

**QUALITY ASSURANCE CODE
IN EDUCATION AND SCIENTIFIC RESEARCH**

(Executive Summary)

The Quality Assurance Code in Education and Scientific Research of TMU is developed on the basis of the following legal provisions and documents:

- National Education Law No. 1/2012;
- Law No. 206/2004 on Good Conduct in Scientific Research, Technological Development and Innovation;
- Emergency Ordinance No. 75/2005 on Quality Assurance in Higher Education, approved by the Law No. 87/2006, as subsequently amended by National Education Law No. 1/2012;
- TMU Charter;
- The University Senate decisions.

1. FRAMEWORK PROVISIONS

1.1 TMU considers quality assurance of its educational and research activities as a process designed to permanently improve the level of its graduates and to guarantee to the society that they acquired the declared skills, competence and knowledge.

1.2 Quality assurance is crucial for TMU and the commitment toward a set of common principles is a pre-requisite for cooperation at different levels between different structures within TMU, and also for cooperation with other universities, external partners, and society in general.

1.3 Within the quality assurance practices, TMU aims first of all at the contents, organization and delivery of its study programmes, from the perspective of their adequacy to the society requirements, but also at the relation between the didactic activities and the research-development-innovation activities, the extent to which each category is open toward the other. TMU regards the good functioning of this relationship as a defining element of its mission.

1.4 University students are full partners in the process of quality assurance.

2. PROVISIONS ON TMU'S PERFORMANCE STANDARDS AND INDICATORS FOR INTERNAL QUALITY ASSURANCE

2.1 TMU defines its internal standards on quality aiming, on the one hand, at achieving compatibility at European level, namely to meet the requirements defined for the European Higher Education Area, as they are reflected in the European Qualifications Framework, and on the other hand at placing the University in the best position possible in the national ranking of universities.

2.2 With a view to aligning to the international performance requirements and standards, TMU adopts the following performance indicators for the internal self-assessment of the quality of processes within the university:

- a) students' recruitment selectivity;
- b) adequacy of human resources;
- c) professional accomplishment of graduates;
- d) visibility of research;
- e) capitalization of research;
- f) internationalization;
- g) National and international prestige.

3. PROVISIONS ON THE QUALITY ASSURANCE PRINCIPLES AND ORGANISATION OF THE QUALITY ASSURANCE SYSTEM (QAS)

3.1 TMU's view on QAS is as follows:

- a) QAS is necessary for the continuing improvement of education and research activities, including the context, contents and organization conditions of the education and research programmes, as well as their outcomes.
- b) QAS policies and procedures should cover all levels of education and research structures.
- c) QAS should include regular internal evaluations of the educational and research activities, whose results should provide evidence for the external evaluations requested by the University.
- d) QAS should have:
 - clear and measurable objectives and standards;
 - methodological norms for implementation;
 - adequate resources;
 - feedback mechanisms for quality improvement;
 - procedures for the dissemination of the results.

3.2 In TMU the QAS is directly under the lead of the Rector, is an integrant part of the internal management of the University and is organized according to the legal provisions in force. The Rector may delegate the operative management of the QAS to a Vice-Rector, under whose coordination operates the Committee for Assessing and Ensuring the Quality of Education and Research (CAEQER).

3.3 The University Senate appoints the CAEQER, which is composed of:

- Teachers, members of the University Senate;
- Students, members of the University Senate;
- Experts from the University staff.

CAEQER has corresponding structures operating within the faculties, composed of:

- Vice-Dean;
- Department Directors;
- Representatives of the study programmes;
- 1 student for each study programme.

4. PROVISIONS ON THE QUALITY ASSURANCE RESPONSIBILITIES ASSIGNED TO STRUCTURES AND INDIVIDUALS WITHIN TMU

4.1 The main objective of the QAS is to guarantee that the processes within the University are performed in compliance with the legal provisions and own regulations. The objective is reached by verifying the way in which these regulations are applied.

4.2 From the didactic viewpoint, the following are considered of outmost importance: study programmes management, fair assessment processes, and guarantee that diplomas are covered in terms of skills, competences, knowledge and creative thinking capability.

4.3 The university structures and teaching staff are responsible, within well-defined responsibility areas, for the definition of study programmes, for their implementation and for the manner in which their completion leads to degrees awarded to students in the various study cycles.

4.4 The overall assessment of the teaching staff is performed based on a specific procedure which includes:

- Assessment by students;
- Self-assessment;
- Assessment by the department director;
- Peer assessment.

The last three types of assessment are performed annually, while the assessment by students takes place every semester.

4.5 The overall assessment results should be used at the department, faculty and university level to establish corrective and preventive action, and decision making, including decision making on the teaching staff salary.

4.6 Scientific research activities are coordinated by the Institute for Studies, Research, Development and Innovation, and pursue the principles of quality assurance by: human and material resources involved, relevance of research themes, compliance with the Code of Ethics and Professional Academic Conduct (part of the University Charter), national and international dissemination of research results.

5. FINAL PROVISIONS

5.1 The implementation, monitoring and revision of TMU's quality assurance policy start with compliance with the legal provisions and own standards in force, by designing and implementing various programmes and projects, assessment of design and implementation, correction of non-compliances, and continuing updating.

5.2 Based on internal assessment, at the proposal of the Rector, the University Senate may decide reorganization or dissolution of departments or study programmes, without any prejudice concerning the students.