



**БОЛОВСРОЛ,
СОЁЛ,
ШИНЖЛЭХ УХААНЫ ЯАМ**



Mongolia: Higher Education Reform Project

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Consulting Services for Higher Education Reform

RECOMMENDATION FOR PROGRAMS TO MEET ELIGIBLE CRITERIA

Program Accreditation Team

in Natural Sciences

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BACKGROUND

Accreditation is a process wherein standards are set and compliance with them is measured. Accreditation is the result of a review of an education program or Institution following certain quality standards agreed upon beforehand. It is a kind of recognition which indicates that a program or Institution fulfills certain standards. In modern times, educational Institutions should become more accountable to the need of student community, parent community and society at large. National accreditation agency in Mongolia, MNCEA has established 8 new criteria since January 2016 and since then 8 programs in Natural Science in NUM and each program has 8 taskforce for each criteria start working to meet all the criteria.

The following general policies will be the guiding principles for the accreditation eligibility of programs in HEI in Mongolia:

1. Programs will be considered for assessment and accreditation only at the written request of the educational institution and after agreeing to abide by the MNCEA's accreditation manual, rules, regulations and notification issued from time to time.
2. The institution will have to pay accreditation fee as prescribed from time to time by MNCEA.
3. The institution will send Self-Assessment Report (SAR) in the prescribed format in respect of each program to be accredited.
4. Programs to be accredited should be offered by an educational Institution which has been formally approved as an educational Institution by MECS or the concerned regulatory authority. The program to be accredited should also have the approval of MECS, except those offered by universities/deemed universities.
5. The title of a program to be accredited shall be the same as - shown on the graduating student's certificate and transcript.
6. All routes leading to the completion of the program will have to satisfy the accreditation criteria. An evening or part-time program may also be accredited along with the regular full-time on-campus program provided it offers the same curriculum and processes, laboratory facilities and physical learning environment and same standards of grading.
7. The total credits to be earned for the award of the degree shall be uniformly distributed in the various academic years of the program to the extent possible and should be clear in certain level of Mongolia NQF (National Qualification Framework).
8. Programs from which at least one batch of students have graduated will be considered for accreditation. However, new programs could be considered as a special case on merits for Pre-Accreditation.
9. Programs will be evaluated in accordance with the accreditation criteria given for various categories of the programs and accreditation will be based on satisfying the minimum standards set by MNCEA.

To understand each criteria and to be able to make self evaluation report, the table below can be used as guideline for the program to meet these 8 eligible criteria for national accreditation

Table 1. Survey list and Responding units for national accreditation for each criteria (natural science programs)

No	Criteria	Indication, provement	Survey to be done	Additional explanation Responding unit
INPUT				
Criteria 1: PROGRAM PLANNING The program should be fit stakeholders needs and documents about working plan, its implementation should be developed according to common regulation.				
1.1	Program need and importance: The program should be developed to fit stakeholders needs and should have national and international education trends	Survey on needs of stakeholders in social, economic technology field	Survey from alumni Survey from employers Should be collected related strategy plans in related field, to collect survey results from NGO and others	Department Some survey can be done by all groups together
		Alumni /specialist/ model	Determination in the program document	Department
		Program comparison results with the same field and indexed program, common and diffirence things, improvement	It should be done in 2014. About 80% is done. Compare with the program in national universities if possible. Compare with ASIIN criteria	Department
1.2	Program mission and aims: Prom mission is clearly determined, program learning outcome should fit with market needs and social and related scientific field progress	Strategy for implemetntation of the program, teaching method, assessment method үнэлгээний систем	competence based curriculum 3 or 4 specific and private competencies	Should be cleared Can be the same for all programs
		Program learning outcome, special feature should be fit		Department

		with university mission, goals and aims		
		Competencies, skill and knowledge of graduates should include stakeholder comments by including them in the taskforce.	Alumi survey Survey from employer	Department
1.3	Program Planning Documents: education plan, syllabi should fit with program learning outcome, graduates competencies, skills and knowledge, should reflect learning outcome based approach and suitable assessment method, and continuously improves by projecting stakeholders opinion	The program should meet common requirements and signed and proved.	Decree of the Ministry of Education A174	Department
		Education plan should have suitable ratio of theory and laboratory skills, should take into account development of personal and special skills	The ratio of lecture, seminar and laboratory hours Course learning outcome table: courses and competencies student survey	Department
		Syllabus should include connection with program learning outcome, pre-requisite and requisitives as well as various learning and assessment methods	Pre-requisitives In Rule of Education process Test, interreview, homework, assignment Faculties should write special features of teaching methods on SIS system, laboratory work and thesis	Department
Criteria 2. ENVIRONMENT AND TECHNOLOGICAL CONDITION FOR PROGRAM IMPLEMENTATION				

	Establish the environment for effective implementation of the program mission, aims and student learning			
2.1	Education environment: lecture and seminar room for research and class, studio, instruments and equipments, faculty workplace should meet standards and requirements for effective implementation of the program, and should be contiously improved.	Establish healthy and safety environment	Collect related MNS standards Make a survey on education environment	Department
		Utility of instruments and Equipments, equipments of information technology, laboratory, studio	Some information can be obtained from Registrar Office, Laboratory utility should be done by the Department	Department
		Environment for support self-study and team-working	Recent 5 years data from Self-study room, library about how often student use and how often books are renewed	To send request to the University Library
2.2	Teaching materials: Should be supplied by software, learning materials and items for education and research with the consideration of program speciality.	Software, simulation, virtual laboratory and its utility	Should include software that used for secal courses.	Department
		Poster, items for courses and laboratory work, and its utulity	Information need from every course, student survey should be done	Department
		Manual, guidelines for education and its utulity	Laboratiry manual, guideline for internship, on the jop training Plan for bachelor thesis study	Department
2.3	Library, information sources: Should be supplied information needed for supporting implementation of teaching and learning activity.	Survey on main textbook, manual, guidelines, research journal and its utility	Textbook for courses of the program etc	Department
		Situtaion about virtual, digital, audio and other electronic sources	To ask every faculty about every courses	Department
		Internet environment	Information Technology Office, student	Department

		ant its utility	survey, make questionnaire	Could be the same for each program
		Utilization of lisednced programs	Conduct a survey	Department
ACTIVITY				
CRITERIA 3. PROGRAM ADMINISTRATION, ORGANIZATION: Program administration implement the program with strategy and management fitted to University aim, goal and mission.				
3.1	Activity of program administration: Program administration should aim to improve education quality and consider participation of stakeholders and interested parties.	Utilization of Education management system, monitoring and transparency	Information from Informationa Technology Office Information from SIS Survey from student anf faculty	Could be the same for each program
		Decision making at Program task/department, professor team, curriculum committee, Include student and faculty in the evaluation process	Make survey form faculty How to improve student participation	Program task at the department
		Implementation of rules and regulation in the devellopment, implementation and evaluation	List related rules and regulation Survey from faculty	Could be the same for each program
		Short term and long term plan, Implementation plan, Progress anaysis	Should be clarified Department acticity plan, implementation, faculty meeting etc	Department
		System for receiving and answering	Some from Registrar Office, some from Administration Office	

		complaint and petition		
		HRD evaluation, analysis, promotion depending on performance	Recent 3 years 01 President Decree promotion about writing papers Years leading professor	Department Can write comments for improvement
3.2	Program marketing: Program should have plan, improvement program to maintain sustainability.	Frequency of survey about labor market	To find information sources Labor market survey results can be found from Labor Ministry site	Department
		Program marketing, methods, effects	How to evaluate program effects? Criteria, should be clarified Number of newcomers, Open campus, promotion for program implementation, scientist meeting, science Olympiad	
3.3	Strategy for graduate education: Program should have feedback from alumni, should have нь education plan for them and alumni advice to students about study at the University.	Alumni carrier survey	Survey from alumni	
		Percentage of students continuing to master course		Registrar Office
		Strategy for alumni specialization, participation		Department
		Activity of Alumni Organization		Department
3.4	Foreign relation and cooperation: Should have cooperation with international universities and have student and faculty exchange, scholarship.	Resume and review of co-implemented project, programs	Should write about its effect	Department
		Number of students and faculties attended exchange program, scholarship	Effect to program implementation	Department, some can be from Student Office
		Attendance in	Made sample table.	Department

		international conference, seminars and activities and its benefit		
		Budget from not planned sources,		
CRITERIA 4. LEARNERS: Activity to support learners to have achievement				
4.1	Admission: Should select students according to program criteria	Projection of criteria fitted to admission strategy to the program	Admission regulation, major declare rule	Department
		Average of center exam of the new students		Registrars office
		Orientation to new students, distributing manual and guidelines	About academic advising	Registrars office

In June 2016, 4 priority programs and 4 additional programs in natural science from NUM, facing the similar obstacle to prepare 8 criterias in Self Evaluation Report (SER) for national accreditation, which are to get and to collect the data. There are 5 general recommendation to overcome the general obstacle in getting and collecting data for SER that need to be supported by the university:

1. University and Faculty/ School need to facilitate the program to get the data collected, so the program taskforce could analyse and start writing the self evaluation report
2. Coordination and monitoring in program and faculty/ school levels need to be established systematically
3. The university and supported by faculty/ school should give extra insentive for all the taskforce or working group who prepare self evaluation report.
4. The teachers who are involved in accreditation team should get reduced class hours for one semester during preparing the SER.
5. Since the reason of all programs nearly the same for time limitation, it is suggested that besides taskforce for each criteria which are the faculty member, students who are finished their study can help the taskforce temporary to collect and analyse the data.

Besides the above general recommendation for all the programs, each program has specific obstacle due to the condition in each program. Outcome-based education in natural science that links to NQF for bachelor program in science has common goals, however some specific characteristics belongs to each program should also be addressed, particularly related to the competence of the graduates in each program.