

LiepU Quality Manual

In order to implement the overall goal and goals, the University of Liepaja uses the development and planning documents and the internal Quality Management System (hereafter – QMS). In LiepU QMS there are the databases and procedures of the internal normative documents.

Quality Policy of LiepU: provide acquisition opportunities of qualitative and competitive on Latvia and international scale higher professional, academic education and life-long education based on research and necessary for the region, promoting development of Latvia national economy based on knowledge and professional competences and strengthening of creative , culture orientated society, taking into account the European standards and guidelines for quality assurance in European higher education space (ESG-2015).

The Quality Policy is based on LiepU Strategy and values stated in it: a human being, society, growth, Latvia.

The Quality Policy is implemented by all LiepU structural units and employees, according to the strategic goals.

Responsibility

- LiepU management has made commitments to provide the necessary resources needed for the Quality Management System's efficient activity and its improvement.
- LiepU approves academic integrity and freedom, stands against academic fraud; supervises any intolerance and students or staff's discrimination.
- All LiepU employees are responsible for implementation, support and development of the Quality Policy, procedures and improvement, they are responsible for the quality and get involved in quality provision.
- Formulations of employees' responsibilities, rights and duties are written in job descriptions and procedures for all work functions affecting the quality of work.

Planning of QMS

- In the QMS manual LiepU has defined procedures and other documents how the requirements of the QMS are reached and how the development of the quality culture happens.
- Observance of the QMS requirements is achieved working according to the ESG-2015 and requirements stated in the QMS documentation.
- The order, in which the changes in processes and documentation are introduced, is stated in the Recordkeeping Instruction. Mechanisms for implementation of an efficient QMS provision;
 - analysis of outcomes of students and graduates' regular surveys;
 - compilation and analysis of employers and other social partners' opinions and suggestions,
 - Management Report considered in the Constitutional Assembly,
 - problem analysis in structural units.

In the development of the QMS procedures, regulations, rules and other normative documents and their execution control the activity of the representatives delegated by the LiepU Student

Council is active. Students participate in the following LiepU institutions: in the LiepU Constitutional Assembly, in the LiepU Senate, in the LiepU Senate Development and Budget Commission and the LiepU Senate Academic Commission, in Councils of the Faculties, the Study Councils, Science Councils, Maintenance Councils, Library Council, Scholarship Commission, Scholarship Commission of the LiepU Senate, Loan Granting Commission, Study Direction Councils.

All LiepU employees are responsible for implementation, support and development, of the quality policy, procedure and management system and they take responsibility for the quality and get involved in quality provision.