

**IMPLEMENTATION FORM**

**INTERNAL QUALITY AUDIT (AMI)  
STUDY PROGRAM**




*Mencerdaskan dan  
Memartabatkan Bangsa*

**QUALITY ASSURANCE UNIT  
INSTITUTION FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE (LP3M)  
STATE UNIVERSITY OF JAKARTA  
YEAR 2022**

**ATTACHMENT I  
FORM OF AUDIT RESULTS  
STUDY PROGRAM**

 <p>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY STATE UNIVERSITY OF JAKARTA INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	Number of Document	LAP/SPMI/UNJ/ 02/2022
	Since	
	Revision	02
	Page	1 from
FORM 00		
<b>INTERNAL QUALITY AUDIT REPORT (AMI) OF STUDY PROGRAM</b>		

## I. INTRODUCTION

Faculty/ Postgraduate	Faculty of Mathematic and Natural Science (FMIPA)		
Study Program	Bachelor of Physics		
Address	Campus A, Building of K. H. Hasjim Asja'rie Floor 5, Road of Rawamangun Muka, Jakarta 13220, State University of Jakarta		
Name of Coordinator of Study Program	Dr. Widyaningrum Indrasari	No. Hp : 0857-2003-8401	
Date of Audit	November 2022		
Auditor Chief	Dr. Umi Widyastuti, S.E., M.Si.	Faculty/Postgraduate: Economy	
		Study Program: Bachelor of Digital Business	
		Phone: +62 812-8394-7612	
Members	Nama : Hera Khairunnisa, S.E., M.Ak. Faculty/Postgraduate: Economy Phone :	Name:	
		Faculty/Postgraduate: Phone:	
Signature of Auditor Chief		Signature of Coordinator of Study Program	

## II. AIMS OF AUDIT: *(Please write down the aims of audit to be conducted)*

1. Ensuring that the Dikti standards, manuals, procedures, and work instructions are in accordance with the prevailing legal regulations.
2. Ensuring that the implementation of Dikti standards is in accordance with the established standards and is carried out as per the manuals, procedures, and work instructions that have been set.
3. Mapping the readiness of the Study Program to carry out the Accreditation program.
4. Ensuring the smooth implementation of Study Program management.
5. Mapping the opportunities for improving the quality of the Study Program.

## III. SCOPES OF AUDIT: *(Please write down the scope of the audit for the 32 standards synchronized with the 9 criteria in the accreditation instrument according to the educational level)*

1. Standards of Vision, Mission, Aim, and Strategy (VMTS)
2. Standards of Governance, Management, Quality Assurance, and Collaboration
3. Standards of Student Affairs
4. Standards of Human Resources
5. Standards of Finance
6. Standards of Education
7. Standards of Research
8. Standards of Community Engagement
9. Standards of Output Achievement

**IV. SCHEDULE OF AUDIT :** *(Please write down the time and date when conducting the audit)*

No	Tanggal	Jam	Kegiatan Audit
1	October 28, 2022	13.00 – 14.00	Opening
2	November 16, 2022	13.00 – 15.00	Implementation of AMI
3	December 1-7, 2022	-	Formulation of AMI Report
4	December 9, 2022	-	Submission of AMI Report
5	December 2022		Feedback from the Auditee and Signing of the AMI Report
6	-		Close

**V. POSITIVE FINDINGS :** *(Please write down audit findings falling under the classification of TP, the conformity or performance discovered in the Study Program – as an accumulation of positive findings from the Study Program)*

1. Vision, Mission, Aim, and Strategy (VMTS) Study Program is in line with the VMTS of faculty.
2. The Study Program has an adequate number of academic-qualified faculty members who are certified educators.
3. The educational operational costs are adequate.
4. The research operational costs are adequate.
5. The Competence and career development of faculty members through continuous professional development activities are excellent.

**VI. SUMMARY OF AUDIT FINDINGS:** *(Please write down the audit findings classified as OB - Observe, KTS Ma - Major Non-Conformity, and KTS Mi - Minor Non-Conformity, found in each study program, a summary from Form 03)*

No. ( Ordered by the number of findings )	Description of Findings	Category of Findings (Mark with a v as appropriate)			Number of PTK
		OB	KTS Mi	KTS Ma	
1	Based on the audit results of Criteria 1 No.10 regarding VMTS Policy and Strategy Documents, it was found that the Study Program does not have a formalized vision and mission statement, as well as minutes of the Focus Group Discussion (FGD) for formulating the VMTS.	√			
2	Based on the audit results of Criteria 2 No.20 regarding Quality Assurance of the study program, it was found that the Study Program does not have the complete document of PPEPP (Control and Assurance of Educational Program Evaluation) cycle.	√			
3	Based on the audit results of Criteria 4 No. 27 regarding the academic positions of faculty members, it was found that there are fewer than 5 lecturers with functional positions LK (Associate Professor) and GB (Professor).	√			
4	Based on the audit results of Criteria 7 No. 63 regarding research groups and research roadmaps, it was found that the Study Program does not have research groups and research roadmaps.	√			

**VII. ADVANTAGES OF THE STUDY PROGRAM:** *(It contains the strengths or uniqueness of the proposed Study Program based on a comparison with three similar study programs at the national and/or international level, encompassing various aspects.)*

<b>Standards/ Criteria</b>	<b>Advantages</b>
Section A No. 6	The Study Program has a strong network of collaboration with both domestic and international institutions.
1 No 11	The Study Program aligns its scientific vision and objectives with the Specific and clear VMTS of faculty.
4 No 26 and 28	The study program has an adequate number of permanent lecturers of the study program (DTPS) who are academic-qualified and certified educators.
5 No 40	The educational operational costs are adequate.
5 No 41	The research operational costs are adequate.
5 No 42	The operational costs of community service are adequate.
6 No 54, 54, and 56	Academic counseling, internship mentoring, and final project or thesis supervision are well-documented in the Candela system.
7 No. 64	The research productivity of faculty members is highly satisfactory.
9 No. 81	The products or services of DTPS and students adopted by the community are highly satisfactory.
9 No. 82	The products or services of DTPS and students with intellectual property rights (IPR) or patents are highly satisfactory

**VIII. OPPORTUNITIES FOR IMPROVEMENT:** *(It contains the strategic plans of the study program for developing and transforming it into a flagship program that the university can be proud of at both the national and international levels)*

<b>Standards/ Criteria</b>	<b>Opportunities for Improvement</b>
Criteria 1 No.10	The Study Program can request the Dean to issue a decree regarding the formulation of the VMTS.
Criteria 2 No. 20	The Study Program can create the PPEPP document routinely every year.
Criteria 4 No. 27	The study program can add the DTPS from other study programs as subject instructors in the Bachelor of Physics program
Criteria 7 No 63	The faculty needs to formulate research groups and establish a decree from the Dean as their legal basis.

**IX. AUDIT CONCLUSION**

*(Please write down a conclusion from the audit findings, which will be used as the basis/recommendation for the program to make improvements - in the short, medium, or long term.)*

The audit results indicate that there are seven findings, consisting of two minor findings and two observational findings.

**X. AUDIT ATTACHMENTS:**

1. Form 01
2. Form 02
3. Form 03
4. Attendance List for the Opening
5. Attendance List for the Closing

 <p>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY STATE UNIVERSITY OF JAKARTA INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	Number of Document	PR/SPMI/UNJ/ 02/2022
	Since	August 2022
	Revision	02
	Page	1 from
FORM 01		
<b>INTERNAL QUALITY AUDIT PLANNING (AMI) OF STUDY PROGRAM</b>		

Audit	Type of Audit	Applied Standards
<b>Internal Quality</b>	<ol style="list-style-type: none"> <li><b>Audit of Document</b></li> <li><b>Audit of Compliance (Fieldwork)</b></li> </ol>	<b>Standard in UNJ's Quality Assurance System (SPMI) 2020</b>
Name of Study Program	Scope	Date of Audit
Bachelor of Fisika	<b>Academic</b>	November 16, 2022
Distribution of Documents **)	Auditee	Auditor
		<b>Team of SPMI</b>

\*\* ) Circle according to the document's purpose

<b>Schedule of Audit Implementation</b>	A. Audit of Document (Audit of System) Day/Date: Friday/November 11, 2022 Time: 9.00 AM until completion B. Audit of Compliance (Audit of Fieldwork) Day/Date: Wednesday/November 16, 2022 Time: 13.00 - 15.00 WIT  Maximum Online Visit Execution - 4 hours
<b>Chief of Auditor</b>	Dr. Umi Widyastuti, M.Si.
<b>Members of Auditor</b>	Hera Khairunnisa, S.E., M.Ak.
<b>Auditee</b>	Dr. Widyaningrum Indrasari

\* Form can be downloaded in [bitly/spm.unj.ac.id](http://bitly/spm.unj.ac.id)


Jakarta, November 22, 2022

Chief of Auditor





(Dr. Umi Widyastuti, M.S




 <p>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY STATE UNIVERSITY OF JAKARTA INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	Number of Document	PTK/SPMI/UNJ/02/2022
	Since	August 2022
	Revision	02
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FORM 03		
<b>AUDIT FINDINGS AND REQUEST FOR CORRECTIVE ACTION (PTK)</b>		

## Audit Findings and Request for Corrective Action (PTK)

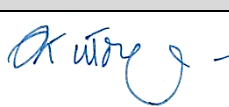

PTK No		Finding Categories*)	<input type="checkbox"/> KTS Major	<input type="checkbox"/> KTS Minor	<input checked="" type="checkbox"/> Observation
Study Program	Bachelor of Physics				
Coordinator of Study Program	Dr. Widyaningrum Indrasari M.Si.				
References (Quality Indicators)	<ol style="list-style-type: none"> <li>1. Standard of VMTS</li> <li>2. Standards of Governance, Management, Quality Assurance, and Collaboration</li> <li>3. Standards of Student Affairs</li> <li>4. Standards of Human Resources</li> <li>5. Standards of Finance</li> <li>6. Standards of Education</li> <li>7. Standards of Research</li> <li>8. Standards of Community Engagement</li> <li>9. Standards of Output Achievement</li> </ol>				
Description of Findings <i>(filled in by the Auditor)</i>					
Based on the audit results of Criterion 1, No. 10, regarding the policy and implementation of VMTS, it was found that the Study Program does not have the Decree of Formulation of Vision and Mission and minutes of the FGD for the formulation of VMTS.					
Root Cause					
Inaccuracy in administration and good university governance					
Consequence					
The incomplete VMTS documents have the potential to lower the assessment during accreditation					
Chief of Auditor	Signature		Date of Audit		
Dr. Umi Widastuti, M.Si.			November 16, 2022		
Improvement Action Plan and Completion Schedule <i>(filled in by the Auditee)</i>					
The Study Program will submit a request for the approval of the VMTS to the Faculty of Mathematics and Natural Sciences (FMIPA) dean's office. Target realization: June 30, 2023					
Name of Auditee	Signature		Date of Audit		
Dr. Widyaningrum Indrasari, M.Si.			November 16, 2022		




Review of the Effectiveness of Corrective Actions <i>(filled out by the Auditor in the next audit)</i>		
Name of Auditor	Signature	Date of Audit

 <p>UNIVERSITAS NEGERI JAKARTA Mencondokan dan Memartabatkan Bangsa</p>	<b>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY</b> <b>STATE UNIVERSITY OF JAKARTA</b> <b>INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE</b> Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a>	Number of Document	PTK/SPMI/UNJ/02/2022	
		Since	August 2022	
	FORM 03		Revision	02
	<b>AUDIT FINDINGS AND REQUEST FOR CORRECTIVE ACTION (PTK)</b>		Page	1 from

## Audit Findings and Request for Corrective Action (PTK)


PTK No		Finding Categories*)	<input checked="" type="checkbox"/> KTS Major	<input checked="" type="checkbox"/> KTS Minor	<input checked="" type="checkbox"/> Observation
Study Program	Bachelor of Physics				
Coordinator of Study Program	Dr. Widyaningrum Indrasari M.Si.				
References (Quality Indicators)	<ol style="list-style-type: none"> <li>1. Standard of VMTS</li> <li>2. Standards of Governance, Management, Quality Assurance, and Collaboration</li> <li>3. Standards of Student Affairs</li> <li>4. Standards of Human Resources</li> <li>5. Standards of Finance</li> <li>6. Standards of Education</li> <li>7. Standards of Research</li> <li>8. Standards of Community Engagement</li> <li>9. Standards of Output Achievement</li> </ol>				
Description of Findings <i>(filled in by the Auditor)</i>					
Based on the audit results of Criteria 2 No.20 regarding Quality Assurance of the study program, it was found that the Study Program does not have the document of PPEPP (Control and Assurance of Educational Program Evaluation) cycle.					
Root Cause					
Lack of socialization of PPEPP documents at the program level.					
Consequence					
The PPEPP documents at the program study level are not well-documented.					
Chief of Auditor	Signature		Date of Audit		
Dr. Umi Widayastuti, M.Si.			November 16, 2022		
Improvement Action Plan and Completion Schedule <i>(filled in by the Auditee)</i>					
The study program already has the PPEPP documents, including teaching assignments, course monitoring documents, student evaluations of lecturers, and management review meeting documents related to teaching. Target realization: June 30, 2023					
Name of Auditee	Signature		Date of Audit		
Dr. Widyaningrum Indrasari, M.Si.			November 16, 2022		


Review of the Effectiveness of Corrective Actions <i>(filled out by the Auditor in the next audit)</i>		
Name of Auditor	Signature	Date of Audit

 <p>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY STATE UNIVERSITY OF JAKARTA INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	Number of Document	PTK/SPMI/UNJ/02/2022
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<b>FORM 03</b> <b>AUDIT FINDINGS AND REQUEST FOR CORRECTIVE ACTION (PTK)</b>		


## Audit Findings and Request for Corrective Action (PTK)

PTK No		Finding Categories*)	<input type="checkbox"/> KTS Major	<input type="checkbox"/> KTS Minor	<input checked="" type="checkbox"/> Observation
Study Program	Bachelor of Physics				
Chief of Study Program	Dr. Widyaningrum Indrasari, M.Si.				

References (Quality Indicators)	<ol style="list-style-type: none"> <li>1. Standard of VMTS</li> <li>2. Standards of Governance, Management, Quality Assurance, and Collaboration</li> <li>3. Standards of Student Affairs</li> <li>4. Standards of Human Resources</li> <li>5. Standards of Finance</li> <li>6. Standards of Education</li> <li>7. Standards of Research</li> <li>8. Standards of Community Engagement</li> <li>9. Standards of Output Achievement</li> </ol>				
Description of Findings <i>(filled in by the Auditor)</i>					
Based on the audit results of Criteria 4 No. 27 regarding the academic positions of faculty members, it was found that there are fewer than 5 lecturers with functional positions LK (Associate Professor) and GB (Professor).					
Root Cause					
Only lecturers with one homebase are included in the self-evaluation document.					
Consequence					
The number of faculty members holding academic positions of LK (Associate Professor) and GB (Professor) is less than 5, which has the potential to negatively impact the accreditation assessment.					
Chief of Auditor	Sign	Date of Audit			
Dr. Umi Widayastuti, M.Si.		November 16, 2022			



Improvement Action Plan and Completion Schedule <i>(filled in by the Auditee)</i>		
The number of academic positions for GB (Professor) and LK (Associate Professor) is already sufficient, with an addition of 1 LK in December 2022		
Name of Auditee	Signature	Date of Audit
Dr. Widyaningrum Indrasari, M.Si.		November 16, 2022

Review of the Effectiveness of Corrective Actions <i>(filled out by the Auditor in the next audit)</i>		
Name of Auditor	Signature	Date of Audit

 <p>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY STATE UNIVERSITY OF JAKARTA INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE Road of Rawamangun Muka, Jakarta 13220. Building of Pusat Studi dan Sertifikasi Guru, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	Number of Document	PTK/SPMI/UNJ/02/2022
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FORM 03		
<b>AUDIT FINDINGS AND REQUEST FOR CORRECTIVE ACTION (PTK)</b>		

## Audit Findings and Request for Corrective Action (PTK)

PTK No		Finding Categories*)	<input checked="" type="checkbox"/> KTS Major	<input checked="" type="checkbox"/> KTS Minor	<input checked="" type="checkbox"/> Observation
Study Program	Bachelor of Physics				
Chief of Study Program	Dr. Widyaningrum Indrasari, M.Si.				

References (Quality Indicators)	<ol style="list-style-type: none"> <li>1. Standards of VMTS</li> <li>2. Standards of Governance, Management, Quality Assurance, and Collaboration</li> <li>3. Standards of Student Affairs</li> <li>4. Standards of Human Resources</li> <li>5. Standards of Finance</li> <li>6. Standards of Education</li> <li>7. Standards of Research</li> <li>8. Standards of Community Engagement</li> <li>9. Standards of Output Achievement</li> </ol>				
Description of Findings <i>(filled in by the Auditor)</i>					
Based on the audit results of Criteria 7 No. 63 regarding research groups and research roadmaps, it was found that the Study Program does not have research groups and research roadmaps.					
Root Cause					
There is Insufficient coordination through faculty and study program meetings addressing research roadmaps and research groups.					
Consequence					
The study program has not documented a research roadmap for each lecturer in a document, and it has not been directed towards career development leading to a professorship.					
Chief of Auditor	Signature			Date of Audit	
Dr. Umi Widayastuti, M.Si.				November 16, 2022	
Improvement Action Plan and Completion Schedule <i>(filled in by the Auditee)</i>					
The Study Program already has a faculty competence map and will be developing a research roadmap for faculty members. Target realization: June 30, 2023					
Name of Auditee	Signature			Date of Audit	
Dr. Widyaningrum Indrasari, M.Si				November 16, 2022	

Review of the Effectiveness of Corrective Actions <i>(filled out by the Auditor in the next audit)</i>		
Name of Auditor	Signature	Date of Audit



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MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY  
STATE UNIVERSITY OF JAKARTA  
INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE  
Road of Rawamangun Muka, Jakarta 13220.  
Building of Pusat Studi dan Sertifikasi Guru, Floor 4 Tel/Fax: 021-47866576  
Email : [lpjm@unj.ac.id](mailto:lpjm@unj.ac.id) Website: [www.spm.unj.ac.id](http://www.spm.unj.ac.id)




**ATTENDANCE LIST FOR THE OPENING OF INTERNAL QUALITY AUDIT**

**Meeting : AMI FMIPA**

**Place: Online with zoom  
meetings**

**Time: 09.00 AM**

**Date: November 16, 2022**

NO	NAMA	TANDA TANGAN
1	Dr. Widyaningrum Indrasari, M.Si	
2	Dr. Umiatin, M.Si	
3	Dr. Umi Widyastuti, M.Si.	
4		

Coordinator of Study Program



(Dr. Widyaningrum Indrasari, M.Si.)





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Email : [lpjm@unj.ac.id](mailto:lpjm@unj.ac.id) Website: [www.spm.unj.ac.id](http://www.spm.unj.ac.id)




**ATTENDANCE LIST FOR THE OPENING OF INTERNAL QUALITY AUDIT**

**Meeting : AMI FMIPA**

**Place:**

**Time:**

**Date:**

NO	NAMA	TANDA TANGAN	
1	Dr. Widyaningrum Indrasari, M.Si		
2	Dr. Umiatin, M.Si		
3	Dr. Umi Widyastuti, M.Si.		
4			

Coordinator of Study Program




(Dr. Widyaningrum Indrasari, M.Si.)

**ATTACHMENT II  
FORM OF FOLLOW-UP ACTION PLAN (RTL)  
STUDY PROGRAM**

 <p>UNIVERSITAS NEGERI JAKARTA Mencerdaskan dan Memartabatkan Bangsa</p>	<p><b>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY</b>  <b>STATE UNIVERSITY OF JAKARTA</b>  <b>INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE</b>          Road of Rawamangun Muka, Jakarta 13220.          Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576          Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	No Document	RTL/SPMI/UNJ/001
		Section	Evaluation and Control of Academic Quality
		Issued Date	
		Revision	
<b>FOLLOW-UP ACTION PLAN (RTL)</b>			

Name of Institution	<b>State University of Jakarta</b>
Name of Faculty/Postgraduate	<b><i>Faculty of MIPA</i></b>
Name Study Program	<b><i>Fisika</i></b>
Educational Level	<b><i>Sarjana / Magister / Doktor*</i></b>

\* Please choose one

 <p>UNIVERSITAS NEGERI JAKARTA Memorandum dan Memanfaatkan Energi</p>	<p><b>MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY</b> <b>STATE UNIVERSITY OF JAKARTA</b> <b>INSTITUTION OF FOR EDUCATION DEVELOPMENT AND QUALITY ASSURANCE</b></p> <p>Road of Rawamangun Muka, Jakarta 13220. Building of Ki Hajar Dewantara, Floor 4 Tel/Fax: 021-47866576 Email : <a href="mailto:lpjm@unj.ac.id">lpjm@unj.ac.id</a> Website: <a href="http://www.spm.unj.ac.id">www.spm.unj.ac.id</a></p>	No Document	PTK-RTL/SPMI/UNJ/001
		Section	Evaluation and Control of Academic Quality
	<p><b>AUDIT FINDINGS, REQUEST FOR CORRECTIVE ACTION</b> <b>TEMUAN AUDIT (PTK), AND FOLLOW-UP ACTION PLAN (RTL)</b></p>	Issued Date	August 2022
		Revision	

<p><b>Description of Findings</b></p> <p>In the audit process conducted for the Physics Bachelor's program, there were four observational findings, including:</p> <ol style="list-style-type: none"> <li>Standards of VMTS Based on the audit results of Criteria 1 No.10 regarding VMTS Policy and Strategy Documents, it was found that the Study Program does not have a formalized vision and mission statement, as well as minutes of the Focus Group Discussion. (FGD) for formulating the VMTS</li> <li>Standards of Governance, Management, Quality Assurance, and Collaboration Based on the audit results of Criteria 2 No.20 regarding Quality Assurance of the study program, it was found that the Study Program does not have the complete document of PPEPP (Control and Assurance of Educational Program Evaluation) cycle.</li> <li>Standards of Human Resources Based on the audit results of Criteria 4 No. 27 regarding the academic positions of faculty members, it was found that there are fewer than 5 lecturers with functional positions LK (Associate Professor) and GB (Professor).</li> <li>Standards of Research Based on the audit results of Criteria 7 No. 63 regarding research groups and research roadmaps, it was found that the Study Program does not have legalized document of research groups and research roadmaps.</li> </ol>
<p><b>Cause Root</b></p> <ol style="list-style-type: none"> <li>Inaccuracy in administration and good university governance.</li> <li>Lack of socialization of PPEPP documents at the program level.</li> <li>Only lecturers with one homebase are included in the self-evaluation document.</li> <li>There is Insufficient coordination through faculty and study program meetings addressing research roadmaps and research groups</li> </ol>
<p><b>Implication</b></p> <ol style="list-style-type: none"> <li>The incomplete VMTS documents have the potential to lower the assessment during accreditation.</li> <li>The PPEPP documents at the program study level are not well-documented.</li> <li>The number of faculty members holding academic positions of LK (Associate Professor) and GB (Professor) is less than 5, which has the potential to negatively impact the accreditation assessment.</li> <li>The study program has not documented a research roadmap for each lecturer in a document, and it has not been directed towards career development leading to a professorship.</li> </ol>
<p><b>Follow-up Action Plan (RTL)</b></p> <ol style="list-style-type: none"> <li>The Physics Study Program will submit a request for the approval of VMTS to the Faculty of Mathematics and Natural Sciences (FMIPA) dean's office.</li> <li>The Physics Study Program already has PPEPP documents, including teaching assignments, course monitoring documents, student evaluations of lecturers, and management review meeting documents related to teaching.</li> <li>The number of academic positions for GB (Professor) and LK (Associate Professor) in the Physics Study Program is already sufficient, with an addition of 1 LK in December 2022.</li> <li>The Physics Study Program already has a faculty competence map and will be developing a research roadmap for faculty members.</li> <li>The Physics Study Program already has legalization document of research group and research</li> </ol>

roadmap.

Confirmed by

Jakarta, November 17, 2022

Vice Dean I

Coordinator of Physics Study Program



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