

Managing Quality Assurance for Accreditation Visit for Higher Learning Institution

Date : 29 January 2018 (Monday)

Time : 9.00 am to 5.00 pm

Venue : Malvern International Academy (near to LRT/MRT Pasar Seni)

Trainer : Puan Kamariah Wan Mahmood

Introduction

This session will benefit those people who involved direct or indirectly with the preparation of MQA documents and auditing purpose. This is a good knowledge and information for participants in order for you to prepare and aware on the proper process prior going for Full Accreditation progression.

This workshop will expose you to have an in depth understanding on the maintenance of a desired level of quality in a service or product, especially by means of attention to every stage of the process of delivery of Malaysian Qualifications Agency (MQA) function for programmes accreditation. In doing so, the development of quality assurance documents namely Malaysian Qualification Framework (MQF) has to play a vital role in ensuring the quality of the body in assessing the documents and others related to the programmes.

Objectives

- To acknowledge on the standards of qualifications and reinforcement of the MQA policies on quality assurance (MQF)
- To promote the accuracy or consistency of quality assurance progress
- To encourage collaboration between public and private sector higher education providers and skills training providers
- To encourage parity of esteem among academic, professional, technical vocational and skill training providers
- To provide mechanisms for the progression or interrelation between qualifications

Program Content

The content of this workshop will cover topics on :

1. MQF Functions of MQA
2. Introduction to Assuring Quality Provisional Accreditation
 - # RebuttalFull Accreditation
 - # Rebuttal

3. MQA Quality Assurance Process

- Programme Accreditation
 - Institutional Audit
(Each Institutional develop their own QAA policy based on MQF/MQA requirements)
 - Self- Accreditation
 - SETARA(PREPARATION)
- ## 4. MQA visit process
- Course & Institution evaluation
 - Site Visit Preparation Checklist
 - Visit planning meeting scheduled with MQA Evaluator team
- ## 5. The Link Between Learning Outcomes, Credit Value, MQF and MQA
- ## 6. An Overview of Malaysian Quality Assurance System for Higher Education

Learning Outcomes

1. Post attending the a day session on this module, the participants should be able to :
2. Understand the process of preparing the internal QAA for Full Accreditation of MQA visit/
3. Prepare the related documents for MQA in assessing the MQF of the program
4. Discuss the importance of having a proper preparation and guidelines for MQA accreditation purpose.

Methodology

The modules are application-based, interactive and participative allowing the participants to practice the skills. There is a mixture of lectures, case analysis, skill practices, presentations, group discussions to integrate learning.

Who Must Attend

This Training is designed for staff of Higher Education Providers (HEPs) in Malaysia who involve in the preparation for Programme Accreditation to the Malaysian Qualifications Agency (MQA). Quality Assurance Officers of higher education institutions, Academics, Academic Leaders and other interested individual from educational-based field.



This Training Programme is SBL Claimable *Subject to PSMB conditions.
We Are An Approved Training Provider Under SBL Scheme With Pembangunan Sumber Manusia Berhad (PSMB/HRDF)

SPEAKER'S PROFILE



Kamariah Wan Mahmood
Head Of Division
School Of Management And Business
Manipal International University

Having 25 Over Years Of Working Experience From Both Industry And Education, It Has Developed Her Creativity, Talent In Sharing Her Knowledge And Skills With Her Audience. Gradually, It Transformed Her To Become Such Independent Trainer As What She Is Today.

With Her Previous Experience From Both Public (Uitm) And Some Private Higher Education Institutions, She Helped Few Universities To Develop And Design Curriculum For New Programs And Participated In Corporate Social Responsibility (Csr) For The Sake Of Benefits And Mutual Understanding.

She Has Attended Many Workshops Organized By Mqa In Order For Her To Keep Herself Up To Mark With The Current Rules And Regulations Of Curriculum Design & Development. Hence, Her Knowledge And Understanding On Coppa And Copia, Curriculum Design Structure, Obe (Outcomes Base Education), Self-learning Time Method (SlT) Are Aligned With Mqa Standard.

She Was Also Had Been Appointed As External Assessor For Asia E-university (Aeu, Kl), Segi College, Subang And City University Science & Technology.

Currently, She Is A Head Of Division For Both Diploma And Degree Programs. Apart Of Her Role As Hod, She Is A Committee For Quality Assurance & Accreditation (Qaa) Besides Doing A Career Development And Training For The Program.

Initially She Was A Well Trained And Certified Trainer Awarded By Psmb Back To 2010, Since Then She Became An Active Freelancer Consultant, Speaker As Well As Trainer For Both Educational Institution And Industry. Amongst The Accomplished Tasks Are; As A Consultant For Segi College, Subang Jaya In Projecting A Collaboration Program Run By Segi College And Australia College, A Speaker To Selia Group And City University, Manipal University And Etc.

Investment Fees

- RM450.00 + 6.00% GST per participant (Standard Fee)
- RM400.00+ 6.00% GST per participant (Early Bird Fee - register by 10 January 2018)

Group incentive: Register 5 participants from the same organization, the 6th participant is FREE. (Buy 5 Get 1 Free)

Notes

Certificate and Lunch provided.

Registration:

There are 2 methods to register for this training:

1. Kindly download the attached registration form, and fill up all the particulars.
Please email to haniza@malverninternational.edu.my
2. Call us at 016-228 0154 (Ms Haniza) & 016-879 1560 (Ms Monaliza) to register.
3. Deadline for registration : 10 January 2018