

NOTULEN
BERITA ACARA KEGIATAN FORUM GROUP DISCUSSION (FGD)
Benchmark Quality Assurance UNIKOM dengan Universiti Teknologi MARA
(UiTM) Kuala Lumpur

- Hari/Tanggal : Jumat / 10 November 2023
- Pukul : 08.00 – 10.30 WIB
- Media : Aplikasi Zoom Meeting
- Hadir : Direktur Quality Assurance UNIKOM beserta Tim
Direktur Keuangan UNIKOM
Dekan FEB UNIKOM
Ketua Divisi Kurikulum UNIKOM
Ketua Program Studi UNIKOM
Staff IT Support SPMI UNIKOM
Tim Penjamin Mutu Fakultas dan Prodi UNIKOM
Deputy Dean Academic UiTM MARA
Head of Quality Unit UiTM MARA
Head of Management Accounting UiTM MARA
Head of System and Assurance UiTM MARA
Head of Financial Reporting UiTM MARA
Head of Professional program UiTM MARA
Head of Post Graduate Studies dan UiTM MARA
(Daftar hadir terlampir)
- Pimpinan FGD : Dr. Siti Kurnia Rahayu, SE., M.Ak., Ak., CA (Direktur *Quality Assurance* UNIKOM)
- Notulen : Sekretaris Direktur *Quality Assurance* UNIKOM
- Acara : Kegiatan *Forum Group Discussion (FGD)* Benchmarking Quality Assurance UNIKOM dengan Universiti Teknologi MARA (UiTM) Kuala Lumpur
- Hasil :
- 1) Acara diawali dan dibuka oleh Sekretaris Direktur *Quality Assurance* UNIKOM selaku Moderator
 - 2) Direktur *Quality Assurance* UNIKOM menambahkan dengan menyampaikan Pembukaan dan Sambutan kepada Narasumber dan seluruh Peserta FGD.
 - 3) Dilanjutkan paparan oleh Assoc Prof Dr Tuan Zainun selaku Deputy Dean Academic UiTM MARA sekaligus selaku Narasumber penyampaian pemamparan terkait profil UiTM MARA dan Faculty of Accountancy beserta jajaran di executive Management.
 - 4) Selain itu Assoc Prof Dr Tuan Zainun juga menyampaikan terkait lecturers, student, research Ecosystem dan Programmes Accreditation & Recognition di Faculty of Accountancy UiTM MARA.
 - 5) Pemamparan selanjutnya disampaikan oleh Puan Normahiran selaku Head of Quality Unit. Pemaparan yang disampaikan meliputi Integrated Quality Management System (iQMS) dan Strategic Plan dari UiTM 2025.
 - 6) Selain itu Puan Normahiran juga menyampaikan terkait Code of Practice Institutional Audit (COPIA) by MQA yang meliputi 4 areas for evaluation dan Code of Practice for Programme Accreditation (COPPA) by MQA yang meliputi 7 areas of evaluation.
 - 7) Dalam paparan Puan Normahiran menyampaikan Kegiatan inti sebagai penyedia layanan pendidikan yang lebih tinggi dan manajemen kualitas terdiri dari 10 development dan memiliki 4 Quality Manual terdiri dari 13 Management operations Procedures dan 26 Standart Operating Procedures dengan Quality Manajemen System with PDCA – Model ISO 9001:2015.
 - 8) Implementation of Quality Assurance di UiTM MARA dilakukan melalui Internal Quality Assurance meliputi Self – assessment of quality thru preparation of self- review report, Internal Audit of QMS-conducted annually sedangkan External Quality Assurance meliputi External review by InQKA, UiTM – conducted once every two years,

Accreditation Audit by MQA, MIA or Professional Bodies – for new / existing academic programmes.

- 9) Setelah pemamparan Narasumber selesai dilanjutkan dengan sesi Tanya jawab terkait materi yang sudah disampaikan
- 10) Pertanyaan Pertama disampaikan oleh Bapak Yefry Handoko Putra selaku Penjamin Mutu Program Studi Magister Sistem Informasi UNIKOM, pertanyaan yang disampaikan adalah *can you share what is the most problem when deploy the QA program?*
- 11) Pertanyaan ke Dua disampaikan oleh Bapak Rino Adibowo selaku Tim Penjamin Mutu Program Studi Ilmu Pemerintahan, Pertanyaan yang disampaikan adalah terkait pelaksanaan Audit Mutu Internal di UiTM MARA.
- 12) Pertanyaan ke Tiga disampaikan oleh Ibu Sri Dewi Anggadini selaku Ketua Divisi Kurikulum UNIKOM, Pertanyaan yang disampaikan adalah terkait pelaksanaan penjaminan mutu dalam menerapkan kurikulum OBE.
- 13) Pertanyaan ke Empat disampaikan oleh Bapak Donny Reza selaku IT Support system e-SPMI UNIKOM, Pertanyaan yang disampaikan adalah Penggunaan Sistem atau Aplikasi yang digunakan dalam penerapan implementasi Penjaminan Mutu di UiTM MARA
- 14) Pertanyaan ke Lima disampaikan oleh Ibu Sylvia Octa Putri, S.IP.,M.I.Pol selaku Tim Penjamin Mutu Program Studi Hubungan Internasional, Pertanyaan yang disampaikan adalah Bagaimana evaluasi Proses Pembelajaran yang melibatkan Dosen dan Mahasiswa yang dilakukan di UiTM MARA
- 15) Pertanyaan Terakhir disampaikan oleh Dr. Siti Kurnia Rahayu selaku Direktur QA UNIKOM, Pertanyaan yang disampaikan adalah bagaimana cara melakukan monitoring dan evaluasi untuk mengetahui kesesuaian pembelajaran dengan Materi, adakah kebijakan bagi mahasiswa penyandang disabilitas dalam proses pembelajaran, dan Bagaimana cara mengetahui kepuasan mahasiswa dalam proses pembelajaran juga bagaimana beban mahasiswa dalam proses perkuliahan.
- 16) Setelah sesi Tanya jawab selesai dilanjutkan dengan sesi dokumentasi pengambilan foto seluruh peserta FGD.
- 17) Rencana selanjutnya Tim Penjaminan Mutu akan melakukan kunjungan langsung untuk melakukan MoA dengan Quality Assurance UiTM MARA untuk peningkatan kualitas dokumen dan implementasi Quality Assurance.
- 18) Hasil FGD hari ini akan disosialisasikan kepada Dekan dan Kaprodi serta unit terkait sebagai kegiatan tindak lanjut untuk persiapan FGD selanjutnya.

Penutup : Kegiatan berakhir pada pukul 10.30 WIB

Demikian notulen FGD Kegiatan *Forum Group Discussion (FGD)* Benchmarking Quality Assurance System antara Direktorat Quality Assurance UNIKOM dengan Universiti Teknologi MARA (UiTM) Kuala Lumpur dilaporkan.

Bandung, 10 November 2023
Direktur Quality Assurance UNIKOM



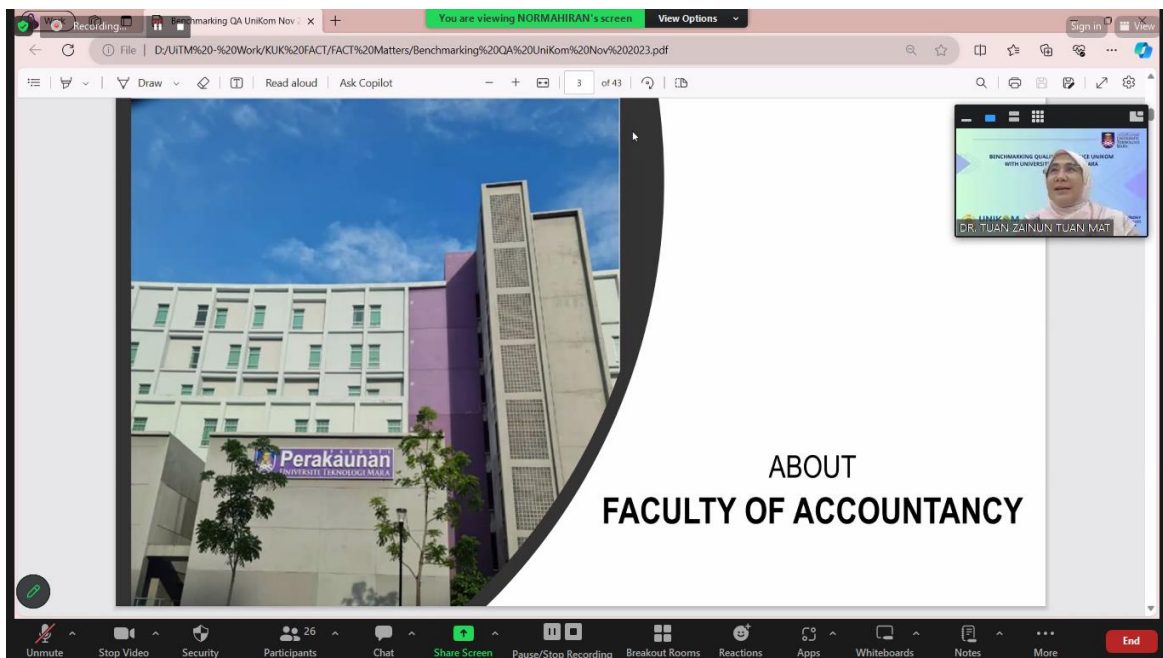
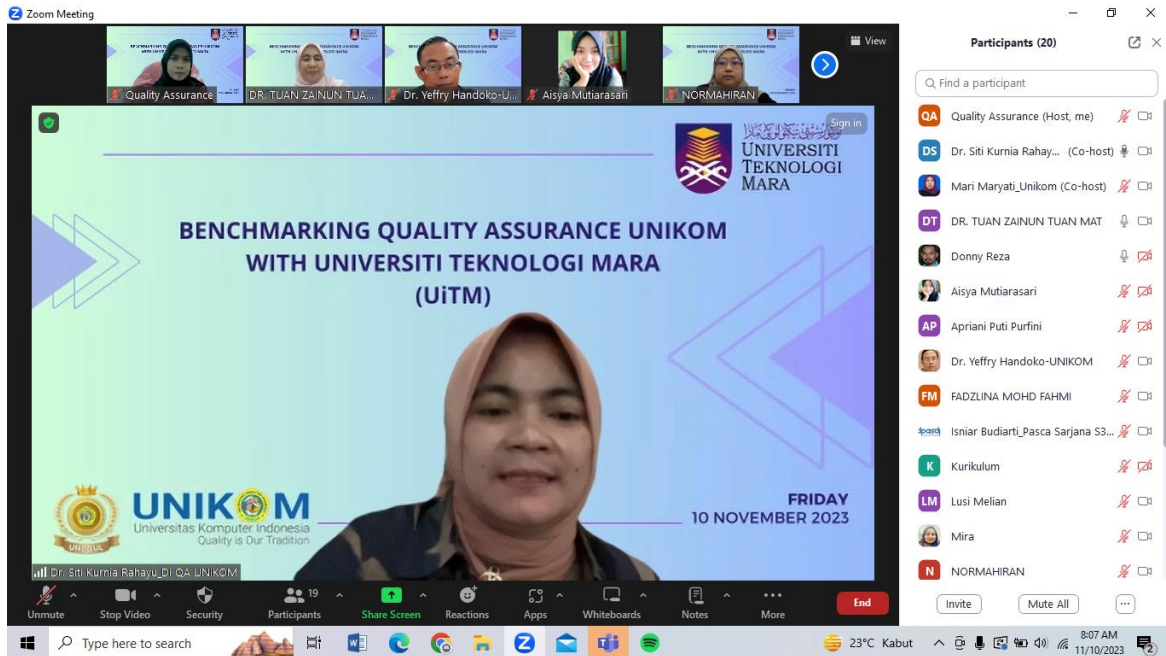
Dr. Siti Kurnia Rahayu, SE., M.Ak., Ak., CA
4127.34.03.015

DAFTAR HADIR
FORUM GROUP DISCUSSION (FGD)
Benchmark Quality Assurance System Direktorat Quality Assurance UNIKOM dengan Universiti Teknologi MARA (UiTM) Kuala Lumpur
10 November 2023

Timestamp	Email address	NAME	POSITION	INSTITUTE	EMAIL ADDRESS
11/10/2023 8:28:07	rani.susanto@email.unikom.ac.id	Rani Susanto	Penjamin Mutu Program Studi	Universitas Komputer Indonesia	rani.susanto@email.unikom.ac.id
11/10/2023 8:28:10	sutono@email.unikom.ac.id	SUTONO	PENJAMIN MUTU PROGRAM STUDI SISTEM KOMPUTER S1	Universitas Komputer Indonesia	sutono@email.unikom.ac.id
11/10/2023 8:28:20	selfa@email.unikom.ac.id	Selfa Septiani Aulia	Penjamin Mutu Internal Prodi Teknik PWK	Universitas Komputer Indonesia	selfa@email.unikom.ac.id
11/10/2023 8:28:35	widiantitri@gmail.com	Tri Widiarti Natalia	Penjamtu Prodi Arsitektur	Universitas Komputer Indonesia	tri.widiarti@email.unikom.ac.id
11/10/2023 8:30:59	wati.aris.astuti@email.unikom.ac.id	Wati Aris Astuti	Dosen Penjamtu Prodi Akuntansi	Universitas Komputer Indonesia	wati.aris.astuti@email.unikom.ac.id
11/10/2023 8:33:11	diana.andriani@email.unikom.ac.id	Diana Andriani	Penjamin Mutu Prodi	Universitas Komputer Indonesia	diana.andriani@email.unikom.ac.id
11/10/2023 8:36:58	inggar.prayoga@email.unikom.ac.id	Inggar Prayoga	QA Program studi Ilmu Komunikasi	Universitas Komputer Indonesia	inggar.prayoga@email.unikom.ac.id
11/10/2023 8:40:20	tri.rahajoeningroem@email.unikom.ac.id	Tri Rahajoeningroem	Penjamin Mutu Program Studi	Universitas Komputer Indonesia	tri.rahajoeningroem@email.unikom.ac.id
11/10/2023 8:42:51	yeffryhandoko@email.unikom.ac.id	Dr. Yeffry Handoko Putra	Quality Assurance	Universitas Komputer Indonesia	yeffryhandoko@email.unikom.ac.id
11/10/2023 8:44:28	sri.dewi@email.unikom.ac.id	Sri Dewi Anggadini	Divisi Kurikulum	Universitas Komputer Indonesia	sri.dewi@email.unikom.ac.id
11/10/2023 8:48:21	rino.adibowo@email.unikom.ac.id	Rino Adibowo	QA Prodi Ilmu Pemerintahan Unikom	Universitas Komputer Indonesia	rino.adibowo@email.unikom.ac.id
11/10/2023 8:50:09	sutimanabdulhamid15@gmail.com	Drs. Sutiman AH.,M.Si	Tim Penjamin Mutu Fakultas Pascasarjana	Universitas Komputer Indonesia	sutimanabdulhamid15@gmail.com
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11/10/2023 8:59:33	isniar.budiarti@email.unikom.ac.id	Dr. Isniar Budiarti, SE., M.Si	Penjamin Mutu Prodi DIM Pasca UNIKOM	Universitas Komputer Indonesia	isniar.budiarti@email.unikom.ac.id
11/10/2023 9:00:40	apriani.puti.purfini@email.unikom.ac.id	Apriani Puti Purfini	QA Prodi Komputerisasi Akuntansi	Universitas Komputer Indonesia	apriani.puti.purfini@email.unikom.ac.id

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11/10/2023 9:25:54	mari.maryati@email.unikom.ac.id	Mari Maryati	Keuangan	Universitas Komputer Indonesia	mari.maryati@email.unikom.ac.id
11/10/2023 9:38:13	ely.suhayati@email.unikom.ac.id	Ely Suhayati	Dekan Fakultas Ekonomi dan Bisnis	Universitas Komputer Indonesia	ely.suhayati@email.unikom.ac.id
11/10/2023 9:44:18	surtikanti@email.unikom.ac.id	Dr. Surtikanti, SE, M.Si, Ak, CA	Kaprodi Akuntansi	Universitas Komputer Indonesia	surtikanti@rmail.unikom.ac.id
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11/10/2023 9:53:04	deni.albar@email.unikom.ac.id	Deni Albar	Penjamin Mutu Fakultas Desain	Universitas Komputer Indonesia	deni.albar@email.unikom.ac.id
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11/10/2023 10:22:45	sylvia.octa.putri@email.unikom.ac.id	Sylvia Octa Putri, S.IP.,M.I.Pol	Koor. Penjaminan Mutu Prodi Ilmu Hubungan Internasional	Universitas Komputer Indonesia	sylvia.octa.putri@email.unikom.ac.id
11/10/2023 10:22:57	noraida940@uitm.edu.my	NORAIDA BINTI MOHD YUSOF	SENIOR ASSISTANT REGISTRAR (ACADEMIC)	Universiti Teknologi Mara (UiTM)	noraida940@uitm.edu.my
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11/10/2023 10:42:44	isna@email.unikom.ac.id	Isna Desliana	Sekretaris Direktorat Quality Assurance UNIKOM	Universitas Komputer Indonesia	isna@email.unikom.ac.id
11/10/2023 10:44:45	siti.kurnia@email.unikom.ac.id	Siti Kurnia Rahayu	Direktur Quality Assurance	Universitas Komputer Indonesia	siti.kurnia@email.unikom.ac.id
11/10/2023 10:47:17	bennf47@gmail.com	Beni Murdani	Sekertaris Dir.QA	Universitas Komputer Indonesia	bennf47@gmail.com
11/10/2023 11:44:56	marsh140@uitm.edu.my	MARSHITA BINTI HASHIM	AC220 PROGRAM COORDINATOR	Universiti Teknologi Mara (UiTM)	marsh140@uitm.edu.my

Dokumentasi Kegiatan Benchmark Direktorat Quality Assurance UNIKOM dengan Universiti Teknologi MARA (UiTM) Kuala Lumpur 10 November 2023



Recording...

Benchmarking QA Unikom Nov

You are viewing NORMAHIRAN's screen

View Options

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BENCHMARKING QUALITY ASSURANCE UNIKOM WITH UNIVER

UNIKOM

FRIDAY 20 NOVEMBER 2023

NORMAHIRAN

QUALITY ASSURANCE IN THE FACULTY OF ACCOUNTANCY

Unmute

Stop Video

Security

Participants 33

Chat

Share Screen

Pause/Stop Recording

Breakout Rooms

Reactions

Apps

Whiteboards

Notes

More

End

Work

Benchmarking QA Unikom Nov

You are viewing NORMAHIRAN's screen

View Options

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1 of 43



Benchmarking Quality Assurance UiTM-UNIKOM

10 Nov 2023 | 9.00 am Platform Zoom

DR. TUAN ZAINUN TUAN MAT

Ask to Unmute

Dr. Siti Kurnia Rahayu Di QA UNI...

DIANA

Unmute

Stop Video

Security

Participants 23

Chat

Share Screen

Record

Breakout Rooms

Reactions

Apps

Whiteboards

Notes

More

End

Recording...

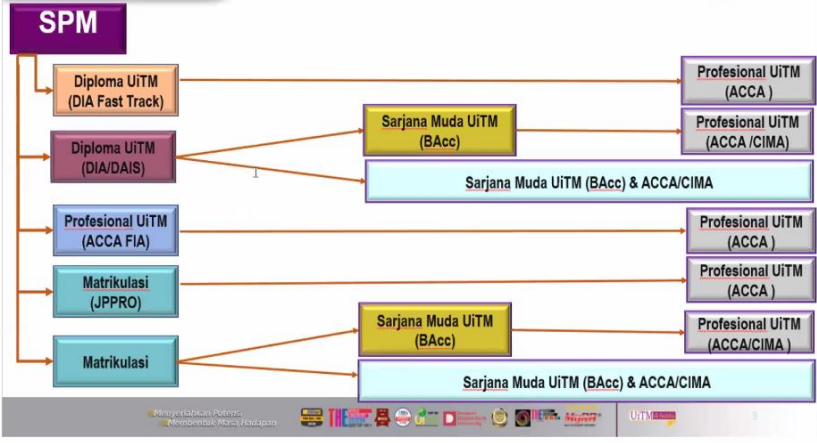
Benchmarking QA Unikom Nov

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View Options

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Multiple Pathways for Students' Intake

SPM

Diploma UiTM (DIA Fast Track)

Diploma UiTM (DIA/DAIS)

Profesional UiTM (ACCA FIA)

Matrikulasi (JPPRO)

Matrikulasi

Sarjana Muda UiTM (BAcc)

Sarjana Muda UiTM (BAcc) & ACCA/CIMA

Sarjana Muda UiTM (BAcc)

Sarjana Muda UiTM (BAcc) & ACCA/CIMA

Profesional UiTM (ACCA)

Profesional UiTM (ACCA/CIMA)

Profesional UiTM (ACCA)

Profesional UiTM (ACCA)

Profesional UiTM (ACCA/CIMA)

Unmute

Stop Video

Security

Participants 32

Chat

Share Screen

Pause/Stop Recording

Breakout Rooms

Reactions

Apps

Whiteboards

Notes

More

End

Recording... Benchmarking QA Unikom Nov... You are viewing NORMAHIRAN's screen View Options

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Implementation of Quality Assurance

Internal quality assurance

- Self-assessment of quality thru preparation of **Self-Review Report**
- **Internal audit** of QMS – conducted annually

External quality assurance

- **External review** by InQKA, UiTM – conducted once every two years
- **Accreditation Audit** by MQA, MIA or Professional Bodies – for new /existing academic programmes

Unmute Stop Video Security Participants 35 Chat Share Screen Pause/Stop Recording Breakout Rooms Reactions Apps Whiteboards Notes More End

Recording... Benchmarking QA Unikom Nov... You are viewing NORMAHIRAN's screen View Options

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Programmes Accreditation & Recognition

- **AC220 BACHELOR OF ACCOUNTANCY; AC110 DIPLOMA IN ACCOUNTANCY; AC120 DIPLOMA IN ACCOUNTING INFORMATION SYSTEMS**
 - Malaysian Institute of Accountants
 - Professional bodies i.e. ACCA, CIMA, MICPA, CPA Australia and ICAEW
- **AC704 MASTER IN STRATEGIC MANAGEMENT ACCOUNTING**
 - CIMA
- **AC551 ACCA & AC151 ACCA FIA**
 - Platinum Learning Provider
- **AC550 CIMA**
 - University Partnership



Unmute Stop Video Security Participants 32 Chat Share Screen Pause/Stop Recording Breakout Rooms Reactions Apps Whiteboards Notes More End

Zoom Meeting

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BENCHMARKING WITH UNIKOM

UNIVERSITI TEKNOLOGI MARA

FRIDAY 11/10/2023

Participants (35)

Find a participant

- Hani Irmayanti
- IP Inggar Prayoga
- Isniar Budiarti_Pasca Sarjana S3...
- K Kurikulum
- LM Lusi Melian
- M marshita
- Mira
- R. Adibowo
- Rani Susanto
- RY ROHAVU YUSOP
- S Selfa Septiani
- SD Sri Dewi
- S Sutono_UNIKOM
- Tri WN

Unmute Stop Video Security Participants 35 Chat Share Screen Reactions Apps Whiteboards Notes More End

23°C Kabut 8:35 AM 11/10/2023

Zoom Meeting

Quality Assurance

NORMAHIRAN

Donny Reza

Sylvia Octa Putri

Dr. Siti Kurnia Rahayu...

Recording...

Sign in

FADZLINA MOHD FAHMI

Unmute

Stop Video

Security

Participants 36

Share Screen

Reactions

Apps

Whiteboards

Notes

More

End

Participants (36)

Find a participant

QA Quality Assurance (Host, me)

DS Dr. Siti Kurnia Rahayu... (Co-host)

Mari Maryati_Unikom (Co-host)

N NORMAHIRAN (Co-host)

B BHEA_UITM (Co-host)

Invite

Mute All

Benchmarking Quality Assuranc...

Messages addressed to "Meeting Group Chat" will also appear in the meeting group chat in Team Chat

Erna Susilawati joined as a guest

Erna Susilawati left

Who can see your messages? Recording On

To: Meeting Group Chat

Message Benchmarking Quality Assurance UNIKOM with Universiti Teknologi MARA (UITM)

Type here to search

24°C

9:51 AM 11/10/2023

Zoom Meeting

Quality Assurance

NORMAHIRAN

Sri Dewi

Dr. Siti Kurnia Rahayu...

Isniar Budiarti, Pasca...

Recording...

Sign in

UNIVERSITI TEKNOLOGI MARA

BENCHMARKING QUALITY ASSURANCE UNIKOM WITH UNIVERSITI TEKNOLOGI MARA

FRIDAY 10 NOVEMBER 2023

Donny Reza

Unmute

Stop Video

Security

Participants 35

Share Screen

Reactions

Apps

Whiteboards

Notes

More

End

Participants (35)

Find a participant

QA Quality Assurance (Host, me)

N NORMAHIRAN (Co-host)

DS Dr. Siti Kurnia Rahayu... (Co-host)

Mari Maryati_Unikom (Co-host)

B BHEA_UITM (Co-host)

Invite

Mute All

Benchmarking Quality Assuranc...

Messages addressed to "Meeting Group Chat" will also appear in the meeting group chat in Team Chat

Erna Susilawati joined as a guest

Erna Susilawati left

Surtikanti Lnu left

Who can see your messages? Recording On

To: Meeting Group Chat

Message Benchmarking Quality Assurance UNIKOM with Universiti Teknologi MARA (UITM)

Type here to search

24°C Kabut

9:41 AM 11/10/2023

Zoom Meeting

NORMAHIRAN

Quality Assurance

Dr. Siti Kurnia Rahayu, Di Q...

Isniar Budiarti, Pasca Sarjan...

ROHAYU YUSOP

Recording...

Sign in

Kurikulum

1/2

marshita

Sylvia Octa Putri

Surtikanti Lnu

Unikom_R. Adibowo

Mira

Dewi Kurniasih

Sutono_UNIKOM

BHEA_UITM

Apriani Puti Pur...

Beni Murdani

Mute

Stop Video

Security

Participants 36

Share Screen

Reactions

Apps

Whiteboards

Notes

More

End

Participants (36)

Find a participant

QA Quality Assurance (Host, me)

N NORMAHIRAN (Co-host)

DS Dr. Siti Kurnia Rahayu... (Co-host)

Mari Maryati_Unikom (Co-host)

B BHEA_UITM (Co-host)

Invite

Mute All

Benchmarking Quality Assuranc...

student satisfaction surveys are implemented in the faculty? Do they pertain only to the learning process, or do they also cover the students' workload?

Who can see your messages? Recording On

To: Meeting Group Chat

Message Benchmarking Quality Assurance UNIKOM with Universiti Teknologi MARA (UITM)

Type here to search

24°C

10:14 AM 11/10/2023

