

REPORT
MANAGEMENT REVIEW MEETING (MRM) 2024



**PENJAMINAN MUTU FAKULTAS (PMF)
FAKULTAS MATEMATIKA DAN ILMU PENGETAHUAN ALAM
UNIVERSITAS TANJUNGPURA
PONTIANAK
2024**

APPROVAL PAGE

Internal Quality Audit Report (IQAR) of the Mathematics and Natural
Sciences Study Programme, Tanjungpura University, 2024

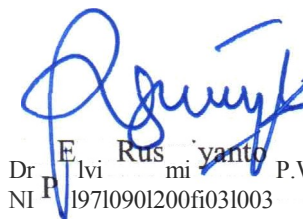
Has been reviewed and approved for accountability
to the Dean of the Faculty of Mathematics and Natural Sciences

For the record,

Chair of the Quality Assurance Committee of
the Faculty



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Introduction

A. Definition of Internal Quality Audit (IQA)

Internal Quality Audit (IQA) is a systematic, independent, and documented process to ensure that activities at a higher education institution are carried out in accordance with procedures and that the results meet the standards set to achieve the institution's objectives. IQA is one of the steps to determine the conformity of standards with the implementation carried out in various aspects that have been established. The implementation of IQA at Tanjungpura University is carried out by the Quality Assurance Centre (QAC) from 21 October to 15 November 2024.

B. Objectives of the Audit

- a. To ensure the alignment of the direction and implementation of quality assurance in the Faculty with the University Quality Documents and the Faculty Academic Documents
- b. Mapping the Faculty's readiness to implement the accreditation programme
- c. Ensuring the smooth implementation of faculty/study programme management
- d. Identifying opportunities for improving the quality of the Faculty/Study Program.

C. Scope of the Audit

The scope of the 2024 Internal Quality Audit at Tanjungpura University includes the following self-evaluation standards for Study Programmes: Education, Research, Community Service, and Collaboration.

Audit Findings for the Study Program

A. Chemistry Study Programme

	Finding Category	Audit Questions	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformance Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Observation	Does the programme already have a complete curriculum document based on KKNI in the form of a curriculum structure & RPS that covers all courses?	During the document review, there were inconsistencies in the evidence, necessitating revisions to the attached documents. Only 50% of the RPS has been uploaded.	The complexity of the OBE RPS and changes to the RPS format	Will be completed shortly	February 2025	Open	
	Observation	Has the programme scheduled the PENDIKAR UNTAN programme for semester one and three?	During the inspection and confirmation in the Bachelor of Chemistry programme, it was found that the PENDIKAR programme had no coordination with the study programme, however, activities have already been carried out for	PENDIKAR is managed directly by the university, but the PENDIKAR administrators have never communicated with the programme study administrators	Proposing to the Faculty during the RTM meeting to follow up on the request for communication with the PENDIKAR programme administrators	December 2024	Open	https://drive.google.com/file/d/15yX1-cx3R_WPcukePJ7k_mV5Ztj1T3_aJ/view?usp=sharing

			Semester one and three. This resulted in a statement of non-compliance inconformity.					
3.	Observation	Is the learning process in each course aligned with the RPS in terms of interactive, holistic, integrative, scientific, contextual, thematic, effective, collaborative, and student-centred student-centred?	In the Chemistry Study Program, when the RPS documents were reviewed, it was found that out of 50 courses, 50% had not been uploaded to Sevima, although the handbook modules were already 100% complete. It is recommended to add the missing components.	Complexity of the OBE RPS and changes in the RPS format	Will be completed shortly	February 2025	Open	
4	Observation	Have the lecturers in the study programme implemented teaching activities using one or a combination of the following methods: group discussions, simulations, case studies	Evidence has been corrected and adjusted	Upload errors in evidence on Google Drive	Google Drive files have been corrected	December 2024	Close	

		cases, collaborative learning, cooperative learning, project-based learning, problem-based learning, or other learning methods that can effectively facilitate the fulfilment of CPL in each semester academic semester currently in progress?						
5	Observation	Is the RPS in the study programme reviewed regularly and adjusted to developments in science and technology as well as the demands of the workplace	Documents involving stakeholders should be attached	Documents involving stakeholders have not been uploaded	Documents have been updated on Google Drive	December 2024	Close	https://drive.google.com/drive/folders/1EUuFdEMVbxGaYGEnlw9b94DL8AYiMpxL?usp=sharing

		(stakeholders) at least once every 1 (one) year?						
6	Observation	Are adequate learning facilities available in the programme in accordance with the following specifications: (a) Lecture rooms with a minimum area of 1 m ² per student, equipped with chairs according to capacity, chairs and desks for lecturers, learning media (LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent lecturer offices with a minimum area of 4 m ² per lecturer furnished with	Evidence is available, but it is recommended to have documentation of facilities and equipment, as well as photo documentation or the programme's website	Documentation is incomplete	Documentation is complete	December 2024	Close	https://mipa.untan.ac.id/facilities https://docs.google.com/document/d/1FoEOmjQBUpRGwj0z57XMkFsM7871BbaX/edit?usp=sharing&ouid=1130327735219

		information and communication technology facilities; (c) A library space of at least 200 m ² including a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratories, computer rooms, and practical facilities in accordance with the needs of each study programme; (e) At least 2 types of licensed software in accordance with the needs of each Study Program?						
7.	Observation	Has the programme implemented learning management of	The latest semester report is not yet available	Currently being prepared	Currently being prepared	January 2025	Open	

		which including planning, implementation, monitoring and evaluation, control, reporting and improvement of learning activities at each semester?						
8.	Observation	Has the implementation of cooperation involving the study programme provided: (a) a direct impact on improving the quality of the study programme, (b) an improvement in the performance of the three pillars of higher education and supporting facilities for the study programme, and (c) satisfaction for industry partners and collaboration partners	survey satisfaction reports for the year 2023 are not yet available. It is recommended to include the survey report from the university	The report exists but was not uploaded to Google Drive during the AMI visit	The report has been uploaded	10 December	Close	https://drive.google.com/drive/folders/1eNaCngtW_H41wajM9YJ6Yi2S7Njc0YO2?usp=sharing

		others, as well as ensuring the continuity of cooperation and results?						
9.	Observation	Has the study programme conducted periodic measurements of the level of understanding of the vision (academic)/mission of the study programme at least once a year?	When checking documents in PS Kimia, there were discrepancies in the documents. It is recommended that the evidence be accompanied by the 2020 mission statement of the study programme. vision and mission statement of the Study Programme for the year 2020.					

B. Biology Study Programme

No.	Finding Category	Audit Question	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformance Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Observation	Have all lecturers in the programme conducted primary guidance in structured research in preparation of	The main supervision workload remains quite high at 20 students per year.		Student allocation for thesis supervision and monitoring to expedite graduation			

		Final Year Project (FYP), thesis, dissertation, and/or other equivalent design/art/creative works is limited to a maximum of 10 (ten) students per year?						
2.	Minor	Are there any lecturers in the programme who have been appointed for more than 5 years but have not yet obtained a teaching certificate?	There are 2 faculty members who have been appointed for more than 5 years but have not yet obtained a teaching certificate. The programme is currently encouraging these faculty members to prepare themselves by taking courses such as TKDA, TOEFL, and completing documents in the sister		Facilitation for TKDA and TOEFL			
3.	Observation	Are there facilities and infrastructure available in the programme that can be accessed by students with special needs , including: (a)	During the on-site inspection, it was found that some facilities for students with special needs were incomplete, such as guide paths, campus maps/floor plans, and accessible restrooms		Submit a report to the faculty leadership	18 November 2024		

		Braille labelling and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on roads or corridors within the campus environment; (d) Campus or building maps in raised map format; and (e) Toilets or bathrooms for wheelchair users?	for wheelchair users.					
4.	Observation	Has the programme conducted periodic measurements of the level of understanding of the programme's vision (academic)/mission at least once a year?	The faculty of MIPA conducts a vision and mission survey annually on a regular basis, but not for the programme. Attached is the report on the results of the vision and mission understanding survey for the faculty of MIPA.		Survey on the Vision and Mission of the Study Programme at the end of Semester I 2024/2025	11 December 2024		

C. Physics Study Programme

No	Category of Findings	Audit Question	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformance Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Minor	Does the CPL of the study programme systematically include knowledge and mastery of concepts, theories, methods, and/or philosophies of a particular field of study obtained through reasoning in the learning process, student work experience, research, and/or community service related to learning?	The distribution of CPL across courses in the latest curriculum is not yet evenly distributed	The distribution of CPL across each graduate profile is different	A faculty meeting at the programme level was conducted to review the graduate profiles, CPL, and their relevance to the courses	January 2025	open	

	Observation	Have lecturers in the study programme implemented learning activities using one or a combination of the following methods: group discussions, simulations, case studies, collaborative learning, cooperative learning, project-based learning, problem-based learning, or other learning methods that can effectively facilitate the fulfilment of CPL in each academic semester that currently in progress?	The RPS has not been properly archived, and not all RPS documents clearly indicate CBL or PBL. Not 100% of RPS OBE	RPS is poorly documented	Before the semester begins, the programme will conduct joint RPS development for all lecturers in the Physics programme	January 2025	open	
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3	Minor	Has the department already established a cooperation agreement between UNTAN and other universities or institutions related to the PLPS programme, as well as guidelines for converting grades and credit hours for courses in accordance with the MBKM programme's guidelines for converting grades and credit hours? for the MBKM Program?	The cooperation agreement between UNTAN and other universities or institutions has not been archived. The guidelines for converting grades and credit hours for PMM are not included in the academic handbook	Poor archiving	1. Improve the archiving of the programme. 2. The grade conversion guidelines for PMM will be included in the new academic handbook	August 2025	open	
4	Observation	Has the programme curriculum been evaluated at least once every five years?	No evidence of curriculum evaluation documents or reports is available	Curriculum evaluation has been conducted but no evaluation report documents are available	A curriculum evaluation meeting will be conducted again, accompanied by documents and reports	August 2025	open	
5	Minor	Are learning facilities available in the study programme? learning	There are currently no licensed software in the Physics Laboratory. Computing	The programme does not have the resources to provide	will be proposed at the faculty meeting	August 2025	open	

		sufficient resources in accordance with the following specifications: (a) Lecture rooms with a minimum area of 1 m² per student, equipped with chairs according to capacity, chairs and desks for lecturers, learning media (LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent lecturers' offices with a minimum area of 4 m² per lecturer, equipped with furniture and information and communication technology facilities; (c) A library with a minimum area of 200 m² including		licensed software					
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		a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratories, computer rooms, and practical facilities in accordance with the needs of each study programme; (e) At least 2 types of licensed software in accordance with the needs of each study programme?						
6.	Minor	Has the study programme implemented learning management that includes planning, implementation, monitoring and evaluation, control, reporting, and	Unable to provide records and meeting minutes of evaluation meetings that include planning, implementation, monitoring, and evaluation, control, reporting, and improvement of learning activities learning activities in each	documentation of programme meetings is inadequate	A programme meeting will be held at the beginning and end of the semester to plan and evaluate learning activities. These meetings will be documented	January 2025	open	

		Improvement of learning activities at the beginning of each semester?	semester at the programme level		in the form of a report			
7.	Observation	Has the implementation of cooperation involving study programmes provided: (a) a direct impact on improving the quality of study programmes, (b) improved performance of the three pillars of higher education and supporting facilities for study programmes, as well as (c) satisfaction for industry partners and other cooperation partners, and ensured the sustainability of cooperation and its outcomes?	There is no specific document analysing partnership satisfaction. Satisfaction analysis is still limited to graduate user satisfaction	survey documents on partner satisfaction have not been created	A partner satisfaction survey will be conducted	January 2025	Open	

D. Geophysics Study Programme

No findings

E. Mathematics Study Programme

No	Finding Category	Audit Questions	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformity Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Observation	Has the curriculum design for the programme taken into account the depth and breadth of the learning materials and aligned with the learning outcomes described in the KKNI? KKNI?	In some RPS documents for courses, data and information on breadth and depth are presented. Only 20 out of 60 RPS documents for courses include data and information on breadth and depth.	The complexity of the OBE RPS and the constantly changing RPS template from UNTAN	Will be addressed for all courses	January 2025	Open	
2	Min	In the implementation of PLPS, does the programme already have a cooperation agreement cooperation agreement between	The Study Program participates in the MBKM program offered by UNTAN and has recognition guidelines (Table 10.1 curriculum document)	There are no clear guidelines for converting grades from the programme	A specific MBKM guideline for the study programme will be developed	February 2025	Open	

		UNTAN with other universities or institutions that have already established grade conversion guidelines and credit hour (SKS) guidelines for MBKM programs, in accordance with the MBKM grade conversion guidelines and SKS guidelines for the MBKM program of the Study Program?	and grade conversion in the curriculum revitalisation document (page 9). However, the grade conversion guidelines for the MBKM programme are not yet available.					
3.	Minor	Are the RPS in the study programme reviewed periodically to align with advancements in science and technology as well as the demands of the job market (stakeholders) at least once every 1 (one) year?	The Head of the Study Program stated that the RPS review is conducted annually, and collaborative activities with partners are carried out annually; however, evidence of these activities is only available for the year 2018.	The RPS review with stakeholders has been conducted at the faculty level, but it has not been documented at the programme level.	Distribution of faculty activity reports to programmes	January 2025	Open	
	Minor	Is the following available in the programme? are the facilities and	Are there ramps for wheelchair users and toilets? Not yet	No campus map/floor plan or	Add campus map/layout or	2025	Open	

		Infrastructure accessible to students with special needs? which includes: (a) Labelling with Braille text and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on roads or corridors within the campus environment; (d) Campus or building maps in raised relief format; and (e) Toilets or bathrooms for wheelchair users ?	labelling with Braille and audio information, guiding blocks on roads or corridors within the campus environment, campus or building maps/plans in the form of raised maps/plans	buildings in the form of raised maps/floor plans	buildings in the form of raised maps/floor plans			
5	Minor	Has the programme already documented	Documentation and analysis of the results of graduate tracking	Documentation and analysis of results of	More intensive socialising	January 2025	Open	

		and analysing the results of graduate tracking (tracer studies) coordinated by the Career Development Centre Career Development Centre?	(tracer study) have been conducted up to 2022. However, the latest reports for 2023 and 2024 are not yet available.	The latest graduate tracking (tracer study) reports for 2023 and 2024 have not been documented.	Data collection for the tracer study and documentation of the analysis of tracer study results			
6.	Major	Has the programme conducted a measurement of the level of understanding of the programme's vision (academic)/mission at least once a year?	There is a vision and mission statement at the faculty level, but not at the programme level on a periodic basis.	Document on the review and analysis of the understanding of the programme's vision and mission for 2024	Preparation of survey results documents from the PMF	January 2025	Open	

F. Statistics Study Programme

No	Finding Category	Audit Questions	Non-conformity Findings	Follow-up		Date of Compliance	TL Status of KTS Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Minor	Does the study programme already have a complete curriculum document based on KKN I in the form of a curriculum structure & RPS that covers all courses?	Changes to the curriculum document in the form of revisions are not documented in the change document from before to after the revision. - The CPL attitude aspect has not been documented in a written assessment rubric to achieve CPL	CPL assessment rubrics are not yet available	The curriculum documents related to the revisions made will be completed, and the CPL aspects that are not yet accompanied by assessment rubric documents will be completed gradually.	2025	Open	
2	Minor	Has the curriculum development for the study programme taken into account the depth and breadth of the learning materials and referred to the learning outcomes?	The depth and breadth of the material have not been reflected in the RPS	1. There is no percentage of CPMK in each exam question. 2. The depth of the material in the midterm/final exam questions is not reflected and documented in the RPS	A review will be conducted regarding exam questions related to CPMK and the depth of material in questions documented in the RPS	2025	Open	

		Graduates from KKNi?						
3	Minor	Does the programme offer options for Learning Programmes Outside the Study Programme (PLPS) including: (a) learning in other study programmes at the same higher education institution, (b) learning in the same study programme at a different higher education institution, (c) learning in other study programmes at a different higher education institution, and (d) learning at non-higher education institutions? ?	The programme has provided options for Learning Programmes Outside the Study Programme (PLPS) but has not yet developed objective and written assessment criteria for each recognised course.	There are no written assessment rubrics related to PLPS in the programme.	A column related to recognised courses (MBKM) will be created.	2025	Open	

	Minor	In the implementation of PLPS, does the programme already have a cooperation agreement between UNTAN and other universities or institutions, as well as guidelines for converting course grades and credits based on the MBKM programme's guidelines for converting grades and credits? MBKM Program?	The implementation of each PLPS program has not been accompanied by official documents designating the recognised courses	The official letter designating recognised courses is not yet fully available	The documents outlining the recognised courses will be completed.	2025	Open	
5	Observation	Have all lecturers in the programme conducted primary supervision in structured research for the preparation of the Final Project (TA), thesis,	There are still lecturers in the programme who have not yet been assigned as primary supervisors because they have not yet obtained the necessary functional status	There are lecturers who have not yet obtained functional status	Motivate lecturers who have not yet obtained functional status to promptly publish research results and process promotions.	2025	Open	

		Thesis, dissertation, and/or other design/art/creative works equivalent to a maximum of 10 (ten) students per year?						
6	Observation	Has the programme conducted umbrella research with students?	There is an umbrella research project but it is not documented	The umbrella research has not been properly documented	The development and documentation of faculty research frameworks within the programme will be conducted, including documentation related	2025	Open	
7	Minor	Has the study programme conducted periodic measurements of the level of understanding of the vision (academic)/mission of the study programme at least once a year?	Planned for December 2024					

G. Computer Systems Program

No.	Finding Category	Audit Questions	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformity Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Observation	Does the CPL of the study programme systematically include knowledge and mastery of concepts, theories, methods, and/or philosophies of a specific field of study obtained through reasoning in the learning process, student work experience, research, and/or community service related to learning? h lecturer room	The CPL of the Risk Management Study Program at FMIPA UNTAN generally includes knowledge and mastery of concepts and theories; however, for internship courses, this has not been documented	The Department/Program of Computer Systems Engineering does not yet have an RPS for the internship course	The CPL for the internship course will be included in the internship course guidebook	January 2025	Open	

		Does each instructor have an office space of 4 square metres?						
	Minor	Have faculty members in the programme implemented teaching activities using one or a combination of the following methods: group discussion, simulation, case studies, collaborative learning, cooperative learning, project-based learning, problem-based learning, or other teaching methods that can effectively facilitate the achievement of CPL in each semester	The Risk Management Study Programme at the Faculty of Mathematics and Natural Sciences, University of Tanjungpura, offers 10 project/case-based courses, but these have not been described in detail in the RPS and there are no assessment documents for each stage of the projects or cases.	In the RPS for the 10 courses, no revisions have been made regarding the addition of assessment documents for projects or cases.	Revisions will be made to the 10 project/case-based courses by aligning the RPS with the project/case structure and adding assessment documents for each stage of the project/case.	February 2025	Open	

		academic year currently in progress?						
3	Observation	Is the implementation of a 1-credit course in the form of lectures, tutorials, or seminars, consisting of: (a) learning activities for 50 (fifty) minutes per week per semester; (b) structured assignments for 60 (sixty) minutes per week per semester; and (c) independent study activities for 60 (sixty) minutes per week per semester?	The implementation of lectures in the Risk Management Program at FMIPA UNTAN is based on the RPS that has been developed, but not all RPS include estimated time for assignment completion or independent activities	There are several RPS that have not included estimated time for completing assignments and independent activities	Revisions will be made to all RPS for courses that do not include estimated time for completing assignments and independent activities by adding such estimates	January 2025	Open	
4	Minor	Is the faculty-to-student ratio in the programme does not exceed 1:30	The faculty-to-student ratio is 1:36	The number of lecturers in the Computer Systems Engineering Department is still insufficient	Increase the number of faculty members to achieve a faculty-to-student ratio of	June 2025	Open	

		For natural science study programmes, formal science clusters, and/or applied science clusters (architecture, agriculture and planning, engineering, forestry and environment, health, and transportation), the ratio is 1:45. For study programmes in religious science clusters, humanities clusters, social science clusters, and/or applied science clusters (business, education, family and consumer studies, sports, journalism, mass media and communication, law,			reaching the ideal ratio			
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		librarianship and museology, military, public administration, and social work)?						
5.	Major	Are there facilities and infrastructure available in the study programme that can be accessed by students with special needs? These include: (a) Labelling with Braille and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on roads or corridors on campus; (d) Campus maps or building	Facilities for students with disabilities in the Risk Management Program at FMIPA UNTAN are currently limited to the first floor of the building and do not include special toilets		Submitting a request for additional facilities for students with disabilities to the faculty	January 2025	Open	

		in the form of a raised map/floor plan; and (e) Toilets or bathrooms for wheelchair users ?						
6	Minor	Has the study programme implemented learning management that includes planning, implementation, monitoring and evaluation, control, reporting and improvement of learning activities in each semester?	Learning planning is outlined in the RPS and prepared at the beginning of each semester; however, evaluation and reporting of learning outcomes for each semester are not documented (not included in the course portfolio document)	Documents for evaluating and reporting learning activities for each semester are not yet available	Evaluation and reporting documents for learning activities will be created regularly at the beginning of each semester	June 2025	Open	
	Major	Has the programme analysed and followed up on the results of graduate tracing (tracer) for	The Risk Management Study Program at FMIPA UNTAN does not follow up on the results of graduate tracing; the study program only encourages graduates to participate.	The programme has not conducted an analysis of the alumni tracer study results	An analysis of the tracer study data will be conducted	February 2025	Open	

		development and improvement of the programme?	or alumni to participate in the tracer study					
8	Minor	Has the programme conducted periodic measurements of the level of understanding of the programme's vision (academic)/mission at least once a year?	The latest assessment of the understanding of the vision and mission of the Risk Management Study Program, FMIPA, UNTAN, was conducted in 2022	The programme has not conducted a periodic survey on the understanding of the vision and mission	A survey on the understanding of the vision and mission will be conducted periodically in the Computer Systems Engineering Program	June 2025	Open	

H. Information Systems Program

No	Finding Category	Audit Question	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformance Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Observation	Is the RPS in the study programme reviewed regularly and adjusted to developments in science and technological advancements	During the document review of the SISfo programme, the RPS for the programme has been reviewed regularly every semester in accordance with the RPS review instruments; however, it is necessary to add assessment aspects from	During the document review of the SISfo program, the program's RPS has been reviewed regularly every semester and adjusted with the instruments	Conducting an RPS review in the form of a workshop plan by inviting one of the relevant partners with	11 December 2024	Close	

		and the demands of the world of work (stakeholders) at least once every 1 (one) year?	stakeholders or the job market, so it does not align with the statement in Standard I.c.7	RPS review but requires the addition of stakeholder or labour market assessment aspects, thus not yet in line with the statement I.c.7	specialist group.			
2.	Observation	Have all lecturers in the programme conducted primary supervision in structured research for the preparation of Final Projects (FP), theses, dissertations, and/or other equivalent design/art/form works for a maximum of 10 (ten) students per year?	During the interview with the program, the program has implemented a Final Project Information System (SIM-TA), and provided primary supervision in the preparation of final projects for a maximum of 20 students per year; however, this does not align with the standard statement I.e.14.2021	During the interview with the department, it was stated that the department has been using the Final Project Information System (SIM-TA), and provided primary guidance in the preparation of theses for a maximum of 20 students per year; however, this does not align with the standard statement I.e.14.2021	Submit a request for additional lecturers in the Information Systems Programme	June 2025	Close	

3	Minor	Are adequate learning facilities available in the program in accordance with the following specifications: (a) Lecture rooms with a minimum of 1 m²–2 per student, equipped with chairs according to capacity, faculty chairs and desks, learning media (LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent faculty offices of at least 4 square metres per faculty member, equipped with furniture and information and communication technology facilities; communication facilities; (c)	During an interview with the Information Systems programme, it was found that adequate learning facilities are available in accordance with specifications: (a) lecture rooms with chairs, sufficient capacity, lecturer desks, learning media (LCD, internet, whiteboards with erasers), and air conditioning; (b) permanent lecturer workspaces of at least 4 m² per lecturer equipped with furniture and information and communication technology facilities; (c) A library with a minimum area of 200 m² including a reading room that must be developed in accordance with the growth in the number of students; (d) Computer laboratories, computer rooms, and facilities	During an interview with the Information Systems programme, it was found that the learning facilities are adequate according to the specifications (a) lecture rooms with facilities including chairs, capacity, lecturer desks, learning media (LCD, internet, whiteboards with erasers), and air conditioning; (b) permanent faculty offices with a minimum area of 4 m² per faculty member, equipped with furniture and information and communication technology facilities; (c) Laboratory	The handling of this matter is at the faculty level	11 December 2024	Open	
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		The library space must be at least 200 m², including a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratory rooms, computer rooms, and practical facilities in accordance with the needs of each study programme; (e) At least 2 types of licensed software in accordance with the needs of each study programme?	practical facilities according to the needs of each study programme. However, it was found that in component (e), the study programme does not yet have 2 types of licensed software according to the needs of the study programme, and the study programme mostly uses open-source software, thus not in accordance with the statement in Standard I.f.1.2021	A library with a minimum area of 200 square metres, including a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratory rooms, computer rooms, and practical training facilities in accordance with the needs of each study programme. However, it was found that in component (e), the study programme does not yet have two types of licensed software in accordance with the needs of the study programme, and the study programme primarily uses open-source software, so				
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				not in accordance with the statement of standard I.f..1.2021				
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I. Marine Science Study Program

No.	Finding Category	Audit Question	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformity Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1.	Minor	Has the programme curriculum been evaluated at least once every five years?	The curriculum of the Marine Science programme has been evaluated at least every five years, but it is not well documented.	Poor documentation has resulted in the curriculum documents not being properly archived.	The Marine Science programme is currently improving its curriculum archiving process so that the documents are properly documented	January 2025	Open	
2	Observation	Does the study programme conduct a review of the RPS on a regular basis in accordance with	The Marine Science programme has not conducted a review has been reviewed periodically in accordance with	The RPS review process has not been implemented properly	The Marine Science Study Program will plan the RPS review process annually	January 2025	Open	

		advances in science and technology as well as the demands of the job market (stakeholders) at least once every (one) year.	Advancements in science and technology, as well as the demands of the job market (stakeholders), at least every 1 (one) year					
3	Major	Are there any lecturers in the programme who have been appointed for 5 years but have not yet obtained a master's degree?	There are 3 lecturers in the Marine Science programme who have been appointed for 5 years but have not yet obtained a teaching certificate.	Limited local availability and facilities	The Marine Science programme will submit a request to the Faculty for the provision of rooms and facilities laboratory	January 2025	Open	
4	Minor	Are adequate learning facilities available in the programme in accordance with the following specifications: (a) Lecture rooms with a minimum of 1 m ² –2 per student, equipped with chairs	The lecturers' rooms in the marine science study programme are inadequate because there are approximately two lecturers who have not been allocated rooms. Laboratory facilities are still lacking.	Limited availability of space and facilities	The Marine Science Department will submit a request to the Faculty for the provision of rooms and laboratory facilities	January 2025	Open	

		According to capacity, including faculty chairs and desks, teaching aids (LCD projector, Internet access, whiteboard with eraser), and air conditioning; (b) Permanent faculty offices of at least 4 square metres per faculty member, equipped with furniture and information and communication technology facilities; (c) A library space of at least 200 square metres, including a reading room that must be developed in accordance with the growth in the number of students; (d) A laboratory,						
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		computer rooms, and practical facilities according to the needs of each study programme; (e) At least 2 types of licensed software according to the needs of each Programme?						
5.	Minor	Are facilities and infrastructure available in the study programme that can be accessed by students with special needs? These include: (a) Labelling with Braille text and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on roads or corridors within the	Some facilities and infrastructure are not yet available, such as maps, Braille, guiding blocks, and maps		The Marine Science programme will submit a request to the faculty for the provision of facilities for students as mentioned	January 2025	Open	

		campus; (d) Campus or building maps in the form of raised maps; and (e) Toilets or bathrooms for wheelchair users ?						
6	Observation	Has the programme analysed and followed up on the results of graduate tracing (tracer study) for the development and improvement of the quality of the programme?	There is a tracer study report, but it is still at the faculty level	The programme does not have a quality assurance team	The Marine Science programme will plan to conduct a tracer study annually in the future.	January 2025	Open	
7	Observation	Has the programme conducted periodic measurements of the level of understanding of the programme's vision (academic)/mission periodically at least once a year?	Assessment of the programme's vision and mission at the programme level has not been conducted; assessment at the faculty level has been conducted	The programme does not have a quality assurance team	The Marine Science programme plans to conduct a vision and mission assessment at the programme level	January 2025	Open	

		Once? Periodically to maintain and improve the quality of of learning?						
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J. Master's Programme in Chemistry

No.	Category of Findings	Audit Questions	Non-conformity Findings	Follow-up		Date of Compliance	Status of Follow-Up Action for Non-Conformance Findings (closed/open)	Evidence of Activity (photo link or screenshot)
				Root Cause Analysis	Action Taken			
1	Minor	Has the programme curriculum been evaluated at least once every 5 years?	The curriculum for the Master of Chemistry programme has been revised every 4 years with the involvement of internal and external stakeholders; however, no curriculum revision has been conducted in accordance with the Ministry of Education, Culture, Research, and Technology Regulation (Permendikbud Ristek) Number 53 of 2023	The curriculum has not been updated	- Formation of a curriculum development/revisio n team - Curriculum update by early 2025	January 2025	Open	
2	Minor	Are all lecturers in the programme have completed	the Master's programme Chemistry have conducted the mentoring process?	There is no form yet monitoring guidance	- input socialisation guidance process	February 2025	Open	

		Main guidance in structured research for the preparation of Final Projects (FP), theses, dissertations, and/or other equivalent design/art/form works, with a maximum of 10 (ten) students per year	Thesis supervision is conducted in a structured manner; however, the frequency of thesis research supervision cannot yet be determined.	Theses systematically entered into the system by the TA supervisors	through a single submission to the TA supervisors - Circular to TA supervisors to periodically input the TA supervision process			
3.	Minor	Are adequate learning facilities available in the study programme in accordance with the following specifications: (a) Lecture rooms with a minimum area of 1 m ² per student, equipped with chairs according to capacity,	The Master's Programme in Chemistry has adequate learning facilities in accordance with the specifications, but there is no dedicated space for students in the laboratory to discuss research activities.	There is no dedicated space for Master's Chemistry students to discuss their research.	Submitted to the Faculty-level RTM for the fulfilment of the minimum facility requirements for the Master's programme, namely a dedicated discussion room for Master's Chemistry students	January 2026	Open	

		chairs and desks for lecturers, learning media (LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent lecturer offices of at least 4 m² per lecturer, equipped with furniture and information and communication technology facilities; (c) A library space of at least 200 square metres, including a reading room that must be developed in accordance with the growth in the number of students; (d) A laboratory space, computer rooms,						
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		and practical facilities according to the needs of each study programme; (e) At least 2 types of licensed software according to the needs of each Study Program?						
4.	Minor	Has the study programme conducted periodic monitoring and evaluation activities to maintain and improve the quality of the learning process every semester? Are there ramps or corridors on campus, campus maps/floor plans, and toilets wheelchair users	The Master's Programme in Chemistry has conducted periodic monitoring and evaluation of the quality of thesis supervision (final projects) three times a year, but it is not yet system-based and integrated across all stages	Monitoring and evaluation processes are conducted three times a year, but there is no information system in place for these activities	The evaluation and monitoring of the thesis are conducted in a structured manner and, if possible, entered into a single system			

Audit Findings Summary

Based on the results of the AMI of the Study Program within the Faculty of Mathematics and Natural Sciences at Tanjungpura University, the summary of audit findings is presented in the following table:

Standard	Audit Questions	Number Findings	Program Study
I.a.19.2021.	Does the program have a complete curriculum document based on the National Qualifications Framework (KKNI) in the form of a curriculum structure and RPS that covers all courses?	2	Chemistry, Statistics
I.c.16-2.2021.	Has the program provided options for Learning Programs outside the Study Program (PLPS) including: (a) learning in other study programs at the same university, (b) learning in the same study program at a different university, (c) learning in other study programs at a different university, and (d) learning at non-university institutions non-higher education institutions?	1	Statistics
I.c.16-4.2021.	In the implementation of PLPS, does the study programme already have a cooperation agreement between UNTAN and other related universities or institutions, as well as guidelines for the conversion of grades and credits for courses that refer to the guidelines for the conversion of grades and credits for the MBKM programme? ?	3	Physics, Mathematics, Statistics
I.c.25-1.2021.	Is the implementation of 1 SKS lectures in the form of lectures, responses, or tutorials, consisting of of: (a) learning activities 50 (five	1	Siskom

	) minutes per week per semester; (b) structured assignment activities 60 (sixty) minutes per week per semester; and (c) independent activities 60 (sixty) minutes per week per semester?		
I.e.14.2021.	Have all lecturers in the study programme conducted primary guidance in structured research for the preparation of Final Projects (TA), theses, dissertations and/or design/art/other equivalent works for a maximum of 10 (ten) students per year?	4	Biology, Statistics, Computer Science, Master's in Chemistry
I.e.15.2021.	Is the faculty-to-student ratio in the department not exceeding 1:30 for natural science programmes, formal science disciplines, and/or applied science disciplines (architecture, agriculture and planning, engineering, forestry and environment, health, and transportation) and 1:45 for religious science disciplines, humanities disciplines, social sciences, and/or applied sciences (business, education, family and consumer studies, sports, journalism, mass media and communication, law, library and museum studies, military, public administration, and social work)?	1	Siskom
I.f.1.2021.	Are adequate learning facilities available in the programme in accordance with the following specifications: (a) Lecture rooms with a minimum of 1 m ² per student, equipped with chairs according to capacity, lecturer chairs and tables, teaching media	5	Chemistry, Physics, Information Systems, Marine Science, Master's Degree in Chemistry

	(LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent faculty offices with a minimum area of 4 m ² per faculty member, equipped with furniture and information and communication technology facilities; (c) A library space of at least 200 square metres, including a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratories, computer rooms, and practical facilities according to the needs of each study programme; (e) At least 2 types of licensed software according to the needs of each study programme?		
II.c.6.2021.	Has the study programme conducted research with students?	1	Statistics
V.15.2021.	Has the programme documented and analysed the results of graduate tracing (tracer study) coordinated by the Career Development Centre? Career Development Centre?	1	Mathematics
V.16.2021	Has the programme analysed and followed up on the results of graduate tracking (tracer study) for the development and improvement of the programme?	2	Siskom, Marine Science
VI.3.2021	Has the implementation of cooperation involving the program provided: (a) a direct impact on improving the quality of the program, (b) improved performance of the three pillars of higher education and supporting facilities of the program, as well as (c) satisfaction to industry partners and other cooperation partners, and ensured the sustainability of the collaboration and its outcomes?	2	Chemistry, Physics

VII.e.5.2021	Has the programme conducted periodic measurements of the level of understanding of the programme's vision (academic)/mission at least once a year?	6	Chemistry, Biology, Mathematics, Statistics, Computer Science, Marine Science Marine
I.a.5	Does the CPL study programme systematically cover knowledge and mastery of concepts, theories, methods, and/or philosophies of a particular field of study obtained through reasoning in the learning process, student work experience, research, and/or community service related to learning? related to learning?	2	Physics, Computer Science
I.b.3	Has the curriculum design for the program taken into account the depth and breadth of the learning material and referenced the learning outcomes descriptions for graduates from KKNI?	2	Mathematics, Statistics
I.b.10	Has the programme scheduled the PENDIKAR UNTAN for the first and third semesters?	1	Chemistry
I.c.3.	Is the learning process in each course aligned with the RPS, incorporating interactive, holistic, integrative, scientific, contextual, thematic, effective, collaborative, and student-centred?	1	Chemistry
I.c.7	Is the RPS in the study programme reviewed periodically and adjusted to developments in science and technology as well as the demands of the world of work (stakeholders) at least every 1 (one) year?	4	Chemistry, Mathematics, Computer Science, Marine Science

I.c.14	Are lecturers in the study programme implementing learning activities using one or a combination of the following methods: group discussion, simulation, case studies, collaborative learning, cooperative learning, project-based learning, problem-based learning, or other learning methods that can effectively facilitate the fulfilment of CPL in each academic semester that currently in progress?	3	Chemistry, Physics, Computer Science
I.c.17.	Has the programme curriculum been evaluated at least once every five years?	3	Physics, Marine Science, Master's Degree Chemistry
I.e.3.	Are there any lecturers in the study programme who have been appointed for 5 years but have not yet obtained their Serdik certification?	2	Biology, Marine Science
I.f.5.	Are there facilities and infrastructure available in the department that can be accessed by students with special needs? These include: (a) Braille labelling and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on paths or corridors within the campus; (d) Campus or building maps in raised relief format; and (e) Toilets or bathrooms for wheelchair users?	4	Biology, Mathematics, Computer Science, Marine Science
I.g.1	Has the programme implemented learning management that includes planning, implementation, monitoring, and evaluation?	3	Chemistry, Physics, Computer Science

	control, reporting, and improvement of learning activities in each semester?		
I.g.8.	Has the study programme conducted periodic monitoring and evaluation activities in order to maintain and improve the quality of the learning process each semester?	1	Master of Chemistry

Summary of Internal Quality Audit Findings at the Faculty Level

Based on the results of the AMI Program Study within the Faculty of Mathematics and Natural Sciences at Tanjungpura University, the summary of findings from the Internal Quality Audit is presented in the following table:

Standard	Audit Questions	Number Findings	Program Study	Follow-up Plan	Responsible Response
I.a.19.2021.	Does the programme have a complete curriculum document based on KKNI in the form of Curriculum Structure & RPS covering all courses?	2	Chemistry, Statistics	The faculty conducts training and mentoring activities for curriculum development based on OBE and RPS. Planned to be implemented in May-July 2025	WD 1 PMF
I.c.25-1.2021.	Is the implementation of a 1-credit course in the form of lectures, quizzes, or tutorials, consisting of: (a) learning process activities for 50 (fifty) minutes per week per semester; (b) structured assignment activities for 60 (sixty) minutes per week per semester; and (c) independent study activities for 60 (sixty) minutes per week per semester?	1	Siskom		
I.a.5	Does the program's CPL include knowledge and mastery of concepts, theories, methods, and/or philosophies of a specific field of study in a systematic manner obtained through reasoning in the learning process, student work experience, research, and/or community service society related to learning?	2	Physics, Information Systems		
I.b.3	Has the curriculum design for the programme taken into account the depth and breadth of the learning material and aligns with	2	mathematics, statistics		

	the description of learning outcomes for graduates from KKNI?				
I.b.10	Has the programme scheduled the PENDIKAR UNTAN programme in the first and three?	1	Chemistry		
I.c.3.	Is the learning process in each course aligned with the RPS, incorporating interactive, holistic, integrative, scientific, contextual, thematic, effective, collaborative, and student-centred?	1	Chemistry		
I.c.7	Is the RPS in the study programme reviewed periodically and adjusted to developments in science and technology as well as the demands of the world of work (stakeholders) at least every 1 (one) year?	4	Chemistry, Mathematics, Computer Science, Marine Science		
I.c.14	Are lecturers in the study programme implementing learning activities using one or a combination of the following methods: group discussions, simulations, case studies, collaborative learning, cooperative learning, project-based learning, problem-based learning, or other learning methods that can effectively facilitate the fulfilment of CPL in each academic semester currently in progress?	3	Chemistry, Physics, Computer Science		
I.c.17.	Has the programme curriculum been evaluated at least once every five years?	3	Physics, Marine Science, Master of Chemistry		
I.g.1	Has the study programme implemented learning management that includes planning, implementation, monitoring and evaluation, control, reporting, and improvement of learning activities in each semester?	3	Chemistry, Physics, Computer Science		

I.g.8.	Has the programme implemented periodic monitoring and evaluation activities to maintain and improve the quality of the learning process each semester?	1	Master's in Chemistry		
I.c.16-2.2021.	Has the program provided options for Learning Programs outside the Study Program (PLPS) including: (a) learning in other study programs at the same university, (b) learning in the same study program at a different university, (c) learning in other study programs at a different university, and (d) learning at non-university institutions non-higher education institutions?	1	Stat	The faculty conducts activities to align perceptions regarding the Learning Program outside the Study Program with the following materials: a. Stages and mechanisms of PLPS b. Cooperation agreements with PLPS partners c. Conversion guidelines The plan is scheduled to be implemented in March-May 2025	WD1 PMF
I.c.16-4.2021.	In the implementation of PLPS, does the study programme already have a cooperation agreement between UNTAN and other related universities or institutions, as well as conversion guidelines for course grades and credits that refer to the guidelines for the conversion of grades and SKS for the MBKM programme of the study programme?	3	Physics, Mathematics, Statistics		
I.e.14.2021.	Have all lecturers in the study programme conducted primary guidance in structured research for the preparation of final projects (TA), theses, dissertations and/or design/art/other equivalent works for a maximum of 10 (ten) students per year?	4	Biology, Statistics, Computer Science, Master's in Chemistry	The faculty is conducting activities to develop writing guidelines and align perceptions regarding final projects for students in the Faculty of Mathematics and Natural Sciences Planned to be implemented in March-May 2025	WD1 PMF
I.e.15.2021.	Is the faculty-to-student ratio in the programme not exceeding 1:30 for natural science programmes, formal science disciplines, and/or applied sciences (architecture, agriculture, and	1	Siskom	The study programme conducts a mapping of the academic fields of the faculty members of the study programme	PS

	planning, engineering, forestry and environment, health, and transportation) and 1:45 for study programmes in the religious studies cluster, humanities cluster, social sciences cluster, and/or applied sciences cluster (business, education, family and consumer studies, sports, journalism, mass media and communication, law, library and museum studies, military, public administration, and social work)?			and socialisation of the study programmes to all stakeholders. The plan is scheduled to be implemented in March-May 2025	
I.f.1.2021.	Are adequate learning facilities available in the study programme in accordance with the following specifications: (a) Lecture rooms with a minimum area of 1 m ² per student, equipped with chairs according to capacity, chairs and desks for lecturers, learning media (LCD, Internet, whiteboard with eraser), and air conditioning; (b) Permanent faculty offices with a minimum area of 4 square metres per faculty member, equipped with furniture and information and communication technology facilities; (c) A library with a minimum area of 200 square metres, including a reading room that must be developed in accordance with the growth in the number of students; (d) Laboratories, computer rooms, and practical facilities in accordance with the needs of each study programme; (e) Minimum 2 types of licensed software according to the needs of each study programme?	5	Chemistry, Physics, Computer Science, Marine Science, Master of Chemistry	The Faculty conducts monitoring and evaluation of learning facilities and equipment. The plan will be implemented in May-July 2025	WD2 PMF
II.c.6.2021.	Has the programme conducted umbrella research with students?	1	Statistics	The academic programme conducts outreach activities in the field of science and research for each academic programme. Planned to be implemented in March 2025	PS

V.15.2021	Has the programme documented and analysed the results of the graduate tracking (tracer study) coordinated by the Career Development Centre?		Mathematics	The programme conducts an analysis of the tracer study results for each programme Planned to be implemented in March-July 2025	PS
V.16.2021	Has the programme analysed and taken follow-up actions on the results of graduate tracking (tracer study) for the development and improvement of the programme?	2	Siskom, Marine Science		
VI.3.2021	Has the implementation of cooperation involving the program provided: (a) direct impact on improving the quality of the program, (b) improvement in the performance of the three pillars of higher education and supporting facilities of the program, as well as (c) satisfaction to industry partners and other cooperation partners, and ensuring the sustainability of cooperation and its results?	2	Chemistry, Physics	The Study Program conducts monitoring and evaluation of learning and practical facilities and infrastructure, as well as a satisfaction survey of partners. The plan is scheduled to be implemented in June-July 2025	PMF PS
VII.e.5.2021	Has the programme conducted periodic measurements of the level of understanding of the programme's vision (academic) and mission at least once a year?		Chemistry, Biology, Mathematics, Statistics, Computer Science, Marine Science	The programme conducts a survey on the achievement of the programme's vision and mission Planned to be implemented in May-July 2025	PS
I.e.3.	Are there any lecturers in the program who have been appointed for five years but have not yet obtained their academic qualifications?		Biology, Marine Science	The programme is conducting a mapping of lecturers who have not yet obtained a teaching certificate The plan is scheduled to be implemented in March 2025	PS
I.f.5.	Are there facilities and facilities accessible to students with special needs? These include:	4	Biology, mathematics,	Procuring facilities and infrastructure for students with special needs	WD1 PMF

	(a) Labelling with Braille text and audio information; (b) Ramps for wheelchair users; (c) Guiding blocks on roads or corridors within the campus environment; (d) Campus or building maps or floor plans in raised map/plan; and (e) Toilet or bathroom for wheelchair users?		Marine Science	The plan will be implemented from March to July 2025	
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Attachment



Physics Programme Audit



Chemistry Programme Audit



Geophysics Programme Audit



Audit of the Information Systems Programme



Computer Systems Program Audit



Audit of Biology Study Programme



Statistics Programme Audit



Audit of the Marine Science Programme



Master's Programme in Chemistry Audit



Audit of Mathematics Study Program