



**Pembentangan:
Tindakan Persediaan Menghadapi
Audit Pematuhan Swaakreditasi UPM 2022**

dibentangkan dalam
Mesyuarat
Jawatankuasa Pengurusan Universiti
7 Jun 2022 (Selasa)
Bilik Sidang, Canselori Putra

Tujuan



Pembentangan bertujuan untuk memaklumkan kepada Jawatankuasa Pengurusan Universiti (JPU) berkaitan **skop dan fokus bidang** untuk ahli JPU sebagai auditi untuk persediaan menghadapi Audit Pematuhan Swaakreditasi UPM 2022 pada 21-23 Jun 2022.

AUDIT PEMATUHAN SWAAKREDITASI UPM 2022

(21 -23 Jun 2022)

Penglibatan Ahli JPU



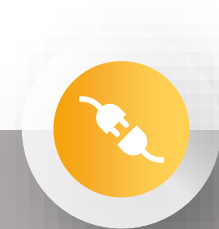
MESYUARAT PEMBUKAAN

21 Jun 22 (9.00 - 10.00 pg)



Sebagai AUDITI

*21 & 22 Jun 22
(mengikut masa yang
ditetapkan)*



MESYUARAT PENUTUPAN

23 Jun 22 (2.30 - 3.30 ptg)

Jadual Sesi Audit : AHLI JPU

HARI PERTAMA (21 JUN 2022 – SELASA)

MASA	SESI	AUDITI	SKOP BIDANG (AREA)
9:00 AM	01	Mesyuarat Pembukaan & Pembentangan UPM oleh YBhg NC (50 minit)	
11:00 AM	03	Sesi Dialog secara individu bersama NC	Area 1 : Institutional Governance & Leadership Area 4 : Continual Quality Improvement and Sustainability
11:45 AM	04a	Sesi Dialog secara berkumpulan bersama: - TNC AA dan TNC PI	TNCAA : Area 2 : Academic Development & Area 3 : Talent & Resources TNCPI : Area 3 : Talent & Resources
	04b	Sesi Dialog secara berkumpulan bersama: - TNC JINM dan TNC HEPA	Area 3 : Talent & Resources
12:30 PM	05	Sesi Dialog secara berkumpulan bersama: - Pendaftar, Bursar & PUU	Pendaftar & Bursar: Area 3 : Talent & Resources & Area 4 : Continual Quality Improvement & Sustainability PUU : Area 1: Institutional Governance & Leadership
2:30 PM	06b	Sesi Dialog secara berkumpulan bersama : - Pengarah PSPK & Pengarah, UPMKB	Area 1 : Institutional Governance and Leadership

HARI KEDUA (22 JUN 2022 – RABU)

MASA	SESI	AUDITI	SKOP BIDANG (AREA)
11:30 AM	11	Sesi Dialog secara berkumpulan bersama : - Ketua Pustakawan, Pengarah iDEC dan Pengarah PPPA	Area 3 : Talent & Resources

SKOP dan STANDARD

→ Skop Audit

4 Area

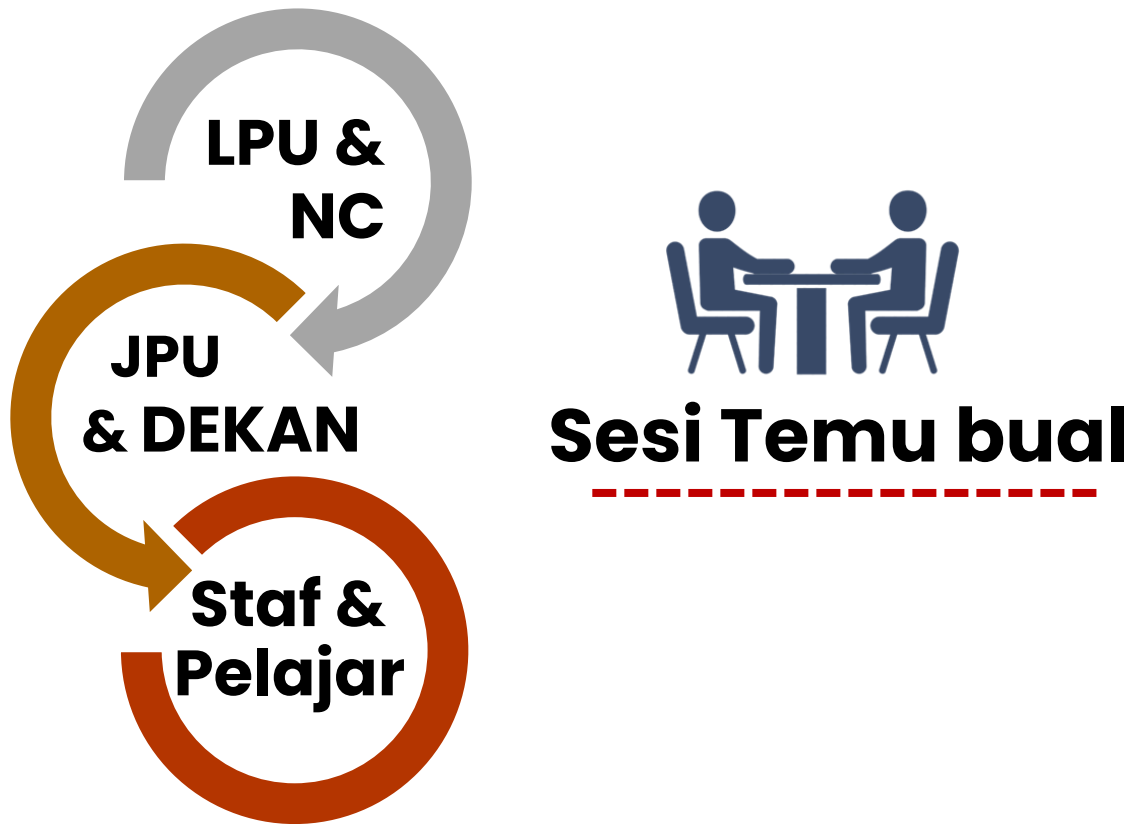
- Area 1:** *Institutional Leadership and Governance*
- Area 2:** *Academic Development and Management*
- Area 3:** *Talent and Resources*
- Area 4:** *Continual Quality Improvement & Sustainability*

Standard ←

- ✈ **Code of Practice for Institutional Audit (COPIA), 2008, MQA**
- ✈ **Guide on Compliance Evaluation for Self-Accreditation Universities, 2020, MQA**

5 Attainment Level	
05	Performance that meets global level and can be exemplary .
04	Performance that improves effectiveness and encourages changes in culture
03	Fulfilment of all the required standards associated to rubrics.
02	Shortcomings from the standards depending on the severity of nonconformance.
01	

Kaedah Audit : *Triangulation Proses*



Visi, Misi, Matlamat UPM, Pelan Strategik UPM & Matlamat Pendidikan UPM

Kefahaman : Konsisten antara LPU, VC, ahli JPU & staf

Perancangan & Pelaksanaan : Fakulti, Sekolah & PTJ

SWAAKREDITASI – Maksud, manfaat dan pelaksanaan mengikut perspektif UPM ?

Hala Tuju & Perancangan Akademik?

**21 Jun 22
(Selasa)**

**9 pg – 9.50 pg
(50 minit)**



Pembentangan UPM

Oleh

YBhg Naib Canselor UPM

**Mesyuarat Pembukaan
Audit Pematuhan Swaakreditasi UPM 2022
Dewan Senat**

1 Maklumat Umum UPM

Pencapaian UPM 2020 – 2021
Pelan Strategik UPM
2021 – 2025
Maklumat program akademik

4 UPM di masa hadapan

2 Sistem IQA UPM dan CQI dalam sistem IQA UPM

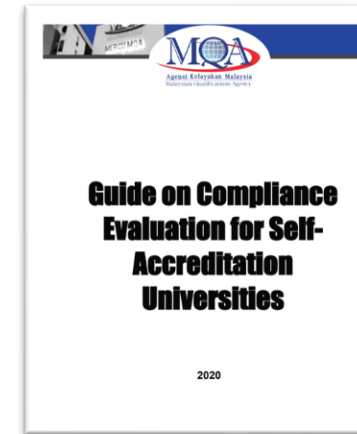
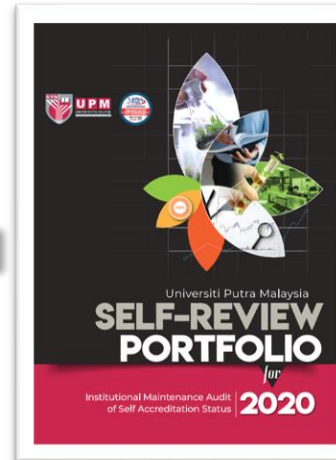
5 Pelaksanaan PdP UPM sepanjang pandemik

3 Cabaran UPM sebagai Universiti berstatus Swaakreditasi

6 Pelaksanaan Tindakan UPM berdasarkan teguran Audit Susulan 2019

Persediaan sebagai **Auditi**

Scan for more



<https://infodigital.upm.edu.my/flip/SRPUPM2020>



Memahami kandungan UPM SRP 2020 setiap bidang (area) secara umum dan khusus untuk skop bidang (area) mengikut peranan/portfolio.

- Maklumat UMUM semua bidang dalam **Executive Summary UPM SRP 2020**
- Maklumat Standard : **Guide on Compliance Evaluation for Self-Accreditation Universities, 2020, MQA**

Persediaan Auditi : **Naib Canselor**

21 Jun 22 (11.00 – 11.45 pg)



JANGKAAN SOALAN

1. Proses pembangunan **Pelan Strategik UPM 2021 – 2025** dan proses yang terlibat merangkumi :
 - Perubahan kepada pernyataan Misi, Visi dan Matlamat UPM
 - Penekanan kepada pembangunan **Matlamat Pendidikan UPM**
2. Hubung kait **Pelan Strategik UPM dengan status swaakreditasi UPM**
3. **Cabaran UPM** sebagai universiti swaakreditasi dan **UPM di masa hadapan**

JANGKAAN SOALAN

1. **Cabaran** universiti berstatus swaakreditasi ?
2. **Bidang (Area) yang cemerlang dan bidang (Area) yang perlu penambahbaikan** dan pemantauan berterusan ?
3. Jangkaan **risiko tahap tinggi** di UPM dan **strategi mitigasi UPM?**
4. Sejauh mana **inklusiviti pihak berkepentingan dalam governan** di UPM khususnya **pelajar?**
5. Misi UPM adalah untuk menjadi **universiti bertaraf antarabangsa**. Apakah **indikator usaha, inisiatif dan pelaksanaan** bahawa UPM berada di landasan yang betul berdasarkan perancangan?
6. Huraikan sejauh mana **autonomi, tanggungjawab dan governan melibatkan UPMKB** dalam memastikan integrasi governan yang jelas serta dan kualiti pendidikan terjamin.

JANGKAAN SOALAN

1. Bagaimana UPM **memastikan keseimbangan pematuhan** kepada keperluan akreditasi badan antarabangsa dengan polisi serta standard MQA ?
2. Sejauh mana nilai teras seperti ***future focused, inclusivity, mobility***, **memartabatkan ilmu tempatan, PdP yang fleksibel dan inovatif** di artikulasikan di UPM ?
3. Bagaimana **pandemik mengubah PdP dan penilaian** di UPM dan **perancangan** di masa hadapan ?
4. *E-learning* dan pdp dalam talian dilihat sebagai norma baharu. Bagaimana UPM menggunakan **pengalaman pandemik ini dalam memastikan pengalaman pembelajaran yang berkesan** diperolehi oleh pelajar serta dalam **konteks seorang pengajar?**

Persediaan Auditi :
AREA 2 : Academic
Development and Management

TNCAA

JANGKAAN SOALAN

5. Bagaimana respon UPM terhadap **Garis Panduan *Microcredentials* MQA, 2020 ?**
6. Adakah UPM mempunyai sistem khusus untuk melaksana '**proctoring**' bagi penilaian secara dalam talian?

JANGKAAN SOALAN

1. Adakah **penglibatan pelajar** dalam pengurusan UPM berkesan dan mencukupi?
2. Bagaimana UPM **mengimbangi desakan kepada lebih banyak kompetensi /kemahiran kerja dan kompetensi akademik yang generik** cthnya pemikiran kritikal, minda keusahawanan, minda *inquisitive* dll yang merupakan ciri utama sebuah RU?
3. Cabaran dan inisiatif UPM dalam memastikan **kecukupan sumber kewangan, infrastruktur dan infostruktur** untuk 'active learning' **semasa pandemik dan masa akan datang**
4. Cabaran, strategi dan inisiatif UPM dalam memastikan **pencapaian tiga (3) KPI utama staf akademik** semasa pandemik.
5. Bagaimana UPM memastikan **kebajikan pelajar dan warga UPM** sepanjang pandemik

Persediaan Auditi :

AREA 4 : Continual Quality Improvement and Sustainability

TNCAA, TNCPI, PENDAFTAR, BURSAR

1. **Inisiatif dan CQI** sepanjang pandemik dalam **memastikan jaminan kualiti akademik dan imej UPM** semasa tempoh pandemic serta perancangan akan datang ?
2. Cabaran, inisiatif dan CQI UPM dalam konteks **kecukupan sumber manusia, kewangan, penyelidikan** dalam memastikan **kelestarian institusi**
3. **Polisi dan kerangka CQI UPM** dalam memastikan **kelestarian UPM**

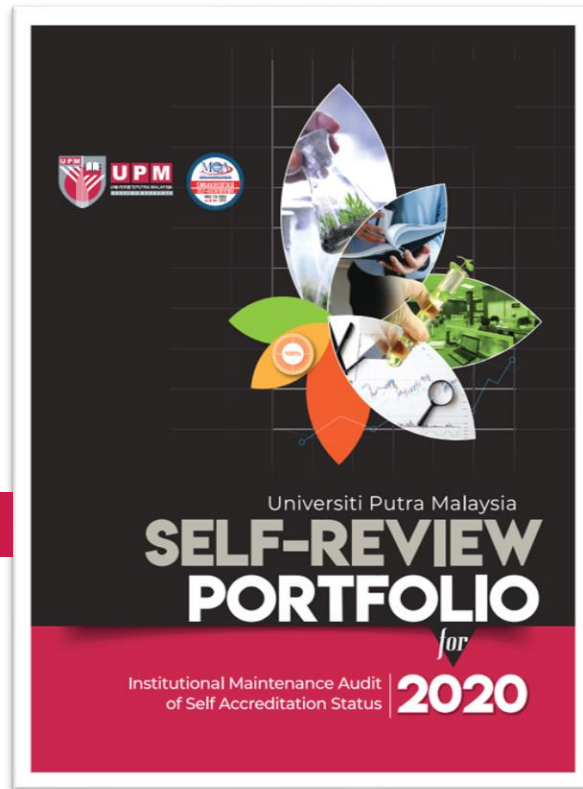
PERSEDIAAN AUDIT



- *UPM SRP 2020*
- *Info Umum berkaitan Swaakreditasi UPM*

1. Self-Review Portfolio (SRP) UPM

SRP UPM 2020



Boleh di capai di :

Scan for more info!



SRP UPM 2020

2. e-ISO UPM

3. <https://infodigital.upm.edu.my/flip/SRPUPM2020>

4. Laman web CQA

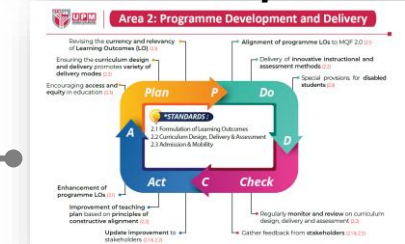
Executive Summary setiap Area (PDCA)



Area 1: Institutional Leadership & Governance



Area 2: Academic Development & Management



Area 3: Talent & Resources



Area 4: Continual Quality Improvement & Sustainability



AREA 1 : Institutional Leadership and Governance

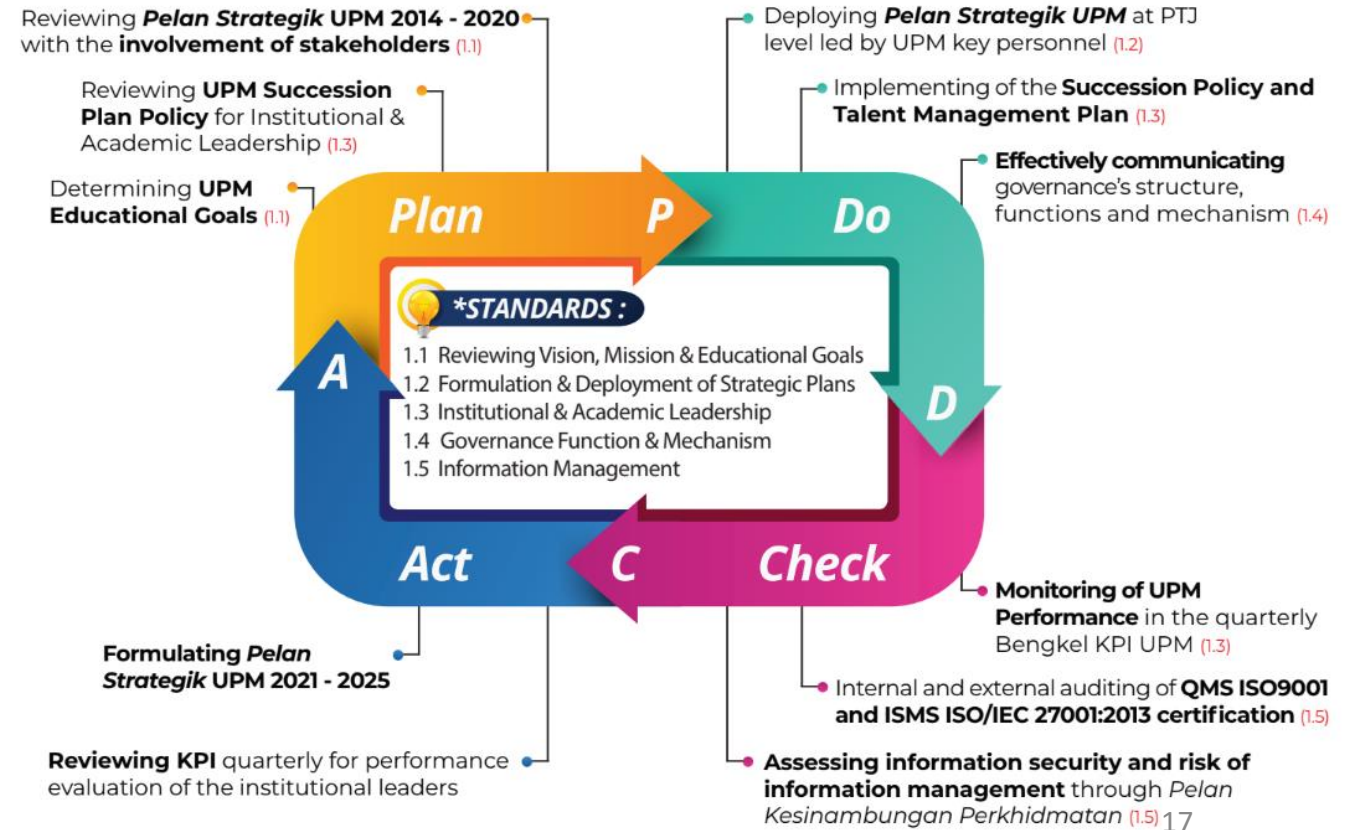
FOKUS

- Semakan Pelan Strategik UPM 2014-2020 & pembangunan Pelan Strategik UPM 2021-2025
- Pembangunan Matlamat Pendidikan UPM
- Struktur dan Governan UPM
- Pelan Penggantian kepimpinan akademik & institusi
- Pengurusan Maklumat UPM

Executive Summary



Area 1: Institutional Leadership and Governance



AREA 1 : Institutional Leadership and Governance

EXAMPLE

1. Review of Vision, Mission and Educational Goals Standards

- 1.1.1 The HEP must review or revisit its vision, mission and educational goals, in line with national and global developments.
- 1.1.2 The new/existing vision, mission and educational goals must be approved by a governing board or other appropriate body to be relevant and current.
- 1.1.3 The HEP must disseminate the vision, mission and educational goals to its internal and external stakeholders.

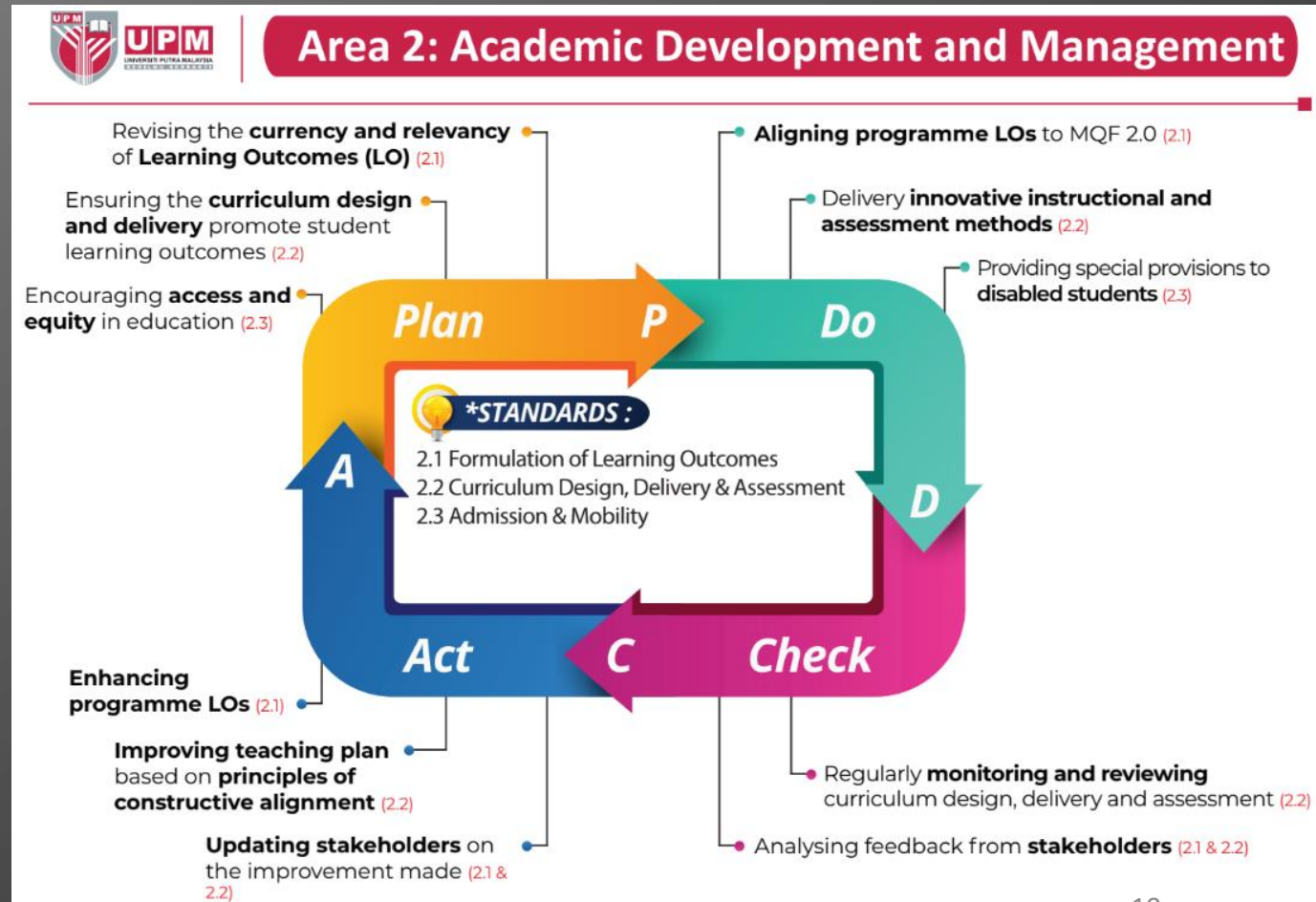
Attainment Level	Description
1	The HEP does not review or revisit its vision, mission and educational goals and has no plan in place to review or revisit them.
2	The HEP is reviewing or revisiting its vision, mission and educational goals.
3	The HEP has reviewed or revisited its vision, mission and educational goals, in line with national and global developments, which were approved by a governing board or other appropriate body to be relevant and current and disseminated to its internal and external stakeholders.
4	The approved and disseminated vision, mission and educational goals have been formulated in consultation with a wider range of stakeholders that may include the community, civil society, international peers, alumni, industry, professional bodies, funding agencies, and the government, in line with national and global developments. There is internalisation of vision and mission among the HEP community.
5	The approved and disseminated vision, mission and educational goals have reflected the institutional responsiveness to current change and future development of higher education landscape.

AREA 2 : Academic Development and Management

FOKUS

- **PEO, PO & CO**
(Pembangunan, pengukuran & pencapaian)
- **Penjajaran MQF 2.0, SMDD & Standard Program**
- **PdP, penilaian & penasihatan (PA)**
- **Proses pembangunan & semakan program**
- **Pengambilan & mobiliti**

Executive Summary



EXAMPLE

Constructive Alignment

Standards

2.2.6 The curriculum structure, content, delivery and assessment must be aligned to the learning outcomes and reviewed periodically to ensure effectiveness.

Attainment Level	Description
1	The curriculum structure, content, delivery and assessment are not aligned to the learning outcomes.
2	The curriculum structure, content, delivery and assessment are aligned to the learning outcomes but not reviewed periodically to ensure effectiveness.
3	The curriculum structure, content, delivery and assessment are aligned to the learning outcomes and reviewed periodically to ensure effectiveness.
4	The constructive alignment managed to create a contextually relevant and responsive teaching and learning environment.
5	The constructive alignment managed to improve student learning experience.

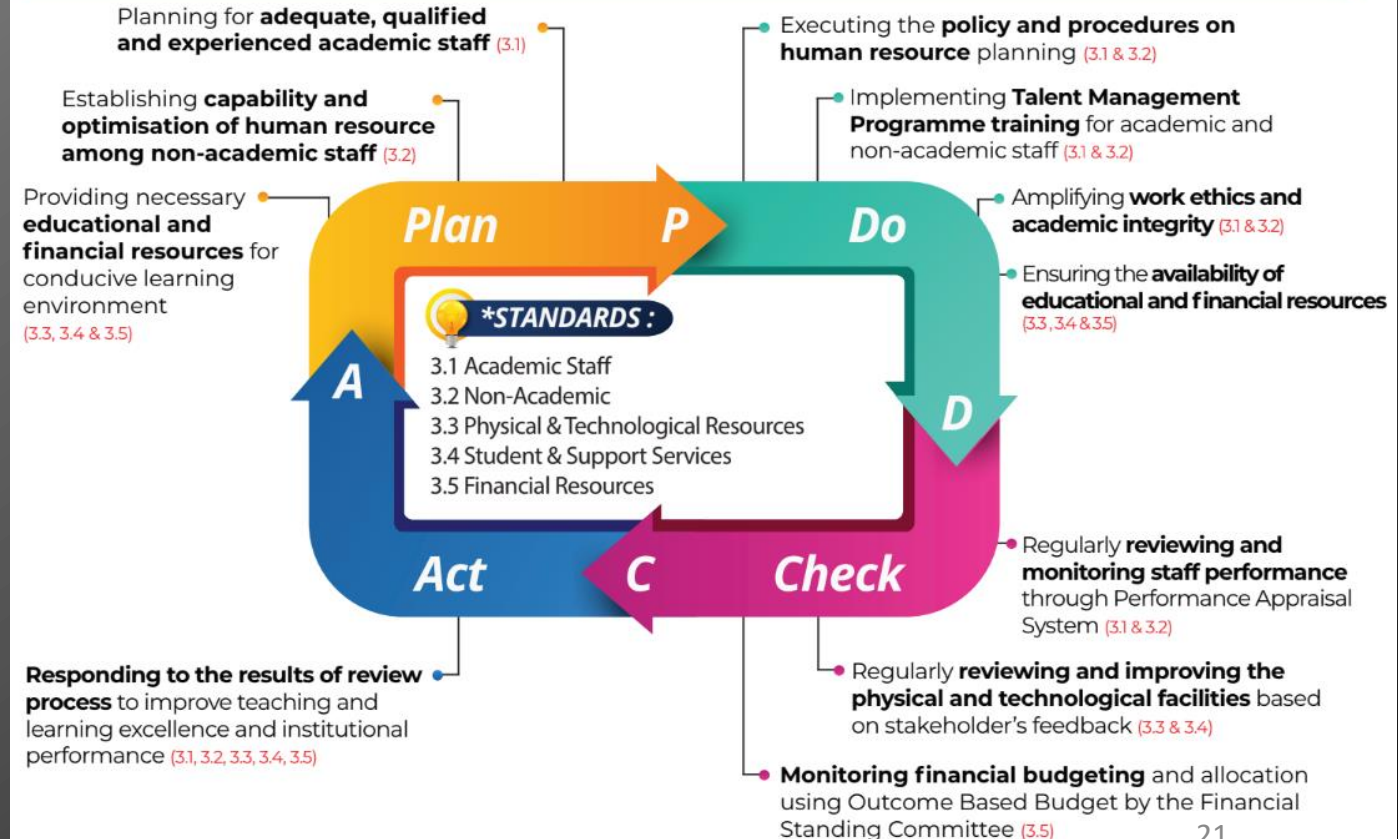
AREA 3 : Talent and Resources

FOKUS

- Staf akademik yang mencukupi, berkelayakan dan berpengalaman
- Staf bukan akademik yang kompeten
- Perkhidmatan sokongan pelajar
- Kemudahan infrastruktur, infostruktur dan sumber kewangan

Executive Summary

Area 3: Talent and Resources





AREA 3 : Talent and Resources

EXAMPLE

Academic Staff Standards

- 3.1.1 The HEP must have clear policies, transparent procedures and human resource planning to recruit, develop, assess, reward, and promote academic staff in line with the vision, mission, and institutional goals.
- 3.1.2 The HEP must have a clear policy on academic integrity including plagiarism.
- 3.1.3 The HEP must regularly review policies, procedures and human resource plan to address the gaps between the institutional performance and goals.

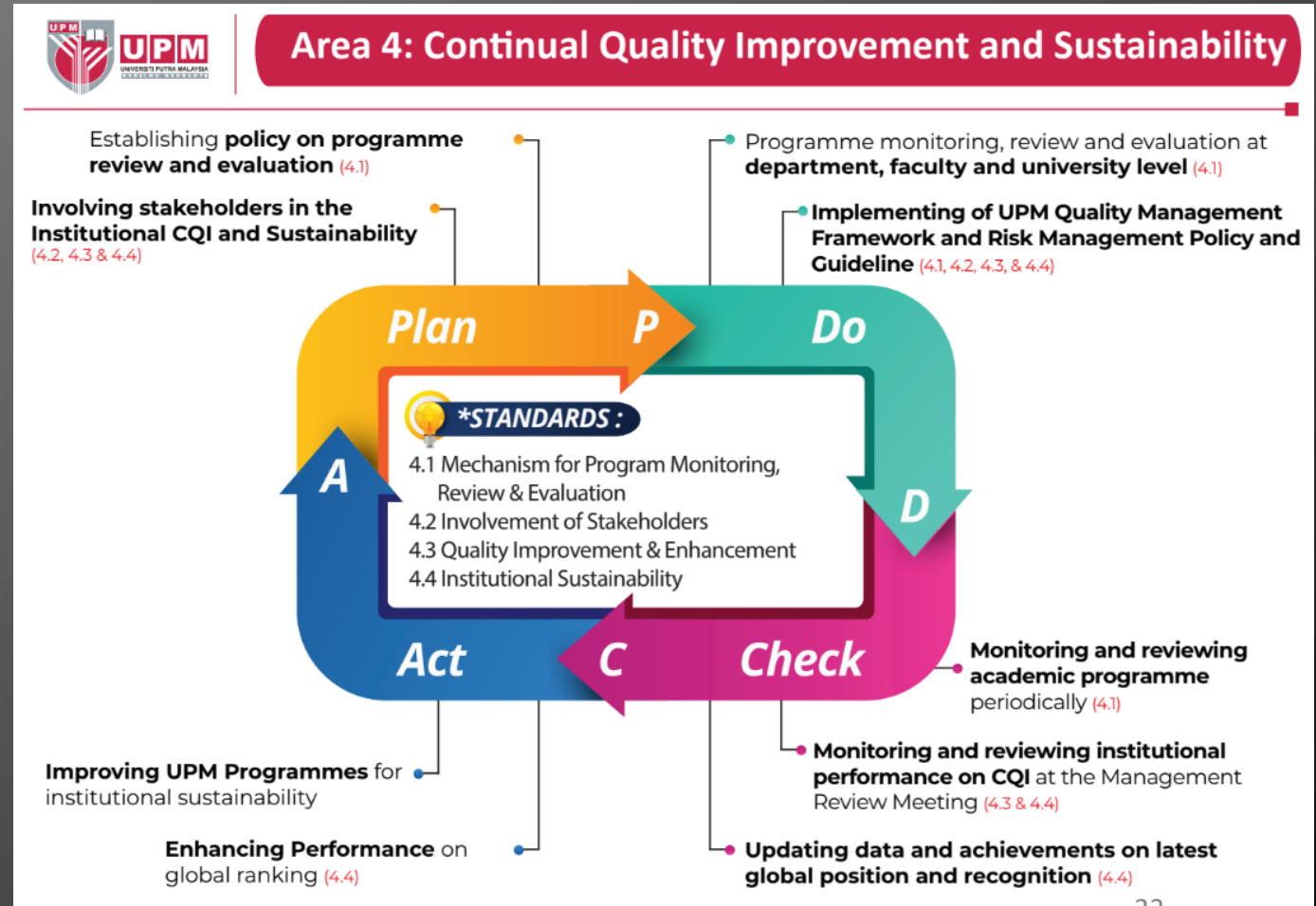
Attainment Level	Description
1	The HEP does not have adequate policies, transparent procedures and human resource planning.
2	The HEP has adequate policies, transparent procedures and human resource planning but not regularly reviewed.
3	The HEP has clear policies, transparent procedures and human resource planning to recruit, develop, assess, reward, and promote academic staff in line with the vision, mission, and institutional goals which are regularly reviewed to address the gap between the institutional performance and goals.
4	The HEP uses the result of the review process to further enhance the talent management plan and institutional performance.
5	The HEP regularly improve their practices to ensure the achievement of institutional goals.

AREA 4 : Continual Quality Improvement and Sustainability

FOKUS

- Dasar/SOP pemantauan & semakan program
- Penglibatan pihak berkepentingan
- Penambahbaikan berterusan program
- Kelestarian Institusi

Executive Summary





AREA 4 : Continual Quality Improvement and Sustainability

EXAMPLE

4.1 Mechanisms for Programme Monitoring, Review and Evaluation Standards

4.1.1 The programme monitoring, review and evaluation exercises must be headed by designated coordinators and must involve all parties managing the programme, including collaborative partners, if applicable.

4.1.2 The review and evaluation processes for programmes must include student progression and performance analysis, covering the passing, attrition and employability rates, and review by the programme external advisors to ascertain attainment of the learning outcomes and must be performed with sufficient impartiality.

4.1.3 The results of the programme review and evaluation as well as the recommendations and areas of improvement must be brought to the attention of the highest relevant authorities in the HEP.

Attainment Level	Description
1	The HEP does not appoint any party to coordinate programme monitoring, review and evaluation exercises. The programme monitoring, review and evaluation exercises are not performed at any level in the HEP.
2	The programme monitoring, review and evaluation exercises are headed by designated coordinators but the coordination does not include collaborative partners, if applicable. The programme review and evaluation processes are incomplete or not performed with sufficient independence/impartiality and the results are not managed effectively.
3	The programme monitoring, review and evaluation exercises are headed by designated coordinators and involves all parties managing the programme, including collaborative partners, if applicable. The review and evaluation processes for programmes include student progression and performance analysis, covering the passing, attrition and employability rates, and review by the programme external advisors to ascertain attainment of the learning outcomes and are performed with sufficient impartiality. The results of the programme review and evaluation as well as the recommendations and areas of improvement are brought to the attention of the highest relevant authorities.
4	The results of the programme review and evaluation as well as the recommendations and areas of improvement are brought to the highest relevant authorities in the HEP to ensure further appropriate measures being taken to effectively address the gaps.
5	The programme monitoring, review and evaluation exercises have resulted in significant improvement and enhancement of students learning experience and the accomplishment of the educational goals.

INFOGRAFIK UNTUK PERSEDIAAN AUDIT

SWAAKREDITASI UPM

APA ITU SWAAKREDITASI?

Perakuan MQA ke atas Pemberi Pendidikan Tinggi (PPT) yang mempunyai sistem jaminan kualiti dalam yang kukuh dan mantap menepati standard yang telah ditetapkan

SWAAKREDITASI UPM

2010	Memperolehi Status Swaakreditasi
2015	Pengekalan Status Swaakreditasi (kali pertama)
2022	Pengekalan Status Swaakreditasi (kali kedua)

KEPENTINGAN SWAAKREDITASI KEPADA UPM ?

Autonomi	Autonomi dalam mengendalikan proses jaminan kualiti (mengakredit) program akademik UPM
Penjimatan	Menjimatkan kos UPM berbanding jika ianya dijalankan oleh pihak luar (RM 10,000 per program)
Fleksibiliti	Fleksibiliti kepada UPM dalam pengendalian dan pematuhan polisi.

SISTEM JAMINAN KUALITI DALAMAN AKADEMIK UPM

Sistem jaminan kualiti dalam akademik (*Internal Quality Assurance (IQA)*) UPM melibatkan pemantauan jaminan kualiti di peringkat fakulti dan universiti.

IQA PTJ (Fakulti)

- Mesyuarat Fakulti
- Mesyuarat JK Kurikulum Fakulti
- Mesyuarat Jabatan

IQA INSTITUSI (Universiti)

- Mesyuarat LPU
- Mesyuarat Senat
- Mesyuarat JK Swaakreditasi Program Pengajian
- Mesyuarat JK Kurikulum Universiti
- Mesyuarat JK Keali Kurikulum Universiti

* Mesyuarat JK Pengurusan Kualiti Akademik Universiti (pemantauan pengurusan akreditasi program)

PROSES JAMINAN KUALITI AKADEMIK SWAAKREDITASI UPM

- Akreditasi Sementara
- Akreditasi Penuh
- Audit Pengekalan

Rujuk Prosedur dan Garis Panduan Audit Swaakreditasi Program Pengajian UPM

Maklumat lanjut:
Bahagian Pengurusan Kualiti Akademik dan Akreditasi

RUJUKAN AUDITI

AUDIT PEMATUHAN SWAAKREDITASI UPM 2022 (21-23 JUN 2022)

Audit Institusi (COPIA)

TUJUAN AUDIT

Membuat verifikasi pelaksanaan Jaminan Kualiti (Quality Assurance (QA)) sebelum tempoh pelanjutan status akreditasi di UPM lima (5) tahun terdahulu dan semasa.

SKOP AUDIT

4 Bidang Penilaian

- Area 1 : Institutional Leadership and Governance
- Area 2 : Academic Development and Management
- Area 3 : Talent and Resources
- Area 4 : Continual Quality Improvement and Sustainability

KAEDAH AUDIT

- Audit Dokumen berdasarkan buku UPM Self-Review Portfolio (SRP) 2020
- Lawatan Tapak & Sesi Dialog

RUJUKAN STANDARD

Guide on Compliance Evaluation for Self-Accreditation Universities, MQA, 2020

TIPS MENGHADAPI AUDIT

Do's

- Tenang
- Terus Terang
- Yakin
- Fikir
- Bersedia

Don't

- Cipta Fakta
- Tidak Hadir
- Tidak Bersedia
- Bertelagah
- Senyap
- Menyalahkan

PERSEDIAAN AUDIT

- Memahami kandungan buku SRP
 - Rujuk *Executive Summary* untuk ringkasan kandungan
- Memahami perkara umum berkaitan :
 - Swaakreditasi & faedahnya kepada UPM
 - Sistem Jaminan Kualiti Dalam Akademik UPM

Maklumat lanjut:
Bahagian Pengurusan Kualiti Akademik dan Akreditasi

UPM SRP 2020

RINGKASAN EKSEKUTIF (Executive Summary)

Executive Summary atau Ringkasan Eksekutif dalam UPM Self-Review Portfolio (SRP) 2020 yang menggunakan pendekatan PDCA (Plan, Do Check dan Act) menerangkan secara ringkas kandungan penulisan dokumen SRP bagi empat (4) bidang penilaian berdasarkan standard *Guide on Compliance Evaluation for Self-Accreditation Universities*, MQA, 2020.

Executive Summary UPM SRP 2020

Fokus Bidang (Area)

AREA 1 : Institutional Leadership and Governance

- Semakan Pelan Strategik UPM 2014-2020 & pembangunan Pelan Strategik UPM 2021-2025
- Pembangunan Matlamat Pendidikan UPM
- Struktur dan Govenran UPM
- Pelan Penggantian kepimpinan akademik & institusi
- Pengurusan Maklumat UPM

AREA 2 : Academic Development and Management

- PEO, PLO & CLO (pengukuran & pencapaian)
- Penjajaran MQF 2.0, SMDD & Standard Program
- PdP, penilaian & penasihat (PA)
- Proses pembangunan & semakan program
- Pengambilan dan mobiliti pelajar

AREA 3 : Talent and Resources

- Staf akademik yang mencukupi, berkelayakan dan berpengalaman
- Staf bukan akademik yang kompeten
- Perkhidmatan sokongan pelajar
- Kemudahan infrastruktur, infostruktur dan sumber kewangan

AREA 4 : Continual Quality Improvement and Sustainability

- Dasar dan SOP pemantauan & semakan program
- Penglibatan pihak berkepentingan
- Penambahbaikan berterusan program
- Kelestarian Institusi

Maklumat lanjut:
Bahagian Pengurusan Kualiti Akademik dan Akreditasi
Pusat Jaminan Kualiti, UPM

DOKUMEN PENUH SRP UPM 2020 :
<https://infodigital.upm.edu.my/files/SRPUPM2020/>

Syor



Ahli mesyuarat JPU dipohon untuk mengambil maklum tentang tindakan persediaan ahli JPU sebagai auditi semasa Audit Pematuhan Swaakreditasi UPM 2022 yang akan dilaksanakan pada 21 hingga 23 Jun 2022.

Disediakan oleh : Pusat Jaminan Kualiti (CQA), UPM



UNIVERSITI PUTRA MALAYSIA
AGRICULTURE • INNOVATION • LIFE

Terima Kasih | *Thank You*



PUSAT JAMINAN KUALITI
CENTRE FOR QUALITY ASSURANCE

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BERILMU BERBAKTI
WITH KNOWLEDGE WE SERVE

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