KTO KARATAY ÜNİVERSİTESİ	**MEASUREMENT AND EVALUATION COMMISSION WORKFLOW**	Document No	İAE-09
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Workflow Steps	Responsible	Related Documents
Review of program outcomes, course learning outcomes, and clinical practice objectives.	Measurement and Evaluation Commission	Meeting Minutes
Holding regular meetings of the Measurement and Evaluation Commission. Selection of appropriate assessment tools based on identified needs (examinations, skill checklists, assignments, etc.). Preparation of scenario and station plans for clinical skills assessments.	Measurement and Evaluation Commission	Meeting Minutes
Preparation of Assessment Tools.	Measurement and Evaluation Commission	Meeting Minutes
Collection of student performance data (exam results, clinical and laboratory skills assessments). Conducting comparative analyses between students and faculty members in clinical practice evaluations.	Measurement and Evaluation Commission / Student	Meeting Minutes
Reporting of the results and notification to internal and external stakeholders.	Measurement and Evaluation Commission / Student	Meeting Minutes
Updating course plans and clinical practice processes based on assessment results. Integration of student and faculty feedback for continuous improvement.	Measurement and Evaluation Commission	Meeting Minutes
Preparation of Commission meeting minutes. Uploading measurement and evaluation reports to EDMS. Monitoring the approval processes of the Head of Department, Dean's Office, and Rectorate. Completion of feedback and approvals through official correspondence via EDMS.	Measurement and Evaluation Commission / Head of Department / Dean's Office / EDMS	Official Letter via EDMS

Prepared by	System Approval	Approval for Entry into Force
Commission Members	Department Board	Head of Department