



Mean Chey University

Strategic Plan for Quality Assurance 2021-2024



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1/1/20

INTRODUCTION

Mean Chey University, founded in 2007 by His Excellency Ke Kimyan, Deputy Prime Minister of the Royal Government of Cambodia and Luk Chumteav Mao Malay, is one of the young public higher educational institutions in Rural province of Cambodia. The university ambition focusing on quality is a priority is clearly indicated in its vision, having strong potentials in quality human resource development so as to make a huge contribution to the national development.

To reach the vision for quality in developing human resources, the University has signified the oversight of Quality Assurance (QA) in teaching and learning so that the quality education can appropriately serve the society. With support from Erasmus+ Project, Strengthening Quality Assurance in Cambodian Higher Educations-SICA, the University has promulgated the Strategic Plan for Quality Assurance for 2021-2024 to guide the university to be locally accredited by ACC and regionally accredited by AUN by the end of 2024.

The plan has primarily been developed to fit the university contexts and purposes, starting from the awareness on the quality from all stakeholders to quality evaluation. This preliminarily involves the collection of inputs and feedbacks from concerning parties such as the university management team, teaching and non-teaching staff, students, communities and industries. The data include course evaluations, comments and suggestions on teaching and learning practices and on curriculum from teachers and comments and suggestions on facilities from students and teachers.

The scope of this strategic plan includes:

- The awareness of Quality and Quality Assurance both the definition and process,
- The active participation from stakeholders in quality implementation and assurance,
- The capacity building in quality management
- The improvement of learner experience and of cost effective programmes

VISION STATEMENT

The Internal Quality Assurance (IQA) Office at Mean Chey University will be an effective coordinating and supporting quality unit, working collaboratively with stakeholders to drive the university earn a regional ranking by 2024.

MISSION STATEMENT

To ensure the quality improvement of the university academic practices, the IQA Office sets up the missions so called ASEAN as the following

1. Assuring the quality awareness and active involvement from the stakeholders,
2. Supporting and developing internal quality assessors
3. (monitoring and) Improving the quality assessment practices
4. Applying up-to-date quality policies, procedures and legislation to meet external/regulatory requirements, and
5. Nurturing Quality Culture at Mean Chey University.



CORE VALUES

The Internal Quality Assurance (IQA) Office at Mean Chey University has a high belief in working for accountability, transparency, professionalism, and efficiency for the creation of “Quality from Participation to Excellence”.

MCU IQA’S GOALS

- Goal 1: Develop strategic plan and guidebook of MCU QA
- Goal 2: Disseminate guidebook and MCU QA strategic plan
- Goal 3: Train and support QA internal team and invite assessors from partner universities
- Goal 4: Implement, monitor and evaluate the MCU QA practices for institutional assessment
- Goal 5: Develop monitoring and evaluation plan
- Goal 6: Prepare and apply for programmes accreditation to AUN

SWOT ANALYSIS

MCU Strategic Plan for Quality Assurance for 2021-2024 is partly planned based on the SWOT analysis from teaching and non-teaching staff and students.

1. Strengths

- Public University_Public Funding
- Large Space
- Big library
- Sufficient qualified teachers and staff- national examination
- Most of the staff are young
- Strong local and international academic and culture cooperation
- Dormitories for teacher, male and female students
- Laboratories
- Big sport fields
- Many courses offered

2. Weaknesses

- Poor financial management
- Low university image profile
- lack of teaching staff by skills-some of the experienced teachers become administrative staff
- Young staff but low motivation
- Most of local and international cooperation are inactive
- No joint research
- Laboratory activities are not frequently active
- Chinese instruction on the lab materials and machines
- No qualified staff for laboratory room
- No fund for laboratory



3. Threads

- Strong private universities in the areas- strong competitors (It is not a threat, it is an opportunity)
- Low support from the surrounding communities
- People immigration to Thailand, Malaysia and Korea
- Students' low academic background
- Surrounded by poor communities

4. Opportunities

- Strong support from the authorities
- Proximity to business and factory areas
- Proximity to cultural and historical areas
- Strong support from the MoEYS
- Under pressure from local and international communities for QUALITY and INTERNATIONALIZATION
- Partners' consideration for staff professional development and student academic development



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STRATEGIES TO ACHIEVE MCU QA'S GOALS

GOAL 1: DEVELOP STRATEGIC PLAN AND GUIDEBOOK OF MCU QA

<i>Strategies</i>	<i>Responsible Person</i>	<i>Indicator(s) / KPI(s)</i>	<i>Timeline</i>	<i>Remarks</i>
<i>1.1. Develop MCU QA Strategic Plan (Implementation, Monitoring and Evaluation)</i>	<i>MCU QA Team and SICA Team</i>	<i>- QA Strategic Plan 2020-2023 is developed</i>	<i>- Week 1 of March 2021</i>	
<i>1.2. Develop MCU QA Guidebook</i>	<i>MCU QA Team and SICA Team</i>	<i>- QA Guidebook is developed</i>	<i>- Week 1 of March 2021</i>	

GOAL 2: DISSEMINATE QA GUIDEBOOK AND STRATEGIC PLAN

<i>Strategies</i>	<i>Responsible Person</i>	<i>Indicator(s) / KPI(s)</i>	<i>Timeline</i>	<i>Remarks</i>
<i>2.1. Conduct a dissemination workshop for internal and external stakeholders to promote MCU QA Guidebook and Strategic Plan 2021-2023 Booklet</i>	<i>MCU QA Team and SICA Team</i>	<ul style="list-style-type: none"> <i>- 120 Participants (1 Rector, 4 Vice Rectors, 5 Faculties, 11 Offices, 85 staff and teachers, 4 contractors/security 2 students from Student Association ... deeper understand about the QA and are ready to involve in the implementation of QA at Mean Chey University.</i> <i>- 50 participant from external partners (public high schools, private universities</i> 	<i>- Late of May 2021</i>	-



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		<p><i>and authority) deeper understand about the MCU QA</i></p> <ul style="list-style-type: none"> - <i>Feedback from the work to update for the sustainability.</i> - <i>50 000 QA leaflets and 200 QA guidebooks are published and shared to both internal and external stakeholders.</i> 		
2.2. Monthly update QA activities MCU QA page within the university website	MCU QA Team	<ul style="list-style-type: none"> - <i>QA page within the university website is monthly updated to publish all university activities related to the implementation and development of the university quality.</i> 	- <i>Every month</i>	

GOAL 3: TRAIN AND SUPPORT QA INTERNAL TEAM AND INVITE ASSESSORS FROM PARTNER UNIVERSITIES

<i>Strategies</i>	<i>Responsible Person</i>	<i>Indicator(s) / KPI(s)</i>	<i>Timeline</i>	<i>Remarks</i>
3.1. Conduct a training workshop for university QA team, offices and faculties by MCU QA Team and SICA Team	MCU QA Team and SICA Team	<ul style="list-style-type: none"> - <i>QA team, teacher and student representatives, offices, departments and faculties have full understanding on QA assessment procedures</i> - <i>QA team, teacher and student representatives, offices, departments and faculties have the abilities and are ready to effectively involve and/or implement the university QA assessments (Institutional Assessment, Self-assessment report and Program Evaluation)</i> 	- <i>Late of June 2021</i>	
3.2. Invite 5 Assessors from partner universities		<ul style="list-style-type: none"> - <i>5 Assessors from partner universities are invited to assess MCU QA</i> 	- <i>May 2021</i>	

GOAL 4: IMPLEMENT, MONITOR AND EVALUATE THE MCU QA PRACTICES FOR INSTITUTIONAL ASSESSMENT

<i>Strategies</i>	<i>Responsible Person</i>	<i>Indicator(s) / KPI(s)</i>	<i>Timeline</i>	<i>Remarks</i>
<i>4.1. Collect the QA documents and evidences to sub-committees</i>	<i>IQA Committee and Sub committee</i>	<i>- Quarter, semester and annual implementation plans are developed and put into implementation.</i>	<i>- October 2021 to November 2021</i>	
<i>4.2. Feedback from the sub-committees to the concerning faculties/offices for the improvements and solutions</i>	<i>IQA Committee and Sub committee</i>	<i>- An IQA feedback from each sub-committee to the faculty/office concerning insufficiency of supporting documents, materials, academic and management procedures</i>	<i>- Week 1 and Week 2 of December 2022</i>	
<i>4.3. Fulfill areas for improvements and submit to Internal QA committee</i>	<i>IQA Committee and Sub committee</i>	<i>- A final reports from the faculties and offices is re-submitted to IQA sub-committees after sufficiently filling the gaps (Documentations, reports, self-assessment reports)</i>	<i>- Week 3 and Week 4 of December 2022</i>	
<i>4.4. Assess and feedback the university QA practices by QA committees</i>	<i>IQA Committee and Sub committee</i>	<i>- A feedback report on QA by university QA committed</i>	<i>- January 2022</i>	
<i>4.5. Fulfill areas for improvements</i>	<i>IQA Committee and Sub committee</i>	<i>- Missing or inappropriate QA practices in terms of documentation of evidences are fulfilled or corrected.</i>	<i>- Week 1 to Week 2 February 2022</i>	

4.6. Assess and feedback the university QA partner universities	External Assessors	- A feedback report on QA by QA partner universities	- Week 3 &4 February - 2022	
4.7. Submit document to ACC Accreditation	IQA Committee	- Documents for Institutional Accreditation is submitted to ACC	- Week 1 March 2022	

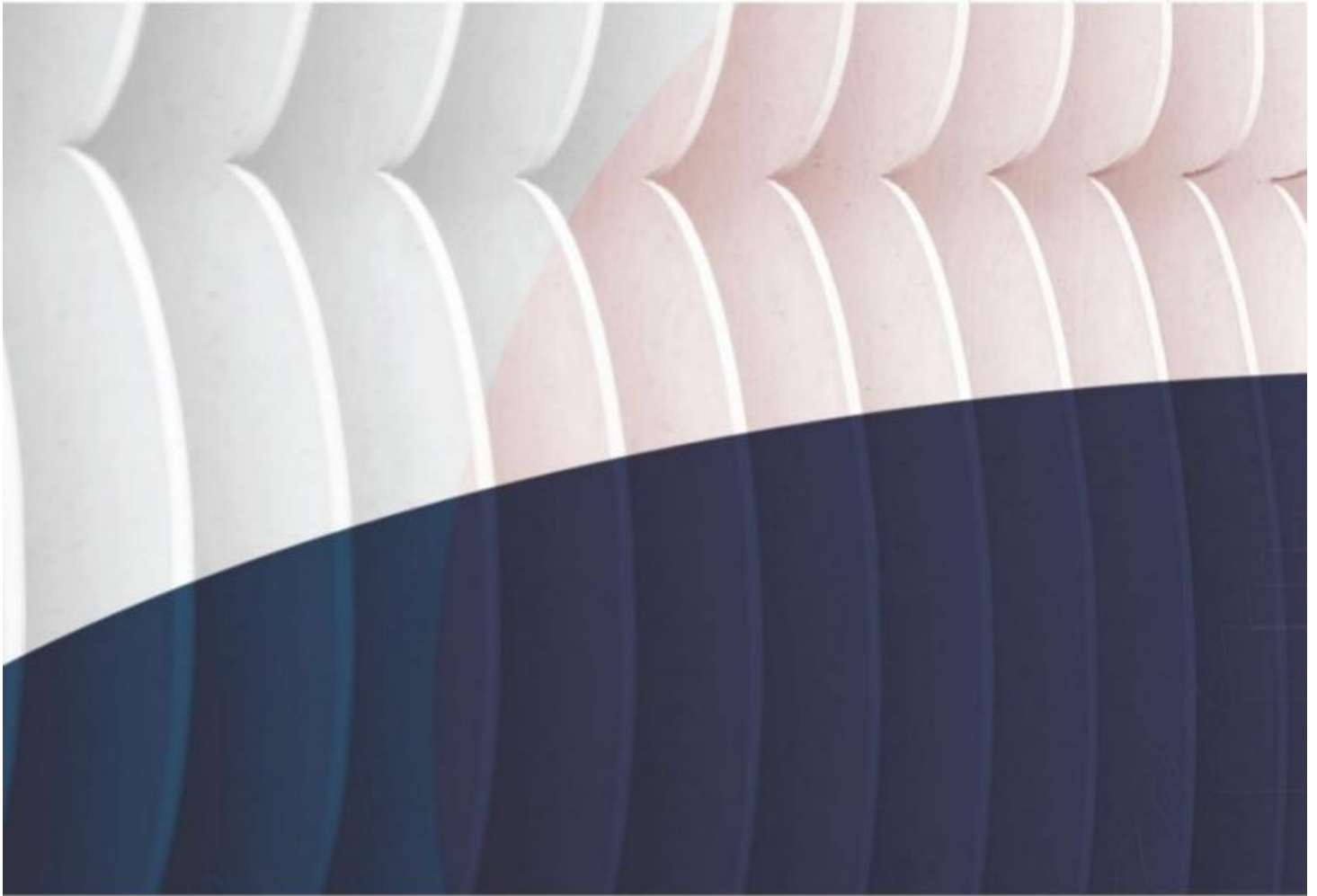
GOAL 5: DEVELOP MONITORING AND EVALUATION PLAN

Strategies	Responsible Person	Indicator(s) / KPI(s)	Timeline	Remarks
5.1. Creation Monitoring and assessment plan in quarter, semester, and year (The plan is reviewed at the end of the year)	IQA Committee and Sub committee	- Monitoring and assessment plan in quarter, semester, and year (The plan is reviewed at the end of the year) is created and put into implementation.	- October 2021 to November 2021	
5.2. QA Evaluation and Review Workshop.	University Board IQA Committee Offices/Faculties Teachers External Stakeholders	- The next QA annual action plan is created - The next QA monitoring and evaluation plan is created - Internal and external stakeholders are well informed about what happened and what will be done for the next coming year.	- May-June 2022	

GOAL 6: PREPARE AND APPLY FOR PROGRAMME ACCREDITATION TO AUN

<i>Strategies</i>	<i>Responsible Person</i>	<i>Indicator(s) / KPI(s)</i>	<i>Timeline</i>	<i>Remarks</i>
<i>6.1. Programme evaluation workshop to the faculties</i>	<i>IQA Committee</i>	<i>- The Faculties, Departments and teachers have better understanding on programme evaluation in terms of standards, indicators and processes</i>	<i>- November 2022</i>	
<i>6.2. Workshop on program review</i>	<i>IQA Committee Faculties/ Department/ Teachers</i>	<i>- The Faculties, Departments and teachers have better understanding and skills on reviewing the faculty educational programmes</i>	<i>- October 2022</i>	
<i>6.3. Program review at faculty or departmental level</i>	<i>IQA Committee Faculties/ Department/ Teachers</i>	<i>- One or two programs in each faculty have been reviewed - Feedback and reports on the program review</i>	<i>- December 2022 to February 2023</i>	
<i>6.4. Update the programme and other requirements to be ready match for the AUN's programme accreditation requirement</i>	<i>IQA Committee Faculties/ Department/ Teachers</i>	<i>The programmes have been updated and be ready match for the AUN's programme accreditation requirement</i>	<i>- March 2023 to June 2023</i>	

<i>6.5 . Apply for programme accreditation to AUN</i>	<i>IQA Committee</i>	<i>- One or two programmes are ready to apply for accreditation to AUN</i>	<i>- July 2023</i>	
<i>6.6. Review the feedback from AUN</i>	<i>IQA Committee Faculties/ Department/ Teachers</i>	<i>The inappropriate or missing elements in the programmes have been reviewed based on the feedback provided by AUN committee.</i>	<i>- September 2023 to 2024</i>	
<i>6.7 . Re-apply for programme accreditation to AUN</i>	<i>IQA Committee</i>	<i>- One or two programmes are ready to re-apply for accreditation to AUN</i>	<i>- 2023 to 2024</i>	



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