



**ZIDEK**

*Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs  
Ziraat Fakülteleri Eğitim Programları Değerlendirme ve Akreditasyon Derneği*

**DIRECTIVE ON PROCEDURES FOR  
DETERMINING EVALUATION CRITERIA**

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**Ziraat Fakülteleri Eğitim Programları Değerlendirme ve Akreditasyon Derneği**

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# ZİDEK Directive on Determining Procedures for Evaluation Criteria

## ARTICLE 1 Grounds, Purpose and Scope

This directive is issued in accordance with the Charter of the "Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs" (ZİDEK) and the ZİDEK Operational Regulation.

This directive aims to regulate the procedures for determining and changing the ZİDEK Evaluation Criteria.

This directive covers the operation of the committees and working groups that will function as respective ZİDEK bodies that determine and change the ZİDEK Evaluation Criteria.

## ARTICLE 2 Definitions

In this directive, the following terms shall have the following meaning:

- (a) **ZİDEK** shall stand for the Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs
- (b) **Executive Board** shall stand for ZİDEK Executive Board,
- (c) **ZAK** shall stand for the Agricultural Engineering Programs Accreditation Board
- (d) **Criteria** shall stand for the ZİDEK Evaluation Criteria to be used for the accreditation of agricultural, forestry and aquacultural engineering educational programs
- (e) **ZOSUDEK** shall stand for the Deans Council of Faculties of Agriculture, Forestry and Fisheries of Universities within the scope of Council of Higher Education (YÖK/CHE)
- (f) **Institution** shall stand for the academic institution (university, higher technology institute) hosting the program that applies for accreditation.

## ARTICLE 3 ZİDEK Evaluation Criteria

ZİDEK Evaluation Criteria are used by ZAK for evaluating educational programs of faculties of agriculture, forestry and aquaculture; they define the minimal requirements which these programs have to meet in order to receive accreditation.

These criteria are to ensure the quality of educational programs of agricultural, forestry and aquacultural faculties and to foster their continuous improvement, in a way that satisfies the needs of the constituencies in a dynamic and competitive environment.

## ARTICLE 4 Structure of Criteria

ZİDEK Evaluation Criteria consist of two main groups:

- (i) **General Criteria:** These criteria must be met by all programs, independent from the evaluated program's discipline. General criteria cover areas such as students, program educational objectives, program outcomes, continuous improvement, curriculum, faculty members, facilities, institutional support and financial resources, organization and decision-making processes.
- (ii) **Discipline-Specific Criteria:** These criteria cover the components specific to the evaluated educational programs of agricultural, forestry and aquacultural faculties, which must be met by that program, in addition to the general criteria. Discipline-specific criteria define the basic criteria specific to programs providing undergraduate education in the relevant discipline, rather than fully define the knowledge, skills and attitudes of those working in this discipline. Requirements stipulated in the discipline-specific criteria are limited to curriculum and faculty qualifications.

## **ARTICLE 5 Determining and Updating Criteria**

ZİDEK Evaluation Criteria have a dynamic character and may be reviewed, updated, and redefined, as well as discipline-specific criteria related to new programs may be determined. There may be various reasons for updating criteria, as follows:

- (a) Changes in stakeholder opinion on agricultural, forestry and aquacultural engineering profession and education,
- (b) Changes in the application fields of the agricultural, forestry and aquacultural engineering profession,
- (c) The emergence of new agricultural, forestry and aquacultural engineering areas,
- (d) Changes in the approach to agricultural, forestry and aquacultural engineering education,
- (e) The need to comply with requirements that may arise from mutual recognition agreements with foreign institutions that accredit agricultural, forestry and aquacultural engineering educational programs, and/or
- (f) The need for clarifying criteria that may be perceived in divergent ways by ZİDEK bodies, evaluators, or institutions.

## **ARTICLE 6 Criteria Committee**

The Executive Board establishes a Criteria Committee, in order to evaluate the recommendations regarding changes in the evaluation criteria, which it receives from ZAK and through other channels, and in order to carry out related activities.

- (a) This committee consists of:
  - (1) a member of the Executive Board, to be elected by the Executive Board,
  - (2) the chair of ZAK, or a member of ZAK, to be elected by ZAK,
  - (3) the representative of the professional society in ZAK and
  - (4) an experienced ZİDEK evaluator, to be determined by ZAK and this committee is responsible towards the Executive Board.
- (b) The member of the Executive Board chairs the Criteria Committee and informs the Executive Board about the committee's activities.
- (c) The chair, or a ZAK member appointed by the chair, communicates the opinions of ZAK to the Criteria Committee and informs ZAK about the committee's activities.
- (d) The representative of ZMO (Chamber of Agricultural Engineers) and/or TZYMB (Union of Agricultural Engineers) in ZAK communicates the opinions of the relevant professional organizations to the Criteria Committee and informs the relevant organizations about the committee's activities.
- (e) Members of the Criteria Committee serve for two (2) years; members whose term in office expires may be appointed for a second term.
- (f) In case a member resigns from the Criteria Committee before her/his term in office expires, a new member is appointed according to article (a).



## **ARTICLE 7 Operational Principles of the Criteria Committee**

- (a) The recommendations communicated to the Criteria Committee are first discussed by the committee.
- (b) A detailed work plan is prepared by the Criteria Committee, to discuss and address recommendations that require further revision and discussion. Recommendations that do not require further revisions and discussion are forwarded to the Executive Board, together with a legitimate explanation.
- (c) The Criteria Committee establishes a working group, whenever necessary for general criteria, but always for discipline-specific criteria.
- (d) Working groups are responsible to the Criteria Committee and are chaired by one of the members of the Criteria Committee; this member informs the Criteria Committee about the working group's activities.
- (e) The working group on discipline-specific criteria should include representatives of the chambers and universities, who represent the relevant discipline in a balanced way.
- (f) The Criteria Committee as well as the working groups pay utmost attention to the opinions of the relevant constituencies, particularly the relevant professional organizations and the relevant units of institutions of higher education.
- (g) Draft criteria recommendations prepared by the Criteria Committee are announced on ZIDEK's webpage, thus, all constituencies are given the opportunity to provide feedback.
- (h) The Criteria Committee prepares the final draft of the criteria recommendations, taking into consideration the feedback received and
- (i) The final draft of the criteria recommendations is presented to the ZIDEK Executive Board, together with the dissenting opinions, if any.

## **ARTICLE 8 Finalization of Evaluation Criteria**

The draft criteria recommendations that the Criteria Committee forwards to the Executive Board are finalized after having been discussed and agreed upon at the first meeting of the Executive Board to follow.

The finalized criteria become effective in the evaluation period starting in the year following the calendar year after the Executive Board agrees upon the criteria. The Executive Board may determine to enforce the criteria later than the aforementioned date, or define a transition period during which institutions may choose between old and new criteria.

## **ARTICLE 9 Announcement of Evaluation Criteria**

The finalized criteria and effective dates are forwarded to the Office of the Secretary General of ZOSUDEK to be announced to the ZOSUDEK member faculties and to the deans of faculties which have agricultural, forestry and aquacultural educational programs but are not members of ZOSUDEK, and also announced on ZIDEK's webpage.

## **ARTICLE 10 Amendments to the Directive**

The Criteria Committee or a committee to be appointed by the Executive Board may submit any suggestions for amendment to this directive. The suggestions will be included in the agenda of and shall be resolved during the first meeting of the Executive Board to follow.

## **ARTICLE 11 Enforcement**

This directive enters into force as of the date of approval by the Executive Board.

## **ARTICLE 12 Execution**

The chair of the Executive Board executes the provisions of this directive.

## **PROVISIONAL ARTICLE 1. The Process of Determining the Evaluation Criteria for the First Time**

This process starts when the evaluation criteria committee is first assigned. The committee determines evaluation criteria for every Agricultural, Forestry and Aquacultural Engineering Educational Program separately. This process is completed in 6 months.

