**IIUM MAINTENANCE AUDIT TEMPLATE**

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| **NAME OF PROGRAMME** | **:** |  |
| **MODE** | **:** |  |
| **CENTRE OF STUDIES** | **:** |  |
| **NEC** | **:** |  |
| **MQR CODE** | **:** |  |
| **LAST ACCREDITATION EXERCISE** | **:** |  |

**Appendix list:**

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| **Appendix** | **Details** |
| **A** | Curriculum used for the current audit exercise with senate endorsement date |
| **B** | Students’ intake statistics |
| **C** | Evidence for Area 1 |
| **D** | Evidence for Area 2 |
| **E** | Evidence for Area 3 |
| **F** | Evidence for Area 4 |

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| **G** | Evidence for Area 5 |
| **H** | Evidence for Area 6 |
| **I** | Evidence for Area 7 |
| **L** | Staff (Appendix B) <https://www.iium.edu.my/office/kca/governance-and-policy> 🡪 MQA Regulatory Document |
| **M** | Other Supporting Document |

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| **1.0** | **AREA 1** | **:** | **PROGRAMME DEVELOPMENT AND DELIVERY** |

* 1. Statement of Educational Objectives of Academic Programme and Learning Outcomes

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

* 1. Programme Development: Process, Content, Structure and Teaching-Learning Methods

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
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* 1. Programme Delivery

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**IIUM Standard**

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| 1. **How does the design of this academic programme prepare students to be well-rounded, professionally competent and Islamic in their view and behaviours as outlined by IIUM vision and mission?** 2. **Explain the methods by which the elements of KhAIR and JERIHAS are inculcated in the planning and delivery of the courses offered.** |
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| **2.0** | **AREA 2** | **:** | **ASSESSMENT OF STUDENT LEARNING** |

2.1 Relationship between Assessment and Learning Outcomes

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

2.2 Assessment Methods

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

2.3 Management of Student Assessment

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

**IIUM Standard**

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| 1. **How are the elements of Pillars of Learning (POL) reflected in the assessment activities of students’ learning?** |
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| **3.0** | **AREA 3** | **:** | **STUDENT SELECTION** |

3.1 Relationship between Assessment and Learning Outcomes

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

3.2 Articulation and Transfer

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

3.3 Student Support Services

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

3.4 Student Representation and Participation

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

3.5 Alumni

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| **Strengths of the Department in meeting its goals** |  |
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| **Steps that have been or will be taken to address the problem areas** |  |

**IIUM Standard**

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| 1. **What other avenues can be offered to the students to promote transformative experience?** |
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| **4.0** | **AREA 4** | **:** | **ACADEMIC STAFF** |

4.1 Recruitment and Management

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

4.2 Service and Development

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

**IIUM Standard**

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| 1. **Explain how the members of academic staff (and other categories of instructors) perform their duties as murabbi to the students.** |
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| **5.0** | **AREA 5** | **:** | **EDUCATIONAL RESOURCES** |

5.1 Physical Facilities

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

5.2 Research and Development

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

5.3 Financial Resources

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| **Strengths of the Department in meeting its goals** |  |
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| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

**IIUM Standard**

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| 1. **What particular resource(s) is/are state-of-the-art?** |
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| **6.0** | **AREA 6** | **:** | **PROGRAMME MANAGEMENT** |

6.1 Programme Management

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

6.2 Program Leadership

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

6.3 Administrative Staff

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| **Strengths of the Department in meeting its goals** |  |
| **Strategies for maintaining and enhances the strengths** |  |
| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

6.4 Academic Records

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| **Strengths of the Department in meeting its goals** |  |
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| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

**IIUM Standard**

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| 1. **How does the management of the academic programmes reflect IIUM views towards Maqasid ash-Shariah?** |
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| **7.0** | **AREA 7** | **:** | **PROGRAMME MONITORING, REVIEW AND CONTINUAL QUALITY IMPROVEMENT** |

7.1 Mechanisms for Programme Monitoring, Review and Continual Quality Improvement

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| **Strengths of the Department in meeting its goals** |  |
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| **Areas of concern that need to be addressed** |  |
| **Steps that have been or will be taken to address the problem areas** |  |

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| 1. **How does the department plan to get feedback from students for the Continual Quality Improvement (CQI) process?** |
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Prepared by:

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Date: