



ZIDEK

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

DIRECTIVE ON CONTINUOUS IMPROVEMENT COMMITTEE

2011

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Ziraat Fakülteleri Eğitim Programları Değerlendirme ve Akreditasyon Derneği

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Directive on Continuous Improvement Committee

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Directive on Continuous Improvement Committee

ARTICLE 1 Basis, Purpose and Scope

This directive has been prepared in accordance with Article 12 of the Operational Regulations of the Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs (ZİDEK). The purpose of this document is to describe and implement a systematic process within the context of total quality philosophy, for continuous improvement of the activities of the Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs (ZİDEK) that aims to improve the quality of agricultural, forestry and aquacultural engineering education in Türkiye.

ARTICLE 2 Definitions

In this directive:

- (1) **ZİDEK** shall stand for the Association for Evaluation and Accreditation of Agricultural Engineering Educational Programs
- (2) **Executive Board** shall stand for ZİDEK Executive Board,
- (3) **ZAK** shall stand for the Agricultural Engineering Programs Accreditation Board, which evaluates and accredits agricultural, forestry and aquacultural engineering educational programs for ZİDEK,
- (4) **ZİDEK processes** shall stand for the ZİDEK program evaluation processes.

ARTICLE 3 Duties, Powers and Responsibilities of the Continuous Improvement Committee

- (1) To determine and define ZİDEK quality assurance processes and submit them for the approval of the Executive Board,
- (2) To determine the criteria and indicators to be used for periodic evaluation of ZİDEK processes, and propose them to the Executive Board,
- (3) To evaluate ZİDEK's processes annually within the framework of specified criteria and indicators, prepare an internal evaluation report containing the evaluation results and submit it to the Executive Board,
- (4) To communicate with ZİDEK's internal and external stakeholders for continuous monitoring and evaluation of ZİDEK processes on an annual basis and present the collected information and process improvement suggestions to the Executive Board,
- (5) To monitor and evaluate the 360-degree evaluation forms completed for the evaluation team members and submit the results to the Executive Board.

ARTICLE 4 Structure of the Continuous Improvement Committee

The members of the Continuous Improvement Committee are composed of the following representatives:

- (1) Representative of the Executive Board (Chairman)
- (2) KalDer representative at ZAK
- (3) Chairman of ZAK (member)
- (4) Member of ZİDEK Executive Board (member)
- (5) Vice-chair of ZİDEK (member)

ARTICLE 5 Operational Principles of the Continuous Improvement Committee

- (1) The chairman of the committee is responsible for functioning of the Continuous Improvement Committee and communication of any kind between its members.
- (2) The Continuous Improvement Committee meets at least twice a year. These meetings may be held physically or electronically.
- (3) The member who is the representative of the Executive Board is responsible for all communication between the Executive Board and the Continuous Improvement Committee.
- (4) The Continuous Improvement Committee is responsible to the Executive Board in its activities.

ARTICLE 6 Amendments to the Directive

Proposals for amendments to this directive may be submitted to the Executive Board by the Continuous Improvement Committee or by a committee to be appointed by the Executive Board. The proposals are put on the agenda of, and shall be resolved during, the first meeting of the Executive Board.

ARTICLE 7 Enforcement

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