

INSTITUTIONAL SELF-EVALUATION GUIDING QUESTIONS

1. Institutional vision, mission, goals and objectives

- Are the mission vision and mission statements clear and relevant to national development priorities?
- Do the mission and vision statements reflect the latest international trends in higher education?
- Are the mission and vision statements known to all institutional constituencies?
- Are the specific goals and objectives clearly defined and relevant to the institutional context?
- Is it standard practice to monitor and evaluate the achievement of these goals and objectives?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

2. Governance and general management

- Is the governance structure of the University clear and adequate?
- Does the University have a clear management structure in which decision-making process, competencies and responsibilities have been clearly defined?
- What is the University's degree of centralization and decentralization?
- How does the University involve students and external stakeholders in institutional governance?

3. Institutional quality assurance management system

- Does the University have a clear policy and procedures or handbook for QA?
- Does the University have adequate monitoring system?
- Is there periodic review of the University's core mandated activities?
- Does the University use the instrument of benchmarking for analyzing the quality of its mandated activities and its management?
- Is it standard practice to monitor and evaluate the implementation of the University's quality assurance management system?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

4. Strategic planning

- Does the University have a clear strategic plan formulated in line with the mission statement?
- Is quality assurance used as a tool to inform strategic planning?

- Is it standard practice to monitor and evaluate the implementation of the University's strategic plan?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

5. Human resources management system

- Does the University have human resources policies in place?
- Does the University take care of high-quality academic and support staff by clearly defining their responsibilities, and by evaluating their performance on a regular basis by means of an adequate staff appraisal system?
- Does the University develop knowledge possessed by its academics and support staff to keep pace with changes in each discipline?
- Does the University provide a system of staff development?
- Is it standard practice to monitor and evaluate the implementation of the University's human resources management system?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

6. Financial resources management system

- Does the University have adequate funding to achieve its goals and objectives?
- Does the University have adequate financial management system?
- How does the University see its relationship with its funding agencies (public and others, such as research contractors or donors)?
- Is it standard practice to monitor and evaluate the implementation of the University's financial management system?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

7. Infrastructure and learning resources

- Does the University have approved and widely disseminated facility management policy or equivalent?
- Are the University's physical infrastructure and facility sufficient and suitable for their purpose?
- Are the facilities and infrastructure up-to-date?
- Does the University have adequate financial allocation for procurement, replacement, maintenance and upgrading of facilities, technology and other equipment required for execution of the mandated activities?

- Is it standard practice to monitor and evaluate the implementation of the University's infrastructure, facilities and learning resources management system?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

8. Library services

- Does the University have approved and widely disseminated library policy/strategy or equivalent?
- Are the library resources sufficient to meet the requirements of the full-time, part-time and distance students?
- Is it standard practice to monitor and evaluate the quality of library services provision?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

9. Institutional information

- Does the University have a well functioning management information system?
- Is there evidence that the University collects, analyzes and use institutional information for effective planning and decision-making?
- Is it standard practice to monitor and evaluate the implementation of the University's management information system?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

10. Curriculum planning, design and development

- Does the University have a policy/strategy, and procedures for approval, periodic review and monitoring of curriculum and programmes?
- How do the study programmes reflect the mission and goals on the University?
- Do the programmes meet the expectations of the stakeholders?
- Do the programmes have clearly formulated learning outcomes?
- Is it standard practice to monitor and evaluate the implementation of the University's policy/strategy, procedure for curriculum planning, design and development?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

11. Teaching and learning

- Does the University have an effective and widely disseminated teaching and learning policy/strategy?
- Does the University have an effective and widely disseminated assessment policy?
- Does the University have an approved and widely disseminated code of conduct for supervisors and postgraduate students?
- Does the University have effective and trustworthy central management system of postgraduate student information?
- Does the University have a system in place for academics to learn recent pedagogic and assessment techniques?
- Do academics provide a variety of learning experiences including individual, collaborative learning experiences, etc.?
- To what extent is a student-centred approach implemented in the teaching of the institution?
- Is there a provision for experiential learning?
- What balance does the University strikes between teaching, research and community engagement?

12. Student support and progression

- Is the student support system sufficient and efficient?
- Does the University have in place a diagnosis and remedial programme?
- Does the University have a well structured, organized, proactive guidance and counseling unit which is accessible to all students?
- Does the University have sufficient infrastructure and facilities for social, cultural, sport and leisure time activities for students?
- Does the University promote active participation of the students in social, cultural, sport and leisure time activities?
- Is it standard practice to monitor and evaluate the quality of the University's student support services?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

13. Research, development and extension

- Does the University have a clear and widely disseminated research policy or equivalent, setting the direction of research?
- Does the University have a policy on Intellectual Property Right?

- Does the University have a clear code of conduct for research, including a code of ethics?
- How do the research activities reflect the mission and goals on the University?
- Is it standard practice to monitor and evaluate the implementation of research policy/strategy?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

14. Community engagement

- Does the University have a clear policy, strategy and guidelines on consultancy and community engagement?
- Is there evidence of institutional contribution to society and the community?
- Is it standard practice to monitor and evaluate the implementation of community engagement policy/strategy?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

15. Stakeholders relations

- Does the University have structured methods for obtaining feedback from stakeholders?
- Is there evidence to show that feedback is used for improvement?
- Does the University have in place an effective marketing and communication strategy?
- Is it standard practice to monitor and evaluate the implementation of marketing and communication strategy?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?

16. Internationalization

- Does the University have a policy/strategy or equivalent on internationalization?
- Is there evidence of workable links with other institutions nationally and internationally?
- Does the University have in place a strategy to attract and host international students and visiting scholars?
- Is it standard practice to monitor and evaluate the implementation of internationalization strategy?
- Are actions taken to address risks after evaluation?
- Is there evidence for all these?