

**LEARNING MONEY REPORT
EVEN 2022/2023**



**QUALITY ASSURANCE GROUP
SURABAYA STATE UNIVERSITY
2023**

Learning Monitoring Report

1. Objective

Monitoring learning is a form of higher education control in ensuring the implementation of learning activities in accordance with standards to achieve learning targets. Through this M&E activity, it is hoped that problems/constraints faced starting from Planning, Process and Evaluation of learning can be anticipated and followed up

2. Management Review Meeting Results (Previous Year)

2.1 Follow-up findings

- a. 62.5% of UAS questions have not been validated (international class)
- b. As many as 75% of regular classes and 50% of international classes. Teaching materials do not come from research/PKM of course lecturers.
- c. 37.5% of lecturers have not assessed assignments on time (regular class)
- d. 31.55% of lecturers have not returned assignments that have been graded to students (international class)

3. Actions taken

- a. Has coordinated with UPM to identify problems with UAS questions that have not been validated for international classes.
- b. TPK has ensured that the RPS for all courses has been updated by including the results of lecturers' research/PKM in teaching materials originating from the research/PKM of lecturers in charge of the courses.
- c. An appeal has been made to lecturers to provide assignment assessments on time in regular classes.
- d. Circular from the faculty to provide information regarding grading and returning assignments to students.

4. Learning Monitoring Evaluation

Based on the results of Learning Monitoring carried out on Monday – Friday, April 3 – 14, 2023 in the Master of Management Study Program, Master of Economics Education, Master of Accounting Education, Bachelor of Economics Education, Bachelor of Accounting Education, Bachelor of Office Administration Education, Bachelor of Commerce Education, Bachelor of Management, Bachelor of Accounting, Bachelor of Islamic Economics, Bachelor of Economics and Bachelor of Digital Business. Below is a table of learning monitoring results:

Table 2. Recapitulation of Learning Monitoring Results

No	Study program	Nonconformity	Follow up plan	Completion Target
1	Masters in Management	RPS has been validated by a team in the scientific field	The study program proposes a science group team at the study program level to the faculty and then validates the RPS	May 24, 2023
		The RPS has been approved by the Coordinating Program	The Coordinating Program approved the RPS	May 24, 2023
		Lecturers assess student assignments	Provide assessment of student assignments	May 29, 2023
		The lecturer returns the graded assignments to the students	Return graded assignments to students	May 29, 2023
		Lecturer Prepares UTS assessment rubric	Develop a UTS assessment rubric	May 26, 2023
		UTS score results are announced back to students	Announce UTS score results to students	May 26, 2023
2	Master of Economics Education	Lecturers upload teaching materials and/or supporting media	Using Vinesa as a place to upload teaching materials that are used as a student learning resource	May 29, 2023
		Lecturers provide assessments on assignments given to students	Lecturers provide assessments on student assignments	May 29, 2023
		The lecturer returns the graded assignments to the students	Task return	May 29, 2023
		Lecturers prepare UTS assessment rubrics	Develop UTS and UAS assessment rubrics	May 26, 2023
		The results of the UTS scores are announced back to students	Carry out UTS assessments and return the results to students	May 29, 2023
3	Masters in Accounting	The lecturer returns the graded assignments to the students	Using the Wa group to announce the results of the assignment has been assessed	May 29, 2023
		UTS score results are announced back to students	Using the WA group to announce UTS results	May 29, 2023
		RPS has been validated by a team in the scientific field	Validating RPS	May 22, 2023
		The RPS has been approved by the Coordinating Program	The Coordinating Program approved the RPS	May 22, 2023
		RPS OBE uploaded on SIAKADU	Uploading RPS OBE in SIAKADU	Close
		Lecturers assess student assignments	Provide assessment of student assignments	May 29, 2023
		Lecturer Prepares UTS assessment rubric	Develop a UTS assessment rubric	May 26, 2023

No	Study program	Nonconformity	Follow up plan	Completion Target
4	Bachelor of Education Office administration	RPS contains information about the latest teaching materials (recommended a maximum of the last 10 years) and the results of research and community service.	The study program will develop teaching materials through research in 2023 and will be followed by other courses in the following year	Close
		Lecturers have teaching materials in the form of handouts, power points, diktats, modules or textbooks written by the lecturer.	Prepare learning modules	Close
		The lecturer has not provided an assessment of students' participation (presence, activeness and behavior) in learning	Provide participation value	May 29, 2023
		The lecturer returns the graded assignments to the students	Task return	May 29, 2023
		Lecturer Prepares UTS and UAS assessment rubrics	Develop UTS and UAS assessment rubrics	May 29, 2023
		UTS score results are handed back to students	Submit UTS results	May 26, 2023
5	Bachelor's Degree in Accounting Education	Lecturer Prepares UTS and UAS assessment rubrics	Lecturers need to prepare UTS and UAS assessment rubrics	May 29, 2023
		RPS for international classes uses two languages/bilingual	Complete RPS with 2 languages	May 22, 2023
		Lecturers provide assessments on assignments given to students	Lecturers provide assessments on student assignments	May 29, 2023
		The lecturer returns the assignments given to the students	The lecturer must return the results of the assignment assessment	May 29, 2023
6	Bachelor of Economics Education	Lecturers provide assessments on assignments given to students	Commitment to preparing student assignment assessment details	May 29, 2023
		The lecturer returns the assignments given to the students	Discipline carries out previously detailed assessment plans and immediately returns assignments to students	May 29, 2023
		Lecturers have not yet prepared the UTS and UAS assessment rubrics	Prepare UTS and UAS assessment rubrics before lectures take place	May 29, 2023
		Lecturers provide assessments on assignments given to students (international class)	Commitment to preparing student assignment assessment details	May 29, 2023

No	Study program	Nonconformity	Follow up plan	Completion Target
		Lecturers have not returned UTS results to students (International Class)	Discipline carries out previously detailed assessment plans and immediately returns UTS to students	May 26, 2023
7	Bachelor of Commerce Education	Lecturers provide assessments on assignments given to students	Lecturers provide assessments on assignments given to students	May 29, 2023
		The lecturer returns the assignments given to the students	Lecturers return assignments that have been graded to students according to schedule	May 29, 2023
		Lecturers have not yet prepared the UTS and UAS assessment rubrics	Lecturers prepare UTS and UAS assessment rubrics	May 29, 2023
		Lecturers have not returned UTS results to students	UTS is handed over to students	May 26, 2023
		Lecturers have not yet prepared the UTS and UAS (International Class) assessment rubrics	Lecturers prepare UTS and UAS assessment rubrics	May 26, 2023
		Lecturers have not returned UTS results to students (International Class)	UTS is handed over to students	May 26, 2023
8	Bachelor of Management	Material does not comply with RPS	Change the previous meeting so that it matches the meeting it should have	Close
		Lecturers provide assessments on assignments given to students	Assessing Student assignments	May 29, 2023
		The lecturer returns the assignments given to the students	Return assignments that have been graded	May 29, 2023
		Lecturers have not yet prepared the UTS and UAS assessment rubrics	Prepare UTS rubrics	May 26, 2023
		Lecturers have not returned UTS results to students	Returns UTS results	May 26, 2023
9	S1 Accounting	Lecturers have not returned UTS results to students	In the future, we will be reminded that every time the lecturer returns the UTS results or the UTS scores will be informed to students	May 26, 2023
		The lecturer returns the assignments given to the students	In the future, lecturers will be reminded to return assignments	May 29, 2023
		Lecturers have not returned UTS results to students (International Class)	In the future, we will be reminded that every time the lecturer returns the UTS results or the UTS scores will be informed to students	May 26, 2023

No	Study program	Nonconformity	Follow up plan	Completion Target
		Mr Eko Prasetyo's learning monitoring and evaluation was not implemented	Followed up at the Faculty and University level	
10	S1 Islamic Economics	The RPS has not yet received the signature of the Scientific Cluster team	The study program proposes a study program level scientific group team to the faculty then the RPS is signed by the scientific group team	May 23, 2023
		The RPS still contains references that are more than a maximum of 10 years old and do not contain information on teaching materials from the results of research and community service	Add references from the latest teaching materials up to 10 years ago and also relevant research results and PKM	May 24, 2023
		There is no Minutes of return to duty yet	The lecturer prepares a report on returning assignments	May 29, 2023
		Lecturers have not yet prepared the UTS and UAS assessment rubrics	Lecturers prepare UTS and UAS assessment rubrics	May 26, 2023
		There is no Minutes of UTS return yet	The lecturer assesses the UTS and returns it and attaches the UTS Return Minutes	May 26, 2023
11	S1 Economics	Lecturers have not yet prepared the UTS and UAS assessment rubrics	Immediately prepare an assessment rubric	May 26, 2023
		Lecturers have not returned UTS results to students	Immediately return UTS results	May 26, 2023
		The lecturer returns the assignments given to the students	Immediately return assignments to students	May 29, 2023
12	Bachelor of Digital Business	Reference database for more than 10 years	Using the latest international references	May 24, 2023
		Lecturers have not returned UTS results to students	Assess UTS and return it to students	May 26, 2023
		Lectures are not on schedule	Followed up at the Faculty/coaching level	
		The lecturer has not returned the assignments given to the students	Student assignments are immediately assessed	May 29, 2023

*Attachment of audit results and other relevant documents

The conclusions of the Learning Monitoring results are as follows:

The data above represents the number of non-conformities, follow-up plans and completion targets

5. Controlling KTS Findings Through Management Review Meetings

Minutes of Management Review Meeting (RTM)

Date and Place	: May 22 2023, G6 FEB Unesa Meeting Room
RTM agenda	: 1. Learning Monitoring and Evaluation Results 2. International Audit Results
RTM participants	: 1. Dean 2. Deputy Dean 1 3. Deputy Dean 2 4. Coordinator of the Selingkung FEB Study Program 5. GPM 6. UPM Selingkung FEB Study Program

Problem:

Learning Monitoring and Evaluation Results:

1. Each Study Program has discrepancies as attached
2. There is no SK for knowledge groups in the study program

International Accreditation Audit Results:

Each Study Program has incompatibility as attached

Root cause of Problem:

Learning Monitoring and Evaluation Results:

1. Some activities have not been carried out in lectures
2. There are no knowledge clusters in each study program

International Accreditation Audit Results:

There has never been an International Accreditation Audit or outreach regarding international accreditation

Solution to problem:

Learning Monev:

1. Problem solving is submitted to each study program as attached according to the completion target
2. Creation of SK for the science group team
3. Create SOPs related to HR problems
4. Waiting for letters related to online learning
5. There is a special note for the Bisdik Study Program regarding lecturers who change schedules and have different schedules, and are given guidance by the Faculty
6. Curriculum Development SOP

International Accreditation Audit:

1. Problem solving is submitted to each study program as attached according to the completion target
2. Creation of Value Appeal SOP

Problem Resolution Plan and Responsible Person

Learning Money

In the learning money, the problem resolution plan will be held on May 29 2023, with the person responsible being Coordinating Program and UPM.

International Accreditation Audit

In the International Accreditation Audit, the plan is to resolve the problem in July 2023 with the person responsible being the study program coordinator, the International Accreditation Taskforce Team and the Curriculum Team

RTM Conclusion:

1. There are several problems in learning money and international accreditation audits
2. Any problems in learning monitoring and evaluation will be resolved on May 29 2023
3. Any problems with the International Accreditation Audit will be resolved in July 2023
4. The person responsible for completion is the coordinator of the study program

5.2 Improvement and Follow-up

There needs to be monitoring of the study program to carry out learning in accordance with existing guidelines

Documentation of Implementation of Learning Monitoring





RTM Implementation Documentation





Attachment. 1 Learning Monitoring Results Instrument

Attachment. 2 Follow-up Documents