



Translation from Romanian into English

APPROVED
at the meeting of Senate of
Nicolae Testemitanu SUMPh
minutes no 7/12 of 18.10.2017

REGULATIONS
on organization and activity of the Quality Assurance and Curricular
Assessment Commission at faculty level in Nicolae Testemitanu State University
of Medicine and Pharmacy of the Republic of Moldova

I. GENERAL PROVISIONS

1. The Regulation establishes the organization and functioning of the Quality Assurance and Curriculum Assessment Commission (hereinafter Commission), which implements the quality assurance strategies and policies and the curricular reform process in accordance with the vision, mission and policy of Nicolae Testemitanu State University of Medicine and Pharmacy (hereinafter University).
2. This Regulation is based on:
 - ◆ Education Code no.152 of July 17, 2014;
 - ◆ The University Charter;
 - ◆ Framework plan for higher education (cycle I - Licence, cycle II - Master, integrated studies, cycle III - Doctorate), approved by the Order of ME RM no. 1045 of 29.10.2015;
 - ◆ Regulation on organization and activity of the Quality Management Council within Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, no. 5/15 of 30.08.2017;
 - ◆ Regulation on the organization of studies in higher education based on the National Credit Study System at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, no. 1/8 of 06.04.2017;
 - ◆ Regulation on the initiation, approval, monitoring and periodical assessment of the study programs at Nicolae Testemitanu State University of Medicine and Pharmacy, no. 8/13 of 30.08.2017;
 - ◆ ISO standard 9001: 2015 "Quality Management Systems. Requirements".
3. The Commission's mission is:
 - ◆ to promote and implement the quality assurance and curricular development policy in line with current European and world requirements for education in medicine and pharmacy;
 - ◆ to support the teaching staff in their desire to teach the students in a modern and



efficient manner;

- ◆ to promote research in education in medicine and pharmacy.
4. The Commission applies the curricular assessment and quality assurance procedures and activities, approved by the University management, in the following areas:
 - a) *Institutional capacity* resulting from the internal organization of the faculty, defined by the following criteria: administrative and managerial structure, material basis, human resources.
 - b) *Educational effectiveness* consists in mobilizing resources in order to achieve the expected training outcomes through: the structure and content of the Education Plan, the Curriculum to the disciplines, the results of the training, the scientific research activity.
 - c) *Quality management* consists of the application and functionality of the requirements of the quality system defined by: regulations and procedures for quality assurance and improvement, development of strategic and annual plans, possession and application of the assessment procedures of the study programs, the quality of teaching and the results of training, and updating the data on internal quality assurance.
 5. The Commission shall carry out its work on the basis of this Regulation and the Activity Plan approved annually at the first meeting of the Commission.
 6. At the faculty level, the Dean is directly responsible for the quality of the provided training.
 7. The Commission within the faculty consists of the president, vice-president, secretary and members, including students, the number varying according to the faculty.
 8. The composition of the Commission is approved by the decision of the Faculty Council, for a period of 3 years and may be modified as necessary.
 9. The Commission shall, as appropriate, set up its own body of experts, assessors, internal and / or external consultants to cover all areas and specializations of the faculty.
 10. Members of the Commission will meet as necessary, but not less than once every two months, with the drafting of the minutes of meetings, signed by the president and secretary.

II. COMPETENCES OF QUALITY ASSURANCE AND CURRICULAR ASSESSMENT COMMITTION

11. Draws up and approves the Commission's work plan and monitors its achievement.
12. Continuously monitors the Education Plan through assessment:
 - ◆ the subjects and their placement in the Education Plan in comparison with similar



- faculties in the EU;
- ◆ the amount of hours for disciplines and assignment of transferable credits;
 - ◆ the relevance of study objectives to the objectives and content of the program;
 - ◆ the offer of optional subjects and, if necessary, the increase of the number of new disciplines in line with the current directions of development of medicine / pharmacy with the aim of individualizing the educational path.
13. Assesses and approves the Curricula for the subjects taught to students in the higher and licence (Cycle I) and integrated (Cycle I + II) study programs through:
- ◆ compliance with the requirements set out at the curriculum development and compilation;
 - ◆ analysis of the logical consecutivity of the topics presented in the Curriculum;
 - ◆ identifying overlapping in the subjects of the disciplines and reporting to the departments to remedy them;
 - ◆ identification of outdated content and bibliographic sources and their exclusion;
 - ◆ assessment of upgraded aspects of content with practical clinical applicability;
 - ◆ reflection of the individual work of the student and of the indicators for assessment of the performed activity.
14. Evaluates the quality of teaching and training of students through:
- ◆ monitoring of the implementation of modern teaching-learning methods;
 - ◆ vertical (academic years) and horizontal (within one year of study) integration of disciplines;
 - ◆ bibliographic provision of the disciplines, including the teaching material elaborated within the chairs and teaching departments;
 - ◆ analysis of the of students' questionnaires results in the SIMU module on teaching quality;
 - ◆ analysis of the results of final assessment in the disciplines and of the tests where the quality of answers is less than 50%.
 - ◆ development of the portfolio of skills and abilities necessary for the student according to the minimal procedures acquired.
15. Submits proposals to improve the quality of specialized training within the Faculty.
16. Promotes quality culture, the principle of targeting to beneficiaries, full satisfaction of their requirements and expectations, at Faculty level.
17. The Commission jointly with the Dean's office is responsible for the drafting of the Internal Assessment Report (self-assessment) of the Study Programs at the faculty level, in accordance with the External Assessment Guidelines for the Licence Programs and Higher Education, presented for the external assessment by the National Authority empowered with accreditation.



18. Periodically informs the management of the Faculty regarding the activities carried out and the difficulties encountered.
19. Ensures the keeping and archiving of the documentation (in electronic or paper form), which serves as proof of the actions taken regarding the quality assurance and the curricular evaluation within the teaching subdivisions.
20. Drafts the Annual Activity Report in two copies, one submitted to the Quality Management Council, which will serve as a basis for the drafting of the consolidated Quality Assurance Report at the University level.

III. FINAL AND TRANSITORY PROVISIONS

21. The requirements of this Regulation are applied to each faculty.
22. Amendments to this Regulation shall be made whenever appropriate, according to the needs arising during the activity, following the same steps of coordination and approval.
23. This Regulation shall enter into force on the date of its approval by the Senate of the University.
24. The regulation will be brought to the attention of the academic community by posting on the University's website.

Coordinated:

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