Bangladesh Accreditation Council

External Quality Assessment of Academic Program

Assessment Sheet

Name of the Academic Program:

Name of the HEI/University:

Standards	Criteria	Full Score	Earned Point	(%)
1. Governance	Criterion 1-1: Vision, mission and objectives of the PoE	5		
	Criterion 1-2: Strategic plan	5		
	Criterion 1-3: Set-up & Policy to control sexual harassment	5		
	Criterion 1-4: Academic calendar	5		
	Criterion 1-5: Class size policy	5		
	Criterion 1-6: IT based student database/portfolio	5		
	Total Score for Governance	**30**	**0**	**0**
2. Leadership, Responsibility and Autonomy	Criterion 2.1: Organizational structure & responsibilities	5		
	Criterion 2.2: Values to foster social responsibility	5		
	Criterion 2.3: Autonomy and financial support	5		
	Total Score for Leadership, Responsibility & Autonomy	**15**		**0**
3. Institutional Integrity and Transparency	Criterion 3-1: Transparent and fair policy for recruitment	5		
	Criterion 3-2: Code of conduct & policy to promote ethics	5		
	Criterion 3-3: Transparency and fairness in admission	5		
	Criterion 3-4: Student handbook	5		
	Criterion 3-5: Informative Website	5		
	Criterion 3-6: Policy for grievance management	5		
	Total Score for Institutional Integrity and Transparency	**30**		**0**
4. Curriculum	Criterion 4-1: Curriculum design & review procedure	5		
	Criterion 4-2: Curriculum is designed following needs and QF	5		
	Criterion 4-3: PLOs are alligned with mission and GP	5		
	Criterion 4-4: PLOs are SMART	5		
	Criterion 4-5: Graduating credit is in compliance with QF	**5**		
	Criterion 4-6: PLOs and courses are alligned	5		
	Criterion 4-7: GED courses in the curriculum	5		
	Criterion 4-8: Course file	**5**		
	Criterion 4-9: Internship/project/dissertation/field work etc.	5		
	Total Score or Curriculum	**45**		**0**
5. Teaching-Learning & Assessment	Criterion 5-1: Focus of Teaching learning and assessment	5		
	Criterion 5-2: SLT, TLA are in accordance of credit value	5		
	Criterion 5-3: Maintainance class schedule	5		
	Criterion 5-4: Availability of Course plan/outline	5		
	Criterion 5-5: Students get timely feedback	5		
	Criterion 5-6: Moderation of question papers	5		
	Criterion 5-7: Progression rules	5		
	Criterion 5-8: CLOs & TLA are aligned	5		
	Criterion 5-9 : Tutorial class	5		
	Total Score for Teaching-Learning & Assessment	**45**		**0**

Signature:

Standard	Criteria	Full Point	Earned Point	(%)
6. Student Admission & Support Services	Criterion 6-1: Appropriateness of Admission policy	5		
	Criterion 6-2: Set-up & Policy for International Student	5		
	Criterion 6-3: Student affairs department & awareness sessions	**5**		
	Criterion 6-4: PoE organizes orientation session for the freshers	5		
	Criterion 6-5: Academic guidance and counseling	5		
	Criterion 6-6: Alumni association	5		
	Criterion 6-7: Opportunity to involve in co-curricular activities	5		
	Criterion 6-8: Career counselling and guidance	5		
	Criterion 6-9: Management of struggling students	5		
	Total Score for Student Admission & Support Services	**45**		**0**
7. Faculty & Professional Staff	Criterion 7-1: Qualified and experienced faculty	5		
	Criterion 7-2: Salary stucture and incentives	5		
	Criterion 7-3: Policy to support faculty for advanced studies	5		
	Criterion 7-4: Supports for professional development	5		
	Criterion 7-5: KPIs & Performance evaluation	5		
	Criterion 7-6: Policy for work load distribution	5		
	Criterion 7-7: Provisions to appoint competent practitioners	5		
	Criterion 7-8: Faculty combinationa & Teacher Student ratio	5		
	Total Score for Faculty & Professional Staff	**40**		**0**
8. Facilities & Resources	Criterion 8-1: Policy for capacity based student enrollment	5		
	Criterion 8-2: Library management	5		
	Criterion 8-3: Necessary physical facilities	5		
	Criterion 8-4: Laboratory, instructional technology	5		
	Criterion 8-5: Financial resources allocation	5		
	Total Score for Facilities & Resources	**25**		**0**
9. Research & Scholarly Activities	Criterion 9-1: Research policy with budget	**5**		
	Criterion 9-2: Need based & collaborative research	5		
	Criterion 9-3: Policy to disseminate research findings	5		
	Criterion 9-4: Intellctual contributions	5		
	Total Score for Research & Scholarly Activities	**20**		**0**
10. Monitoring, Evaluation & Continual Improvement	Criterion 10-1: Institutional Quality Assurance Cell (IQAC)	5		
	Criterion 10-2: Formal system and management of feedback	**5**		
	Criterion 10-3: Systematic monitoring, evaluation and review	**5**		
	Criterion 10-4: University industry collaboration (UIC)	5		
	Total Score for Monitoring, Evaluation & CI	**20**		**0**
	Grand Total	**315**		**0**
	Score Earned in Percentage (%)			
Accreditation Committee	**Name & Address**		**Signature**	
Head:				
Member (QA):				
Member (Subject):				