

ADVISORY NOTE NO. 4/2025
(FOR INTERNAL CIRCULATION ONLY)

STAKEHOLDER REPRESENTATION IN ACADEMIC PROGRAMMES

INTRODUCTION

1. Stakeholders have an interest in or are affected by the activities, decisions, and outcomes of the university. They play a critical role in shaping the university's mission, policies, and operations.
2. The Code of Practice for Programme Accreditation (COPPA) 2.0 requires constructive engagement with stakeholders in all seven (7) areas.
3. Normal understanding of “stakeholders” includes groups such as students, alumni, industry, parents, the government, and others.
4. The representation of stakeholder can be done via survey, interview, meetings etc.
5. The purpose of this advisory note is to ensure that a proper representation of stakeholders takes place.

GUIDELINES

6. As much as it is convenient, the stakeholders shall not be limited to students and industry.
7. Other stakeholders may be categorised as following (not limited to):
 - a) Non-Governmental Organisations (NGOs)
 - b) Businesses
 - c) Media
 - d) Academia
 - e) Local communities
 - f) Disaster volunteers etc.
8. MQA defines “wider stakeholders” as representatives within a category. For example:
 - i) Industry representative from the engineering sector: automotive, robotic, aerospace engineering etc.
 - ii) Alumni from different fields or specialisations and job roles.
9. Each CoS is empowered to decide on the wider stakeholder representatives as necessary.

Prepared by:

Office of Knowledge for Change and Advancement (KCA)

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