



# **ACCREDITATION OF STUDY PROGRAM DOCTORAL PROGRAM**

## **BOOK 2 SELF-EVALUATION REPORT**

### **ACCREDITATION COUNCIL FOR EDUCATION JAKARTA 2022**

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## PREFACE

We express our gratitude to the presence of Allah SWT, the Almighty God, because with His grace and guidance the Accreditation Council for Education (ACE) was able to complete the Book 2 document, namely the Self-Evaluation Report (*LED*) for the Doctoral Program (S3), which is part of the Study Program Accreditation Instrument (*IAPS*). *IAPS* was prepared to respond to the Regulation of the National Accreditation Agency of Higher Education (*BAN-PT*) No. 9 of 2020, dated October 22, 2020, concerning the Policy for Transferring Study Program Accreditation from *BAN-PT* to *LAM*.

This *LED* consists of three parts, namely the Faculty Profile, Criteria, and Analysis of Problems and the Study Program Development. The Faculty profile contains seven aspects, namely (1) identity; (2) vision, mission, goals, and strategies for achieving them (*VMTS*); (3) lecturers; (4) students; (5) finance; (6) Internal Quality Assurance System (*IQA System*); and (7) the level of competitiveness of the Faculty. The criteria consist of nine aspects, namely (1) vision, mission, objectives, and strategies; (2) governance, management, and partnership; (3) students; (4) human resources; (5) finance, facilities, and infrastructure; (6) education; (7) research; (8) outreach; and (9) Teaching-Research-Outreach output and achievements. Analysis of Study Program Problems and Development is divided into two groups, namely (1) evaluation of Study Program performance achievements and (2) Study Program development programs.

Each Criterion (Section B) is elaborated into four aspects, namely (1) policy, which is a standard set by the Government and Universities, (2) implementation, (3) evaluation, and (4) follow-up action. The Evaluation Aspect answers questions, such as "Have the Faculty and the Study Program been able to achieve the set standards?". "If so, how well or how high have the Faculty and the Study Program achieved these standards?". "If not, what factors have caused the Faculty and the Study Program not to be able to achieve these standards?". The Follow-up Action aspect explains the steps taken so that the Faculty and the Study Program are able to achieve or exceed the established standards. Thus, efforts to continuously improve quality in order to build a quality culture can be realized.

Jakarta, 09 February 2022  
Chair,



Prof. Dr. Muchlas Samani

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## SECTION A

### THE FACULTY PROFILE

The Faculty profile contains a brief description of the existence, advantages, and strategic position of the Faculty inside and outside the university. The profile includes seven aspects, namely (1) identity: name; year of establishment; Decree (*SK*) number; number of study programs (*PS*) for undergraduate programs, master's programs, and doctoral programs; office address; telephone number; email address; and website; (2) vision, mission, goals, and strategies for achieving the vision, mission, and goals (*VMTS*); (3) lecturers: ratio of tenured lecturers (*DT*) to regular students, both for undergraduate programs, master's programs, and doctoral programs; (4) students: average Cumulative Grade Point Average (*CGPA*) of graduates for undergraduate programs, master's programs, and doctoral programs; (5) finance: amount of operational funds for education, research funds, outreach funds, publication funds, and investment funds; (6) Internal Quality Assurance System (*IQA System*): *IQA System* documents (policy documents, manual documents, standard documents, and form documents), implementation with the Stipulation–Implementation–Evaluation–Control–Improvement (*PPEPP*) cycle, and implementation of external benchmarking of quality assurance; and (7) the level of competitiveness of Faculty in the environment of the Teacher Training Institution (*LPTK*), which is reflected in the accreditation status (from *BAN-PT*) of the university where the Faculty is located: excellent, very good, or good.

Describe the Faculty profile which includes the seven aspects in the form of (1) narrative essays and (2) simple tables in a maximum of 5,000 words or 10 pages.

## **SECTION B**

### **C R I T E R I A**

This section contains nine criteria which include (1) Vision, Mission, Goals, and Strategy; (2) Governance, Management, and Partnership; (3) Students; (4) Human Resources; (5) Finance, Infrastructure and Facilities; (6) Education; (7) Research; (8) Outreach; and (9) Teaching-Research-Outreach Output And Achievements.

#### **CRITERIA 1. VISION, MISSION, OBJECTIVE, AND STRATEGY (VMTS)**

##### **1.1 Policy**

State (a) written policies in the form of statutory regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of the Higher Education Institution (Rector or Chairperson) which regulate the preparation and determination of the *VMTS* Higher Education Institution/Faculty and the scientific vision of the Study Program and (b) socialization of these policies.

##### **1.2 Implementation**

###### **1.2.1 Formulation of Scientific Vision and PS Objective**

Write the formulation of (1) the scientific vision of the Study Program and (2) the strategy for achieving the scientific vision of the Study Program.

##### **1.3 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on the preparation and determination of Higher Education Institution/Faculty *VMTS* and the scientific vision of the Study Program, (b) the socialization of policies, and (c) the implementation of these policies.

##### **1.4 Follow-up Action**

Based on the evaluation results as stated in point 1.3, explain the follow-up actions that have been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on the preparation and determination of Higher Education Institution/Faculty *VMTS* and the scientific vision of the Study Program, (b) the socialization of policies, and (c) the implementation of these policies.

## **CRITERIA 2. GOVERNANCE, GOVERNANCE, AND PARTNERSHIP**

### **2.1 Policy**

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of the Higher Education Institution (Rector or Chairperson) that regulate governance, management, leadership, partnership, and quality assurance, and (b) socialization of these policies.

### **2.2 Implementation**

#### **2.2.1 Governance**

Describe the system and manifestation of good governance in the Faculty with a complete organizational structure accompanied by a description of the main tasks and functions of personnel with relevant education, and fulfilling the five pillars: (1) credible, (2) transparent, (3) accountable, (4) responsible, and (5) fair. Also describe the implementation of best practices for the five pillars.

#### **2.2.2 Management**

Describe the governance system and implementation in the Faculty that describes (a) planning, (b) organizing, (c) personnel selection and placement, (d) implementation, (e) monitoring and supervision, (f) control, (g) evaluation, (h) reporting, and (i) follow-up action.

#### **2.2.3 Leadership**

Explain the operationalization and implementation of leadership in the Faculty, which includes (1) operational leadership, (2) organizational leadership, and (3) public leadership, especially in the field of education. Include complete and valid evidence.

#### **2.2.4 Partnership**

Write (a) data on partnership in the sector of Teaching-Research-Outreach Higher Education Institution in the Faculty which includes the name of the partner institution, level, title of partnership activity and scope, benefits/output, duration and time in the last three years by following the format in Table 2.2.4; (b) supporting documents for the implementation of partnership, (c) evaluation of the implementation of partnership, and (d) follow-up action to the evaluation results.

Table 2.2.4 Partnership Data

No.	Partner Institution Name	Level			Title and Scope of Partnership	Benefits/Output	Duration And Time	Evidence/Link*
		International	National	Local				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>Education Sector</b>								
1								
2								
etc.								
Number								
<b>Research Sector</b>								
1								
2								
etc.								
Number								
<b>Outreach Sector</b>								
1								
2								
etc.								
Number								
<b>Institutional Development Sector: Human Resources, Facilities/Infrastructure, Publication, Intellectual Property Rights, Patents, Learning Technology, etc.</b>								
1								
2								
etc.								
Number								

\* Example: Report on the partnership's implementation

### **2.1.1 Quality Assurance**

Describe/state (a) the existence of quality assurance implementing elements in the Study Program, (b) the implementation of quality assurance in the Study Program that reflects the manifestation of the quality assurance policy that the Higher Education Institution and/or the Faculty has determined, and (c) evidence of the implementation of quality assurance in the Study Program.

### **2.2 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on governance, governance, and partnership, (b) the socialization of policies, and (c) the implementation of these policies.

### **2.3 Follow-up Action**

Based on the evaluation results as stated in point 2.3, explain the follow-up action that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on governance, governance, and partnership, (b) the socialization of policies, and (c) the implementation of these policies.



### **CRITERIA 3. STUDENT**

#### **3.1 New Student Admission Policy**

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of the university (Rector or Chairperson) that regulate the admission of new students and (b) socialization of the policy.

#### **3.2 Implementation**

##### **3.2.1 New Student Admission Criteria**

Explain the student admission criteria related to (a) CGPA when prospective students graduate from a master's degree, (b) academic potential test (*TPA*) scores, (c) English scores, (d) scientific field test scores, and (e) research & publication experience in the field of education.

##### **3.2.2 Availability and Implementation of Supervision Service**

Describe the availability and implementation of supervision services to students in the form of (a) supervision on writing research proposals for dissertations, (b) supervision on conducting research, (c) supervision on writing dissertations, and (d) supervision on writing articles for publication.

#### **3.3 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of the policy on new student admissions, (b) the socialization of the policy, and (c) the implementation of the policy.

#### **3.4 Follow-up Action**

Based on the evaluation results as stated in point 3.3, explain the follow-up action that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of the policy on new student admissions, (b) the socialization of the policy, and (c) the implementation of the policy.

## CRITERIA 4. HUMAN RESOURCE

### 4.1 Policy

State (a) written policies in the form of regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of the university (Rector or Chairperson) that regulate the recruitment of lecturers and education personnel (tendik) and (b) socialization of the policy.

### 4.2 Implementation

#### 4.2.1 Name, Position, and Ratio of Tenured Lecturers to Student

Write (a) the name and functional position of Tenured Lecturers whose expertise aligns with the field of the core competencies of the Study Program and (b) the ratio of the number of Tenured Lecturers and regular doctoral program students at the Study Program in Table 4.2.1.

Table 4.2.1. Name, Position, and Ratio of Tenured Lecturers to Students

No.	Full Name of Tenured Lecturer	NIDN/NIDK	Functional Position	Tenured Lecturer Student Ratio
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
etc				

\* Include PDDIKTI link or official page

#### 4.1.1 Tenured Lecturers Teaching Activity

Write down the Tenured Lecturers Teaching Activities whose expertise aligns with the field of the Study Program in the last academic year (TS), by following the format in Table 4.2.2.

Table 4.2.2 Tenured Lecturers Teaching Activities

No.	Full Name of Tenured Lecturer	Number of Classes	Number of Credits	Course Code	Course Name	Number of Planned Meetings	Number of Meetings Held
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<b>Odd Semester</b>							
1							
2							
3							
etc.							
<b>Number</b>							
<b>Average</b>							
<b>Even Semester</b>							
1.							
2.							
3.							
etc							
<b>Number</b>							
<b>Average</b>							

#### 4.1.2 Number of Final Project or Undergraduate's Thesis, Master's Thesis, and Dissertation Supervision

Write down the number of students whose final assignments (Undergraduate's Thesis, Master's Thesis, and Dissertation) were supervised by Tenured Lecturers as the main supervisor in the last three years, following the format in Table 4.2.3.

Table 4.2.3 Number of Final Project: Undergraduates' Thesis, Master's Thesis, and Dissertation

No.	Name of Dissertation Supervisor	Number of Supervised Students								Average Number of Mentored Students/Year	Average Number of Meetings*
		In Own Study Program				In Other Study Program					
		TS-2	TS-1	TS	Average	TS-2	TS-1	TS	Average		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1											
2											
3											
etc											
Average											

\* Include relevant evidence

#### 4.1.3 Recognition of Tenured Lecturers Achievement

Write down the achievements (keynote/plenary/invited speaker, visiting scholar/professor, resource person, consultant, editor, etc.) of Tenured Lecturers whose expertise aligns with the field of the Study Program in the last three years, following the format in Table 4.2.4.

Table 4.2.4 Tenured Lecturers Achievements

No.	Full Name of Tenured Lecturer	Achievements Achieved	Year of Achievement	Level*			Evidence of Achievement**
				International	National	Local	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.							
2.							
3.							
etc.							
Number							

\* Check (√) the appropriate column

\*\* Example: Certificate

#### 4.1.4 Academic Staff Profile

Write the name of the academic staff in the Faculty, following the format in Table 4.2.5.

Table 4.2.5 Academic Staff Profile

No.	Full Name of Academic Staff	Employee Status (Civil Servant, Tenured but Non-Civil Servant, Contract, etc.)	Field of Expertise* (administrator, librarian, laboratory assistant, etc.)	Education** (High School, Diploma, S1, S2, S3)	Work Unit (Study Program, Faculty, University)
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
etc					

\* Include the URL link of the photocopy of the diploma

#### 4.2 Evaluation

Write the results of the evaluation of (a) the existence and completeness of the policy on recruitment of lecturers and academic staff, (b) socialization, and (c) implementation of the policy.

#### 4.3 Follow-up Action

Based on the evaluation results as stated in point 4.3, explain the follow-up action that has been taken by Faculty in order to improve the quality of (a) the existence and completeness of the policy on new student admissions, (b) socialization, and (c) implementation of the policy.

## CRITERIA 5. FINANCE, INFRASTRUCTURE, AND FACILITIES

### 5.1 Policy

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of the university (Rector or Chairperson) that regulate finance and educational infrastructure/facilities and (b) socialization of the policy.

### 5.2 Implementation

#### 5.2.1 Amount of Operational Costs

Write the amount of funds used by the Study Program for Teaching-Research-Outreach activities in the last three years, following the format in Table 5.2.1.

Table 5.2.1 Use of Funds

No.	Type of Use	Amount of Funds (in millions)			
		TS-2	TS-1	TS	Average
(1)	(2)	(3)	(4)	(5)	(7)
1.	Operational costs of education				
2.	Cost of research activities				
3.	Cost of community service activities				
4.	Cost of publication activities				
5.	Cost of student activities				
6.	Cost of human resource (HR) investment				
7.	Investment in educational infrastructure				
8.	Investment in educational facilities				
Total					

### 5.1.1 Educational Infrastructure and Facility

Write down the data on educational infrastructure that can be accessed and used by students to carry out the Teaching-Research-Outreach activities of Higher Education Institution, by following the format in Table 5.2.2.a.

Table 5.2.2.An Educational Infrastructure Data

No.	Infrastructure Type	Number of Units	Area (m <sup>2</sup> )	Ownership*		Condition**		Usage (Hours/week)
				OP	Rental	Terawat	Tidak Terawat	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.								
2.								
3.								
etc								

\* Put a check mark (√) in the appropriate column: OP = Own Property; Rental = Rent/Contract/Partnership

Write down data on educational facilities that can be accessed and used by students to carry out Teaching-Research-Outreach activities of Higher Education Institution, by following the format in Table 5.2.2.b.

Table 5.2.2.b Educational Facilities Data

No.	Facilities Type	Number of Units	Quality*	Ownership*		Management Unit (SP, Faculty, HEI)
				Maintained	Not Maintained	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.						
2.						
3.						
etc						

\* Filled: very good, good, less good, or not good

\*\* Put a check mark (√) in the appropriate column

## **5.2 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on finance, facilities, and educational infrastructure, (b) socialization, and (c) implementation of the policy.

## **5.3 Follow-up Action**

Based on the evaluation results as stated in point 5.3, explain the follow-up that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on finance, infrastructure, and educational facilities, (b) socialization, and (c) implementation of the policy.



## **CRITERIA 6. EDUCATION**

### **6.1 Policy**

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the highest leadership of Higher Education Institution (Rector or Chairperson) that regulate the management and implementation of education and (b) socialization of these policies.

### **6.2 Implementation**

#### **6.2.1 Study Program Curriculum**

Show study program curriculum documents that contain at least the following aspects:

(1) study program identity, (2) curriculum evaluation and tracer study, (3) basis for curriculum development, (4) formulation of vision, mission, objectives, and strategies, (5) formulation of graduate profiles, (6) formulation of Program Learning Outcomes (PLO), (7) determination of study materials, (8) formation of courses and the number of credits, (9) course structure, (10) syllabus (11) implementation plan for the right to study for a maximum of 3 semesters outside the study program, and (12) management and mechanism for implementing the curriculum.

#### **6.2.2 List of Courses**

Write a list of courses along with their characteristics (course code, course type, course weight, and organizing unit), their suitability to PLO, and the availability of learning devices, following the format in Table 6.2.2.

Table 6.2.2 Courses, PLO, and Syllabus

No.	Course Code	Course Name	Course Type*			Number of credits	Organizing Unit*			Compliance with PLO*	Syllabus availability*
			Theory	Practicum	Practice		HEI	Faculty	SP		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
<b>Semester 1</b>											
1.											
2.											
3.											
etc											
<b>Semester 2</b>											
1.											
2.											
3.											
etc											
<b>Semester 3</b>											
1.											
2.											
3.											
etc											
<b>Total credits</b>											

\* Put a √ mark in the appropriate column by adding the percentage of achievement.

### 6.1.1 Learning Implementation

Explain how the Study Program ensures that learning carried out by Tenured Lecturers (a) is in accordance with the Syllabus that has been prepared; (b) has an interactive, holistic, integrative, scientific, contextual, thematic, effective, collaborative, and student-centered nature; and (c) supports the achievement of PLO.

### 6.1.1 Integration of Research and Outreach Results in the Learning Process

Write the title of the research or Outreach, name of the lecturer, name of the course, and the form of integration of research results and/or Outreach in learning, by following the format in Table 6.2.4.

Table 6.2.4 Integration of Research and Outreach Results in the Learning Process

No	Research and Outreach Title	Lecturer Name	Course Name	Integration Form*
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
etc				

\* Example: as a reference or learning material

### 6.1.1 Learning Activity Monitoring System and Implementation

Explain how the Faculty and/or Higher Education Institution (a) build a reliable and tested system to monitor learning implementation, (b) implement the system consistently, (c) convey the results of the monitoring to interested parties, and (d) follow up action.

### 6.1.2 Learning Assessment

Explain how Higher Education Institution/Tenured Lecturers (a) implement learning assessment, especially mid-semester exams (*UTS*) and final semester exams (*UAS*), (b) use a variety of relevant assessment techniques, and (c) accommodate appeals from students.

### 6.1.3 Dissertation Supervision

Explain the implementation of dissertation supervision carried out by the supervising lecturer to the students he/she supervises, by following the format in Table 6.2.7.

Table 6.2.7 Dissertation Supervision Process

No.	Supervision Aspects	Description
(1)	(2)	(3)
1.	Topics discussed in supervision	
2.	Purpose of supervision	
3.	Implementation of supervision (place, time, mode, method, etc.)	
4.	Problems that arise in supervision and efforts to overcome them	
5.	Benefits obtained by students from supervision	

### 6.1.1 Dissertation Completion Stage

Explain how the Faculty/Study Program (a) implements the dissertation completion stages (research proposal seminar examination, research results seminar examination, dissertation manuscript eligibility examination, and dissertation examination), (b) consistently follows the SOP, (c) follows the scheduled time, and (d) uses its academic information system.

### 6.1.2 Quality of Dissertation Examiner

Explain how the Faculty/Study Program ensures that (a) members of the dissertation examination team have expertise relevant to the dissertation topic, and (b) external examiners come from universities that have an accreditation status of at least Very Good. Write the names of students who were examined and the names of external examiners in the last three years, following the format in Table 6.2.9.

Table 6.2.9 List of External Dissertation Examiners

No.	Name of the Student Being Tested	Full Name and Title of External Examiner	Name of External Examiners Institution	Accreditation Rank of External Examining Institution
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
Etc.				

### 6.1.1 Dissertation Quality

Explain how the Faculty/Study Program ensures that the dissertation: (a) is relevant to the scientific vision of the Study Program; (b) is novel, (c) has depth and breadth of study, (d) has a contribution to educational problems, and (e) is up-to-date. Also write the title of the student's dissertation in the last 3 years, following the format in Table 6.2.10.

Table 6.2.10 Dissertation Quality

No	Student Name	Dissertation Title	Relevance		Novelty		Depth		Contribution		Recency	
			Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1												
2												
3												
etc												

### 6.1.1 Academic Activities Outside of Lecture

List academic activities outside the classroom (such as conferences, seminars, public lectures, and training) in the last three years, following the format in Table 6.2.11.

No.	Name of Activity	Activity Theme/Topic	Activity Venue	Activity Time	Activity Evidence*
(1)	(2)	(3)	(4)	(5)	(6)
1					
2					
3					
etc					

\* Example: Activity implementation report

### 6.1.2 Presence of Guest Lecturer/Expert

Write down the name of the guest lecturer or expert, name of institution, expertise/field of expertise, time of activity, and evidence of activity, following the format in Table 6.2.12

Table 6.2.12 Guest Lecturers and Experts

No.	Full Name and Title of Guest Lecturer/Expert	Name of Institution	Field of Expertise	Activity Time	Evidence of Activities*
(1)	(2)	(3)	(4)	(5)	(6)
1					
2					
3					
etc					

\* Example: Activity implementation report

### 6.1.3 Student Satisfaction Measurement

State the implementation of student satisfaction measurement towards the services provided by the Faculty/Study Program, by following the format of Table 6.2.13.

Table 6.2.13 Student Satisfaction

No.	Satisfaction Measurement Aspects	Academic Supervision Services*	Academic Administration Services*
(1)	(2)	(3)	(4)
1	Using valid and easy-to-use satisfaction instruments.		
2	Implemented at the end of each semester, and the data is recorded completely.		
3	The results are analyzed using appropriate methods and are useful for decision making.		
4	A review of the results of the implementation of satisfaction measurements is carried out.		
5	Followed up for improvement and enhancement of teaching quality.		

6	The results are published and easily accessible to interested parties.		
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\*Put a check mark (√) in the appropriate cell.

## **6.2 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on the management and implementation of education, (b) socialization, and (c) implementation of the policy.

## **6.3 Follow-up Action**

Based on the evaluation results as stated in point 6.3, explain the follow-up that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on the management and implementation of education, (b) socialization, and (c) implementation of the policy.



## **CRITERIA 7. RESEARCH**

### **7.1 Policy**

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the university leadership (Rector or Chairperson) that regulate the management and implementation of research at the Higher Education Institution and (b) socialization of these policies.

### **7.2 Implementation**

#### **7.2.1 Activities, Relevance, and Student Involvement in Research**

Write down the Tenured Lecturers research work activities that are relevant to the core competencies of the Study Program and that involve students in the last three years, following the format in Table 7.2.1.

Table 7.2.1 Student Activity, Relevance, and Involvement in Research

No.	Research Title	Team Leader's Name	Team Leader's Expertise*	Source of Funds (Abroad, Domestic, Own HEI)	Name and Identity of Students Involved	Research Topics Become References for Student Dissertations**
(1)	(2)	(3)	(4)	(5)	(6)	(7)
TS (20 ...)						
1.						
2.						
3.						
etc						
Number of research titles in TS: ...						
TS-1 (20 ...)						
1.						
2.						
3.						
etc						
Number of research titles in TS-1: ...						
TS-2 (20 ...)						
1.						
2.						
3.						
etc						
Number of research titles in TS-2: ...						
Total number of researches in the study program in the last three years:						
Average number of research titles per year/lecturer:						

\* Filled with expertise or research interest of the research team leader.

\*\*Give a check mark (√)

### 7.1.1 Publication of Tenured Lecturers Research Result

Write the number of publications of Tenured Lecturers research results in the last three years, following the format in Table 7.2.2.

Table 7.2.2 Number of Tenured Lecturers Research Result Publications

No.	Publication Type	Number of Titles			Total
		TS-2	TS-1	TS	
(1)	(2)	(3)	(4)	(5)	(6)
1.	Articles in national journals with ISSN				N-A1 =
2.	Articles in national journals accredited by <i>Kemdikbud</i> /National Research and Innovation Agency				N-A2 =
3.	Articles in international journals				N-A3 =
4.	Articles in reputable international journals				N-A4 =
5.	Articles in local/university seminar proceedings				N-B1 =
6.	Articles in national seminar proceedings				N-B2 =
7.	Articles in international seminar proceedings				N-B3 =

### 7.2 Evaluation

Write the results of the evaluation of (a) the existence and completeness of policies on research management and implementation, (b) socialization, and (c) implementation of the policy.

### 7.3 Follow-up Action

Based on the evaluation results as stated in point 7.3, explain the follow-up that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on research management and implementation, (b) socialization, and (c) implementation of the policy.

## CRITERIA 8. OUTREACH

### 8.1 Policy

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the university leadership (Rector or Chairperson) that regulate the management and implementation of outreach and (b) socialization of the policy.

### 8.2 Implementation

#### 8.2.1 Outreach Activities and Relevance

Write down the Tenured Lecturers Outreach activities that are relevant to the Study Program scientific field in the last three years, following the format in Table 8.2.1.

Table 8.2.1 **Activities, Relevance, and Student Involvement in Outreach**

No.	Outreach Title	Team Leader's Name	Team Leader's Expertise*	Source of Funds (Overseas, Domestic, Own HEI)	Name and Identity of Students Involved
(1)	(2)	(3)	(4)	(5)	(6)
TS (20 ...)					
1.					
2.					
3.					
etc					
Number of Outreach titles in TS: ...					
TS-1 (20 ...)					
1.					

2.					
3.					
etc					

Number of Outreach titles in TS-1: ...					
TS-2 (20 ...)					
1.					
2.					
3.					
etc					
Number of Outreach titles in TS-2: ...					
Total number of Outreaches in the Study Program in the last three years: ...					
Average number of Outreach titles per year/lecturer: ...					

### 8.1.1 Publication of Outreach Result

Write the number of publications resulting from Outreach by Tenured Lecturers in the last three years, following the format in Table 8.2.2.

Table 8.2.2 Number of Tenured Lecturer Outreach Results Publications

No.	Publication Type	Number of Titles			Total
		TS-2	TS-1	TS	
(1)	(2)	(3)	(4)	(5)	(6)
1.	Articles in national journals with ISSN				N-A1 =
2.	Articles in national journals accredited by <i>Kemdikbud</i> /National Research and Innovation Agency				N-A2 =
3.	Articles in international journals				N-A3 =
4.	Articles in reputable international journals				N-A4 =
5.	Articles in local/university seminar proceedings				N-B1 =
6.	Articles in national seminar proceedings				N-B2 =
7.	Articles in international seminar proceedings				N-B3 =
8.	Writings in local or regional mass media				N-C1 =
9.	Writings in national mass media				N-C2 =
10.	Writings in international mass media				N-C3 =

## **8.2 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on the management and implementation of Outreach, (b) socialization, and (c) implementation of the policy.

## **8.3 Follow-up Action**

Based on the evaluation results as stated in point 8.3, explain the follow-up action that has been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on the management and implementation of Outreach, (b) socialization, and (c) implementation of the policy.

## CRITERIA 9. TEACHING-RESEARCH-OUTREACH OUTPUT AND ACHIEVEMENT

### 9.1 Policy

State (a) written policies in the form of laws and regulations (Laws, Government Regulations, Ministerial Regulations, etc.) and/or regulations of the head of the higher education institution (Rector or Chairperson) that regulate the Teaching-Research-Outreach Output and Achievement and (b) socialize these policies.

### 9.1 Implementation

#### 9.1.1 Graduates' CGPA

Write down the data on the number of graduates and their Cumulative Grade Point Average (CGPA) in the last three years, following the format in Table 9.2.1.

Table 9.2.1 Graduate CGPA

Graduation Year	Number of Graduates	Cumulative Grade Point Average (CGPA)		
		Minimum	Average	Maximum
(1)	(2)	(3)	(4)	(5)
TS-2				
TS-1				
TS				
Average				

#### 9.1.1 Study Period, Timely Graduation, and Study Success

Write down data on the study period, timely graduation, and study success of students, following the format of Table 9.2.2.

Table 9.2.2. Study Period, Timely Graduation, and Study Success

Entry Year	Number of Students Accepted	Number of Students Graduated in ....							Number of Graduates until End of TS	Average Study Period
		End of TS-6	End of TS-5	End of TS-4	End of TS-3	End of TS-2	End of TS-1	End of TS		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
TS-6										
TS-5										
TS-4										
TS-3										



### 9.1.1 Implementation of Tracer Study

Write down data on the graduate tracing (tracer study) results following the format in Table 9.1.2.4.

Table 9.2.3 Implementation of Tracer Study

Number	Number of Graduates	Number of Tracked Graduates	Coordinated at the Faculty	Conducted Regularly	Fill in the Questionnaire in accordance with <i>Dikti</i>	For Curriculum Improvement	For Institutional/Study Program Development
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
TS-4							
TS-3							
TS-2							

### 9.1.2 Publication of Student Scientific Work

Write down data on student research publications, either independently or with Tenured Lecturers in the last three years, following the format in Table 9.2.4.

Table 9.2.4 Publication of Student Scientific Works

No.	Publication Type	Number of Titles			Total
		TS-2	TS-1	TS	
(1)	(2)	(3)	(4)	(5)	(6)
1.	Articles in national journals with ISSN				N-A1 =
2.	Articles in national journals accredited by <i>Kemdikbud</i> /National Research and Innovation Agency				N-A2 =
3.	Articles in international journals				N-A3 =
4.	Articles in reputable international journals				N-A4 =
5.	Articles in local/university seminar proceedings				N-B1 =
6.	Articles in national seminar proceedings				N-B2 =
7.	Articles in international seminar proceedings				N-B3 =
8.	Writings in local or regional mass media				N-C1 =
9.	Writings in national mass media				N-C2 =
10.	Writings in international mass media				N-C3 =

### 9.1.3 Cited Student Scientific Work

Write down the data on the number of citations of scientific works resulting from student research, either independently or with Tenured Lecturer, in the last three years, following the format in Table 9.2.5.

Table 9.2.5 Cited Student Scientific Works

No.	Students' Name (and Tenured Lecturers)	Title of Scientific Work, Year, Name of Journal/Proceedings/Book, Page Number	Number of Citations
(1)	(2)	(3)	(4)
1.			
2.			
3.			
etc			
Total			
Average			

### 9.1.4 Student Products or Services Adopted by the Community

Write down the product or service data resulting from student research, either independently or together with Tenured Lecturers, in the last 3 years that have been adopted by the community, following the format in Table 9.2.6.

Table 9.2.6 Products or Services of Tenured Lecturers and Students Adopted by Society

No.	Students' Name (and Tenured Lecturers)	Product/Service Name	Product/Service Description	Evidence*
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
Etc				
Total				
Average				

\*Example: Letter of reference from the user

### 9.1.5 Student Products or Services with IPR or Patent

Write down the product or service data resulting from student research, either independently or together with Tenured Lecturers in the last 3 years that have IPR or patents, by following the format in Table 9.2.7.

Table 9.2.7 Student Products or Services with IPR or Patents

No.	Students' Name (and Tenured Lecturers)	Product/Service Identity	Year	Evidence*
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
Etc				
Total				
Average				

\*Letter of determination by the Minister of Law and Human Rights or other authorized party

## **9.2 Evaluation**

Write the results of the evaluation of (a) the existence and completeness of policies on the outputs and achievements of the Teaching-Research-Outreach of Higher Education Institution, (b) socialization, and (c) implementation of the policy.

## **9.3 Follow-up Action**

Based on the evaluation results as stated in point 9.3, explain the follow-up actions that have been taken by the Faculty in order to improve the quality of (a) the existence and completeness of policies on the outputs and achievements of the Teaching-Research-Outreach of Higher Education Institution, (b) socialization, and (c) implementation of the policy.

## **SECTION C**

### **PROBLEM ANALYSIS AND STUDY PROGRAM DEVELOPMENT**

Starting from the results of the description of the self-evaluation report in Section B (Criteria), the Faculty conducts a comprehensive performance achievement evaluation to identify the strengths and weaknesses of the Study Program, identify the causes of the Study Program weaknesses, develop problem-solving strategies, and develop the Study Program development programs in the fields of (1) governance, management, and partnership; (2) students; (3) human resources; (4) finance, facilities and infrastructure; (5) education; (6) research; (7) community service; and (8) Teaching-Research-Outreach output and achievements.

#### **C.1 The Study Program Performance Achievement Evaluation**

Describe (a) the implementation of the Study Program performance achievement evaluation (which includes several aspects such as implementation time, mechanism, and parties involved); (b) identification of the Study Program strengths and weaknesses, (c) identification of causes of the Study Program weaknesses, (d) problem-solving strategies, and (e) publication of evaluation results on the official Faculty/Study Program website.

#### **C.2 Development Program**

Based on the results of the performance evaluation in Letter C.1, state the study program development program in the fields of (1) governance, management, and partnership; (2) students; (3) human resources; (4) finance, facilities and infrastructure; (5) education; (6) research; (7) outreach; and (8) output and achievement of the tridharma. The Study Program development program should be (a) appropriate, (b) realistic, (c) measurable, and (d) have clear stages.

## **APPENDIX**

### **1. Reporting Format**

**COVER PAGE**

**PREFACE**

**TABLE OF CONTENT**

**IDENTITY OF STUDY PROGRAM MANAGEMENT UNIT**

**IDENTITY OF SELF-EVALUATION REPORT COMPILER**

### **A. THE FACULTY PROFILE**

### **B. C R I T E R I A**

Criteria 1. Vision, Mission, Objective, And Strategy (*VMTS*)

Criteria 2. Government, Management, Partnership

Criteria 3. Student

Criteria 4. Human Resource

Criteria 5. Finance, Facilities And Infrastructure

Criteria 6. Education

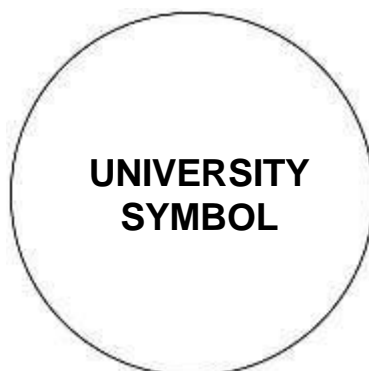
Criteria 7. Research

Criteria 8. Outreach

Criteria 9. Teaching-Research-Outreach Output And Achievement

### **C. PROBLEM ANALYSIS AND STUDY PROGRAM DEVELOPMENT**

## 2. Cover Page



# **SELF EVALUATION REPORT FOR DOCTORAL PROGRAM STUDY PROGRAM NAME**

**HIGHER EDUCATION INSTITUTION**

.....

**NAME OF CITY RESIDENCE OF  
HIGHER EDUCATION INSTITUTION  
YEAR .....**

### 3. The Faculty Identity

Study Program (SP) : .....

Department : .....

Faculty : .....

Higher Education Institution : .....

Decree Number of SP Establishment (\*) : .....

Date of SP Establishment Decree : .....

Month & Year of Commencement  
of SP Implementation : .....

Operational Permit Decree Number (\*) : .....

Date of Operational Permit Decree : .....

Last Accreditation Rank : .....

*BAN-PT* Decree Number : .....

SP Address : .....

SP Telephone Number : .....

SP Homepage and E-mail : .....

Team Leader WA Number : .....

Team Leader E-Mail Address : .....



#### 4. Identity of the Self-Evaluation Report Compiler

Name : .....  
NIDN : .....  
Position : .....  
Date of Completion : .....  
Signature :

A rectangular box for the signature of the first compiler.

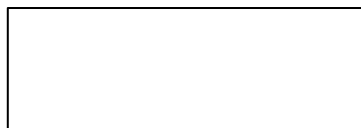
NIDN : .....  
Position : .....  
Date of Completion : .....  
Signature :

A rectangular box for the signature of the second compiler.

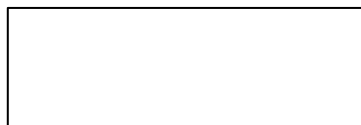
NIDN : .....  
Position : .....  
Date of Completion : .....  
Signature :

A rectangular box for the signature of the third compiler.

NIDN : .....  
Position : .....  
Date of Completion : .....  
Signature :

A rectangular box for the signature of the fourth compiler.

NIDN : .....  
Position : .....  
Date of Completion : .....  
Signature :

A rectangular box for the signature of the fifth compiler.

## 5. Writing Instructions

1. The report structure follows the Self-Evaluation Report Format
2. Paper size: A4
3. Font type and size: Calibri 11 or Arial 11
4. Spacing: 1
5. The maximum number of pages is 200 pages, with the following details.

No.	Section	Number of Pages
1	Cover Page	Not counted
2	Preface	
3	Study Program Identity	
4	Instrument Compiler Identity	
5	Study Program Management Unit Profile	Maximum 10 pages
6	Criteria	Maximum 180 pages
7	Problem Analysis and Study Program Development	Maximum 10 pages
Total		Maximum 200 pages