

**ACTION PLAN**  
**of the NUACA Quality Assurance Center**  
**For the period of January-December 2018**

Approved by`  
 Rector` G. Galstyan \_\_\_\_\_

« \_\_\_\_\_ » \_\_\_\_\_ 2018

N:	Action	2018	Responsible / performer	Output/ assessment criteria	Notes
1.	Development of documents regulating activity of the Quality Assurance Center				
	- Development of the Quality Assurance Center Regulations	February-December	Quality Center	Approved Regulation	in process
	- Quality Assurance Center Manual Printing	February-July	Quality Center / Printing and Media Department / Department of Educational Programs and Teaching Methodology	Manual for Quality Assurance Center	Was given printing
	- Development and approval of the Action Plan for the Quality	January-February	Quality Center	Approved action plan for the Quality	

	Assurance Center in 2018			Assurance Center in 2018	
2.	Formation of the Quality Assurance Center website in the <a href="http://www.nuaca.am">www.nuaca.am</a>	September	Quality Center / Printing and Media Department /	The Quality Assurance Center on the official website of the University	in process
3.	Monitoring Implementation of the " 2016-2018 Improvement Action Plan " in accordance with the requirements of the 2015 report drawn up within the AERES accreditation process	continuous	Quality Center	Meetings with deans of five faculties to discuss proposals for reform.	
4.	Launch of International projects aimed at ensuring the quality of education, preparation of application forms, participation and implementation	January-December	Quality Center / International Relations Department	a) HERITAG b) InnoCENS c) Valencia MD Program	In process
		January-February		d) HENECA Erasmus+	The application was submitted to the competition
		January-February		e) Horizon 2020	The application has collected 6.5 points (transient unit - 10 points) it is currently being processed to apply again
5.	Monitoring activities of the faculties of the University	continuous	Quality Center	Continuous monitoring	

6.	Methodological support to the finalization of educational programs	continuous	Quality Center / Educational Part/ Department of Educational Programs and Teaching Methodology	The ultimate outcome of the educational program	
7.	Training course on "Ending Learning Outcomes" for NUACA Academic Staff		Quality Center / Educational Part/ Department of Educational Programs and Teaching Methodology	Number of trained lecturers:	Trained 19 lectures
8.	Monitoring the Process of Using Student Assessment Procedures	September- continuing	Quality Center / Department of Educational Programs and Teaching Methodology	Continuous monitoring	
9.	Assessment of Courses by Students				
	- Inquiry about finished lessons	September- December	Quality Center	Report	
	- Conducting an alumni- student inquiry	May-June	Quality Center	Report	
	- Inquiry of the first year undergraduate students	October	Quality Center	Report	
	- -Inquiry of PhD students		Postgraduate Educational Programs Department / Quality Center	Report	

10.	Inquiries to reveal training needs				
	- for the teaching staff	October	Quality Center / Human resources department		
	- for educational and administrative staff	October	Quality Center / Human resources department		
11.	Development and coordination of employer inquiry questionnaire	June	Quality Center	Developed and agreed questionnaire.	
12.	Conducting class sittings		Quality Center / Educational Part/ Department of Educational Programs and Teaching Methodology	Documented personalized assessments of lectures on class sittings	
13.	Development and discussion of the credit assessment procedure	September-December	Quality center / other subdivisions	Project Discussion	

Head of the Education Quality Assurance Center

V. Hovhannisyan

Done by`

I.Vanyan

Chief Specialist at the Education Quality Assurance Center