



Quality Assurance Policy of Azerbaijan Technical University

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Introduction

The Quality Policy of Azerbaijan Technical University (AzTU) aims to train creative, highly qualified personnel and specialists in accordance with the labor market's requirements through the organization of higher education at a high level and to increase its international competitiveness based on the educational policy of the Republic of Azerbaijan and the development prospects of society.

The Quality Assurance Policy aims to ensure the quality of education and its continuous development following the goals of the university's strategic development plan.

The Quality Policy document establishes the key criterion for all divisions, departments and executives at the University.

Therefore, this Policy document obligates each organizational unit to identify a list of actions to continuously and sustainably meet quality requirements.

AzTU commits to aligning its educational and research activities with the United Nations Sustainable Development Goals (SDGs), emphasising sustainability, inclusivity, and societal impact in its strategic objectives.

Organizational Quality Management

The Quality Policy of Azerbaijan Technical University is based on the education policy and modern quality management of the Republic of Azerbaijan in its structuring and managing the throughout the departments and chairs of the University, and explains the main elements to be accepted by all employees. The policy assumes existence of communication systems, decision-making, counseling, approval and monitoring processes in performing management functions between different divisions and departments within the University, and existence of regular and sustainable interdepartmental relations, cooperation and coordination to ensure the implementation of a standard educational program designed for the needs of the students.

The priorities as per the mission, goals and targets of the University are determined jointly with University management and the chiefs of structural units.

The necessary resources to achieve the set priorities and to improve the quality are to be provided by University management.

The main determinant factors in provision and allocation of the necessary resources are established as the result of the measurement and evaluation of activities.

Each employee has job descriptions which are prepared and regularly updated to define their duties, competencies, responsibilities and qualifications.

The appropriate needs are determined, and executive development training is delivered to maintain employees' knowledge and skills and the competencies required of them.

The staff responsible for teaching, training, and research must have sufficient knowledge and skills to conduct these activities.

We will regularly benchmark against top international universities to ensure that our quality standards and processes are aligned with global best practices and continually improved.

AzTU will implement a comprehensive stakeholder engagement strategy, ensuring active participation from students, staff, employers, and the broader community in the decision-making processes related to quality assurance.

Quality Assurance in Education

The Quality Assurance in Education is an integral part of AzTU's strategy and is the basis for planning its educational activities.

The main goal of AzTU's Quality Policy in the field of education is to prepare competitive graduates who would sustain in the country and abroad, to serve for modernization and development of professional fields at the level of world advanced achievements.

The responsibilities of AzTU in the direction of the quality of education to achieve this goal are:

To meet the needs of a knowledge-based society, to initiate personnel training in the new areas and improving the structure and content of educational programs, to ensure development of a continuous and multi-disciplinary education system;

To expand infrastructure for innovative development and training in the field of knowledge and technology transfer;

To develop multidisciplinary and interdisciplinary fundamental and applied scientific research as the basis of high-quality of graduate training;

To support the leading scientific and pedagogical environments as the basis of high-quality university education at all pillars of education and to take steps towards comprehensive development;

To expand the interaction with the leading employers, to involve them in determining the content and forms of the educational process and material and technical support to educational processes;

To strengthen the material and technical base of the educational process by acquiring modern scientific and educational equipment and developing the related infrastructure;

To develop independence and leadership qualities of students, the formation of a highly cultured, socially active and harmoniously developed personality with the need for continuous improvement of knowledge;

To develop an advanced management system that would guarantee the high quality of education and fostering a quality culture in the collective, taking into account the development trends of world education and the experience of the Bologna process.

AzTU adopted the CDIO (Conceive-Design-Implement-Operate) Initiative framework to enhance engineering education by focusing on real-world systems and products, fostering practical and interdisciplinary learning experiences for students.

The curriculum has been periodically reviewed and updated to incorporate the latest advancements in technology and pedagogy, ensuring it remains relevant and forward-looking.

By fulfilling the set tasks, AzTU commits the following:

It organizes the educational process, taking into account the quality criterion, creates and improves teaching-methodical and other normative documents on the quality of education, and provides conditions for using new educational technologies.

It applies to relevant local and foreign organizations for program and institutional accreditation. It holds scientific-methodical meetings on the problems of education quality management.

Forms mechanisms for ensuring direct and feedback communication with scientific institutions, employers and institutions implementing the educational process.

Systematically engage students in scientific and practical activities and develop practical training forms to improve their organizer role. This creates conditions for revealing students' creative potential and helps them realize their personalities.

It organizes the study of education quality and improves the system of upgrading the scientific and pedagogical qualifications of the academic staff. The university creates conditions that stimulate employees' interest in improving the quality of education. It regulates employees' duties and powers regarding the quality of education.

The university will establish a robust system for tracking and analyzing graduate employability and career progression, using this data to inform curriculum development and improve educational outcomes within the framework of university-industry cooperation.

AzTU will create opportunities for students to engage in community service and social innovation projects, thereby enhancing their practical skills and societal contributions.

Resource Management and Safety

One of the important factors affecting the quality of the services to be provided by the University in accordance with its mission is the quality of the available resources (rooms, equipment and materials) used in performance of these services.

Comprehensive safety and maintenance plans, including emergency, fire safety, equipment maintenance, and IT infrastructure plans, ensure the security of university staff and students.

Priorities in the execution of plans, estimated costs, and resource allocation are determined jointly with the decision of the responsible department and the management. In relevant circumstances, the training (evacuation drills, fire safety drills, etc.) are also included in the plans.

The university will prioritise integrating sustainable practices, such as energy efficiency, waste reduction, and the use of environmentally friendly materials and technologies, into its resource management.

Knowledge Resource Management

The University assures the adequacy of the necessary resources for students to get the knowledge and skills they need and the relevance of the educational programs.

The institution should organize the information resources and internet access in its library and sections according to the students' needs and expectations and maintain their readiness for use by students and researchers.

The resources for learning and research are regularly controlled and improved by the University.

The processes of preparation, updating, approval and implementation of curricula, syllabus of relevant subjects are determined and managed with the participation of stakeholders.

The process of graduation of students, expulsion from the university, and the processes for issuing relevant documents and references are carried out and regulated based on established rules.

Research and scientific work are planned in accordance with the strategic goals and objectives of the University and the necessary support procedures should be formed.

The processes for the services rendered to students, staff and the community are determined and managed.

The expectations and feedback of internal and external stakeholders are considered in the continuous improvement of all processes.

AzTU will enhance its digital infrastructure to support online learning and remote research collaborations, ensuring accessibility and continuity of education and research activities under all circumstances.

The university will actively seek partnerships with leading global institutions to provide students and staff access to a broader range of knowledge resources and collaborative opportunities.

Quality Culture and Quality Improvement

AzTU prioritises a quality management approach that fosters a culture of continuous improvement, innovation, and excellence in all academic and administrative activities.

With this approach, the University continues developing a quality culture and improving quality.

Efforts are being made to spread the quality culture at the University, guided by the relevant structural departments.

For this purpose, training is organized and carried out to raise the academic and administrative staff's awareness of quality management and quality improvement.

To foster a culture of continuous improvement, AzTU will implement regular training and development programs for academic and administrative staff, focusing on innovative teaching methods, research excellence, and quality management practices.

Quality Management Experience

The concept of Plan-Do-Check -Act (PDCA) is the basis of Quality Management practices at Azerbaijan Technical University. Within the PDCA cycle:

Continuous improvement measures are planned. The current situation and available information are evaluated in these plans, and goals are set bound to the results to be achieved after the implementation of activities;

The recommendations for improvement are based on the results of the analysis to find the core issue. These analyses are conducted by using the most up-to-date data and methods. Appropriate guidelines are used whenever possible;

If the planned improvement concerns particularly high-risk, high-volume processes, implementation begins with selected pilot units and is expanded after the results are being observed;

The impact of implementation is estimated and ex-ante and ex-post data are compared. The state of achieving the expected goal is evaluated. If failed, appropriate actions are taken and updates are made; Data are periodically re-evaluated and they are monitored to measure if achieved improvement is sustainable and has a sustainable impact;

AzTU leverages advanced data analytics and evidence-based practices to drive continuous improvement and strategic decision-making, ensuring high standards of quality across all operations.

Monitoring Quality Indicators

The University continuously monitors its main activities.

The activities and quality indicators to be monitored are determined by the Academic Council and the Rector of the University.

The prioritization method to be used for determining the indicators is recorded.

Monitoring is carried out in the following areas:

Development and success of students;

Employment of alumni;

Evaluation of programs;

Quality of Research;

Quality of Publications;

Quality of Services;

Financial management;

Efficient use of resources;

Student satisfaction;

Employee satisfaction.

The data of the activity indicators are evaluated and analyzed by authorized staff.

The data is compared against the previous years` data of the University and the standards presented in the sources. Necessary measures are planned according to the obtained results.

Public Awareness

The most up-to-date, unbiased and objective quantitative and qualitative information on the education, research and services being the main area of activity of the University is published.

AzTU is committed to transparency by regularly publishing comprehensive, accurate, and timely information on its educational, research, and service activities, ensuring public trust and accountability.

AzTU will develop a comprehensive communication strategy to regularly share updates on its quality assurance activities, achievements, and impacts with internal and external stakeholders, fostering transparency and trust.

External Quality Assurance Engagement

External organisations qualified in quality assurance processes assess the effectiveness of the organization's internal quality assurance system.

AzTU engages external evaluators to rigorously assess the effectiveness of its internal quality assurance systems, ensuring alignment with international standards and continuous enhancement.

The results of the external evaluation of the quality assurance system are announced inside or outside the University.

AzTU will seek accreditation and assessment from internationally recognized quality assurance agencies, ensuring that its standards are continuously enhanced and meet or exceed global benchmarks.

Policies Regulating Activities by Area

The policies (policy documents) and appropriate action plans which are developed by the relevant structural units for the different areas and aiming at implementing appropriate strategical development plans at the University perform the function of a roadmap in the establishment and monitoring of internal quality coordination at the same time.

Final conclusions

Targeting to become a leading university in education, research and technology with its experience and performance, strategic development goals in teaching & learning and management structure of the university, the quality policy based on participation, transparency and continuous improvement in activities will lead to:

Renewal of education according to global changes, pace of development and needs will create necessary background to compete at the global level, to transform to a competitive university in the national and international arena with the quality of the products and services it offers in all fields of activity;

Supporting interdisciplinary and international interactive education and research for students to develop their talents and competences, with application of unique and innovative approaches;

Providing the academic staff with equal opportunities for research and development;

Creating conditions for competition at the global level within the principles of specialization and diversity;

Achieving an approach in the context of sustainable development of higher education at the master's and doctoral levels and meet the demand for scientific and pedagogical personnel in Azerbaijan and the region, constantly increase the quality and efficiency of education and research at the doctoral level;

Creating and implementing sustainability of the quality management system that ensures the continuity of internal and external control mechanisms;

Implementing trainings and various awareness-raising activities for the dissemination of quality culture;

Promoting research supporting high-tech industry as the basis of quality teaching, innovation and initiative;

Contributing to the organization of educational work in order to correctly define the expectations of the industry by fully establishing "feedback" with graduates;

Planning and implementing the necessary improvement works as a result of measurements and evaluations, apply continuous improvement methods accordingly;

Formulating self-evaluation system which would serve for evaluation of the activities and ensure the quality of the next activities.

Review

This policy will be reviewed every 2 years. The previous version of the policy will remain in full force and effects until the adoption of new version.

