

## SCOPE OF INSTITUTIONAL SELF-EVALUATION

- 1. Institutional vision, mission, goals and objectives** (clear vision and mission statement, which reflect the university's goals and objectives, and compatible with the national, regional and global expectations)
- 2. Governance and general management** (evidence of internal coordination and management strategy; governance and management structures clear and adequate; competencies and responsibilities clearly defined)
- 3. Institutional quality assurance management system** (evidence of existence of effective and adequately resourced quality assurance system supported by widely disseminated policy/strategy and associated procedures; evidence of internal reviews, benchmarking, tracer studies, stakeholder feedback; evidence of the use of outcomes of reviews and benchmarking activities to improve)
- 4. Strategic planning** (evidence of existence of a clear and effective strategic plan formulated in line with the mission statement of the institution; evidence of the use of quality assurance as a tool to inform strategic planning)
- 5. Human resources management system** (evidence of existence of policy/strategy and arrangements for recruitment and retention of high quality academic and support staff, appointments, record-keeping, labour relations, employment equity, performance management, compensation and benefits, system for training and development)
- 6. Financial resources management system** (evidence of existence of policy/strategy and arrangements for budgeting, resource allocation, asset management, debt management and financial reporting; adequacy of financial resources, sources of income, transparency in financial management, regular internal and external audit of income and expenditure)
- 7. Infrastructure and learning resources** (physical infrastructure i.e. suitability, adequacy, sufficient resources for regular maintenance; instructional infrastructure i.e. teaching and learning material, ICT facilities, laboratories learning resource centres, etc.)
- 8. Library services** (evidence of existence of strategies, policies and arrangement for the provision of sufficient, efficient and quality library services)
- 9. Institutional information** (adequacy and efficiency of Management Information System (MIS) – evidence that the institution collects, analyzes and use institutional information for effective planning and decision-making)

**10. Curriculum planning, design and development** (i.e. process of curriculum design and development, curriculum content, evidence of existence of a policy/strategy, and procedures for approval, periodic review and monitoring of curriculum and programmes)

**11. Teaching and learning** (evidence of existence of effective and widely disseminated teaching and learning policy/strategy, assessment policy, quality of facilitation of learning, quality of student assessment, quality of postgraduate supervision)

**12. Student support and progression** (system efficiency, feedback mechanism, diagnosis and remedial programme, guidance and counseling services, admission procedure, social, cultural, sport and leisure activities)

**13. Research, development and extension** (research and development i.e. evidence of existence of a clear and widely disseminated policy and procedures for research, clear code of conduct for research, including a code of ethics)

**14. Community engagement** (evidence of existence of efficient and widely disseminated community engagement policy/strategy, procedures and guidelines, evidence of institutional contribution to society and the community)

**15. Stakeholders relation** (evidence of existence of structured methods for obtaining feedback from stakeholders, evidence to show that feedback is used for improvement, evidence of existence of marketing and communication strategy)

**16. Internationalization** (evidence of workable links with other institutions nationally and internationally, evidence of existence of a strategy to attract and host international students and visiting scholars)