ISTANBUL MEDİPOL UNIVERSITY MANAGEMENT SYSTEM POLICY

Policy Name	Management System Policy
Policy Owner	Istanbul Medipol University Rectorate
Policy Coordinator	General Secretariat, Directorate of Strategy Development Quality Commission-Quality Accreditation Office
Policy scope	All academic and administrative units, academic staff, administrative staff
Approval and Effective Date	December 29th, 2022
Communication	Quality Commission-Quality Accreditation Office e-mail, phone
Website	https://www.medipol.edu.tr/universite/kurumsal-politikalar

Objective

Istanbul Medipol University undertakes to manage human and other resources in the most effective and efficient way in accordance with the relevant laws and legislation, taking into account the needs and expectations of its internal and external stakeholders in the process of creating value through education-training, research-development, internationalization, social contribution, management and administrative services, and to implement, develop and maintain an integrated quality and strategic management-oriented governance system.

Scope

Istanbul Medipol University Rectorate, General Secretariat, Directorate of Strategy Development, all academic and administrative units, academic staff, students, external stakeholders are included within the scope of this policy. The policy is announced through the website and other communication tools.

Rules, principles and tasks

- Istanbul Medipol University adopts the following tasks, rules and principles within the scope of "management system policy":

- In accordance with the mission, vision, core values and strategic goals and objectives, the integrated quality management system ensures and sustains the implementation of strategic management and process management throughout the entire organization and ensures the continuous improvement of processes.

-Manages other resources, especially human resources, effectively and efficiently.

-It receives opinions from all academic units, research and application centers, administrative units, students, alumni and other external stakeholders on issues related to the strategic plan, quality assurance system and management, and makes a situation assessment by acting ethically, consistently and with a social awareness.

-Ensures unity and solidarity on the basis of purpose, vision and strategy throughout the organization, as well as creating the conditions necessary to realize possible change and enabling innovations.

-Displays proactive approaches to extraordinary situations, conducts risk analyses and takes necessary measures to manage these risks.

-Understands the competencies of the organization in the realization of all kinds of work, tasks, activities and activities carried out as management, understands the difficulties, demonstrates flexible, harmonious and solution-oriented approaches with employees.

-Directs evaluation, recognition and reward systems towards the desired culture of the organization.

-Creates training opportunities and other systems to ensure the continuous personal and professional development of academic and administrative staff.

-Supports academic and administrative staff with incentives within the scope of quality-oriented performance indicators

-By taking participation as one of its core values, within the framework of transparent, accountable and fair governance understanding, it ensures continuous exchange of views with internal and external stakeholders in all areas within the scope of service and includes them in decision-making processes, monitors, controls and develops activities within this scope; carries out the necessary work to raise stakeholder and supplier satisfaction to the highest level.

-Ensures that governance mechanisms are transparent and sustainable in order to reach the targeted level and position in the fields of education-training, research-development and community service; ensures the development, effective and efficient use and sustainability of manpower, physical infrastructure, technical equipment, information management system facilities that will ensure the achievement of this goal.

- Works to ensure that qualified academic and administrative staff are employed and that their institutional belonging and satisfaction are high in order to ensure that the university can carry out qualified education and training, research and development, and contribute to society with a sustainable understanding.

-Supports accreditation and re-accreditation of education programs.

-Secures education and training in accordance with program qualifications in all areas; provides the necessary physical and technical support for education, including distance education.

-Provides the necessary support for the university to be included in various institutional and field ranking systems and to progress steadily.

-Follows good examples in the field of higher education in the country and in the world, and brings the appropriate ones to the institution.

- With a strong database and related systems, it supports management effectiveness, efficiency, transparency, and efforts to strengthen the corporate image and makes corporate communication sustainable.

-Follows the structuring of the processes defined in all units within the organization in accordance with the principle of timeliness as well as effective, efficient and equitable management.

-Identifies, recognizes and appreciates other role models in its ecosystem, even if they are competitors, who lead improvements and developments not only for the benefit of the organization but also for the betterment of everyone on the road to the future.

-Displays approaches with high environmental sensitivity and responsibility and strives to raise awareness throughout the organization.

Execution

The management system policy is executed by the Rectorate of Istanbul Medipol University

Istanbul Medipol University Rectorate, General Secretariat, Directorate of Strategy Development, Quality Commission-Quality Accreditation Office, Academic Unit Quality Commissions, Administrative Unit Quality representatives, Academic and Administrative Units carry out the duties and activities within the scope of this policy.

Approval Date: December 29th, 2022

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