

INTERNAL EVALUATION REPORT OF THE INSTITUTION

FIRAT UNIVERSITY

1. CORPORATE INFORMATION

A.1. Contact Information

His duty	Title, Name and Surname	Email Address	Telephone
Vice Rector	Prof. Dr. Mehmet CEBECİ	mcebeci@firat.edu.tr	4242370000/3010

A.2. Historical Development

Having a deep-rooted history, Firat University started its educational activities in Elazığ, a city with a rich cultural life, in 1967. In addition to its development in the central campus of Elazığ and its districts, Firat University has opened higher education institutions affiliated with Firat University in the provinces of Bingöl, Muş and Tunceli and in the Kemaliye district of Erzincan since 1983 and has been instrumental in the transformation of these institutions into universities in the following years. In addition, Firat University has trained faculty members for these universities with its postgraduate activities and has become a higher education institution that has made significant contributions to the development of higher education in Eastern/Southeast Anatolia.

the faculties, institutes, colleges and vocational schools established under Firat University are listed [at
http://www.firat.edu.tr/content/tarih%C3%A7e-0](http://www.firat.edu.tr/content/tarih%C3%A7e-0) can be reached at the address.

Firat University currently continues its education activities with 17 faculties, 2 colleges, 1 state conservatory, 9 vocational schools and 4 institutes.

The current situation

a) Student

The changes in the total number of students at Firat University in the last 5 years are shown in Figure 1.

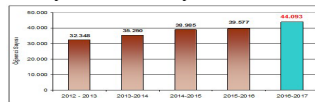


Figure 1. Total number of students at Firat University in the last 5 years

The number of students enrolled in our university in the 2016-2017 academic year is presented in detail in Table 1.

Table 1. Information on registered students in the 2016-2017 academic year

TYPE OF EDUCATION & LEVEL OF EDUCATION & GENDER															
	Associate Degree			Licence			Degree			Doctorate			Grand Total		
	TO	K	T	TO	K	T	TO	K	T	TO	K	T	TO	K	T
Second Education	2113	742	2855	6371	2726	9097	458	50	508	0	0	0	8942	3518	12460
Formal Education	4322	2211	6533	11332	8891	20223	2076	1287	3363	475	252	727	18205	12641	30846
Distance Learning	27	8	35	325	427	752	0	0	0	0	0	0	352	435	787
Grand Total	6462	2961	9423	18028	12044	30072	2534	1337	3871	475	252	727	27499	16594	44093

b) Personnel

The number of academic staff at Firat University as of 2016 is given in Table 2. The current number of academic staff is 1,742 and the number of administrative staff is 1,508.

Table 2. Number of academic staff in 2016

Professor	Associate professor	Assistant Professor	Lecturer	Expert	Research Assistant	Teaching Officer
341	199	359	78	31	622	112

c) Infrastructure

Our university consists of nine separate campus units, including the Rectorate, Engineering and Kesikköprü main campuses.

m^2 deeded to the treasury and allocated to our university, and $744,570.02 m^2$ (total $5,140,284.55 m^2$) expropriated and registered in the name of our university ; the Faculty of Engineering Campus was established on an area of $885,210.79 m^2$ deeded to the treasury and allocated to our university . The Research and Application Farm affiliated to our university continues its activities in two units; in Kesikköprü on an area of $6,229,243 m^2$ and in Yurtbaşı on an area of $711,914 m^2$. Our university's Education and Recreation Facilities were established on an area of $4,285 m^2$ in Sivrice Cevizdere . There are Aquatic Products Facilities affiliated with the Faculty of Aquatic Products of our University on a $17,500 m^2$ land in Harmantepe-Cip Dam . Our University's Firat Medical Center was established on an area of $30,000 m^2$ and was put into service in 1998 and provides health services to Elazığ and the Eastern Anatolia Region.

Our university has a total of 332 flats for academic and administrative staff. 166 of the current flats are in the Rectorate and 156 in the Engineering Campus. The sizes of our university campus areas are given in Table 3.

Table 3. Firat University Campus Areas

		Ownership Status	
Total Size (m^2)	University	Property (m^2) Allocated	from the Treasury (m^2)

Rectorate	5,140,284.55	744,570.02	4,395,714.53
Engineering	885,210.79		885,210.79
Kesikköprü	6,229,243.00		6,229,243.00
Yurtbasi	711,914.00		711,914.00
Jeep Village	17,500.00		17,500.00
TOTAL	12,984,152.34	744,570.02	12,239,582.32
DISTRICTS			
The hives	78,026.37		78,026.37
Karakocan	30,000.00		30,000.00
Baskil	224,133.00		224,133.00
Keban	21,329.00	21,329.00	
TOTAL	353,488.37	21,329.00	332,159.37

A.3. Mission, Vision and Values

Mission

The mission of Firat University is to raise individuals who are qualified, enterprising, innovative, self-confident, questioning, socially responsible, prioritize scientific and ethical values, take into account the expectations of their stakeholders, and shape the future of our country by producing science, art and technology at national and international levels in the field of education and research. In addition, regionally; to support the academic development of new universities established in the Eastern and Southeastern Anatolia Region, to provide support to industrial establishments and to train the qualified human resources needed by the region.

Vision

To be a respected university that pioneers change and development in the fields of education, research and community service in our country and around the world.

Core Values

The mission, vision and core values that constitute the strategies within this scope of Firat University are given below:

- Academic Freedom
- Scientificness
- Environmental Awareness
- Reliability
- Tolerance
- Participation
- Merit
- Stakeholder Satisfaction
- Social Responsibility Awareness
- Transparency
- Innovation
- Entrepreneurship

A.4. Units Providing Education and Training Services

The number of programs in which educational activities are carried out is shown in Table 4.

Table 4. Number of programs offered at Firat University as of the end of 2016

	Total Number of Programs
Associate Degree	115
Licence	163
Degree	93
Doctorate	69
Grand Total	651

A.5. Units and Laboratories Where Research Activities Are Conducted

The units and laboratories where research activities are carried out are given in Table 5.

Table 5. Number of units and laboratories where research activities are carried out

Unit and Laboratory Name	Number
Research and Application Center	26
Technopolis	1
Scientific Research Project Coordination (BAP)	1
Project Coordination and Consultancy Office	1
Central Laboratory	1
Medical Faculty Laboratories	5
Engineering Faculty Laboratories	64

Science Faculty Laboratories	35
Technology Faculty Laboratories	27
Veterinary Faculty Laboratories	9
Fisheries Faculty Laboratories	13
Laboratories within the Vocational School	40
Workshop	17

• *Firat Technopolis*

Firat Technology Development Zone was established with the decision of the Council of Ministers published in the Official Gazette in May 2007 and became the first active Technology Development Zone in Eastern Anatolia and the 21st in Turkey with the 280 m² prefabricated building donated by Endost Company in February 2009. Firat Teknokent was established in 2014.

4000 m² and as of 2016, it continued to provide service in 4 buildings and 14,000 m² closed area. It currently has 45 companies. In the period of 2012-2016, 204 activities were organized and 4227 people participated in these activities. The total area of pre-incubation and incubation centers and the total area of the technopolis in the last 3 years are given in Table 6.

After the projects of the companies in Firat Teknokent are completed, the technological maturity level of the product is determined by the TRL (Technology Readiness Level) tool. In addition, methods such as bringing together idea owners with investors, determining whether the product is an invention, and following up on post-patent commercialization processes are also used.

Table 6. Data on Firat TTO incubation centers area and project work for the last three years

	2014	2015	2016
Pre-incubation area open to students (m ²)	0	192	192
Number of entrepreneurs provided with pre-incubation service	0	43	122
Incubation area open to students (m ²)	650	650	650
Number of entrepreneurs provided with incubation services	9	27	36
Total indoor area (m ²)	4000	14000	14000
Number of companies	36	41	45
Number of contracted projects	-	10	4
Number of invention notifications	-	10	5
Number of patent applications	-	8	5
Budget amount allocated to patent support	-	10,800 TL (PADES)	7,250 TL (PADES)
Number of students/young graduates whose research has completed the pre-incubation and incubation processes	-	3	3
Number of project markets and project competitions organized	3	2	1
Number of companies founded/partnered by faculty members	-	28	30

• *Firat Technology Transfer Office*

Firat Technology Transfer Office (TTO) started its operations in November 2012 within the scope of the FIRASET Project carried out in the Technology Development Zone. Since its establishment, it has carried out activities within the scope of informing and guiding academic staff and industrial organizations about the relevant support programs, carried out studies for University-Industry cooperation, supported entrepreneurs and carried out activities on issues concerning Intellectual and Industrial Property Rights (FSMH) at the University. Services provided by TTO; *

* Intellectual and Industrial Property Rights Services

* University Industry Collaboration Services

* Entrepreneurship and Incorporation Services

* Services for Benefiting from Support Programs* Training and Consulting Services

In 2016, 1781 people were served by Firat TTO, and university-industry collaboration meetings were held for 87 academics.

A unit was established within Firat TTO for the protection of intellectual and industrial property rights, and 15 invention applications were made in the last two years, 10 in 2015 and 5 in 2016.

• *Scientific Research Project Coordination (FÜBAP)*

A total of 1031 scientific research projects were carried out at Firat University between 2012 and 2016. The changes in project numbers and total budgets over the years are shown in Figure 2 and Figure 3, respectively. In the last five years, the highest project support was provided in 2016.

The FÜBAP Performance Project Directive was prepared and put into effect in 2013. The purpose of this directive is to encourage Firat University academic staff by evaluating their scientific, artistic and similar academic studies and thus to increase the national and international success level of the university. With this directive, the support amounts are determined by taking into account the projects, publications, patents, books and works of academics that they have written during the year. The FÜBAP Performance Project Directive can be accessed from the link below:

http://bap.firat.edu.tr/?act=guest&act2=sayfa&id=16&pg_id=144

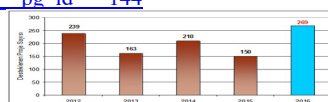


Figure 2. Change in the number of projects supported by FÜBAP over the years

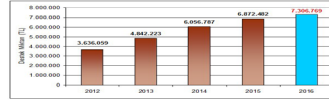


Figure 3. Change in the amount of support given to research projects by FÜBAP over the years

The types, numbers and total budgets of projects supported between 2013 and 2016 are given in Table 7.

Table 7. Types of projects supported by year, their numbers and total budgets

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- Proje Koordinasyon ve Danışmanlık Ofisi**

In 2012, the Project Coordination and Consultancy Center was established by the Presidency of Firat University to provide consultancy services within the university on research projects. This unit aimed to increase R&D studies and reduce problems experienced during project preparation processes with the joint studies it carried out with Firat Teknokent. 7 trainings were organized within the scope of the TÜBİTAK 2237 program in the last 3 years with the cooperation of Firat University Project Coordination and Consultancy Center and Firat Teknokent. With these trainings, approximately 200 academicians were trained and information about TÜBİTAK programs was provided. As a result of the trainings, the project that constituted the thesis of 3 research assistants was accepted by TÜBİTAK in the short term. Information on project trainings carried out in the last three years is given in Table 8.

Table 8. Project trainings given in the last 3 years

History	Event Name	Coordinator
November 14-17, 2014	For TUBITAK Programs in Engineering and Technological Sciences Research Project Preparation and Implementation Training	Prof. Dr. Halil HASAR
27 February- March 1, 2015	Preparation of TUBITAK 1002 Project for Doctoral Students v Executive Training	Prof. Dr. Mehmet EROĞLU
April 29-May 1, 2016	Training on Preparation and Execution of Research Projects for TUBITAK Programs in Social Sciences	Assoc. Prof. Dr. Erkan Turan DEMİREL
August 4-7, 2016	TUBITAK 1002 Research Project Preparation and Implementation Training for PhD Students	Prof. Dr. M. Emin EMİROĞLU
October 13-15, 2016	Training on Preparation and Execution of TUBITAK Research Projects for Engineering and Technological Sciences	Prof. Dr. Erhan AKIN
November 17-19, 2016	Training on Research Project Preparation and Implementation for TUBITAK 1001 Program	Prof. Dr. Hakan Fehmi ÖZTOP

- Firat University Central Laboratory**

The Firat University Central Laboratory, which started its operations in 2015 under the name of Firat University Scientific and Technology Research Laboratory (FÜBTAM), consists of 1 President, 2 Vice Presidents, 7 Board Members, 3 experts and 1 administrative staff. The main purpose of the Central Laboratory is to serve as a scientific research, education and measurement center with modern test and analysis devices for researchers working in our universities, public institutions and industry. Services provided at the center <http://merlab.firat.edu.tr/> can be reached from the address.

A.6. Improvement-Oriented Studies

In accordance with its mission and vision, Firat University; increases internal and external resources for scientific activities, ensures that academicians prioritize their scientific studies through project training, increases the support given to academicians and the private sector through Teknokent, continuously develops and improves the physical spaces required for education, and contributes to the qualified human power needed by opening new programs. With the incentive mechanism established, successful academicians are rewarded. In addition, the quality of social life of students and academicians is increased through the social facilities provided and especially student clubs.

2. QUALITY ASSURANCE SYSTEM

1. Quality Policy

a. How does the institution determine, monitor and improve its mission, vision, strategic goals and performance indicators?

Our university's mission, vision, strategic goals and performance indicators are determined as a result of the work of the Strategic Planning Commission members and published as a Strategic Report (<http://kalite.firat.edu.tr>). The strategic goals and performance indicators included in the report are monitored with annual activity reports and measures are taken for deviations. From this year on, KİDRs will be an important reference in monitoring and improving quality.

b. does the institution follow to measure, evaluate and continuously improve its corporate performance ?

The institutional performance of our university is measured through the annual activity reports prepared and based on the evaluations made, necessary and possible measures are taken and improvements are made.

2. Duties, Responsibilities and Activities of Higher Education Quality Commissions

c. How are the members of the institution's Quality Commission determined and who are they composed of?

The members of the FÜ Quality Commission were determined by the decision of the University Senate dated 31.10.2016 and numbered 2016-2017/2.12, within the scope of the provisions of Article 7 of the Higher Education Quality Assurance Regulation . The members of the commission are given in Table 9.

Table 9. First University Quality Commission Members

1	Vice Rector	Prof. Dr. Mehmet CEBECİ
2	Deputy Secretary General	Namık Kemal ONDAS
3	Head of Strategy Development Department	Goksel AKTAS
4	Vice Dean of the Faculty of Dentistry	Assist. Prof. Dr. Onur Evren KAHRAMAN
5	Director of the Institute of Science	Prof. Dr. Soner OZGEN
6	Vice Dean of the Faculty of Education	Assoc. Prof. Dr. İrfan EMRE
7	Vice Dean of Faculty of Science	Assist. Prof. Dr. Mehmet TUZCU
8	Vice Dean of the Faculty of Economics and Administrative Sciences	Assoc. Prof. Dr. Kursat CELİK
9	Faculty of Theology, Vice Dean	Asst. Assoc. Dr. Muzaffer OZLI
10	Vice Dean of the Faculty of Communication	Assoc. Prof. Dr. Metin GULTEKIN
11	Vice Dean of the Faculty of Humanities and Social Sciences	Prof. Dr. Abdulhalim AYDIN
12	Vice Dean of Faculty of Engineering	Assist. Prof. Dr. Mehmet KALENDER
13	Vice Dean of the Faculty of Health Sciences	Assoc. Prof. Dr. Serap PARLAR KILIÇ
14	Social Sciences Vocational School Lecturer	Lecturer Fulya GÜLBAY
15	Vice Dean of the Faculty of Sports Sciences	Assoc. Prof. Dr. Cetin TAN
16	Dean of Fisheries Faculty	Prof. Dr. Metin ÇALTA
17	Deputy Director of Technical Sciences Vocational School	Assist. Prof. Dr. Mehmet İlyas BAYINDIR
18	Vice Dean of Technology Faculty	Assoc. Prof. Dr. Bahar DEMİREL
19	Vice Dean of the Faculty of Medicine	Prof. Dr. Oktay BURMA
20	Faculty of Veterinary Medicine Lecturer	Prof. Dr. Mehmet CALICIOĞLU

d. What are the authorities, duties and responsibilities of the institution's Quality Commission in the establishment and operation of the quality assurance system? How does the Commission operate the quality assurance process?

The FÜ Quality Commission has the authority, duties and responsibilities within the scope of Article 6 and Article 7 of the “FÜ Quality Assurance Directive” accepted by the university senate based on the Higher Education Quality Assurance Regulation. In order to operate the quality assurance process, the commission shares the tasks among its members and carries out the tasks such as compiling the data specified in Article 10 and preparing unit reports in accordance with the work schedule.

For this purpose, the commission manages the process with periodic meetings. It records and supervises the work done and to be done, and publishes it on the web page (<http://kalite.firat.edu.tr>).

3. Stakeholder Participation

e. How are the participation and contribution of internal stakeholders (academic and administrative staff, students) and external stakeholders (employers, alumni, professional organizations, research sponsors, relatives of students, etc.) ensured in the quality assurance system?

Participation and contribution of internal and external stakeholders to the quality assurance system is ensured through stakeholder analysis. Internal Stakeholders are individuals, groups or institutions within the field that are affected by or affect the organization (such as managers, academic and administrative staff, students). External Stakeholders are individuals, groups or institutions outside the field that are affected by or affect the organization (such as other public and private sector organizations that are related to the organization's activities).

Firat University stakeholder list is given in Annex-1.

Stakeholder analysis is the analysis of the target audience of the organization and those who are positively/negatively affected by the organization's activities, that is, all relevant parties.

The aims of stakeholder analysis are as follows:

- Establishing effective communication with stakeholders in the early stages of the planning process and ensuring their interest and contribution,
- Obtaining an idea about the strengths and weaknesses of the organization by obtaining the opinions of the stakeholders about the organization,
- Determining the opinions and expectations of the stakeholders,
- Determining the factors that may prevent the effective performance of the organization's activities and developing strategies to eliminate them,
- By including the opinions, suggestions and expectations of stakeholders in the strategic planning process, ownership of the plan by these groups is increased and the success rate of the plan increases.

In the process of obtaining data for stakeholder analysis; surveys are applied to stakeholder groups, face-to-face interviews and search meetings are held. In this context, satisfaction surveys are organized for the university's academic staff and administrative staff. The satisfaction survey, which is applied on a voluntary basis and in a secure e-environment, is also conducted for students. A survey study was conducted for distant external stakeholders, and search meetings were organized for close external stakeholders. As close external stakeholders; high school administrators and guidance teachers, private school administrators and guidance teachers, public institution administrators, civil society organization administrators, local press members and managers were held in search meetings, each with a separate group, and the views of the participants about Firat University were collected in detail and evaluated within the framework of strategic planning studies for the future.

Satisfaction surveys prepared for students and academic and administrative staff as internal stakeholders (survey link-quality page) were first implemented in 2014 during the preparation of the Strategic Plan and will be implemented periodically every year from now on. Students' satisfaction

with education-training processes is investigated through surveys applied to students. Potential sources of negativity related to education-training processes are determined by applying various quantitative decision methods to the obtained data and scientific support is provided to university administrators for the improvement of education-training processes. Measures are determined to remove obstacles to academic efficiency and increase work efficiency through academic and administrative staff surveys.

In addition, our students fill out the "Course Evaluation Surveys" through the "Student Automation Program-Prolysis" in order to evaluate the courses they take and the faculty members. These surveys will be implemented periodically at the end of each semester/year, starting with the first time at the end of the Spring Semester of the 2016-2017 academic year. The Satisfaction and Course Evaluation survey forms can be accessed at the web address <http://www.memnu.umitanketi.firat.edu.tr>.

3. EDUCATION AND TRAINING

1. Design and Approval of Programs

• How and to what extent do internal and external stakeholders contribute to the determination of the educational objectives of the programs and the design of the curriculum (curriculum)?

In determining the educational objectives of the programs and designing the curriculum, the opinions of field experts are primarily taken into consideration. For this purpose, the subject is examined in detail and decided by taking into account the sub-commission studies in the authorized boards of the educational units. During the sub-commission studies, developments in the field are closely observed. Within the framework of application practices, feedback is received from internal stakeholders (students, academic staff and administrative staff) and external stakeholders (graduates, industrial organizations, non-governmental organizations, public institutions, etc.) with the help of meetings and surveys (<http://kalite.firat.edu.tr/tr/node/147> and <http://kalite.firat.edu.tr/tr/node/153>). Thus, changes can be made in the educational objectives of the programs and the curriculum. In addition, the necessary arrangements are made by taking into account the Bologna criteria in this process.

• How are the program competencies (graduate knowledge, skills and competencies) determined?

The qualifications of the programs (graduate information) are determined by the criteria of the Turkish Higher Education Qualifications Framework (TYYC) and feedback received from graduate students and the workplaces where these students work. With these tools, it is aimed for students who register for the programs and receive education and training services to have the ability, knowledge and skills to effectively reflect their theoretical and practical gains in their professional work within the framework of the program they prefer. The qualifications of the education programs are determined by taking into account the characteristics of the relevant programs, social and professional expectations and student characteristics in a way that is compatible with the Turkish Higher Education Qualifications Framework and the Teacher Qualifications determined by the Ministry of National Education.

Some faculties and departments of our university have applied to independent organizations (MÜDEK, UTEAK, EAEVE) for accreditation and are inspected by these accreditation organizations at certain intervals. The deficiencies identified during the accreditation process are categorized as observations, concerns and weaknesses and the issues reported are addressed by the relevant unit and university administration, and the necessary measures are taken by questioning how the weaknesses and concerns will be resolved.

Information regarding the accreditation processes of our three faculties that have applied for accreditation is

summarized below: **a) Accreditation of Engineering Departments:**

MÜDEK is an independent organization that carries out accreditation, evaluation and information studies for various engineering education programs in our country and aims to contribute to the improvement of the quality of engineering education in Turkey. MÜDEK was established in 2002 by the Engineering Deans Council (MDK), which consists of the deans of the faculties providing engineering education in Turkey and the TRNC, as an independent platform called the Engineering Evaluation Board in order to organize and implement a detailed program for the evaluation of the engineering undergraduate programs of these faculties, and it became an association in 2007. In addition, MÜDEK has been authorized by ENAEE until 31 December 2013 to give the EURACE Label to the engineering education programs it will accredit as of 21 January 2009.

Accreditation studies have been carried out by MÜDEK in our university's Faculty of Engineering since 2005. Following the preliminary accreditation given in the first accreditation process, the process was successfully completed following the Interim Visit and the Electrical-Electronics, Civil, Geology, Chemistry and Mechanical Engineering departments were accredited. In 2011, an application was made for the second accreditation process. Following this application; Computer Engineering was accredited until the interim visit period, and Environmental, Electrical-Electronics (Daytime and Evening Education), Civil (Daytime and Evening Education) and Mechanical (Daytime and Evening Education) Engineering departments (a total of 7 programs) were accredited until March 2018. After this date, the necessary studies are ongoing for the accreditation of our mentioned programs for another 3 years after the interim visit to be carried out by MÜDEK. Detailed information can be accessed from the following web addresses: <http://muh.firat.edu.tr/tr/node/113> <http://www.mudek.org.tr/tr/ana/ilk.shtm>

b) Accreditation of the Faculty of Medicine:

The idea of establishing standards in medical education in Turkey began in 2008 with the establishment of UTEAK (National Medical Education Accreditation Board) within the Council of Higher Education. The board later shared its duties with TEPDAD (Association for Evaluation and Accreditation of Medical Education Programs), which was established in 2010. Thus, UTEAK and TEPDAD officially gained the authority to determine and evaluate the standards of medical education in our country and to approve their accreditation. TEPDAD is an accreditation institution accepted by the Council of Higher Education and accredited by the World Federation for Medical Education.

The accreditation process in our Faculty of Medicine was first initiated by a commission formed in 2010, and following the preparations in 2011, an application was made to UTEAK. TEPDAD made an evaluation in the same year and granted time to eliminate the deficiencies. We requested a re-evaluation in 2015, and since some deficiencies persisted in this evaluation, a conditional and one-year accreditation was proposed. At the end of 2016, the last deficiencies were resolved, the faculty report was submitted to UTEAK-TEPDAD and a new evaluation request was submitted. The visit and evaluation report made in January 2017 was accepted by the TEPDAD Board of Directors in April and as of January 1, 2017, the Medical

It has been announced that our faculty has been accredited. Our faculty has become the 24th accredited faculty of medicine. It is the only accredited faculty of medicine in the Eastern-Southeastern Anatolia Region.

c) Accreditation of the Faculty of Veterinary Medicine:

Our university's Faculty of Veterinary Medicine is a member of national and international quality assessment organizations. In this context, since 2012, VEDEK (Veterinary

Association for Evaluation and Accreditation of Veterinary Education Institutions and Programs) and since 1994 EAEVE (European Association for Veterinary Education)

EAEVE is a member of the European Union. EAEVE is an institution that inspects all Veterinary Schools in the European Union. After becoming a member of ENQA (The European Association for Quality Assurance in Higher Education), EAEVE has raised its evaluation norms and is considered one of the most prestigious quality assessment institutions in the world.

Our Faculty of Veterinary Medicine first underwent an inspection visit in 2007 and received conditional accreditation after the second inspection visit in 2011. The last visit was in 2013 and our faculty demonstrated its quality by receiving full accreditation. It is currently one of the 4 fully accredited faculties in our country. The inspection visit that was supposed to be held in 2017 was postponed to 19-23 March 2018 as a result of the agreement made with EAEVE.

• **Is the compliance with the Turkish Higher Education Qualifications Framework (TYYÇ) taken into consideration when determining the qualifications of the programs?**

Yes. The qualifications of the programs are determined by taking into account their compliance with the Turkish Higher Education Qualifications Framework (TYYÇ).

• **Is there a connection between the program competencies and course learning outcomes?**

Yes. A connection is made between the program qualifications and the course learning outcomes. For this purpose, a harmonious process is planned by taking into account the curriculum, course processing and program outcomes. The connection between the program qualifications and the course learning outcomes is made in accordance with the Bologna criteria: <https://obs.firat.edu.tr/oibs/bologna>

• **How is the approval process of programs carried out in the institution?**

The preparation process (file preparation and program proposal) of a program planned to be opened is carried out by faculty members who are experts in the relevant field. The prepared file is discussed in the authorized board of the relevant unit and forwarded to the Rector's Office. The Rector's Office sends the file to the University Education Commission for review and necessary corrections. After the commission review, the file is presented to the University Senate. Following the approval of the Senate, the Rector's Office sends the file to the Council of Higher Education. The program is opened after the approval of the Council of Higher Education.

• **Are the educational goals and outcomes of the programs openly announced to the public?**

Detailed information about the programs, especially the educational objectives and achievements of the programs (program application requirements, purpose, importance, achievements, graduation status, curriculum, course processing, course materials, videos, interactive materials, etc.) are announced on the website. In addition, from time to time, the subject is shared with the public through statements made by the University's senior management through the press and prepared brochures and announcements.

2. Continuous Monitoring and Updating of Programs

• **How is the program reviewed and evaluated by ensuring the participation of internal stakeholders (students and employees) and external stakeholders (employers, business and professional organization representatives, alumni, etc.) in the process?**

The revision of programs in our university's accredited programs is carried out with the participation of internal and external stakeholders (students, employees, employers, representatives of business and professional organizations, alumni, etc.) in the process and with the feedback obtained from the stakeholders. Necessary measures are taken to spread the quality processes envisaged by accreditation institutions for the development of the program in the University. At the same time, workshops, symposiums and meetings with sector participation, organized by establishing interactions with professional experts and institutions/organizations, contribute to both the coming together of sector components with our students and academic staff and the revision of the program. One of the methods applied in this regard is the surveys conducted for internal and external stakeholders.

• **How often, how and by whom are review activities carried out? How are contributing stakeholders identified? At what stages of the decision-making process can these stakeholders participate?**

Program review activities are carried out as a result of evaluations made by program coordinators in accredited programs and other committees established within the program for this purpose. In the evaluation process of these programs, necessary measures are taken to overcome the deficiencies, weaknesses, concerns and observations determined by the evaluators. Such activities are already routine work in order to continue the accreditation of programs, especially those included in the accreditation process. Therefore, during the program review phase, all stakeholders of the program output that is found to be inadequate should be included in the process.

• **How are evaluation results used to update and continuously improve the program?**

The evaluation results are carried out by taking into account the student's level of success and the feedback of the students and stakeholders is taken as basis for the updating and continuous improvement of the program. Updates and improvements are made when necessary, and changes are made to the curriculum, materials and methods when necessary. The feedback from the graduate students who have become stakeholders of the program outputs, the institutions where the students work, the evaluation reports produced by the in-house commissions and boards at the end of each term and the evaluation data from the meetings held with external stakeholder representatives are the basic starting point for the improvement of the program. The sustainability of this process is constantly monitored by the commissions and boards established in our units.

• **How do we monitor and measure whether the programs have achieved their educational goals and whether they have met the needs of students and society?** Our university monitors whether the programs have achieved their educational goals according to our graduates' success rates in national and professional exams, employment rates, workplace success and promotions. However, no measurement or evaluation is made outside of accredited units.

• **How are programmes' commitments to educational objectives and learning outcomes secured?**

The commitments of the programs regarding the educational objectives and learning outcomes are provided by evaluating the success rates of the students at the end of the academic year and the learning processes according to the applied surveys. In addition, conclusions are reached regarding the adequacy of the faculty members in using various teaching tools and materials in the courses, having effective communication skills, encouraging critical thinking, being accessible to students and allocating time for students, and measuring and evaluating with techniques appropriate to the learning levels of the students. This situation is shared with the faculty members, and thus, competencies are increased and deficiencies are eliminated. In addition, the commitments of the programs regarding the educational objectives and learning outcomes are secured with activities such as continuous updating of the programs within the scope of TYYÇ, harmonization policy with Erasmus+, Mevlana and Farabi programs, diploma supplement, and information meetings for students.

3. Student-Centered Learning, Teaching and Assessment

• **Are the credit values (ECTS) of the courses in the programs determined based on student workload?**

Yes. The credit values (ECTS) of the courses in the programs based on student workload are determined by the unit that prepares the program and the compliance of this information with the Bologna criteria is checked by the University Education Commission. <https://obs.firat.edu.tr/oibs/bologna>

• **Are the workloads of the practices and internships that students can carry out in workplaces at home and/or abroad determined (ECTS credits) and included in the total workload of the program?**

Yes. Workloads for practices and internships are determined and included in the total workload.

• **How are students encouraged to take an active role in running the programs?**

Students are actively involved in the implementation of the programs through activities such as homework/project presentations, laboratory experiments, and internship presentations. Laboratory courses are particularly effective in providing practical skills, and students learn by applying and experiencing information. In addition, projects prepared by students are exhibited throughout the university under the name of Project Exhibition, and students who rank are rewarded.

• **Is the achievement measurement and evaluation method (SME) designed to measure whether the targeted course learning outcomes have been achieved?**

Yes. The Success Measurement and Evaluation Method (SAM) is designed to measure whether the targeted course learning outcomes have been achieved. The grade evaluation process is based on the Relative Evaluation System (RAS). Different measurement methods are used in line with the goals and objectives in the educational programs. The measurement systems applied in courses and internships are listed below:

- Classical written exam
- Oral exams
- Mini Quizzes
- Multiple choice exams
- True/false tests
- Making a presentation
- Practical exams

Report preparation (for laboratory courses)

Especially in units included in the accreditation process, the Course Evaluation Report prepared by the instructor teaching the relevant course at the end of each academic term is compared with the course information package defined for that course.

• **What method is followed to ensure accurate, fair and consistent assessment (tests/grading/course completion/graduation requirements based on predetermined and announced criteria, etc.)?**

The weekly topics of all courses, the type and number of exams, midterm exams, final exams, homework, reports, etc. and their contributions to the success grade are announced to students at the beginning of the semester via the Student Information System (OBS). The instructor responsible for the course announces the answer keys for the exams and the scores for these answers, and objections made within the legal period are evaluated. Seminars and information meetings such as Training of Trainers and Effective Use of Measurement and Evaluation Methods held in some units contribute to the accurate, fair and consistent evaluation of teaching staff in education.

The criteria previously determined and announced in accordance with TYYÇ are monitored by the Student Affairs Department. After the status of the students who have graduated is reported to their departments and a signed confirmation is received, graduation procedures are carried out and their diplomas are prepared. In addition, the information of our graduated students is shared with YÖKSİS online by our Student Affairs Department.

• **Are there clear regulations covering the situations where there are justified and valid reasons that prevent the student from attending or taking the exam?** "There are clear regulations in the FU Associate and Undergraduate Education-Teaching Regulation that cover the situations where there are justified and valid reasons that prevent the student from attending or taking the exam. There are regulations on these issues in Articles 23-(7), 24-(1), 24-(3), 28-(1), 30-(1), 30-(2), 47-(8) of the regulation and Articles 3-(8), 17-(3) of the Senate Principles. <https://yeni.firat.edu.tr/sites/default/files/Egitim%20Ogretim%20Yonetmeligi%202013.pdf>
<http://yeni.firat.edu.tr/sites/default/files/u81/Lisans%20Senato%20Esaslar%C4%B1.pdf>

• **Are there arrangements for students requiring special treatment (such as students with disabilities or international students)?**

There are various arrangements for students with disabilities who require a special approach at our university (<http://engelli.firat.edu.tr/tr/node/113>). For this purpose, our university's "Disability Research and Application Center" carries out various activities for relevant students and staff (<http://engelli.firat.edu.tr>). The activities carried out at our university until 2017 are available at the link <http://engelli.firat.edu.tr/tr/node/124> .

Depending on the request of disabled students registered to our university programs, readers and/or markers are assigned. Students with orthopedic disabilities are provided with exam areas with ramps, elevators or ground floors of buildings. In old buildings, structural renovations are being completed for disabled students.

In addition, within the scope of the "Special/Special Situation Student Directive", students with special circumstances studying at other universities are provided with the opportunity to continue their education at our university. (<http://yeni.firat.edu.tr/sites/default/files/Ozel%20Ogrenci%20Yonergesi.pdf>)

The International Student Office, established by our Rectorate to assist our international students in their educational activities and to coordinate international student mobility, provides guidance services to international students throughout the entire process from application to graduation (<http://dib.firat.edu.tr>). The Office currently coordinates the orientation, social, cultural, artistic and athletic interactions, and research and development activities of 195 undergraduate and 205 graduate students from approximately 31 countries.

4. Student Admission and Development, Recognition and Certification

• Are clear and consistent criteria applied in all processes related to student admission?

Yes. Clear and consistent criteria are applied in all processes regarding student admission, and all announcements regarding student admission and transfer are announced on the university website.

The selection and placement procedures are carried out by ÖSYM within the framework of the Higher Education Transition Exam and Vertical Transfer Exam results. With the completion of the work carried out by the Student Affairs Department, student registrations have been made online for two years (those who cannot register online can complete their registration through personal application within the period).

Within the framework of the Horizontal Transfer criteria of the Council of Higher Education, students are admitted through internal and external Horizontal Transfer and ÖSYM score and transition criteria are applied. All necessary regulations, guidelines and senate principles regarding students can be easily accessed from the university website: <http://yeni.firat.edu.tr/tr/content/y%C3%B6netmelik-ve-y%C3%B6nergeler>

Admission of foreign students to undergraduate programs is carried out according to the principles set forth in the "Firat University International Student Selection and Placement Directive for Associate and Undergraduate Programs". For this purpose, applications of foreign students who meet the requirements are received online at various centers in Turkey and abroad each year, and an exam (FÜYÖS) is held on a previously announced date. According to the grades received in this exam, students are placed in previously announced quotas, taking into account their own preferences.

For detailed information on the subject: <http://yos.firat.edu.tr>

The Pedagogical Formation Education (PFE) that undergraduate students must take to apply for teaching is carried out by our Faculty of Education in accordance with the "Firat University Pedagogical Formation Education Directive". For this, the application and registration processes It is carried out by announcing it on the <http://egt.firat.edu.tr/> web page.

Postgraduate programs are defined in the "YÖK Presidency Postgraduate Education and Training Regulation",

http://www.yok.gov.tr/document/s/10279/23688337/lisansustu_egitim_ve_ogretim_y%C3%B6netmeli.pdf/8451c3e1-7975-40f1-bc81-3ca01cb288c8) and Firat University Postgraduate Education and Training Regulation,

(<http://yeni.firat.edu.tr/sites/default/files/Lisans%C3%BCst%C3%BC%20E%C4%9Fitim%C3%96%C4%9Fretim%20ve%20S%C4%B1nav%20Y%C3%B6netm>) Students are accepted within the scope of the provisions in the above mentioned articles. Within the scope of these provisions, the issues of determining the quotas, discussing them in the boards and approving them in the senate are clearly given. Articles 5-9 and the senate principles regarding these are available in the relevant regulation. The implementation calendar on this subject is also clearly given in the Academic Calendar.

(<http://yeni.firat.edu.tr/content/akademik-takvim>)

• What method is followed to ensure the adaptation of new students to the institution/program?

In order to ensure the adaptation of new students to the institution/program, each unit, such as a faculty, conservatory, college and vocational school, organizes introductory programs at the beginning of the academic year with the contributions of the Health, Culture and Sports Department. In this program, information is provided on the general introduction of our university, library and social facilities, management of faculties and units, administrative and academic structure, regulations, course and exam systems and applied evaluation methods, career planning, expectations of our university from students and opportunities for interaction with members of the profession. In addition to this general introduction, introductory and socialization meetings are organized within the departments and programs.

• How is the recruitment of successful students to the institution/program and/or the student's academic success in the program encouraged and/or rewarded?

Student academic success is encouraged and rewarded.

(<http://www.firat.edu.tr/tr/content/f%C4%B1rat-%C3%BCniversitesi-m%C3%BChendislik-fak%C3%BCltesi-%C3%B6%C4%9Frenci-b%20itirme-proje-yar%C4%B1%C5%9Fmas%C4%B1-%C3%B6d%C3%BCL-t%C3%B6reni>). This situation is in accordance with the "FU Associate and Undergraduate Education-Teaching Regulation" Article 39-

It is stated in (1).

In addition, successful students can take courses from the class above them, depending on their grade.

(<http://yeni.firat.edu.tr/sites/default/files/Egitim%20Ogretim%20Yonetmeli%202013.pdf>)

According to the Weighted Grade Point Average (CGPA) indicating the level of success at the end of each term, among successful students, those with a CGPA of 3.00-3.49 are designated as Honor students, and those with a CGPA of 3.50-4.00 are designated as High Honor students in the academic status document and announced on the university's web page (<http://ogrenci.db.firat.edu.tr/>). This GPA is effective in entering graduate programs. In addition, awards are given to graduate and doctoral students within the scope of the "Successful Graduate Thesis Award Directive" to encourage their work and success.

(<http://yeni.firat.edu.tr/sites/default/files/Egitim%20Ogretim%20Yonetmeli%202013.pdf> <http://yeni.firat.edu.tr/sites/default/files/%C3%96%C4%9Frenci%20%C3%96d%C3%BCl%20Y%C3%B6nergesi.pdf>)

• How effectively are academic counseling services provided to students and how are their academic development monitored?

Academic Advisory services are implemented very effectively to facilitate the education and training processes of our students and to increase their professional development. Advisors assigned by the units; direct the student's course registrations, monitor their success in the courses, try to help them solve the problems they encounter, contribute to the applications for the development of professional skills or to the direction of the next level program such as undergraduate and graduate programs. Advisors continue these duties until the students graduate.

• **Are there necessary regulations regarding course and credit recognition and diploma equivalence to encourage student mobility?**

Yes. There are necessary regulations on issues such as course and credit recognition and diploma equivalence to encourage student mobility. Unit coordinators are assigned to our faculties and departments (<http://dib.firat.edu.tr/tr/node/46>). Students are encouraged by their advisors to Erasmus, Mevlana and Farabi programs and are provided with education in different educational institutions (national and international). (<http://yeni.firat.edu.tr/tr/content/uluslararasi%C4%B1-ve-mobilite-erasmus-farabi-mevlana-%C3%A7ift-diploma>)

All necessary information regarding student, staff and internship mobility is announced on the web page, and agreements have been made with many foreign universities within the scope of the Erasmus program (<http://dib.firat.edu.tr/tr/node/77>).

The courses taken by students participating in the Erasmus and Mevlana programs abroad and considered equivalent are evaluated by the Unit Adaptation Committee and are included in their transcripts with their original names after the approval of the authorized boards.

Diplomas of our graduating students are also issued in English and an English Diploma Supplement is given to our graduates who request it. (<http://yeni.firat.edu.tr/sites/default/files/Diploma%20Y%C3%B6nergesi.pdf>)

5. Education-Training Staff

• **Is there a sufficient number of qualified academic staff to carry out the education-training process effectively?**

Yes, there are. There are 1742 academic staff in total, including 899 faculty members, 112 Instructors, 78 Instructors, 622 Research Assistants and 31 Experts. Accordingly, the number of students per faculty member is (44093/1742)=25.31. Although the number of academic staff working in the programs carried out in the university is sufficient, there is a need for academic staff who will contribute to education, especially in newly opened programs, and in some units, Teaching Assistants (especially Research Assistants).

• **How are the processes regarding the recruitment, appointment and promotion of teaching staff carried out?**

The processes related to the recruitment, appointment and promotion of teaching staff are carried out by the Presidency of the Council of Higher Education within the scope of Law No. 2547.

It is carried out by the Human Resources Department of our University. Within this scope, new staff and staff promotion requests are received in line with the needs of the departments, and the requests are discussed in the relevant boards by the Deans' Offices and the Rectorate. After the announcements on the web page through the press; the status/files of those who meet the necessary conditions for teaching assistants (such as diploma grade, ALES and YDS grade) are examined and they are assigned to the position after a written and oral exam. Faculty member appointments and staff promotions are made within the framework of the provisions of the "FU Faculty Member Promotion and Appointment Principles" and according to the decisions of the authorized boards. <https://yeni.firat.edu.tr/content/atanma-ilkeleri-2014>

According to the provisions of the "Regulation on Promotion and Title Change of Personnel of Higher Education Supreme Organizations and Higher Education Institutions", promotion and title change exams are held according to the vacant position status. <http://www.mevzuat.gov.tr/Metin.aspx?MevzuatKod=7.5.19573&MevzuatIliski=0&sourceXmlSearch=g%C3%B6revde%20y%C3%B6kselme>

• **How are the procedures for selecting and inviting faculty members to teach from outside the institution carried out?**

The selection and invitation procedures for faculty members to teach external courses are carried out in accordance with the relevant articles of Law No. 2547. Assignments are made upon the proposal of the Department Heads, approval of the Board of Directors and approval of the Rector's Office.

• **How is it ensured that the competencies of the teaching staff (field of study/academic expertise, etc.) and the course content match when assigning courses at the institution?**

In the assignment of courses in the institution, the correspondence between the competencies of the teaching staff (field of study/academic expertise, etc.) and the course content is ensured by the heads of the relevant units and the authorized boards, primarily under the responsibility of the department heads and science branch heads.

• **What opportunities are provided to continue the professional development of teaching staff and improve their teaching skills?**

In order for the teaching staff to continue their professional development and improve their teaching skills, domestic and international research, study and assignment requests are encouraged by the university senior management. Academic staff are provided with free access to a large number of national and international electronic databases within the scope of library services. Active participation of academic staff and research assistants in international conferences and symposiums not exceeding 3 times a year, travel and participation fee expenses are supported by our university. In addition, performance and incentive awards and BAP project support are provided by the university and YÖK within the scope of the relevant legislation.

With the initiative of the Dean of the Faculty of Medicine, the activity of receiving training in the "trainer-training" program has been initiated. Istanbul University Cerrahpaşa and Çapa Medical

Together with the groups providing education within their faculties in Istanbul, 18 of our faculty members completed their first education in 2002-2003. Later, in June 2003 and July 2004, the training teams of Istanbul University and the faculty members of Firat University Faculty of Medicine in Elazığ were provided with this training in groups. As a result of these efforts, the Firat Educator Education Group (FEEG) was established. FEEG provided its first education within FÜSEM and later provided training to the faculty members of the Faculty of Medicine in March 2016.

Necessary studies and planning are being carried out to expand the trainer-training program to all academic units of our university as of 2017 and to ensure that students receive a higher quality education.

• **Are there mechanisms in place to monitor and reward the educational performance of teaching staff?**

Yes. In order to monitor and reward the educational performance of the teaching staff, support is provided within the framework of points earned in return for scientific studies and projects conducted by the teaching staff through FÜBAP. The support here is not in cash, but is provided in the form of financial support for new projects in return for points accumulated depending on scientific activities. In addition, advisor faculty members are also evaluated in rewarding postgraduate students, and there are reward policies that honor faculty members who do successful work in their fields in order to encourage scientific projects and studies.

• **How does the institution ensure the sustainability of the quantity and quality of the teaching and learning staff that will enable it to achieve the goals within the scope of the education component?**

Scientific research, infrastructure and individual projects conducted by academic staff are submitted to the FUBAP unit, and financial support is provided to projects that are decided to be supported as a result of peer-reviewed evaluations. In addition, research and development activities are carried out in line with the support provided by institutions such as TUBITAK and the Ministry of Industry. On the other hand, necessary studies are carried out for the accreditation of certain programs in the University and the dissemination of accreditation processes in the University. In accredited programs, efforts and improvement studies are ongoing to provide the program outputs foreseen by accreditation institutions for each program. With the dissemination of these processes, it is attempted to secure the development of the teaching-training staff in terms of quality that will enable the achievement of the targets within the scope of the education component. In addition, in this context, the issue is also addressed in terms of quantity and the aim is to create a sufficient number of teaching staff and the necessary demands and initiatives are made accordingly.

6. Learning Resources, Accessibility and Supports

- **Does the institution provide adequate and appropriately equipped learning environments (classrooms, computer laboratories, libraries, meeting rooms, workshops, clinics, laboratories, agricultural areas, museums, exhibition areas, individual study areas, etc.) that will increase the effectiveness of education and training?**

include classrooms, meeting rooms, clinics, research laboratories and computer laboratories, graduate classrooms, conference halls of various capacities, meeting rooms and workshops . In order to improve the learning environment for students, it was decided to build a new and modern library within our university in addition to the existing library (<http://kutuphane.db.firat.edu.tr/>). In the computer laboratory, which has the characteristics required by information and internet technologies, students acquire the skills to use today's information systems related to their fields and can access all kinds of scientific resources via the internet.

- **Does it encourage the use of new technologies in education? What types of technologies are used in the institution?**

Online processes are planned and implemented in order to use new technologies throughout the education-training process at our university. For this reason, current technological developments are followed and efforts are made to disseminate these new developments. Most of the classrooms in the current units have the technological and physical infrastructure required for faculty members to easily continue their lessons. Many licensed software programs are available for the use of our faculty members and students, and the use of smart boards, computers and projectors is encouraged. In addition, our staff and students are provided with the opportunity to access national and international electronic databases free of charge through our university library.

- **What kind of support is provided for students' professional development and career planning?**

Consultancy services are provided by academic staff for students' professional development and career planning. Career days are organized periodically at our university to help students become aware of their careers. During career days, more specific sector representatives are brought together with students. In some departments, technical trips are organized throughout the country, especially for senior students, depending on the nature of the program and within financial means. Again, in some programs of our university, Entrepreneurship courses are taught as electives, contributing to the development of the entrepreneurship and innovation ecosystem in our country. Most programs of our university have an internship program as part of the curriculum. Internship practices make a significant contribution to the professional development of students. Our students are encouraged to participate in professional development and career planning events organized by our University Student Clubs, and such activities are supported.

- **How are external support components provided for programs that require students to gain external experience, such as internships and workplace training?**

Internship committees have been established in our units for our students to gain external experience such as internships and workplace training, and our students are guided by these committees. For programs that require students to gain external experience such as internships and workplace training, cooperation with stakeholders from various institutions and organizations is provided through these committees. Within the scope of professional practice courses, students do internships in clinics, public hospitals, pharmacies, factories, private sector organizations, libraries, archives, museums and schools affiliated with the Ministry of National Education, etc. in Turkey and abroad.

- **Are support services such as psychological guidance, health services, etc. provided to students?**

A counselor is assigned to Firat University students after they enroll. The counseling service helps students solve the problems they encounter. Students can receive health services from the Firat University Medical Faculty Research Hospital, which is the largest university hospital in our region, as well as the Student Health Center affiliated with the Faculty of Dentistry, Health, Culture and Sports Department.

- **Are there facilities and infrastructures (dining hall, dormitory, sports fields, technologically equipped study areas, etc.) for student use?** There are sufficient facilities such as dormitories, dining halls, indoor and outdoor sports fields, cafeterias, libraries and computer laboratories on the university campus for student use.

- **To what extent are social, cultural and sports activities supported for student development?**

Social, cultural and sportive activities are organized for student development; conferences, panels, congresses, as well as social responsibility projects are organized and supported. Some of these activities are organized directly by the University, while others are organized through student clubs established within the University.

Students participate in social, cultural, artistic and sports activities by becoming members of student clubs operating in different areas established at the university (<http://sks.db.firat.edu.tr/>). The largest sports hall in our region, where students can carry out sports activities, has recently become operational at our university. The social, cultural and sports activities of students are supported and organized by the Health, Culture and Sports Department. In addition, the university provides financial and moral support for the scientific student congress organization of students and their participation in congresses at other universities. Students who achieve success as a result of social, cultural or sports activities at the university during the year are rewarded.

- **How does the institution provide adequate and accessible learning opportunities and student support for students who require special approaches (such as students with disabilities or international students)?**

Necessary measures are taken to ensure that disabled students studying at the university complete their education-training processes in a healthy, barrier-free, independent, social and successful manner. In particular, necessary work is being done to create the necessary physical environment (ramp, elevator, wheelchair) to facilitate disabled students' access to classrooms. Our University's Foreign Student Office assists international students who require a special approach, and language courses are provided by TÖMER (Turkish Language Teaching Center) <http://tomer.firat.edu.tr> (/). In addition, the International Student Office (<http://dib.firat.edu.tr/>), which has the status of a counseling center, provides the necessary support for our guest students from abroad to have a smooth and successful higher education process.

• How are the quality, effectiveness and adequacy of the services/support provided ensured?

During and at the end of the education-training process, the units communicate with academic, administrative staff and students in order to receive feedback (such as face-to-face meetings and interviews held by advisors with students every year, meetings held with alumni). In line with the transparency and accountability principles of contemporary management, students can communicate with both academic and administrative staff at the University directly or indirectly (such as complaint boxes, e-mail messaging via OBS). In addition, since 2016, our Student Affairs Department has started to send important and urgent information about our students to our students' mobile phones via messages. The accreditation studies carried out in our University's Veterinary and Medical Faculties and the Computer, Environmental, Electrical-Electronics, Civil and Mechanical Engineering Departments of the Faculty of Engineering are indicators of how the quality, effectiveness and adequacy of the services/supports provided are secured. In addition, the quality, effectiveness and adequacy of the services/supports are constantly questioned in many committees where unit managers are involved and the necessary measures are taken.

4. RESEARCH AND DEVELOPMENT

1. Research Strategy and Objectives of the Institution

• Have the institution's research strategy, goals, and who will achieve these goals been determined?

of our University *for the years 2014-2018* ; Our institution's research strategy, goals and the units by which these goals will be realized have been determined.

• What are the institution's research strategy and goals? How are these goals determined and how frequently are they reviewed?

The second strategic goal of the **Strategic Goals and Objectives** section of our University's *Strategic Plan* is to carry out scientific research activities. Accordingly, the research aims and objectives are;

- To develop the infrastructure of Scientific Research Projects during the strategic plan period (2014-2018),
- To work towards providing more support and encouragement for scientific activities, - To create resources for scientific meetings, conferences, seminars, etc.
- To organize training meetings for project preparation by the Project Coordination and Consultancy Center and to provide technical support to faculty members who will prepare projects,
- Increasing support for projects and patent applications,
- FÜBAP primarily supports interdisciplinary projects.

For this purpose, the necessary strategic targets and activities/indicators and responsible units are included under subheadings. The relevant research strategy and targets are periodically monitored through annual *Activity Reports* and *Intra-Institutional Evaluation Reports, as well as the realization values of the targets and indicators.*

• Is the institution's research strategy holistic and multidimensional or is it focused on a single research area? What is the institution's perspective on basic research and applied research?

Our university's research strategy is holistic and multifaceted. R&D studies are carried out in a multifaceted dimension with postgraduate education and training activities and interdisciplinary research. In order to increase the quality and quantity of basic research, a central laboratory was established and the number of postgraduate students was increased. For example, while the number of students registered in the Institute of Science in 2012 was 995, this number increased to 1758 in 2015 and 2132 in 2016. Similarly, the number of students and researches has been increased in other institutes. In order to complete doctoral theses, the requirement of publishing at least 1 article produced from the doctoral thesis within the scope of SCI is applied in the Institute of Science. On the other hand, in order to increase applied R&D activities, both the research infrastructure projects have been supported and the research capabilities of the departments have been increased, and efforts have been made to utilize the in-house resources to the maximum extent with the applied incentives.

Innovative ideas with technopreneurship potential were supported and encouraged in graduation project markets and competitions organized especially for undergraduate and graduate students. In this context, Firat University ranked first in Turkey in technopreneurship project applications with 138 projects in 2015. 23 of these projects were supported and transformed into companies in Firat Teknokent (<http://www.firatteknokent.com.tr/employees/>). In 2016, technopreneurship project applications could not be received in all of Turkey. However, 6 companies were established within Firat Teknokent within the scope of BİGG.

• Does the institution carry out research activities related to its priority areas in research? Are there UYGAR centers in its priority areas in research? If so, are the goals of these centers determined and are their outputs monitored and evaluated?

In 2015, with the efforts of the Ministry of Science, Industry and Technology, the strengths of our university in terms of personnel and infrastructure were determined and reported. In this context, it is planned to establish new UYGARs in order to further develop the determined areas and transform them into centers of excellence. In line with the opinions of internal and external stakeholders, it is planned to reorganize or close the centers that are passive and outdated.

• Does it organize scientific and/or sectoral meetings in line with the suggestions of internal and external stakeholders regarding its priority areas in research? Firat University constantly organizes events and meetings to inform academicians and relevant sectors regarding its priority areas.

<http://etkinlik.firat.edu.tr/tr/kategori/seminer?page=3> , <http://etkinlik.firat.edu.tr/tr/kategori/konferans>

In this context, Firat Teknokent also plays an active role. <http://www.firatteknokent.com.tr/>

As a recent example of this, the "Defense Industry Grows with SMEs, Elazığ Meeting" was held on 26.03.2017 in Firat Teknokent, and at the end of the event, the "Researcher Training Program for Defense Industry (SAYP)" was signed between Firat University, the Undersecretariat for Defense

Industries and 6 major Defense Industry Companies. <http://www.firat.edu.tr/tr/content/f%C4%B1rat-%C3%BCniversitesi-savunma-sanayi-zirvesi%E2%80%99ne-ev-sahipli%C4%9Fi-yapt%C4%B1>

• What kind of interaction is there between the institution's research activities and other academic activities (education, service to society)? Is there a strategy for this?

There is a multi-faceted interaction between our university's research activities and other academic activities (education and training). On the one hand, the participation of academic staff in national or international meetings within the scope of research activities is encouraged with the support given, while on the other hand, service is provided to the society through civilized centers. Integration of our university with the society is ensured in this way. For example, joint projects are carried out with Harput Application and Research and the Ministry of Culture.

• Does the institution support inter-institutional research activities as part of its research strategy? Does it develop platforms suitable for such research? And how does it monitor and evaluate the outcomes of such research?

As part of its research strategy, our university supports inter-institutional research activities. In this context, joint research activities are carried out nationally with institutions such as TÜBİTAK, Ministry of Industry and Trade, Ministry of Development, Ministry of Culture, Ministry of Youth and Sports, TAGEM, SSM, and regionally with FKA (Firat Development Agency) and DAPBKİ (DAP Regional Development Administration), etc.

• Does the institution support disciplines or research activities as a research strategy? Does it develop platforms suitable for such research? And how does it monitor and evaluate the outcomes of such research?

There are various interdisciplinary postgraduate programs at Firat University and students are regularly accepted to these programs. The courses given and the studies carried out within the scope of these programs are regularly monitored by the institutes. In addition, interdisciplinary projects are in the priority group supported by FÜBAP. According to Article 19-(b) of the "FÜBAP Project Proposal Preparation, Evaluation and Implementation Directive", interdisciplinary research projects and projects that receive at least 30% support from outside the University have priority in support (http://fubap.firat.edu.tr/?act=guest&act2=sayfa&id=5&pg_id=P142).

• How does the institution link its research strategies with local/regional/national development goals?

Firat University carries out the Provincial Innovation Platform project with Elazığ Governorship, Elazığ Municipality, Chamber of Commerce and Industry and various institutions. In this context, it contributes to regional development in line with our country's 2023 goals. It also carries out joint studies with Firat Development Agency.

KOSGEB provides support to the Municipality and other institutions regarding entrepreneurship training.

• Does the research conducted have an economic and socio-cultural contribution when evaluated from a regional/national perspective? How is it encouraged?

In addition to basic and applied research in academic studies conducted at our university, studies are also conducted that will benefit the economic and socio-cultural development of the region. Thus, it is aimed to increase the income level and welfare of the province and the region, and to prevent migration. In these studies, cooperation is made with other institutions and organizations for implementation. For example, in 2015, Elazığ Municipality organized entrepreneurship trainings with agreements made with KOSGEB. In addition, with the technical support provided in the SODES project carried out by Elazığ Municipality, it has also become one of the stakeholders in training intermediate staff for the marble sector, which is one of the locomotives of the regional economy. In addition, consultancy services were provided by academicians in line with the demands of the private sector, thus providing the technical support needed by the industrialists in the region. Organized Industrial Vocational School is in constant communication with Elazığ OSB, programs are opened in line with the needs and the content of the provided trainings are updated. With the decision taken by the Firat University Senate, academicians were assigned to Firat Teknokent for up to 1 month without permission in order to meet the needs of the industrialists in the shortest time.

• Does the institution have initiatives to ensure ethical values in research (Ethics Committee, special software to prevent plagiarism, etc.)?

There are 3 separate Ethics Committees within FÜ: "Scientific Research and Publication Ethics Committee of Science and Engineering Sciences", "Scientific Research and Publication Ethics Committee of Health Sciences" and "Scientific Research and Publication Ethics Committee of Social and Human Sciences". These Ethics Committees consist of faculty members in appropriate fields and meet and evaluate ethical issues when they arise. As special software to prevent plagiarism, Turnitin and iThenticate have been added to the library database and postgraduate theses and articles are evaluated from an ethical perspective.

In addition, our university's ethics committees, named "Clinical Research Ethics Committee", "Animal Experiments Local Ethics Committee" and "Non-Interventional Research Ethics Committee", examine ethical issues in relevant fields. For detailed information about the committees:

<http://etikkurul.firat.edu.tr/>

• Are research outputs (project reports, publications, patents, etc.) rewarded?

In 2012, the Performance Directive implemented by the Scientific Research Projects Unit of Firat University came into force. With this directive, academics are supported by FÜBAP under the name of performance project in line with the scientific activities (project, publication, patent etc.) they have carried out within a year. In addition, the best theses are rewarded within the Institute of Science. In the evaluation criteria of these theses, outputs such as projects, publications and patents are effectively evaluated.

The link to the Firat University Performance Directive is given below;

<https://bap.firat.edu.tr/index.php?act=guest&act2=sayfa&id=16>

The link to the Firat University Most Successful Thesis Guideline is given below;

<https://yeni.firat.edu.tr/sites/default/files/Fen%20Bilimleri%20Enstit%C3%BCs%C3%BC%20En%20Ba%C5%9Far%C4%B1%C4%B1%20Lisans%C3%BCst%20>

• Is there necessary internal information sharing regarding research opportunities?

Firat University Project Coordination and Consultancy Office and Firat TTO regularly send support announcements from funding organizations such as TUBİTAK, Ministry of Science, Industry and Technology, KOSGEB, SODES, EU, H2020 to our academicians via e-mail and announcements

through their joint and individual studies. In addition, Project Coordination and Consultancy Office and Firat TTO work together to inform the relevant academicians personally by phone calls or visits, especially for high-budget project announcements.

- **Are the diversity of doctoral degrees awarded and the rate at which doctoral students start working as lecturers at domestic and international universities tracked? What is the rate of students who find employment in an academic setting with a doctoral degree awarded by the institution?**

The 4 institutes within Firat University regularly follow the master's and doctoral education that the departments and branches of science have provided and are providing. This situation, which is easily followed through the current automation system, is regularly reported by the institutes at the end of the academic term. Our current automation system is used to follow our doctoral graduates. Their current status is tried to be followed through one-on-one interviews conducted by the institutes.

- **Does the institution have policies for the establishment and appropriate use of the necessary physical/technical infrastructure and financial resources for its activities within the scope of its research priorities?**

In the study conducted in 2015, the entire infrastructure and personnel status of our university were reviewed and research priorities were determined. In line with this evaluation, our university applied to the TÜBİTAK 1000 Support Program for Increasing the Research and Development Potential of Universities and received support to prepare a strategy document in the field of Electrical Machines. In addition, support is provided by FÜBAP to provide the necessary infrastructure for other determined priority areas. Detailed information is provided in the link below; <https://yeni.firat.edu.tr/tr/content/f%C4%B1rat-%C3%BCniversitesi-elektrik-makinalar%C4%B1-alan%C4%B1nda-t%C3%BCbitak-ar-ge-Strateji-belgesihaz%C4%B1lamaya>

- **How does the institution ensure the sustainability of the research activities within the scope of its priorities in terms of quantity and quality?**

In order to ensure the sustainability of the activities in the priority areas determined by our university in terms of quantity and quality, the necessary equipment and motivation are tried to be provided by supporting the academic staff and laboratory infrastructure. In addition, meetings are held with the relevant academicians to exchange views on the current status and modernization of the infrastructure. **2. Research Resources of the Institution**

- **Are the institution's physical/technical infrastructure and financial resources suitable and sufficient to carry out the activities within the scope of its research priorities?**

Our university's physical/technical infrastructure and financial resources are partially suitable and sufficient to carry out activities within the scope of research priorities. Firat University, through BAP, provides 'infrastructure project support' to improve the research quality and environment in university units. In 2016, 3,997,900 TL infrastructure support was provided to many units to improve research and development environments. In addition, FÜ Central Laboratory started to provide services in 2016.

- **Are there clear criteria for allocating internal resources to research activities? How are these criteria determined and how frequently are they reviewed?**

The criteria for the allocation of in-house resources to research activities are regulated by the FÜBAP Coordination Unit Project Proposal Preparation, Evaluation and Execution Directive (<https://fubap.firat.edu.tr/>) .

In accordance with this directive, the upper limit of the support that can be allocated for the projects to be supported in each fiscal year is determined by the FÜBAP Commission (Article-8).

Project support amounts and criteria are discussed in the commission at the beginning of each new year and necessary changes are made.

- **If there are priorities for the allocation of internal resources to research activities, what parameters (alignment with the research priorities of the institution, multi-partner/disciplinary research, inter-institutional and/or international partnerships, postgraduate studies, basic research, applied research, experimental development, output/performance, etc.) are taken into account?**

FÜBAP Commission evaluates project applications according to the criteria stated below.

1. Depending on its nature, the project should contribute to science or the economic, social and cultural development of the country and should be related to basic and applied sciences.
Priority should be given to projects in priority areas determined by the Senate of Firat University upon the recommendation of the Scientific Research Projects Commission.
2. Interdisciplinary research projects and projects that receive at least 30% support from outside the University receive priority in support.
3. The facilities, equipment and personnel where the project will be carried out, as well as the knowledge, experience and accumulation of the researchers in the relevant field are taken into consideration. Multi-partner comprehensive projects created with the participation of university units have priority in support.
4. Priority is given to projects of faculty members and staff whose articles have been published or accepted for publication in publications registered in international citation indexes.
5. The commission evaluates the project in terms of its financial portrait and available resources, and reorganizes the project budget by reaching an agreement with the project managers when necessary. The Scientific Research Projects Commission evaluates the project from the project expertise groups within one month for the proposed projects and presents it to the commission. The commission is authorized to make any changes, partially or completely reject them by a majority vote, taking into account the suggestions of the expert group members. Postgraduate thesis research is also supported within the scope of research projects.

- **How does the institution encourage and support collaboration with internal/external stakeholders and sourcing from outside the institution to ensure effective/efficient use of resources and to provide additional resources?**

Firat University is in constant cooperation with internal/external stakeholders to ensure effective/efficient use of resources and to provide additional resources. Considering regional needs, efforts are made to provide resources from outside the institution and through joint collaborations. For

example, the aim is to provide various needs of the Vocational School established in Elazığ Organized Industrial Zone from OSB and to encourage the provision of resources from outside the institution through joint collaborations with Elazığ Municipality.

• Is the existing external support (project support, donations, sponsorships, etc.) provided from outside the institution sufficient and compatible with the strategic goals of the institution?

External support provided by sources other than our university, such as TUBITAK, Ministry of Industry and Trade, Ministry of Development, Ministry of Culture, Ministry of Youth and Sports, and TAGEM, are compatible with the strategic goals of our university, but are not sufficient. More efforts are needed for this.

In particular, the Pedagogical Formation Training, which was carried out in 2016 as part of a project with TIKa and given to Ghanaian university graduates, is a study that is completely compatible with the strategic goals of the institution. This project, which our university has adopted and which has produced very productive results with the devoted contributions of our academic staff, is aimed to be repeated in 2017 and to continue to train teachers for our sister country Ghana.

• What kind of support does the institution provide to ensure that research activities are carried out in accordance with ethical rules (fulfilling the requirements of the Law on Intellectual and Artistic Works, use of licensed software)?

In order for our university's research activities to be carried out in accordance with ethical rules, fees and other license fees that must be paid in accordance with the Law on Intellectual and Artistic Works are paid upon application to our university. In addition, the necessary software is purchased within the university upon request and made available to researchers.

• How does the institution ensure the sustainability of the resources needed (physical/technical infrastructure, financial resources) within the scope of its objectives related to the research component?

Our university financially ensures the sustainability of the resources it needs within the scope of its goals related to the research component with its own revenues, special budget allocations envisaged in the central government budget and revolving fund revenues.

3. Research Staff of the Institution

• How does the institution ensure that hired/appointed research personnel have the necessary competence?

Our university ensures that the research personnel hired/appointed have the necessary competence by applying the Higher Education legislation. In addition, the "Firat University Appointment Principles" are applied to all academic personnel and academics who meet the required criteria are appointed to appropriate positions. (<http://yeni.firat.edu.tr/content/atanma-ilkeleri-2014>)

However, it is planned to update these appointment principles, which have been valid at our university since 2014, within the framework of the aims and objectives of our university and current legislation, and to change them in a way that will prioritize projects outside of BAP (EU, TUBITAK, Ministry of Science, Industry and Technology, TAGEM, SSM, etc.) and prototype and patent studies. For this purpose, work on new appointment principles began at the end of 2016 and it is aimed to complete these studies in 2017 and put them into practice as of a date deemed appropriate by the Senate.

• How is the competence of research staff measured and evaluated?

The competence of our university's research staff is measured and evaluated by making an assessment and reporting according to the institution's appointment criteria at certain periods and at the end of each contract. In addition, the Rector of Firat University visits all departments at various times each year and the work of academics is evaluated during these visits.

• What opportunities are offered to develop and improve the competence of the research staff?

As a result of the interviews with the faculty and department managers, the academic staff needs are determined in terms of quality and quantity and the number of staff is tried to be increased accordingly. In addition, as a result of the evaluations made, laboratory needs are determined and deficiencies are eliminated.

Foreign language courses are regularly organized to improve the competencies of current academics.

• How does the research performance get evaluated during the appointment and promotion process?

During the appointment and promotion process, research performance is evaluated by the Commissions within the scope of the "Firat University Academic Staff Promotion and Appointment Principles" implemented by our University Senate in 2003, and evaluation and appointment are made by giving priority to those with high performance scores. (<http://yeni.firat.edu.tr/content/atanma-ilkeleri-2014>)

Within the scope of the new appointment principles, for which preparation work is ongoing, new criteria will be introduced that will evaluate the research and project performances of faculty members more comprehensively.

• How does it ensure the sustainability of the research staff, in terms of quantity and quality, that will enable it to achieve its goals within the scope of the research component?

In order for academicians to continue their work in terms of quality and quantity, the studies carried out under various programs by the Firat University Scientific Infrastructure Projects unit have been supported within the possibilities. In addition, it is aimed to increase the motivation of academicians with the awards and incentives given.

4. Monitoring and Improving the Institution's Research Performance

• Is the institution's research performance measured and evaluated periodically and based on data?

With the YÖK Academic Incentive application, which started in 2016, the current situation has been determined with high accuracy, deficiencies have been identified and necessary measures have been planned. In addition, the work done by academics is determined and evaluated in the activity reports prepared by each program.

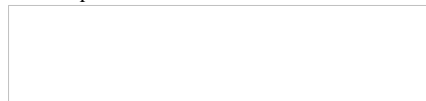
- In the evaluation of research performance, information on doctoral programs (number of students and graduates enrolled in doctoral programs, rates of graduates working in academic environments and/or industrial organizations, rates of working in the country and abroad, etc.),

Our university continues postgraduate education with 4 institutes. Some statistics about our institutes are given in the table below. There are 93 Master's and 69 doctoral programs as departments within the institutes. The total number of thesis-based master's students in the institutes is 3370. The number of students in our institutes for the 2016-2017 fall semester is given in Table 10.

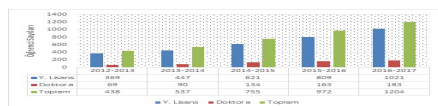
Table 10. 2016-2017 fall semester student information in our institutes

	Science		Social Sciences		Health Sciences		Educational Sciences	
	M.Sc.	Doctorate	M.Sc.	Doctorate	M.Sc.	Doctorate	M.Sc.	Doctorate
Number of graduate programs	35	25	21	8	29	31	8	5
Postgraduate student with thesis numbers	1777	355	1021	183	346	136	613	52
The ratio of the number of doctoral programs to all programs	71.43%		38.09%		91.18%		29.41%	
Number of PhD students per faculty member number of	0.82		1.65		1.34		1.40	
The ratio of the number of doctoral students to the total number of students	18.70%		11.97%		28.20%		8.36%	

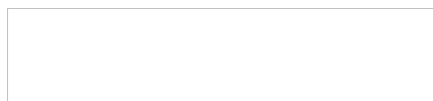
The distribution of the number of postgraduate students in our institutes in the last five years is shown in the graphs between Figure 4 and Figure 7. It is seen from these graphs that Fırat University has directed its goal and strategy to increase the number of postgraduate students in all its institutes in the last 5 years in order to increase research qualifications and contribute to the need for trained personnel in our country.



Şekil 4Fen Bilimleri Enstitüsü lisansüstü öğrenci sayılarının yıllara göre dağılımı



Şekil 5Sosyal Bilimleri Enstitüsü lisansüstü öğrenci sayılarının yıllara göre dağılımı



Şekil 6Sağlık Bilimleri Enstitüsü lisansüstü öğrenci sayılarının yıllara göre dağılımı

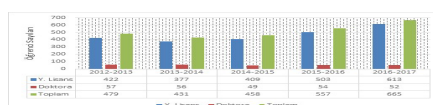


Figure 7. Distribution of the number of graduate students of the Institute of Educational Sciences by year

- Contributions to the regional, national and world economy,

Their contributions to the regional, national and global economy are being evaluated. In 2016, within the framework of university-industry cooperation, 103 contracted projects without public-EU funding, 18 TEYDEB projects, 2 SAN-TEZ, 2 development agencies and 40 different various projects (KOSGEB, Techno initiative etc.) were contributed to the national economy.

- Are the institution's current research activities, their compliance with research objectives, and their contribution to achieving these objectives evaluated and monitored as quality indicators?

of our university are evaluated and monitored in terms of their compliance with research objectives and their contribution to achieving these objectives in terms of quality indicators. In addition, research projects funded by sources other than our university, especially by TÜBİTAK, are regularly monitored by Fırat TTO and Project Coordination and Consultancy Office, and successful areas are reported.

- Is there a mechanism to assess and monitor the quality of research?

Students who are doing doctoral education at Fırat University Institute of Science are required to publish at least one SCI journal or present a paper at a well-known symposium organized abroad within the scope of their thesis studies. In this way, both the number of scientific studies of our university increases and the quality of doctoral theses are ensured. In addition, according to the 2016 URAP data, Fırat University's being in the top

10 in Engineering Sciences and being 18th in the general ranking are developments that confirm the quality of the studies carried out. In addition, when looking at the last 10 years, Firat University has succeeded in being among the top 10 universities in Turkey with the most publications in 39 fields. <https://yeni.firat.edu.tr/tr/content/f%C4%B1rat-%C3%BCniversitesi-39-alanda-en-%C3%A7ok-bilimli-yay%C4%B1n-yapan-ilk-10-%C3%BCniversitearas%C4%B1na-girdi>

• **How does the institution review and improve the adequacy of research performance to meet the institution's objectives?**

Responsible units have been determined to monitor the relationship between the targets and the current situation regarding research and development determined by the Presidency of Firat University and included in the strategic report. In this context, the performances of the units are evaluated according to their activities in the academic evaluation board organized annually for each unit. In terms of project, patent and product development, the Project Coordination and Consultancy Office, Firat TTO and Firat Teknokent are evaluated with activity reports in coordination.

5. MANAGEMENT SYSTEM

1. Structure of Management and Administrative Units

• **Does the institution have a management model adopted in its management and administrative structure?**

While forming its management structure, Firat University tries to make "the understanding of being determined to produce current and fair solutions to problems, having leadership qualities, and being able to include not only current knowledge on a global scale but also its spiritual and national values and historical heritage in the evaluation and thought development processes" dominant in all administrative and management levels. The basic philosophy of our management approach is to "provide scientifically accurate, fair and fast service to all our employees and other stakeholders, especially our students."

• **How does it manage its operational processes (education, training and research) and administrative/support processes?**

Firat University carries out its education, training, research and all kinds of scientific processes by including all stakeholders (students, academicians, administrative staff and the city) as much as possible, using methods such as surveys, search meetings, workshops, seminars etc. Administrative and support processes are carried out by keeping the sense of institutional belonging at the forefront and by holding in-house meetings, trainings and face-to-face interviews, insisting on finding the truth and developing institutional peace. Resources and opportunities are effectively distributed and managed in academic and administrative processes according to the health, science and social weights of the units, indoor space status, number of staff and number of students.

• **How effectively is the action plan for compliance with internal control standards implemented?**

The organizational structure, procedures and instructions of administrative processes have been determined as the basis for the internal audit and/or quality assurance system. Based on this knowledge base, all administrative processes will be subject to development and improvement through corrective and preventive action proposals formed by face-to-face or electronic information sharing where all implementing personnel present their opinions. In addition, new planning studies are being carried out for the upcoming period by determining the academic and administrative strengths and weaknesses of different units of our university.

2. Management of Resources

• **How and how effectively is human resources managed?**

Our university follows a process in which the scientific qualifications of the required personnel are determined by considering the demands of the units in terms of academic personnel needs and the announcement is made. Then, the candidates with the highest scientific qualifications are selected from the applicants and the appointments are made. As a result of the evaluation of the scientific performances (publications, projects, etc.) of the personnel recruited in this regard, it is seen that significant successes have been achieved. When determining the need for human resources, our institution primarily looks for individuals who are competent in the areas required by the relevant units. In order to achieve this, methods such as open appointment or transfer are used. All administrative personnel who apply to transfer to our institution first work in the field they are specialized in for a certain period of time. It is investigated whether the candidate has the abilities in question by going through a trial process and a decision is made according to the results.

• **What kind of system is used to ensure that the education and qualifications of the personnel working in the units providing administrative and support services are compatible with the duties they undertake?**

In-service training, courses, seminars, lifelong support training (communication language, body language, public relations, basic computer use, trainer training, etc.) are organized for the personnel providing administrative and support services in our institution to acquire the skills required for their job and to develop these skills over time. Our institution's Occupational Health and Safety Committee has been determined, and occupational health and safety training programs are routinely organized by experts to ensure the occupational safety of all our administrative and support personnel in the places where they work.

• **How and how effectively is financial resources managed?**

In our university, according to the Public Financial Management Law No. 5018, the budget is prepared for three years within the scope of "Special Budget Administrations" in Schedule II of the Central Government Budget. All revenues and expenditures of our units are included in the budget, and the chief executive of each spending unit to which an appropriation is allocated in the budget is the spending authority. While implementing spending instructions in order to realize strategic plans at the highest level, spending authorities are responsible for the effective, economical and efficient use of appropriations in accordance with budget principles and fundamentals, laws, statutes and regulations and other legislation. In the use of financial resources in our university budget, the needs within the scope of the budget, which is previously created in line with the demands of the units, are met according to the criteria of appropriateness, suitability and priority. For this reason, the required allocation is recorded as an allocation to the relevant unit and used by the responsible spending authority.

• **How and how effectively are movable and immovable resources managed?**

After determining the movable needs according to strategic planning, the existing movables are recorded and distributed effectively in accordance with the Movable Goods Regulation. The new movables to be procured are determined according to the needs and the highest quality is procured at the most affordable price in accordance with the relevant articles of the Public Procurement Law No. 4734. The movables that have completed their economic life or have not completed their economic life but are no longer usable for the purposes for which they were purchased due to technical and physical reasons or are not repairable or economically viable and are therefore out of service, are sent to the relevant public or private sector institutions. All movables are recorded in a computer environment with the computer service provided by the Ministry of Finance. The information on this subject is reported in the relevant main units and delivered to the sub-units from which the purchase is made. In some of our units (FÜBAP), all of the goods and service purchase processes are carried out online with software developed to be carried out.

There are sufficient facilities within our campus area for academic and sports activities, and our work continues to build social facilities necessary for socio-cultural activities. These units are offered to all our students and employees, as well as to our society.

3. Information Management System

• **What kind of information management system is used to collect, analyze and report data on all activities and processes?**

There are different Information Management Systems actively used for different types of activities and transactions in our university .

- Student Information System: It is a software automation that manages all processes related to education (undergraduate, graduate and doctorate) and keeps all records securely.
- Electronic Document Management System: It is a software that ensures that all correspondence in our university is in an electronic environment and that stores these records securely. Our university is the first state university among all higher education institutions to fully adopt and start using this system.

In addition, the Registered Electronic Mail address was obtained and EBYS integration was also realized.

- Personnel Information System: It is the system that keeps and stores all personnel, appointment, progress, etc. information about all our academic and administrative staff.
- Housing Allocation System: It is the system that automatically allocates housing by scoring according to the relevant legislation.
- Academic Information System: It is a system where our academic staff can enter all kinds of academic information such as publications, projects, courses, academic activities, etc. and share them over the web.
- Event calendar: It is the system where all kinds of events and activities held at our university are announced and recorded for later.
- Academic Survey System: It is a system where all academic staff can prepare any type of survey they want and conduct it over the web for any period of time. Documents are sent online to external organizations using Registered Electronic Mail (KEP).

Institutional integrations with the relevant systems such as YÖKSİS and ASAL have been made and regular data transfer is carried out.

• **What topics (student demographic information, development and success rate, program satisfaction, etc.) does the information management system used cover regarding education and training activities?**

All student information (personal, demographic, success rates, etc.) is available and can be reported in the OBS system, which our university uses to manage educational activities.

Various surveys and polls are conducted on the Academic Survey System regarding the satisfaction and demands of our students and other stakeholders. <http://www.memnuniyetanketi.firat.edu.tr>

• **What topics does it cover regarding R&D activities (the number and budget of the research staff, national/international external projects, the quantity and quality of their publications, patents, works of art, etc.)?**

Our Academic Information System records all information about our academic staff, such as research and development, publications, projects, and patents, and shares them on the web. In addition, this information is published collectively in various reports prepared annually. <https://abs.firat.edu.tr/>

• **What topics does it cover for graduates (graduates' employment rates and sectoral distribution of employment, qualifications, etc.)?**

The development of the Alumni Tracking System continues.

In our university's Faculty of Engineering, especially in departments accredited by MÜDEK, our graduates share where they work and what they do on the web page upon their request. In this way, many useful information such as where employment opportunities are concentrated and providing assistance to students who will do internships are created. An example web page link for this situation is http://web.firat.edu.tr/eemuh/mezun_liste.asp.

Implementing such a study, taking the Alumni Tracking System as a model, in other units of our University is among our goals for the future.

• **How and how frequently is information collected regarding the institutional internal and external evaluation process?**

At the end of each year, institutional internal evaluation reports (Annual Work Report) are requested from Academic and Administrative units, and these reports are discussed in authorized boards as university evaluation reports. The annual activity reports prepared are sent to the relevant authorities (Ministry of Finance, Court of Accounts and Higher Education Council). <http://strateji.db.firat.edu.tr/>
In addition to the annual Working Reports and the Internal Institutional Evaluation Report (KIDR), the University's Strategic Plan is also prepared every 5 years.

FÜ internal evaluation processes are directed and monitored by the Strategy Development Department.

One of our units that went through the external evaluation process is our Veterinary Faculty and has EAEVE accreditation. Among our other units, MÜDEK accreditation in the Faculty of Engineering and UTEAK accreditation in the Faculty of Medicine have been completed, the accreditation of the Faculty of Engineering for the previous periods has been improved and our Faculty of Medicine, which was accredited for the first time in the region, has become one of the 24 accredited Faculty of Medicine in Turkey.

• **How are the security, confidentiality (security of confidential data such as personal information and not sharing it with third parties) and reliability (being concrete and objective) of the collected data ensured?**

All of our systems open to web access are protected by security mechanisms such as firewalls and intrusion detection systems.

In addition, all systems containing personal information are protected by a highly secure CAS (Central Authentication System) login. Data sharing is only carried out between authorized persons and within legal processes.

4. Quality of Services Outsourced from the Organization

- **Have the criteria for the procurement process of administrative and/or support services received from outside the institution been determined?**

The public procurement authority ensures the purchase of both quality and cost-effective goods and services through official tender rules and fair competition.

Administrative support is not received from outside the institution. However, support services are received under the name of general cleaning, maintenance and repair, and private security, and the criteria for the procurement process of these support services are determined by the relevant technical specifications.

- **How are the suitability, quality and continuity of these external services ensured?**

The suitability, quality and continuity of these services received from outside the institution are guaranteed by signed tender documents and contracts and are inspected by unit officials.

5. Effectiveness and Accountability of Management, Public Informing

- **Has the institution designed its quality assurance system and existing management and administrative system in a way that allows it to measure and monitor the leadership qualities and productivity of its managers?**

The institutional culture, management experience and qualified personnel accumulation of our university, which has a history of 50 years, are a great advantage in determining the right administrators, and the manager determination processes are carried out on the basis of career and merit by using up-to-date evaluation systems.

- **Is there a declared policy regarding the accountability of management and administration to the organization's employees and the general public?**

Our university prepares booklets and publications covering periodic evaluations and holds regular meetings with the press and publication organizations. In addition, all activities and events are regularly shared with the public on the web pages of the units and through the announcement system.

- **Does the institution, as required by its responsibility to society, share with the public up-to-date data on all of its activities, including education, training, research and development activities?**

Yes. Firat University shares current data on all of its activities, including education-training, research-development activities, with the public within the framework of the institution's fundamental values of Transparency, Social Responsibility Awareness and Stakeholder Satisfaction, and constantly updates this information.

Tools used to share data with the public:

- Institution's website
- Institution's Social Media Tools

Facebook: Firat University Rectorate Press and Broadcasting Directorate

Twitter and Instagram : firatresmihesap

- Firat News Newspaper (Our Communication Faculty's application newspaper)
- The institution's radio (Firat Radio) and television (Firat TV): <http://www.firatadyotv.com/>
- Printed and visual publications about the institution
- The Rector's National and Local Television Programs
- Rector's press conferences
- Rector's interviews

- **How is the timeliness, accuracy and reliability of the information presented to the public ensured?**

The up-to-dateness, accuracy and reliability of the information presented to the public is ensured by software that provides integration in correspondence and information circulation between in-house units, and is secured by the sufficient and secure IT infrastructure at our university, as well as by comparing and verifying shared information with data from different units.

In addition, regular news and interviews in the written and visual press and feedback received from followers via social media (FÜ Facebook, Twitter accounts, etc.) ensure open and accurate information sharing to a certain extent.

6. CONCLUSION AND EVALUATION

of Firat University in terms of **Quality Assurance, Education-Training, Research-Development and Management System**, as well as opportunities and areas open to improvement are summarized below. These data were obtained within the scope of "Search Meetings" during the preparation of the 2014-2018 Strategic Plan.

In our university; It is aimed to restart the "Search Meetings" with external stakeholders as of the end of 2017 in order to prepare the new Strategic Plan for the 2019-2023 period and to develop and improve quality as a basis for KİDR studies.

All data obtained as a result of the "Search Meetings" were evaluated by an expert committee and Firat University's SWOT Analysis was obtained:

E.1 - Strengths

1. The quality of undergraduate and graduate education
2. Number of international publications
3. Qualification and number of academic staff
4. Strong in medical, veterinary and engineering fields
5. Accreditation of some faculties and departments
6. Strong infrastructure such as electronic library, internet etc.
7. Having a planned and growth-friendly campus
8. Adequacy and continuous development of physical spaces and social areas
9. The Research Hospital is a regional hospital
10. Being a peaceful and reliable university in the region
11. Having a deep-rooted history
12. Having Fırat TV and Fırat Radio
13. Having a Technopolis within the university

E.2 - Weaknesses

1. Inadequate promotion of scientific and academic studies
2. Perception of deficiencies in university public relations
3. Lack of popular sections that are the center of attraction
4. The inability to retain very successful academic staff at the university due to the location of the city
5. Deficiency in foreign language education and education through a foreign language
6. Lack of career-oriented activities
7. Inadequate relationships with alumni and other external stakeholders
8. Basic need for a research assistant
9. The need for security personnel and other intermediate personnel is at its peak due to the opening of new departments and campuses belonging to our university and the increasing security risks in our region.
10. Problems in our own income due to the inadequacy of the university hospital's revolving fund income at SUT prices
11. There is an urgent need for a new library due to the inadequacy of the existing library due to the number of our students reaching approximately 41,000.
12. Inadequate university-industry cooperation due to the limited variety and number of industrial facilities in our city.

E.3 - Opportunities

1. The presence of an international airport in Elazığ
2. Elazığ province has sufficient historical, touristic and cultural heritage.
3. The number of people from Elazığ living outside the province and abroad and their continuing connection with the city
4. The wealth of underground and aboveground natural resources
5. Elazığ is a city that is suitable for student budgets.
6. Elazığ province is perceived as a peaceful province in terms of security throughout Türkiye.
7. Having a strong Technopolis infrastructure
8. The University and Technopolis have a joint Technology Transfer Office.

E.4 – Aspects Open to Improvement

1. University-industry collaboration
2. Commercialization of scientific knowledge
3. Productization of the results of university research
4. Increasing distance education programs and further expanding the system
5. Increasing awareness of the continuing education center
6. Strengthening the university's advertising, promotion and public information processes
7. Strengthening the processes of rewarding academic activities and achievements
8. Expanding accreditation processes and taking them to international levels

After the completion of the stakeholder analysis, depending on the studies carried out at our University in the process up to now;

- All 13 items identified as Strengths have improved and become stronger,
- Of the 12 items identified as Weaknesses, significant improvements have been made, especially in items 1, 3, 5, 6 and 11.
- It has made good use of the advantages specified in articles 1, 2, 7 and 8 of the 8 articles determined as opportunities,
- Success was achieved in reducing/eliminating the weaknesses in items 1, 4, 6 and 8 of the 8 items identified as Aspects Open to Improvement,

It has been understood as a result of the evaluations made. In the following process, the necessary work will be continued in a planned manner in order to make progress on the missing and weak issues.