

**LAMPIRAN A**

*ATTACHMENT A*

**BORANG MAKLUM BALAS PROGRAM PENGAJIAN OLEH PANEL PENASIHAT PROGRAM**

**BERDASARKAN PORTFOLIO PENILAIAN KENDIRI PROGRAM PENGAJIAN**

*PROGRAMME FEEDBACK FORM BY PROGRAMME ADVISORY PANEL*

*BASED ON THE PROGRAMME SELF-ASSESSMENT PORTFOLIO*

| **Program***Programme* |  | **Tarikh***Date* |  |
| --- | --- | --- | --- |

***Nota : Laporan ini adalah SULIT dan tidak boleh diedarkan kecuali dengan kebenaran Dekan/Pengarah (Fakulti/Institut/Pusat Akademik)***

*Note: This report is CONFIDENTIAL and should not be distributed except with the permission of the Dean / Director (Faculty / Institute / Academic Center)*

|  |
| --- |
| **1. Pembangunan & Penyampaian Program** */ Programme Development and Delivery* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |
| **2. Penilaian Pembelajaran Pelajar** */ Assessment of Student Learning* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |

|  |
| --- |
| **3. Pemilihan Pelajar dan Perkhidmatan Sokongan** */ Student Selection and Support Services* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |
| **4. Kakitangan** **akademik** */ Academic Staff* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |

|  |
| --- |
| **5. Sumber Pendidikan** */ Educational Resources* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |
| **6. Pengurusan Program** */ Programme Management* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |

|  |
| --- |
| **7. Mekanisme Pemantauan, Semakan dan Penambahbaikan Program Pengajian** */ Programme Monitoring, Review and Continual Quality Improvement* |
| **Ulasan** */ Comment***:**

|  |
| --- |
|  |

**Maklum balas dan cadangan penambahbaikan** */ Feedback and suggestions for improvement***:**

|  |
| --- |
|  |
|  |

 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Skor prestasi program pengajian** */ Programme performance score:*

|  |  |  |  |
| --- | --- | --- | --- |
| **Lemah** */ Weak* | **Sederhana** */ Intermediate* | **Baik** */ Good* | **Cemerlang** */ Excellent* |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |

**Nilai Skor prestasi program pengajian yang dicadangkan** */ The performance score of the proposed study programme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

|  |  |
| --- | --- |
| **Disediakan oleh** */ Prepared by***:** | **Tandatangan dan Cop** */ Signature and Stamp* |
|  |  |

|  |  |
| --- | --- |
| **Tarikh Penilaian** */* *Evaluation Date* |  |



**LAMPIRAN B**

*ATTACHMENT B*

**LAPORAN PENILAIAN OLEH PANEL PENILAI/PEMERIKSA LUAR PROGRAM PENGAJIAN**

*EVALUATION REPORT BY PROGRAMME EXTERNAL ASSESSOR / EXAMINER*

|  |  |  |
| --- | --- | --- |
| **Nama Program** */ Programme Name* | **:** |  |
| **Bidang Program** */ Programme Field* **Tahap Program** */ Programme Level* | **:****:** |  |
| **Nama Fakulti/Institut** */ Name of Faculty / Institute* | **:** |  |
| **Alamat Fakulti/Institut** */ Faculty / Institute Address* | **:** |  |
| **Syor/Perakuan** */ Recommendation / Approval* | **:** |  |
| ***Nota :* Laporan ini adalah SULIT dan tidak boleh diedarkan kecuali dengan kebenaran TNCAA/ Dekan/Pengarah** *(Fakulti/Institut/Pusat Akademik)**Note: This report is CONFIDENTIAL and should not be distributed except with the permission of TNCAA / Dean / Director (Faculty / Institute / Academic Center)* |

|  |
| --- |
| 1. **PENILAIAN KESELURUHAN** */ OVERALL EVALUATION*
 |
| 1. ***Ulasan*** */ Comment****:***
 |
| 1. ***Kekuatan*** */ Strength:*
 |
| 1. ***Pujian*** */ Commendation :*
 |
| 1. ***Cadangan Untuk Penambahbaikan*** */ Suggestions For Improvement:*
 |
| 1. ***Syarat*** */ Condition:*
 |

|  |
| --- |
| 1. **SYOR PANEL PENILAI** */ ASSESSOR’S RECOMMENDATION*
 |
|  |

|  |
| --- |
| 1. **PERAKUAN PANEL PENILAI** */ ASSESSOR’S APPROVAL*
 |
| 1. **Kepatuhan terhadap keperluan Kerangka Kelayakan Malaysia (MQF)**

*Compliance with the requirements of the Malaysian Qualifications Framework (MQF)*Mematuhi Mematuhi (Dengan Pembetulan) Tidak Mematuhi */ Compliance* */ Compliance* (with corrections) */ Not Compliance*  |
| 1. **Kemampuan Fakulti/Institut untuk melaksanakan perubahan hasil semakan/ menawarkan program pengajian yang dicadangkan:**

*The ability of the Faculty / Institute to implement changes based on the the review findings / offer the proposed programme of study:***Cemerlang** (penambahbaikan berterusan) / *Excellent (continual improvement)***Baik** (syor perlu dilaksanakan/penambahbaikan berterusan)*/ Good (recommendations need to be implemented / continual improvement)***Sederhana** (syor perlu dilaksanakan)*/ Medium (recommendations need to be implemented)***Lemah** (syarat perlu dilaksanakan sebelum program dikemukakan untuk kelulusan dan Fakulti/Institut perlu memenuhi keperluan yang dinyatakan)*/ Weak (conditions must be implemented before the programme is submitted for approval and the Faculty / Institute must meet the stated requirements)* |
| 1. **Skor prestasi program pengajian** */ Programme performance score:*

|  |  |  |  |
| --- | --- | --- | --- |
| **Lemah** */ Weak* | **Sederhana** */ Intermediate* | **Baik** */ Good* | **Cemerlang** */ Excellent* |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |

**Nilai Skor prestasi program pengajian yang dicadangkan** */ The performance score of the proposed study programme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

|  |  |
| --- | --- |
| **Disediakan oleh** */ Prepared by***:** | **Tandatangan dan Cop** */ Signature and Stamp* |
|  |  |

|  |  |
| --- | --- |
| **Tarikh Penilaian** */* *Evaluation Date* |  |



**LAMPIRAN C**

*ATTACHMENT C*

**BORANG CADANGAN NAMA PENILAI/PEMERIKSA LUAR PROGRAM PENGAJIAN**

***(untuk perakuan PENGAJARAN-UKM)***

*PROPOSED NAME OF EXTERNAL ASSESSOR / EXAMINER OF THE PROGRAMME FORM*

*(for PENGAJARAN-UKM approval)*

|  |  |  |
| --- | --- | --- |
| **Nama Program** */ Programme Name* | **:** |  |
| **Bidang Program** */ Programme Field* **Tahap Program** */ Programme Level* | **:****:** |  |
| **Nama Fakulti/Institut** */ Name of Faculty / Institute* | **:** |  |
| **Alamat Fakulti/Institut** */ Faculty / Institute Address* | **:** |  |

|  |
| --- |
| **PENILAI/PEMERIKSA LUAR PROGRAM PENGAJIAN** *EXTERNAL ASSESSOR / EXAMINER OF PROGRAMME*  |
| **Nama Penilai/Pemeriksa Luar***Name of External Assessor / Examiner* | **:** |  |
| **Afiliasi** */ Affiliation* | **:** |  |
| **Jawatan Pentadbiran** */ Administrative Position* | **:** |  |
| **Bidang Kepakaran** */ Area of Expertise* | **:** |  |
| **Jumlah Tahun Pengalaman dalam** **Bidang Kepakaran***Total Years of Experience in**Area of Expertise* | **:** |  |
| **Biodata Ringkas** *Brief Biodata* | **:** | Sertakan lampiran */ Provide attachment* |
| **Ulasan Ketua Program untuk menyokong cadangan perlantikan***Remarks from Head of Programme to support the propose appointment*  | **:** |  |

|  |  |
| --- | --- |
| **Disediakan oleh** */ Prepared by :****Nota :* Cadangan nama penilai/pemeriksa luar adalah dengan kebenaran Dekan/Pengarah *(Fakulti/Institut/Pusat Akademik)****Note: Proposed name of external assessor / examiner are with the permission of the Dean / Director (Faculty / Institute / Academic Center)* | **Tandatangan dan Cop***/ Signature and Stamp* |
| **Nama** */ Name:***Jawatan: (Ketua Program / Penolong Dekan / KJK / Timbalan Dekan / Timbalan Pengarah)***Position: (Head of Program / Assistant Dean / KJK / Deputy Dean / Deputy Director)***Program** */ Programme:***Ulasan** */ Comment:***Tarikh** */ Date:* |  |

|  |  |
| --- | --- |
| **Perakuan oleh (PENGAJARAN-UKM):***Approval by (PENGAJARAN-UKM):* | **Tandatangan dan Cop***/ Signature and Stamp* |
|

|  |  |
| --- | --- |
|  | **Diperaku** */ Approved* |

|  |  |
| --- | --- |
|  | **Tidak diperaku** **/ Cadangan nama baru***/ Not Approved / Propose new name* |

**Disemak dan diperakukan** */ Checked and approved by:***Nama** */ Name:***Jawatan** */ Position:* **Ulasan** */ Comment:***Tarikh** */ Date:* |  |