

Status Report - PG 13

APQN Project Group on Student Participation in Quality Assurance

PG13, the Project group on Student participation in Quality assurance is the recent initiative. It is the latest project group for which formal clearance was communicated on 18th August 2005.

The project is in preparatory stage. Advice is sought from senior experts for enrolling members in this new project group. Steps initiated so far are as listed below:

1. Data collection and literature review on issue of student participation in quality assurance is commenced by using secondary sources.
2. A desk top study by web based search is being done to capture data on SPQA from available websites of QAAs and sample institutes.
3. A format for collecting and mapping the data on SPQA is being designed and tested
4. A range of programs on SPQA are planned in India by NAAC and few promotional publications are on anvil.
5. A proposal for international conference to be hosted by the NAAC on this theme is prepared and submitted to APQN for assistance

Visit to HEQC

The HEQC of South Africa had invited me to make presentation in Workshop on Student Participation in Quality Assurance held at Pretoria on 7th October 2005. The visit was funded by NAAC to give further fillip to ongoing efforts of NAAC in promoting SPQA. Hospitality was taken care by HEQC as part of MoU between NAAC and HEQC. Besides sharing Indian experience in SPQI, I used the occasion to present outline of APQN project on SPQA in this workshop, which was appreciated.

This visit has provided an opportunity to share the experience in another region on the issue of SPQA and shall definitely add value to work of current project group of APQN.

Future activities and Timeframe:

In addition to continuation of above said steps following schedule of activities is decided.

1. The NAAC has planned to observe year 2006 as year of Student Participation in Quality Assurance. A brain storming session is scheduled in the month of November 05.
2. Before commencing the survey data available at APQN about the member agencies will be accessed and analyzed to capture data on SPQA as outlined in the project proposal. The survey would be commenced after this initial screening of available sources.
3. The preliminary report based on above study will be ready by March 2006.
4. A study visit and meetings as mentioned in the plan would be taken up during April–June 2006
5. International conference on SPQA is planned in September 06
6. Based on preliminary report and inputs from meetings, publication like Student Handbook on Quality Assurance would be planned along with other advocacy measures between July-December 06.
7. The first phase of project expected to end in April-may 2007 as mentioned in Project proposal.

To sum up, the project is on the track outlined in the proposal approved by the board and would meet the determined deadlines with projected outcomes.

Dr. Jagannath Patil,
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Project Group Leader, PG 13

ASIA PACIFIC QUALITY NETWORK
PG 13 Project group on
Student Participation in Quality Assurance

Data on Practices in Quality Assurance Agencies

1. How the views of the students/student representative bodies are reflected in the process of assessment/accreditation/ audit of institutions by the quality assurance agencies?
2. Are there any specific criteria in the instrument of assessment/audit developed by the agency related to student support and feedback mechanism?
3. What are the weightages given to criteria related to student involvement in internal quality assurance in the quality assurance framework adopted by your agency?
4. In case self-appraisal format has prescribed standards/criteria, then what is the weightage given to student related aspects?
5. How the students are represented in peer review process?
6. Does quality assurance agency seeks written submission of portfolio /questionnaire from student/student council from the institute under assessment?
7. Does peer review team interacts with students during the site visit?
8. How much importance is given to student feedback/interactions during assessment and accreditation visit? (Bearing on accreditation result / peer judgment)
9. Whether any independent surveys are conducted by Quality Assurance Agencies or other agencies in the country related to student satisfactions across sector country? Are they linked with accreditation?
10. Does Alumni Feedback form part of assessment/accreditation/audit process? How?
11. How are students represented in final decision-making body on Assessment/audit?
12. Contact details: Name/designation of Contact Person-
Agency name and address-

Note: Please feel free to modify the questions according to agency specific context and terminology prevailing in your country. You may also enclose a separate note which you feel, can add value to this exercise of mapping the practices of Student Participation.

Please respond to:

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Student Participation in Quality Assurance

Questionnaire for Institutions (University/College)

1. What are the quality assurance related structures available within the institution?

- a. Internal Quality Assurance Cell/ Quality Assurance Office Yes No
- b. Full time/ Regular Quality Assurance Officer/Academics Yes No
- c. Full time/ Regular Student Development Officer/Dean Yes NO
- d. Any Other. Please specify

2. How are students informed about these quality assurance structures?

- a. Prospectus Yes No
- b. Website Yes No
- c. Meetings with Student Representatives Yes No
- d. Any other. Please specify

3. Do students actively participate Yes No to some extent

4. How are the students represented in different quality structures/academic bodies?

Area/ Structure	% Student Representation	Students Power Voting/Observing
Curriculum /Programme Development (Ex: Board of Studies)		
Programme Review		
Faculty Board (Academic Council)		
Senate		
Syndicate/ Governing Body		
Library Advisory Committee		
Quality		
Any Other		

5. Has your institution adopted Student Charter ? (A declared philosophy/ Approach on students role)
6. How are the class representatives selected?
By Selection By Nomination By Election
7. What is the role of student council/Student representative defined in statutes/ rules?
8. What are the channels available for students to raise issues about quality?
 - a. What are the formal channels between students and Quality Assurance Officer/Management? (Meetings, feedback questionnaire etc)
 - b. What feedback mechanism exists to assess and improve teaching-learning quality?
Teacher Evaluation Programme/Course Evaluation
Exit questionnaire for graduating students
 - c. Who collects feedback and analyses it and how the action is taken?
 - d. How students are communicated about action taken on student feedback?
 - e. How are the student's grievances redressed?
9. How does the IQAC/Quality Assurance office tries to raise student's knowledge about quality?
10. Do you have registered alumni association? How does it contribute to institute in terms both academic and financial support?
11. What are the constraints and challenges in improving involvement of students in quality assurance processes/functioning of institution?
12. Can you recommend a good practice of involving students in quality assurance being followed in your institution? Or a practice from other institution you would like to borrow? (See enclosed template)

Note: Please feel free to modify the questions according to institutions specific context and terminology. You may also enclose a separate note, which you feel, can add value to this exercise of mapping the practices of Student Participation.

Good Practices in Student Participation

Following format is suggested to report the good practices in 'Participation of students in quality assurance /enhancement'

1. Title of the practice
2. The context that required initiation of the practice (100-200 words)
3. Objectives of the practice (50 - 60 words)
4. The practice (250 - 300 words)
5. Obstacles faced if any and strategies adopted to overcome them (150 - 200 words)
6. Impact of the practice (100 words)
7. Resources required
8. Contact details (Name designation, email)

All the communication in this regard may be addressed to Dr. Jagannath Patil, Deputy Adviser, NAAC: Email: jp_nath@rediffmail.com