QUALITY ASSURANCE PLAN IN 2023

I. BASIS FOR FORMULATION OF THE PLAN

Pursuant to Circular 12/2017/TT - BGDDT dated 19/5/2017 of the Minister of Education and Training, promulgating regulations on quality accreditation of higher education institutions,

Pursuant to Decision No. 4611/ĐHQGHN - DBCL dated 28/12/2012 of the Director of Vietnam National University on the promulgation of the Quality Assurance Strategy of VNU for the period of 2013 - 2020, with a vision to 2030,

Pursuant to Decision No. 1023/QD-DBCL dated 05/4/2013 of the President of VNU on the promulgation of regulations on assessment of education quality in Vietnam National University;

Pursuant to Guidance 581/HD - VNU dated 05/02/2020 of the Director of VNU on guiding quality assessment through feedback from stakeholders;

Pursuant to Decision No. 207/QD-VNU dated 25/3/2021 of the Rector on promulgating the strategy to ensure the quality of education of Vietnam Japan University in the period of 2021- 2025, vision 2035,

II. OBJECTIVES AND REQUIREMENTS

2.1. Purpose

- Perform the key tasks of the 2022-2023 academic year;

- Improve the quality of training and quality in the management of the University; meet the requirements of the output standards of the training program, employers and social needs;

- Consolidate the internal education quality assurance system; developing quality culture in the University; improve the efficiency of university governance activities, ensure the criteria for quality accreditation of higher education institutions and training programs;

- It is the basis for units in the school to develop a plan to ensure and improve the quality of each unit.

2.2. Requirements

- The plan is developed and implemented in accordance with the reality of the University and each unit; ensuring feasibility, gradually improving the quality of education, and meeting increasingly high quality accreditation standards;

- Completed on schedule and with the highest quality;

- Each content must have a specific operation plan, must have a dossier proving the operation results;

- Units proactively develop plans to ensure the quality of education of their units; deploy and coordinate with relevant units throughout the University according to each content.

III. WORK CONTENT AND IMPLEMENTATION TIME

STT	Implementation content	Presiding unit /coordinate	Implementation time
1	Continue to carry out self-assessment for 01 training program	Master of Civil Engineering	7/2022 - 8/2023
2	Perform an external assessment for 1 training program		9/2023
3	Implementing self-assessment of 02 training programs	Master's Program in Area Studies Master's Program in Nanotechnology	1-12/2023
4	Conduct stakeholder surveys		
4.1.	Conducting a survey of lecturers, researchers, managers, and staff about the University's strategy	Administrative Office	6/2023
4.2.	Survey to evaluate the administration, leadership and comments to administrative staff and the working environment	Educational Testing and Quality Assurance Office	6/2023
4.3.	Survey of lecturers, students, trainees, alumni, and alumni on training		10.20223
4.4.	Conduct a student/student survey on modules		1 & 6 2023
4.5.	Survey students on training support activities		6/2023
4.6	Survey the employment situation and capacity to meet the output standards of the training program of students after graduation	Academic and Student Affairs Office	July - September 2023
4.7	Survey of employers' feedback on recruitment needs and quality of graduates	Training Programs	June - September 2023
4.8	Report on the results of stakeholder surveys conducted	Educational Testing and Quality Assurance Office, Academic and Student Affairs Office	July 10
4.9	Public disclosure of quality assurance conditions (Three disclosures)	Educational Testing and Quality Assurance Office/ Functional Offices	10/2023

5	Implement documents on education quality assurance at the request of the Ministry of Education and Training and VNU	Educational Testing and Quality Assurance Office/ Functional Offices	According to actual requirements

IV. IMPLEMENTATION ORGANIZATION

4.1. Testing and Quality Assurance Department

- Supervise, urge and monitor the implementation of the quality assurance plan, synthesize and report to the Rectorate Board.

- Coordinate with units to disseminate the policy and guide the implementation of the University's plan on the implementation of documents on education quality assurance of the Ministry of Education and Training and the Vietnam National University

4.2. Functional departments, Institute of Sustainable Sciences, Centres under the University, Faculties and training programs

- Organize the development of quality objectives, plans, processes, and work guidelines according to the plan to ensure the quality of education under the current situation and development requirements of the University.

- Implement documents on education quality assurance, regularly inspect, evaluate and report on activity results in each period;

- Report to the Rectorate Board, the Science and Training Council and relevant units as requested.

Heads of units based on their assigned functions and tasks, seriously implement the quality assurance plan of the University.

Recipient:
- Chairman of the UC (to report)
- RB
- Functional offices, programs;
- Save: AO

PP RECTOR
VICE RECTOR

Nguyen Hoang Oanh