

APPROVED:

*At Academy Senate
Meeting No. 12 of 23.11.2021,
paragraph 7*

Luther Academy

Quality Policy and Policy Action

1. QUALITY POLICY OF THE LUTHER ACADEMY

- 1.1. Luther Academy foundation (hereinafter referred to as the Academy) implements Quality Policy of the Academy (hereinafter – the Quality Policy);
- 1.2. The Academy defines quality as a measure of excellence that characterizes the ability to meet or exceed the anticipated needs and expectations of the main parties involved in its activity and to meet the regulatory and standard requirements of the industry.
- 1.3. Quality Policy of the Academy is aimed at facilitating the course of the Academy towards continuous improvement of quality, implementation of its vision, mission and guidelines and achievement of the goals of strategic development by stipulating a set of quality related principles and actions required to achieve them in the areas of science, studies and in cooperation with society.
- 1.4. Objective of the Quality Policy is to ensure organization of the study process that allows students to acquire the necessary competence in the chosen specialty and to successfully integrate into the labor market or begin serving the Church.
- 1.5. Quality Policy comprises the framework of sustainable development of the Academy based on Academy's excellence approach and is aimed at meeting the requirements set by the laws and regulations of Latvia as well as Standards and Guidelines for Quality Assurance in European Higher Education Area (hereinafter – the ESG).
- 1.6. Quality Policy is part of Academy's Quality Management System.
- 1.7. Quality principles of the Academy are:
 - 1.7.1. Continuous and dynamic research-based development of the Academy towards accomplishments;
 - 1.7.2. Ethical and equal attitude, high work, behavioral and communication culture;

- 1.7.3. Approach centered on the parties involved in Academy's activity, environment that promotes creativity, cooperation, and openness;
 - 1.7.4. Leadership directed at internal and external cooperation and co-creation through involvement of the staff in achievement of Academy's goals and improvement of its operations;
 - 1.7.5. Responsible attitude and orientation towards ensuring economic development, environmental sustainability and society's long-term interests globally, regionally, and locally;
 - 1.7.6. Implementation and maintenance of process approach, operational analysis and assessment in order to ensure effective performance and target-oriented operation;
 - 1.7.7. Implementation of the improvement cycle to achieve results of higher quality;
 - 1.7.8. Fact-based decision-making to ensure more effective management and more transparent processes;
 - 1.7.9. Ensuring Latvian identity, Christian values, cultural succession and facilitating flourishing in the context of global cooperation and reasonable tolerance.
- 1.8. Quality Policy is aimed at facilitating achievement of Academy's mission and strategic goals and it is implemented in the following areas:
- 1.8.1. Developing a culture of excellence by creating an atmosphere of fairness, respect, and trust at the Academy;
 - 1.8.2. Achievement of goals and continuous improvement of operations;
 - 1.8.3. Maintenance and development of the Quality Management System according to the Academy's operational context;
 - 1.8.4. Upskilling of the staff to ensure application of their competence and knowledge by involving them into the quality management assurance and improvement processes;
 - 1.8.5. Implementing a student-centered education by facilitating shaping of competent and creative individuals.
- 1.9. Quality Policy is implemented by ensuring the following:
- 1.9.1. Strategic management;
 - 1.9.2. Quality management;
 - 1.9.3. Staff management;
 - 1.9.4. Actions regarding risks and opportunities;
 - 1.9.5. Studies, creative work and scientific research activity.

- 1.10. Academy takes the following measures to implement Quality Policy:
 - 1.10.1. Assessment and updating of strategic goals on a regular basis;
 - 1.10.2. Attraction of qualified academic, scientific, and general staff and ensuring opportunities for upskilling and growth of the staff according to Academy's Development Strategy;
 - 1.10.3. Facilitating development of scientific activity according to Academy's Development Strategy and national development guidelines;
 - 1.10.4. Facilitating improvements to study programs, processes, quality management and Quality Management System;
 - 1.10.5. Facilitating cooperation with students, partners and other stakeholders;
 - 1.10.6. Creation of a motivation system to introduce improvements and achieve more excellent results.
- 1.11. Quality Policy is implemented at all structural units of the Academy, it applies to all operational areas of the Academy. Each member of Academy's staff participates in shaping a culture of quality.

2. QUALITY POLICY ACTION OF THE LUTHER ACADEMY

2.1. Quality Policy Action is part of Academy's Quality Policy.

2.2. Quality Policy Action of the Academy is aimed at setting guidelines for quality management in Academy's strategic development areas by ensuring interaction between studies and scientific activity at various cooperation levels.

2.3. Study Quality Management

2.3.1. Assurance of Academy's study quality is aimed at implementing high quality, research-based and internationally recognized studies that supply competent, intelligent and internationally competitive practitioners, researchers and ministers of the Church for economic and social development.

2.3.2. Study quality is mostly influenced by the following factors:

- ✓ Local and international regulatory requirements for higher education; Guidelines as well as development trends;
- ✓ The current and future needs of those who want to study as well as desires and satisfaction of the current students;
- ✓ Economic trends and requirements.

2.3.3. Study quality is ensured by the following:

- ✓ A diverse study program offer that matches industry's development trends and is student-centered;

- ✓ Practice and research-based higher education that is oriented towards student competence as a result of learning and learning process;
- ✓ Joint studies of several areas, study methods based on project work principles, innovation and technologies;
- ✓ Competent academic staff;
- ✓ Modern study environment and effective organization of the study process.

2.3.4. Study quality is characterized by the following:

- ✓ Graduate employment;
- ✓ Satisfaction level of students;
- ✓ Satisfaction level of graduates;
- ✓ Satisfaction level of employers;
- ✓ Proportion of local and foreign students from the total number of students in Latvia;
- ✓ External quality assessment of the Academy in comparison with similar institutions of higher education;
- ✓ External quality assessment of Academy's study programs and competitive advantages in comparison with similar study programs of institutions of higher education;
- ✓ Number of students involved in research.

2.3.5. For the purpose of quality assurance the Academy complies with laws and regulations of the Republic of Latvia governing higher education as well as Standards and Guidelines for Quality Assurance in European Higher Education Area.

2.4. Quality Management of Research Activity

2.4.1. Quality assurance of research activity is aimed at ensuring sustainable fundamental and applied research that is useful for society and ensures internationally significant results.

2.4.2. Quality of research activity is mostly influenced by the following:

- ✓ Development trends and needs of science, industry and socio-economic environment at an international and local level;
- ✓ National specialization, science policy and research priorities;
- ✓ International recognition, institutional and research assessment of society.

2.4.3. Quality of scientific activity is ensured by the following:

- ✓ Equal opportunities for scientific initiatives of all areas;
- ✓ Balanced development of applied science, all research areas;
- ✓ Interdisciplinarity and development of new research areas;
- ✓ Issue of Academy's internationally indexed scientific journal;
- ✓ Communication of science and research, improving the prestige of researchers and science;
- ✓ Ensuring growth in staff numbers in academic and scientific work;

- ✓ Supportive environment to ensure that knowledge and technologies are applied;
- ✓ Systemic management of intellectual property.

2.4.4. Quality of scientific activity is characterized by the following:

- ✓ Total number of scientific publications by the academic and scientific staff and their proportion in the leading scientific journals, citation indicators in the national and international research environment considering the specific nature of the science field as well as the proportion of publications based on international cooperation;
- ✓ Number of applied and implemented international science projects;
- ✓ Amount of contract research with the industry / state / NGO;
- ✓ Proportion of the staff with a PhD.

2.5. Quality Management of Cooperation with Society

2.5.1. Assurance of quality of cooperation with society is aimed at supporting transformation of Academy's activity through sustainable and responsible cooperation.

2.5.2. The Academy considers the interests and needs of the following parties involved in its activity for the purpose of quality assurance:

- ✓ Administrative authorities of the Republic of Latvia and European Union;
- ✓ Quality assurance organizations of higher education and the uniting organizations both in Latvia and internationally;
- ✓ Academy's local and foreign students, student representations;
- ✓ Applicants in Latvia and abroad;
- ✓ Parents (guardians) of students and applicants, patrons;
- ✓ Latvian and foreign educational institutions, scientific institutes, cooperation networks, societies, academic organizations and consortia;
- ✓ Academy's academic and general staff.

2.5.3. The main areas of Academy's cooperation with society are development and implementation of study programs, staff and student mobility, research and development, commercialization of research results, lifelong learning and education of society, management as well as experience exchange with international educational and scientific institutions.

2.5.4. Quality of cooperation with society is influenced by the current and future needs of the parties involved in activity.

2.5.5. Quality of cooperation with society is ensured by the following:

- ✓ Cooperation as part of a mission;
- ✓ Ensuring management tools and approach to initiate and develop cooperation;
- ✓ Systematic activities with significant impact on cooperation.

2.5.6. Quality of cooperation with society is characterized by the quality of processes and results of internal and external stakeholders, Academy's image and reputation in society.

Chairman of Senate

Bishop Hans Martin Jönsson

Riga, _____ 2021.