

	FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES DEPARTMENT OF BUSINESS ADMINISTRATION MEASUREMENT AND EVALUATION COMMISSION JOB DESCRIPTION FORM	Document No	ISL-GT-005
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Duty
The Measurement and Evaluation Commission is a unit that aims to measure student success in a fair, transparent, and objective manner. The commission monitors the effectiveness of education programs, aligns exam and evaluation processes with standards, and proposes continuous improvements to increase academic performance and student satisfaction.
Superior
Department Head
Proxy
Commission Head
Qualifications
- Mastering teaching methods and techniques - Having the ability to report outcomes - Knowing how to use necessary computer programs.
Relevant Legislation
- Bandırma Onyedi Eylül University Associate Degree and Undergraduate Education and Examination Regulation - Bandırma Onyedi Eylül University Distance Education Application and Research Center Regulation
Duties and Responsibilities
- To ensure the continuous development of education programs by regularly evaluating the effectiveness of course contents and applied evaluation methods. - To develop suggestions aimed at increasing student success and satisfaction, and to propose improvements in application areas by collecting feedback. - To collect data regarding student performance and evaluation results, carry out the analysis and reporting processes of this data, and share it regularly with the administration.
Duties and Responsibilities within the Scope of QMS (Quality Management System)
- To adopt the Mission, Vision, and Quality Policy of the University, act accordingly, and ensure that actions are taken accordingly in its unit, - To determine unit quality targets and carry out its share of work to achieve them, and to contribute on behalf of the unit to the activities carried out within the scope of QMS studies. - To ensure that actions are taken in accordance with BANÜ QMS documents while carrying out its activities and to provide the relevant coordination regarding records, - To contribute to the fulfillment of corrective and preventive actions to be carried out in its unit within the scope of QMS, - To share improvement suggestions related to its work with the Quality Coordinatorship, - To contribute on behalf of the unit to the activities carried out within the scope of QMS studies.
Powers and Authorities
- To initial official correspondence related to its subject, - To receive official correspondence related to the unit and sign the minutes.

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