

KARADENİZ TECHNICAL UNIVERSITY - LIFELONG LEARNING ACCESS POLICY -

PURPOSE OF THE POLICY

This policy has been prepared by Karadeniz Technical University (KTU) to ensure that lifelong learning opportunities are provided in an accessible, flexible and high-quality manner for students, academic and administrative staff, graduates and the people of the region. The policy aims to develop digital and physical learning environments and to increase education and research activities in the social field.

RELEVANCE OF THE POLICY

Relevant Sustainable Development Goal (SDG) Criterion: This policy is primarily related to the following goals from the United Nations Sustainable Development Goals:

- SDG 4 (Quality Education)
- SDG 8 (Decent Work and Economic Growth)
- SDG 10 (Reducing Inequalities)

Relevant Metrics:

- THE Impact Rankings
- UI GreenMetric
- THEQC Institutional Accreditation Program

SCOPE OF POLICY

This policy covers all KTU's lifelong learning activities; It includes activities such as continuing education, distance learning and library services for the university's students, academic and administrative staff, alumni and local people.

Target Audience: Students, academic and administrative staff, alumni, local people, private sector employees and other lifelong learning stakeholders are among the target audience of this policy.

Application Areas: The principles of this policy are applied in KTU Continuing Education Center (KTU-SEM), Distance Education Application and Research Center (UZEM) online platforms, areas belonging to the Library and Documentation Department, remote access systems to online resources, and other campus areas where lifelong learning activities are carried out by the university and society.

BASIC PRINCIPLES AND LEGAL BASES

KTU is committed to the following basic principles regarding lifelong learning:

- **Equality and Accessibility:** It is ensured that all individuals can benefit from learning opportunities regardless of age, gender, socioeconomic status and disability.
- **Flexibility and Diversity:** Training programs are offered flexibly and in various formats (face-to-face, distance and hybrid) according to different needs in terms of content and method.
- **Quality and Accreditation:** Programs are carried out in accordance with national and international quality standards; educational outcomes and teaching processes are regularly evaluated.
- **Stakeholder Engagement and Collaboration:** Programs are developed and executed in collaboration with students, alumni, public institutions, the private sector, and non-governmental organizations.
- **Continuous Monitoring and Improvement:** Training demands and needs are regularly monitored, and programs are updated based on feedback.
- **Legal Bases:** The policy is based on relevant legislation, especially the Higher Education Law No. 2547, the 2024-2028 KTU Strategic Plan, the Continuing Education Application and Research Center Regulation, the Distance Education Application and Research Center Regulation, and the Library Directive.



RESPONSIBILITIES AND ROLES

Implementing Units:

- **Continuing Education Application and Research Center (KTU-SEM):** Plans and executes educational programs organized outside the academic programs of the university; organizes courses, seminars and social events that strengthen cooperation with the public, private sector and international organizations.
- **Distance Education Application and Research Center (KTU-UZEM):** Responsible for the planning, coordination and execution of distance education programs; supports associate, undergraduate, graduate and continuing education programs through communication and information technologies; develops distance learning courses and materials.
- **Library and Documentation Department (KDDB): Provides** library services such as open access, e-resources, catalog search, and reference services; provides access to information for on- and off-campus users.
- **Corporate Communication Coordinatorship:** Plans strategic communication activities for the promotion of corporate reputation and values; organizes conferences, panels and symposiums for the promotion of lifelong learning programs and communication with stakeholders.
- **Alumni Relations Coordinatorship:** Organizes lifelong learning programs, career supports and sector-ready trainings for graduates; strengthens the ties of graduates with the university.
- **Career Center: Organizes** lifelong learning and career development trainings for students and strengthens sectoral and institutional connections. Conducts supportive activities with internal and external stakeholders.

Monitoring Units:

- **Rectorate and Senate:** Gives official approval of the policy and conducts necessary audits. It ensures that the objectives of the policy are achieved in accordance with institutional priorities.
- **Research Coordinatorship:** Monitors the progress of the implementation of the policy, collects and reports data on performance indicators. The Sustainability Unit compiles the necessary data for sustainability indices such as UI GreenMetric and THE Impact Rankings. It also analyzes the results of the activities carried out within the scope of the policy and develops improvement suggestions.
- **Institutional Development and Planning Coordinatorship (KGPK):** Integrates the results of the policy into the system of institutional performance indicators and ensures their alignment with the objectives of the KTU Strategic Plan.

APPLICATION STEPS

1. **Initial Inventory and Goal Setting:** An inventory is made by identifying existing lifelong learning programs, open course content, digital learning infrastructure, and access levels. In line with the feedback collected from stakeholders and regional needs, program needs for students, graduates, employees and the community are determined.
2. **Planning and Design:** The quality and content of lifelong learning programs are determined in line with the identified needs and existing programs are updated. Pedagogical and technological design criteria are determined to make learning processes accessible to everyone. Additionally, a roadmap is prepared for the development of digital learning platforms, online course content, and open access resources.
3. **Implementation and Transformation:** A digital learning infrastructure is established, and online courses, hybrid education models and flexible learning programs are implemented. Certificate, short course and micro-qualification programs for lifelong learning are initiated. Thanks to international collaborations, joint courses and programs are implemented. Mentoring, counseling, and digital support services are provided to enhance the active participation of participants.
4. **Monitoring, Reporting and Improvement:** After the implementation, lifelong learning activities are regularly monitored through participation rates, program completion percentages, user satisfaction and digital access statistics. At the end of each year, the relevant units evaluate the performance of policy implementation, and the results are reported. The process is improved



by making the necessary corrections in policy implementations in the issues where the goals cannot be achieved. Progress and experiences are shared with all internal and external stakeholders.

PERFORMANCE INDICATORS

Indicator	Goal	Source of Verification
Number of lifelong learning programs (KTU-SEM)	At least 2 new programs every year and maintenance of existing programs	SEM recordings
Number of trainings conducted on the UZEM platform	Increase the number of programs by at least 30% by 2030	UZEM records
Number of graduates registered on the UZEM platform	Increase the number of graduates by at least 30% by 2030	UZEM records
Number of library e-resource usage	Increase the number of e-resources by at least 30% by 2030	Library statistics

AUDIT AND REPORTING

- **Monitoring Frequency:** Performance indicators are evaluated annually; data on the relevant indicators are regularly monitored by the relevant units every year. The changes in the values in the indicators during the year are determined and necessary measures are taken in a timely manner.
- **Reporting Frequency:** Annual data are recorded in KTU Sustainability Reports within six months following the end of the relevant year and shared with the public on the university's website. Four-year data is compiled to form an input for the next strategic planning period. In addition, the relevant data obtained each year is reported to UI GreenMetric and other international sustainability indices.
- **External Verification:** Participation in national and international certification programs is provided to certify the performance of the university within the framework of the relevant indicators. The participation program and decision are taken by the senate. The implementation and effects of the policy are verified through audits to be carried out by independent organizations.
- **Revision Conditions:** In case 60% of the targeted values of the determined performance indicators cannot be reached for two consecutive years or in case of changes in national/international legislation; the policy is reviewed by the implementing units, revision proposals are prepared, and the policy is submitted to the senate for approval again.

EFFECTIVE DATE

This policy comes into effect from the date it is approved by the KTU Senate. University units are obliged to comply with and implement the provisions of the policy.