Meeting Date: July 19, 2016
Meeting Number: 2
Meeting Time: 15:00

Attendees:
- Prof. Dr. Barış Tan, Vice President for Academic Affairs (Chair)
- Mr. Murat Halimoğlu, General Secretary (Could not attend, Mr. Cenk Efe Bayırlı attended as representative)
- Prof. Dr. Yaman Arkun, College of Engineering, Faculty Member (Could not attend)
- Prof. Dr. Mehmet Demirhan, School of Medicine, Associate Dean (Could not attend)
- Prof. Dr. Billur Yaltı, Law School, Faculty Member
- Assoc. Prof. Barış Coşkunuzer, College of Science, Faculty Member (Could not attend)
- Assist. Prof. Ilgım Veryeri Alaca, College of Social Sciences and Humanities, Faculty Member
- Assist. Prof. Ulf Nilsson, College of Administrative Sciences and Economics, Faculty Member
- Prof. Dr. Lale Büyükgönenç, School of Nursing, Dean (Could not attend)
- Dr. Bilgen Bilgin, Dean of Students
- Assoc. Prof. Murat Sözer, College of Engineering, Faculty Member, Office of Learning and Teaching, Director
- Yael Yahya Bali, Academic Planning and Development Director
- Mete Veyisoğlu, Academic Planning and Development Coordinator
- Serhat Arslan, Student Representative (Could not attend)
- Melis Özöner, Student Representative (Could not attend)

Agenda:
- Discussion of the 1st Koç University Self-Assessment Report (KUSAR)
- Action Items

Discussion:
- Discussion of the 1st Koç University Self-Assessment Report (KUSAR)
  - Prof. Tan stated that the 1st KUSAR reflects the university’s current Quality Assurance (QA) practices as is
  - Prof. Tan stated that all academic and administrative units have QA policies in place, but each unit has its own practices as there has been no central planning so far
  - It will be the Commission’s goal to consolidate these activities
  - There were no comments from the commission members on the report
DECISIONS

• Subcommittees of the Quality Commission will be formed to facilitate the work for regular internal and external assessments. There will be three subcommittees with the following members:

1. Academic Program Review Sub-committee
   i. Members:
      Prof. Yaman Arkun (Chair)
      Assist. Prof. Ulf Nilsson
      Prof. Lale Ayşegül Büyükgönenç
      Prof. Mehmet Demirhan
      Assoc. Prof. Murat Sözer
      Mete Veyisoğlu
      Serhat Arslan
   ii. Goals:
      o Defining the periodic academic review process, procedures, timetable;
      o Preparing the implementation plan;
      o Initiating the review for selected programs

2. External Review Sub-committee
   i. Members:
      Prof. Billur Yaltı (Chair)
      Zuhal Zeybekoğlu
      Assist. Prof. İlğım Alaca
      Assoc. Prof. Barış Çoşkunuzer
   ii. Goals:
      o Analyzing the requirements for European Universities Association external review for universities;
      o Evaluating the feasibility of EUA accreditation for Koç University;
      o Informing the QC about the EUA accreditation for determining the possible time-table for accreditation process

   i. Members:
      Dr. Bilgen Bilgin (Chair)
      Murat Halimoğlu
      Murat Sözer
      Yael Bali
      Melis Özöner
      Cihan Özsönmez
      Mahide Sondikme
      Esra Aykut
      Serkan Çil
Tuba Akbaytürk

ii. Goals:
   o Determining a comprehensive quality assurance system for the administrative units

- Following timeline has been determined:
  July 19- October 15, 2016:
    Subcommittee Meetings
  October 15, 2016:
    Discussion of subcommittees’ recommendations
  October 15, 2016-March 15, 2017:
    Periodic review of selected programs
    Quality improvement projects at administrative units
    Preliminary EUA application preparation
    2016 evaluation report preparation
  April 2017:
    Submission of the 2nd Self-Evaluation Report