

DEMOCRITUS UNIVERSITY OF THRACE
QUALITY ASSURANCE UNIT

IQAS PROCESS

P.8 ESTABLISHMENT AND MODIFICATION OF
STUDY PROGRAMMES



ΔΗΜΟΚΡΙΤΕΙΟ ΠΑΝΕΠΙΣΤΗΜΙΟ ΘΡΑΚΗΣ

DEMOCRITUS UNIVERSITY OF THRACE



TABLE OF CONTENTS

1	SCOPE OF THE PROCESS	3
2	PROCESS INPUT DATA.....	3
3	PROCESS OUTPUT DATA	3
4	PROCESS PROCEDURES	4
5	PROCESS PERFORMANCE INDICATORS	4
6	PROCESS MONITORING METHODS	4
7	PROCESS IMPROVEMENT ACTIONS	4

1 SCOPE OF THE PROCESS

The scope of this process encompasses, firstly, the design, development, and establishment of new Study Programmes, and secondly, the coordination, review, and approval of modifications or amendments to existing Study Programmes proposed by the Departments. This applies to Undergraduate, Postgraduate, and Doctoral Programmes, including those offered in a foreign language, in accordance with the university's quality assurance policies and the standards set by HAHE.

2 PROCESS INPUT DATA

- Institutional Strategic Planning
- Proposals/recommendations by social stakeholders, students, graduates
- Academic departments' proposals
- Feasibility and sustainability reports.
- Amendment requests by students and instructors.
- Research findings of working groups within a Department or by invited experts in the SP field.
- Course evaluation results.
- Reports of the latest internal evaluation.
- Reports of the latest external evaluation/accreditation of USP/PSP/DSP's
- Corresponding Study Programmes in Greece and abroad
- International trends in scientific literature
- Minutes of meetings of the Curriculum Committees

3 PROCESS OUTPUT DATA

- Senate's Decision on the Study Programme's Establishment.
- Government Gazette of the Study Programme's Establishment.
- Senate's Decision on the Study Programme's Modification.
- Study Guide
- Academic Department webpages

4 PROCESS PROCEDURES

[Procedure D.8.1: Design and Establishment of Study Programmes](#)

[Procedure D.8.2: Modification of Study Programmes](#)

5 PROCESS PERFORMANCE INDICATORS

- Average students rating of teaching performance.
- Number of established SPs.
- Number of modified SPs.
- Number of recommendations concerning SPs by the Committees of External Evaluation and Accreditation.

6 PROCESS MONITORING METHODS

- Through the review of the IQAS by Management.
- Through the internal evaluation of the IQAS.
- By measuring the process's performance indicators.

7 PROCESS IMPROVEMENT ACTIONS

- Review of the relative process in the Institution's Quality Manual.
- Improvement of the process's procedures, by means of the IQAS internal evaluation.
- Feedback from the quality evaluation of the offered Study Programmes.