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**Self-Review Report**

**for**

**<** **PROGRAMME NAME >**

**<MQA/XXXX>**

**Via Research Mode**

**International Islamic University Malaysia (IIUM)**

1. **INTRODUCTION**

**Table 1: Details of the Programme**

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| --- | --- |
| **Programme Owner** | Department of … |
| **Date of Approval by JKPT** |  |
| **Current Accreditation Status and Date** |  |
| **NEC** |  |
| **Date of First Assessor Visit for Provisional or Full Accreditation** |  |
| **First Intake of Students** |  |
| **First Batch Graduated** |  |
| **Current Curriculum Review (Senate Endorsed Date)** |  |

The specialisations under this programme are:

1. <specialisation name>: <description>
2. <specialisation name>: <description>

*Note: For programmes with specialisation(s)*

1. **STUDENT PROFILE**

* Graduate Employability Rate
* Enrolment Trend (Table 2 of CR Research Template):
* Analysis of enrolment pattern

1. **PROGRAMME REVIEW**

**AREA 1: PROGRAMME DEVELOPMENT AND DELIVERY**

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| **Overall observation:**   * Manifestation of SDGs * Fulfilment of MQF Second Edition 2024 * Analysis of quality of research (transdisciplinary /cutting edge) * SWOT | |
| 1.1 Statement of Educational Objectives of Academic Programme and Learning Outcomes | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * Sustainable practices captured in PLOs * Engagement with wider stakeholders (See advisory Note No. 4/2025) |  |
| 1.2 Programme Development: Process, Content, Structure and Teaching-Learning Methods | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The programme should specify the link between learning outcomes expected on completion of studies and those required for careers in research-related field. * The programme must demonstrate how the planned activities contribute to the fulfilment of the programme learning outcomes (the department must describe the activities and evidence for each of the programme learning outcomes from enrolment to graduation. |  |
| 1.3 Programme Design and Delivery | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * Where applicable, the department should demonstrate how programmes conducted at geographically-separated campuses or in collaboration with other institutions both within and outside the country have sufficient autonomy to design the programme structure and allocate the necessary resources to achieve the intended learning outcomes. * Show how the academic staff focus on their areas of expertise in the supervision of candidates, research and writing, scholarly activities, academic administration duties, and community engagement.   **Programme Design and Supervision**   * The department must have a defined process by which the programme is established, reviewed, and improved with the involvement of the academic staff and other stakeholders. * A needs analysis for the programme must be carried out to obtain information from stakeholders, whose feedback should be considered in the design and improvement of the programme.   **Programme Structure**   * Relevant prerequisite courses for candidates without related qualifications and relevant working experience or require updating of knowledge in specified areas before enrolling in the programme. * Maximum period of study considering good practices and validity of research undertaken. * A dissertation or equivalent conspectus guideline or manual must be provided to describe a common structure and format for dissertation or conspectus. * The department must follow the minimum word limit subjected to the PG regulations and relevant programme standards. |  |

**AREA 2: ASSESSMENT OF CANDIDATE LEARNING**

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| **Overall observation:**   * SWOT | |
| 2.1 Relationship between Assessment and Learning Outcomes | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * Assessment principles, methods and practices must be constructively aligned to the learning outcomes of the programme, consistent with the levels defined in the MQF and periodically reviewed and improved to ensure their continued effectiveness. * The department must ensure that appropriate attitudes are inculcated, including the value of research ethics and integrity, and sustainable development. * Formative assessment must include regular monitoring of research progress. (Table C1 of CR Research Template) |  |
| 2.2 Assessment Methods | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The methods, processes and procedures of student assessment must be documented and communicated to the students and supervisors in a timely manner. * The department must ensure that assessments employed are comparable to good international practices, taking into consideration feedback from internal and external stakeholders, and must involve an external assessor. * A Dissertation / Thesis Examination Committee must follow the provision in the PG regulations and relevant programme standards. * The department must have a mechanism to review assessment processes and procedures and outcomes periodically. |  |
| 2.3 Management of Student Assessment | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The department is responsible for assessment policy to ensure validity, reliability, integrity and fairness of all assessments carried out in the programme. * Structure in place to ensure successful completion of student’s research based on study plan (Table C2 of CR Research Template). * The requirement of an examiner as well as the composition of dissertation/thesis examiner must follow the provision in the PG regulations and relevant programme standards. |  |

**AREA 3: CANDIDATE SELECTION AND SUPPORT SERVICES**

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| **Overall observation:**   * SWOT | |
| 3.1 Candidate Selection | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * Students selection is to follow the provision in the PG regulations and relevant programme standards. The department may consider alternative admission requirements. * Candidates who are eligible for fast track and students who are eligible for conversion are given the supports. * All students fulfil the minimum language proficiency that follow the provision in the PG regulations and relevant programme standards. |  |
| 3.2 Candidate Transfer | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department must follow the provision in the PG regulations and relevant programme standards. |  |
| 3.3 Candidate Support Services | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department provides continuous support services and co-curricular activities to students, including students who are not on campus. |  |
| 3.4 Alumni | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department must foster active linkages with alumni to continually improve the programme and involve the alumni in activities. |  |

**AREA 4: ACADEMIC STAFF**

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| **Overall observation:**   * SWOT | |
| 4.1 Recruitment and Management | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The department must have a clearly defined plan for its academic staff needs that is consistent with institutional policies and programme requirements. * The department must ensure the compliance maximum ratio of candidates to supervisors. * The department must have adequate and qualified academic staff responsible for implementing the programme. * The appointment of supervisor compliance with standard.   **Research Expertise**   * The department must provide adequate research expertise to run the programme. * The department must have policies or guidelines on the development and management of research expertise. |  |
| 4.2 Service and Development | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The department must provide opportunities for academic staff to engage in scholarly activities in order to attain national and international recognition. * The department must provide opportunities for academic staff to focus on their respective areas of expertise. * The department must facilitate their academic staff to play an active role in the community and industrial engagement activities. |  |

**AREA 5: RESEARCH RESOURCES**

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| **Overall observation:**   * SWOT | |
| 5.1 Physical Facilities | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| Appropriate space, resources, equipment and support facilities for research activities and administration are provided. |  |
| 5.2 Financial Resources | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The financial resources must be adequate to support the programme. * The department is capable of utilising its finances efficiently. |  |
| 5.3 Online Resources, Networks and Collaborations | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| * The department must provide adequate, reliable, and credible online resources. * The department must facilitate networking and collaboration among academic staff, researchers, institutions and industries at national and international levels leading to possible resource sharing where applicable. |  |

**AREA 6: PROGRAMME MANAGEMENT**

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| **Overall observation:**   * SWOT | |
| 6.1 Programme Management | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The programme leader adequately carries out the responsibility of planning, implementing, monitoring, evaluating and improving the programme. |  |
| 6.2 Programme Leadership | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The programme leader must have appropriate qualification, knowledge and experience related to the programme. |  |
| 6.3 Administrative Staff | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department must have a sufficient number of qualified administrative staff to support the implementation of the programme and related activities. |  |
| 6.4 Academic Records | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department complies with the policies and practices concerning the nature, content and security of candidate, academic staff and other academic records. |  |

**AREA 7: PROGRAMME MONITORING, REVIEW AND CONTINUAL QUALITY IMPROVEMENT**

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| **Overall observation:**   * SWOT | |
| 7.1 Mechanisms for Programme Monitoring, Review and Continual Quality Improvement | |
| **Evaluation of Existing Item** | **Proposed Plan of Action(s)** |
| The department complies with the policies and appropriate mechanisms for regular programme monitoring and review. |  |

**List of Appendices:**

**A1..**

**A2..**