientific research.
P10	Number of research articles published in WOS and Scopus and number of references to these articles

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	WUAS Executive, WUAS Research Centre
P2	Department, Rectorate
P7	Financial department
P10	Quality Assurance Department

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 3: RESEARCH AND RESEARCHER

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Analyse and evaluate the insitutional research output (e.g. per academic year)
P2	- No./type of support measures for staff - Events organised for internal dissemination
P7	The amount of funding for scientific activities; purchase of laboratory equipment purchased during the year for scientific research
P10	The ratio of references to the research articles in WOS and Scopus to the total number of published articles in percent

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	Check if the research output, is up to the expected quality, in line with mission and strategic goals The presence of research supporting mechanisms Examples <ul style="list-style-type: none"><li>• balancing in teaching load for faculty for research activities</li><li>• financial support for active participation in conferences and research meetings</li></ul>
P2	<ul style="list-style-type: none"><li>• support in the acquisition and handling of third-party funded projects</li><li>• the support of hosting research workshops and conferences at the</li><li>• the granting of own research funds and scholarships.</li><li>• the granting of research sabbaticals</li></ul> 1-2 (one-two) events/conferences per year, where staff and students share their research activities.
P7	The amount of financial resources allocated for the implementation of scientific activities; number of laboratory equipment purchased per year for scientific research
P10	The ration of refences to the research articles in WOS and Scopus to the total number of published articles - 80%

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	ACADEM, software through which we collect the data on the faculty research output
P2	Internal research documentation of HEI
P7	Financial documentation of the university
P10	WOS and web of Scopus

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	Per academic year
P2	Just once; in case not all areas mentioned are covered, check again after a period to be defined by HEI
P7	Annually
P10	twice a year

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	The results will determine the research supporting policies for the next period (academic year).
P2	As this is a simple yes/no indicator, no further analysis is needed.
P7	
P10	

**Partner**      *An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.*

**INDICATOR SHEET**

*This sheet is a tool for identifying the important factors for documenting and calculating an indicator.*

**INDICATOR:**

*Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"*

**3.1.5. Ethical decision-making**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	No. and the way ethical considerations/decision-making elements are included and handled with in various processes
<b>P2</b>	Ethical Decision-Making
<b>P7</b>	Academic honesty (ensure that scientific text is checked for borrowing)
<b>P10</b>	Research impropriety and decisions related to them

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	To demonstrate the way the school deals with ethics, inclusivity, diversity.
<b>P2</b>	The objective of this indicator is to check which elements supporting ethical decision making are present at the HEI
<b>P7</b>	This indicator serves to avoid duplication of own or borrowed ideas in scientific publications.
<b>P10</b>	Number of research impropriety and the number of decisions related to them

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	Education Department
<b>P2</b>	Department, Rectorate
<b>P7</b>	Information Support Department
<b>P10</b>	Department for Organization of Scientific Activities

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 3: RESEARCH AND RESEARCHER**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	No. of policies, procedures in place dealing with issues related to ethics, diversity & inclusion. / existence of an Ethical Committee
<b>P2</b>	Presence & procedures of ethical committees
	Ethical considerations in each thesis
	Presence of documents safeguarding academic integrity
<b>P7</b>	Determination using computer software
<b>P10</b>	The ratio of the number of decisions on research impropriety to the total number of doctoral students (in percent)

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	The presence of these policies and procedures are enough, no need to quantify these.
<b>P2</b>	Code of Conduct
	Code of Ethical Behaviour
	Ethical Committee
<b>P7</b>	80% or more of the original text
<b>P10</b>	The ratio of the number of decisions on research impropriety to the total number of doctoral students - 10%

**SOURCE OF DATA**

*Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.*

*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	Policy documents, record of events, procedures and support in place.
<b>P2</b>	Internal rules and regulations of HEI, organisational chart
<b>P7</b>	Plagiarism Checker Software
<b>P10</b>	Department for Organization of Scientific Activities

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	Evaluation of these documents per academic year, or longer periodic cycles
<b>P2</b>	Just once; in case not all areas mentioned are covered, check again after a period to be defined by HEI
<b>P7</b>	Permanently
<b>P10</b>	twice a year

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	The practices can be benchmarked to what other insitution are doing, learning from different practices in these areas: forming Ethical Committee, create student support, create supporting scholarships, organise events around these issues, etc.,
<b>P2</b>	As this is a simple yes/no indicator, no further analysis is needed.
<b>P7</b>	
<b>P10</b>	

**Partner**      *An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.*

**INDICATOR SHEET**

*This sheet is a tool for identifying the important factors for documenting and calculating an indicator.*

**INDICATOR:**

*Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"*

**3.1.6. Research facilities: open science, labs, etc.**

**IQA INDICATOR**

*This section defines the indicator. For example: Number of guest speakers at the course*

<b>P1</b>	Open science, Open access to online library (books, journals, articles, etc.) Physically available space/devices for working
<b>P2</b>	Research Facilities
<b>P7</b>	Availability of information access to scientific research (electronic library systems, repositories, etc.)
<b>P10</b>	Open access to laboratory equipments, WOS and Scopus journals

**OBJECTIVE**

*Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.*

<b>P1</b>	To enable student and staff/faculty access to high quality scientific material and libraries for the purposes of enhanced quality research
<b>P2</b>	The objective of this indicator is to understand whether the HEI is equipped with research facilities
<b>P7</b>	The purpose of this indicator is to determine the availability of access to electronic resources for scientific research. Resources must be accessible from anywhere with Internet access
<b>P10</b>	Number of laboratory equipment, ensuring open access to WOS and Scopus journals

**RESPONSIBLE AGENT**

*Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section*

<b>P1</b>	WUAS Executive
<b>P2</b>	Rectorate
<b>P7</b>	Department of Information Resources, Digital Library
<b>P10</b>	Department for Organization of Scientific Activities and Quality Assurance Department

**IQA DOMAIN**

*Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".*

**IQA DOMAIN 3: RESEARCH AND RESEARCHER**

**INDICATOR METRIC**

*Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal*

<b>P1</b>	Check the availability of access to recent books, journals, articles and papers.
<b>P2</b>	- No./quality of facilities - Access to literature resources articles/publications/books
<b>P7</b>	Number of university academic staff with access to electronic research resources from anywhere with Internet access /total number of university academic staff
<b>P10</b>	The ratio of the number of laboratory equipment to the total number of PhD students; the ratio of PhD students using WOS and Scopus journals web sites to the number of total PHD students (percentage)

**SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)**

*Provide an estimated value/range in order to check for deviations from the result obtained.*

*For example: in. 1 (one) guest speaker/course*

<b>P1</b>	At WUAS we provide students, staff & faculty with online library access via Perlego, EBSCO; ICT service.
<b>P2</b>	- ICT service, - laptop lending
<b>P7</b>	- Online library access to books, journals, articles: Wiley, Springer, EBSCO, Perlego, Pearson etc. 100% of the scientific and pedagogical staff of the university who have access to electronic resources for scientific research
<b>P10</b>	The ratio of the number of laboratory equipment to the total number of PhD students, the ratio of PhD students using WOS and Scopus journals web sites to the number of total PHD students - 80%

**SOURCE OF DATA**

*Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.*

*For example: Database of teachers by program.*

*\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.*

<b>P1</b>	EBSCO search balk is accessible on the VLE (virtual learning environment) via front page quick button for access, also access to e-book via Perlego is available in the same area
<b>P2</b>	n.a. Library catalogue
<b>P7</b>	Database of contracts for access to electronic resources
<b>P10</b>	Department for Organization of Scientific Activities reports annually

**PERIODICITY**

*Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.*

<b>P1</b>	Education Operations often checks the availability and the comprehesiveness of these platforms.
<b>P2</b>	anually
<b>P7</b>	Anually
<b>P10</b>	Once a year

**ANALYSIS OF THE RESULTS OBTAINED**

*The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.*

<b>P1</b>	Education Operations reports in case of issues to the Education Board
<b>P2</b>	n.a.
<b>P7</b>	
<b>P10</b>	

Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

3.1.7. Social impact of research

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	No. of research publications with a social impact
P2	Social Impact of Research
P7	Соответствие тематики научных исследований целям социального развития ООН
P10	Lectures, seminars about the results of the research. Number of views of the articles about research results

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	To be able to chart out the the social impact of the insitution by means of the meaningful research conducted
P2	The objective of this indicator is to examine, whether research at the HEI also covers its social impact.
P7	Целью данного индикатора является определение, какая часть научных исследований направлена на цели социального развити я ООН
P10	Number of reports and seminars on the results of the research. Number of views of the articles about research results

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	Director of Education, Research Centre, Education Department
P2	Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section
P7	Отдел научных исследований
P10	Quality Assurance Department

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 3: RESEARCH AND RESEARCHER

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Keeping track of published papers, but in the meantime provide support, facilities and connections for more opportunities in research
P2	- Research concerned with being involved in professional or civic organisations - Research integrating the UN Social Development Goals - Research aimed at supporting disadvantaged communities - Research in partnership with other institutions with social impact outcomes
P7	Количество публикаций по тематике, соответствующей целям социального развития ООН
P10	Number of lectures and seminars about the research results conducted during a four-month period. The ratio of article views (about research results) to the number of references to them.

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	It really depends on the mission and goals of the school.
P2	At least 1 (one) research project together with local HEIs and industry partners every three years.
P7	At least 10% final year research projects by students through local/regional industry partners.
P7	Не менее 10% исследований соответствуют целям социального развития ООН
P10	Number of lectures and seminars about the research results conducted during a four-month period - 4%.The ratio of article views (about research results) to the number of references to them - 110%.

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	We have ACADEM, in which we keep track of the published papers of our faculty.
P2	Internal reports on research of HEI (if there are)
P7	Электронная база научных публикаций
P10	Department for Organization of Scientific Activities

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	Per academic year
P2	annually
P7	Annually
P10	Once a year

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	Checked against the mission and goals of the school.
P2	n.a.
P7	
P10	The results are checked again



Partner

An indicator is a quantitative measure that can be used as a guide to monitor and evaluate the quality of different activities. That is, the particular way (usually, but not only, numerical) in which each of the activities included in the processes of the Internal Quality Assurance System is measured or evaluated.

INDICATOR SHEET

This sheet is a tool for identifying the important factors for documenting and calculating an indicator.

INDICATOR:

Enter the name of the indicator here. For example "Collaboration with the industry: guest-speakers"

3.2.1. Quality of research facilities

IQA INDICATOR

This section defines the indicator. For example: Number of guest speakers at the course

P1	Quality of Research Facilities
P2	Quality of Research Facilities
P7	Удовлетворенность исследователей условиями для осуществления научной деятельности
P10	Accuracy of research results

OBJECTIVE

Describe the fundamental purposes for which its calculation is intended. For example:The objective of this indicator is to know the number of guest speakers in the course. The incorporation of guest speakers of recognized prestige, in the academic or professional field, enriches the learning experience of the students as it allows them to acquire competencies and contents specific to these teaching profiles.

P1	To check the availability, the accessibility and the usefulness of reseach facilities
P2	The objective of this indicator is to check whether the quality of the facilities is assessed by stakeholders.
P7	Этот показатель служит для оценки удовлетворенности исследователей условиями для научной деятельности (качеством лабораторной базы, информационного обеспечения и др.)
P10	Comparing methods applied during a research with the ones utilized in foreign countries

RESPONSIBLE AGENT

Indicate those responsible for the calculation of the indicator under study should be, as well as its custody. For example: Rector's Department - Professors Section

P1	Education Operations
P2	(Central) Quality Management Unit
P7	Division of Quality
P10	Department for Organization of Scientific Activities

IQA DOMAIN

Indicate the area of the Quality Assurance System to which the indicator belongs. For example "Teaching and Learning - Performance indicator".

IQA DOMAIN 3: RESEARCH AND RESEARCHER

INDICATOR METRIC

Indicate how the indicator under study is calculated or measured. For example: Verify the number of guest speakers defined and included in the program's teaching proposal

P1	Feedback from students, teachers and staff
P2	Student Feedback Alumni Feedback Teacher Feedback
P7	Количество исследователей, удовлетворенных условиями для научной деятельности/ общее количество опрошенных исследователей (в %)
P10	Ratio of accurate measurements of methods applied during research to inaccurate measurements

SCALE OF ACHIEVEMENT OF THE INDICATOR (BENCHMARK)

Provide an estimated value/range in order to check for deviations from the result obtained.

For example: in. 1 (one) guest speaker/course

P1	90% of the stakeholders to be satisfied with the facilities. At the end of each course
P2	or Semi-annually conducted surveys
P7	85% и более исследователей удовлетворены качеством условий для научной деятельности
P10	Ratio of accurate measurements of methods applied during research to inaccurate measurements - 70%

SOURCE OF DATA

Indicate the source or platform from which the data will be obtained for the correct calculation of the indicator. This section should also indicate the application of instruments and tools - questionnaires, checklists, interviews, databases for the storage and processing of information, if necessary.

For example: Database of teachers by program.

\*Describe in detail the composition and functionality of the tool to be used. For instance, fields comprising the teacher DATA BASE, incorporating graphic examples of the specific sources used in the Partner Institution developing the indicator, if available.

P1	Surveys
P2	Collection of questionnaires used by HEI
P7	Survey
P10	research groups

PERIODICITY

Frequency with which the indicator is measured in its total expression. For example: Annual periodicity. Obtaining the result in October.

P1	Per academic year, and any time issues are reported formally or informally, actions need to be taken.
P2	Just once; in case there are no such surveys, check again after a period to be defined by HEI
P7	Два раза в год
P10	twice a year

ANALYSIS OF THE RESULTS OBTAINED

The results should be analyzed to check whether the data obtained are in line with the estimated values for the indicator.

P1	If the satisfaction level is not met, or issues are reported, then further investigation and actions are needed.
P2	As this is a simple yes/no indicator, no further analysis is needed.
P7	
P10	As this is a simple yes/no indicator, no further analysis is needed.