



SF1: Excellence in Education and Training

BAHAGIAN JAMINAN KUALITI AKADEMIK

QF1

Strengthen Quality Management
at Faculty Level

QF2

Recognize and Develop
Competent External Auditors

QF3

Enhance Academic
Accreditation Processes

QF4

Monitoring Programmes at
UNIMAS Learning Centres



BJKA Strategic planning (2019-2021)



INTERNAL QUALITY ASSURANCE INDICATOR

KPI 4

	Internal Quality Assurance Indicators	Evidences/ Checklist	Percentage
1.	FQMC Involvement:		70%
	<ul style="list-style-type: none"> Organizing at least one faculty IQA-related workshops 	<input type="checkbox"/> QR code/ attendance list (5%) <input type="checkbox"/> CALM/ Faculty Workshop report (10%)	
	<ul style="list-style-type: none"> Organizing Internal Faculty Audit for sessions 2019/20 and 2020/2021 	<input type="checkbox"/> Course file audit report (15%) <input type="checkbox"/> Future Ready Curriculum elements audit report (10%) <input type="checkbox"/> HIEPS audit report (10%)	
	<ul style="list-style-type: none"> Teaching and Learning Facilities Audit (lab, tutorial and lecture rooms, strong room and etc) 	<input type="checkbox"/> Evidence of the conducted audit (10%) <input type="checkbox"/> Audit report (10%)	
2.	Programme Self-Assessment Report (PSAR):		30%
	<ul style="list-style-type: none"> PSAR Submission 	<input type="checkbox"/> PSAR submission to BJKA (20%)	
	<ul style="list-style-type: none"> Actions taken on previous PSAR 	<input type="checkbox"/> Evidences provided to support the actions (10%)	
		TOTAL	100%

Passing mark - 100%

**KPI 3:
Internal Quality Assurance
Key Performance Indicator 3
Number of Academic Programmes Engaging in Internal Quality Assurance Practices**

Foundation programmes

2020 Target Number of Programme:

Pra U
3/3

Undergraduate programmes

2020 Target Number of Programme:

FSKPM	FSKTM	FK	FEB	FPSK	FSTS	FSSK	FBK	FSGK	FAB
3/4	5/5	4/4	4/7	2/2	5/5	6/6	2/3	4/7	2/2

Postgraduate Programmes (Coursework)

2020 Target Number of Programme:

FSKPM	FSKTM	FK	FEB	FPSK	FSTS	FSSK
2/3	0	2/4	1/1	3/3	1/1	1/1

Postgraduate Programmes (by Research)

2020 Target Number of Programme:

FSKPM	FSKTM	FK	FEB	FPSK	FSTS	FSSK	FBK	FSGK
2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2

Programme Self-Assessment Report (PSAR)

- All PSAR should be submitted to BJKA by 1st Sept 2020.
- One report per faculty (Issues faced by respective programme need to be addressed accordingly)
- Findings will be presented in Jawatankuasa Pengurusan Jaminan Kualiti Akademik UNIMAS*

*Punca Kuasa- Mesyuarat Senat Bil 08/2017 yang ke-164

PREPARATION FOR ISO COMPLIANCE INDICATOR

KPI 5



	Preparation for ISO compliance indicators	Evidences/ Checklist	Percentage
1.	Committee Appointment and Risk Registration and assessment		
	Appointment of ISO 9001:2015 Quality Committee	<input type="checkbox"/> Appointment letter and TOR (20%)	45%
	Risk registration and assessment	<input type="checkbox"/> Risk registration (10%) <input type="checkbox"/> Risk assessment and monitoring (15%)	
2.	Internal audit:		
	Internal Faculty Audit for sessions 2019/20 Semester 2 by FQMC	<input type="checkbox"/> Academic Procedure Compliance Audit by FQMC (10%) <input type="checkbox"/> Academic Procedure Compliance Audit Report (15%) <input type="checkbox"/> Compilation Academic Procedure Compliance evidences (15%)	55%
	Report submission to BJKA**	<input type="checkbox"/> Report submission with memo signed by Head of FQMC and Dean (15%)	
		TOTAL	100%

**** COMPULSORY ITEM to pass**
Passing mark - 70%

KPI 5:

Preparation for ISO compliance indicator

Key Performance Indicator 5

Number of Faculties that comply to the academic procedure

2020 Target Number of Faculty

FSKPM	FSKTM	FK	FEB	FPSK	FSTS	FSSK	FBK	FSGK	FAB	Pra U
1	1	1	1	1	1	1	1	1	1	1

Preparation for ISO compliance indicator

- All programmes should submit the required documents to BJKA by 1st September 2020.





Thank You