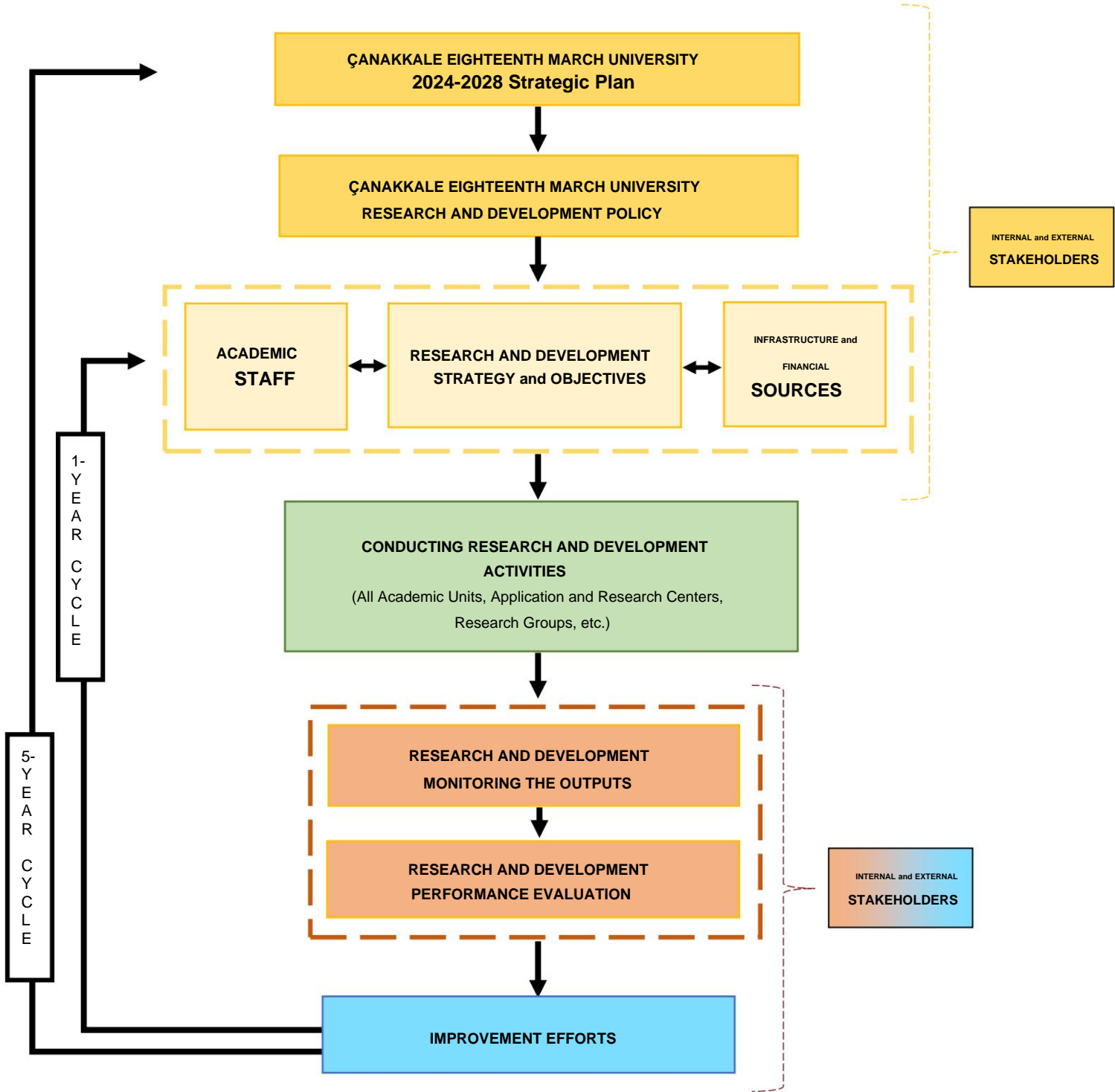




**TC**  
**ÇANAKKALE ONSEKİZ MART UNIVERSITY**  
**IN THE RESEARCH AND DEVELOPMENT PROCESS**  
**PDCA Cycle and Process Calendar**

Document Code	: PK-005
Publication Date	: 04.04.2022
Revision Date	: 30.05.2024
Revision No.	: 01
Number of Pages	: 3
Document	: Quality Development and Corporate Monitoring Coordinator
From its current status	
Responsible Personnel	



Preparer	Controlling	Approved
Quality Improvement and Corporate Monitoring Coordinator	Vice Rector	Rector

	<b>TC</b> <b>ÇANAKKALE ONSEKİZ MART UNIVERSITY</b> <b>IN THE RESEARCH AND DEVELOPMENT PROCESS</b> <b>PDCA Cycle and Process Calendar</b>	<b>Document Code</b> : PK-005
		<b>Publication Date</b> : 04.04.2022
		<b>Revision Date</b> : 30.05.2024
		<b>Revision No.</b> : 01
		<b>Number of Pages</b> : 3
		<b>Document</b> : Quality
		<b>From its current status</b> : Development and Corporate <b>Responsible Personnel</b> : Monitoring Coordinator

**Planning:** The university's research and development planning, strategy, and policy development efforts are carried out by senior management and relevant units. The university's aim and objective of becoming a "research university candidate" results in a relatively high importance of research and development processes. Research and development planning is encompassed within the scope of legal regulations, the institution's strategic plan, institutional policies, and national/international development plans.


The Strategy Development Department, the Dean's Office of Research, the Research and Application Centers Monitoring and Evaluation Coordination Office, the Scientific Research Projects Coordination Unit, the Scientific Publications and Journals Coordination Office, the Quality Assurance Commission, the Quality Improvement and Institutional Monitoring Coordination Office, the Sustainability Office Coordination Office, Çanakkale Technopark, TTO, all academic units, and application and research centers play an active role in the process. Feedback received from internal and external stakeholders is taken into account during the planning phase.

**Implementation:** The implementation of the university's research and development plans is carried out by all academic units, application and research centers, Çanakkale Technopark, and TTO (Technology Transfer Office).

**Monitoring:** The university's research and development activities and processes are evaluated and monitored in terms of suitability for purpose and societal contribution. Monitoring of research and development processes is carried out through Activity Reports (Units and Student Societies), YÖK (Council of Higher Education), YÖKAK (Higher Education Quality Assurance Council), Strategic Plan performance indicators, ÇOMÜ in Numbers, stakeholder surveys, Program Self-Assessment Report (PSAR), Institutional and Unit Internal Assessment Report (IAR), PSAR and IAR Control Forms and executive summaries, data on University Rankings, AVESIS and WOS/clarivate statistics. The Institute, Faculty, School, and Vocational School, as well as the Research Dean's Office, Research and Application Centers Monitoring and Evaluation Coordination Office, Scientific Research Projects Coordination Unit, Scientific Publications and Journals Coordination Office, Quality Assurance Commission, and Quality Development and Institutional Monitoring Coordination Office play an active role in this process. The results of these monitoring mechanisms guide improvements.

**Take Action:** Performance data monitored by senior management and relevant units is used by the Board of Directors, Senate, Quality Assurance Commission, and Strategy Development Department to develop research aims and objectives. Necessary decisions are made regarding required improvements, and relevant updates are made and shared with stakeholders.

<b>Preparer</b>	<b>Controlling</b>	<b>Approved</b>
Quality Improvement and Corporate Monitoring Coordinator	Vice Rector	Rector

	<b>TC</b> <b>ÇANAKKALE ONSEKİZ MART UNIVERSITY</b> <b>IN THE RESEARCH AND DEVELOPMENT PROCESS</b> <b>PDCA Cycle and Process Calendar</b>	<b>Document Code</b> : PK-005
		<b>Publication Date</b> : 04.04.2022
		<b>Revision Date</b> : 30.05.2024
		<b>Revision No.</b> : 01
		<b>Number of Pages</b> : 3
		<b>Document</b> : Quality <b>From its current status</b> : Development and Corporate <b>Responsible Personnel</b> : Monitoring Coordinator

Action to be taken	Responsible Unit	History
<b>Research and Development Planning of Activities</b>	Rectorate Strategy Development Department Dean's Office for Research Monitoring of Research and Application Centers Evaluation Coordination Scientific Research Projects Coordination Unit Scientific Publications and Journals Coordination Office Quality Assurance Commission Quality Improvement and Corporate Monitoring Coordination Sustainability Office Coordination, Çanakkale Technopark, Technology Transfer Office (TTO) With all academic units Application and research centers	Once a year
<b>Research and Development Implementation of Activities</b>	All Academic Units, Application and Research Their centers are Çanakkale Technopark, TTO and Research. Groups	January-December
<b>Research and Development Activity Monitoring and Evaluation of Outputs within its Scope Stakeholder Feedback</b>	Rectorate Strategy Development Department Dean's Office for Research Monitoring of Research and Application Centers Evaluation Coordination Scientific Research Projects Coordination Unit Scientific Publications and Journals Coordination Office Quality Assurance Commission Quality Improvement and Institutional Monitoring Coordination Office, Çanakkale Technopark and TTO, all academic units and application and research centers	January-March (Once a year) *Strategic Meeting Every 6 Months ÇOMÜ (Çanakkale Onsekiz Mart University) with Plans and Numbers
<b>Improvement Efforts</b>	Rectorate Senate Strategy Development Department Quality Assurance Commission Dean's Office for Research Monitoring of Research and Application Centers Evaluation Coordination Scientific Research Projects Coordination Unit Scientific Publications and Journals Coordination Office All relevant academic units, application and research centers carrying out activities in Çanakkale. Technopark and TTO	January-December

Preparer	Controlling	Approved
Quality Improvement and Corporate Monitoring Coordinator	Vice Rector	Rector