

MEASUREMENT AND EVALUATION PROCESS WORKFLOW PLAN

Workflow Steps	Responsible
Organizing measurement and evaluation training meetings for faculty members to improve measurement and evaluation	Measurement-Evaluation Committee
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Updating indicator tables at the beginning of each academic term	Responsible lecturer for the relevant course
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Evaluation of the exam schedule prepared by the education committee for each academic term	Education Committee and Measurement-Evaluation Committee
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Making necessary preparations for the creation of committee exams	Education Coordinators
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Evaluating and managing students' exam-related objections during and after the exam	Education Coordinators
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Compiling the results of statistical data obtained from the analysis conducted after committee exams into a report	Measurement-Evaluation Committee
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Sharing the created assessment report with the relevant faculty members to ensure necessary adjustments are made	Measurement-Evaluation Committee
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Ensuring necessary improvements are made based on feedback regarding exams and assessment methods at the end of the academic year	Measurement-Evaluation Committee