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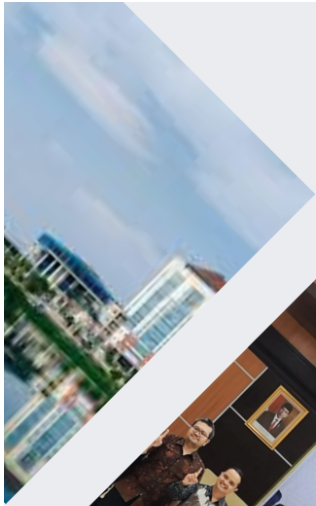
UNESA
PTNBH
#SATULANGKAHIDEPAN



ACADEMIC GUIDELINE

INTERNATIONAL CLASS

2023



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FOREWORD

The implementation of the International Class program in the learning process in Higher Education is a form of implementation of the learning development and quality assurance that needs to be. The main priority is to produce quality graduates who can compete on the global stage. The rapid development of education in this era is also the reason why Surabaya State University must be a pioneer and one step ahead in this development. This demand must also refer to the Vision of Surabaya State University, namely Excellence in Education, Strong in Science.

Several development and quality assurance processes in learning activities have been carried out, where one of the learning processes carried out is the initiation of the implementation of the International Class so that it can run in accordance with the provisions. Surabaya State University International Class Program Guidelines can be used as appropriate. In its implementation and development, this document can be revised according to the needs of Surabaya State University, therefore we are looking forward to suggestions for future improvements.

The development of these guidelines for 2023, changes will be possible in line with the change in the development pattern of the International Class pilot (R-IUP) to become the International Class Undergraduate Program or what is hereinafter called the International Undergraduate Program and abbreviated as IUP. Thus we convey this introduction, thank you for your attention and cooperation

Surabaya, May 2023
Drafting Team

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CHAPTER 1 INTRODUCTION

1.1 Background

The implementation of the International Class program in the learning process in Higher Education is a form of implementation of the learning development and quality assurance that needs to be. The main priority is to produce quality graduates who can compete on the global stage. The very rapid development of education in the era of society 5.0 is also the reason why Surabaya State University must be a pioneer and one step ahead in this development. This demand must also refer to the Vision of Surabaya State University, namely a World Class Entrepreneurial University Based on Innovation. World class is meant to have quality like the quality of universities with an international reputation. In line with this vision, the academic community of Surabaya State University must be able to develop itself to be able to compete and collaborate with other universities in the current global and international era. In order to excel and be recognized globally in the current era. The demand for producing graduates who are competent, have character and are able to compete in the needs of the global job market. This is also in line with the Business Strategic Plan for Internationalization of Unesa for 2021-2025, namely being able to become a Global Regional Teaching University.

Furthermore, in order to become a university that is recognized on the regional stage, several strategic internationalization programs are carried out by Unesa, one of which is the implementation of the International Class program by the Study Program. The aim of the International Class is to equip students to have learning outcomes that are in line with the demands of the job market in the global world, as well as becoming a forum for learning

for lecturers/staff to improve work quality and competency internationally. In Law no. 20 of 2003 concerning the National Education System, specifically Article 50 Paragraph 3 states that the Government and/or Regional Government organizes at least one educational unit at all levels of education to be developed into an international standard educational unit. The expected International Class standards refer to Graduate Competency Standards, Curriculum, Teaching and Learning Process, Human Resources, Facilities, Management, Financing and International Standard Assessment.

One of the internationalization steps taken by Surabaya State University is the initiation of an International Class (R-IUP). Every Faculty and Study Program around Surabaya State University will have an International Class Program. As a first step in initiation, the implementation of the International Class program at Unesa prioritizes study programs that have/are currently receiving international accreditation, then the initiation class can be referred to as International Class, which can be combined with acceleration classes (fast Class).

1.2 Legal basis

- 1) Law of the Republic of Indonesia Number 20 of 2003 concerning the National Education System;
- 2) Law of the Republic of Indonesia Number 12 of 2012 concerning Higher Education;
- 3) Law of the Republic of Indonesia Number 12 of 2011 concerning the Formation of Legislative Regulations;
- 4) Republic of Indonesia Government Regulation Number 66 of 2010 concerning Amendments to Government Regulation Number 17 of 2010 concerning Management and Implementation of Education;
- 5) Republic of Indonesia Government Regulation Number 4 of 2014

- Regarding the Implementation of Higher Education and Management of Higher Education;
- 6) Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 139 of 2014 concerning Guidelines for Higher Education Statutes and Organizations;
 - 7) Regulation of the Minister of Education and Culture of the Republic of Indonesia No. 3 of 2020 concerning National Higher Education Standards; And
 - 8) Regulation of the Minister of Education and Culture of the Republic of Indonesia No. 88 of 2014 concerning Changes in State Universities to Legal Entity State Universities.
 - 9) Surabaya State University Statutes 2015

1.3 Significance

Surabaya State University has made various efforts to develop itself into a university with character and excellence in the educational and non-educational fields. Unesa has eight faculties with undergraduate study programs that focus on the fields of Education, Social Sciences and Law, Mathematics and Natural Sciences, Engineering, Sports Sciences and Business Economics.

Current educational developments are a reason for Surabaya State University to take steps so that graduates can compete on the international stage. This is also in line with Unesa's vision and mission. To gain recognition in the regional and global arena, several international strategic programs need to be carried out by Unesa. The implementation of the International Class Program is a form of implementation of learning development and quality assurance to produce quality graduates who can be globally competitive.

It is hoped that this International Class Program can contribute to carrying out international activities both in the fields of education, research, and community service involving national and international cooperation towards Unesa being recognized on the world stage. Therefore, Guidelines for Organizing International Class within Unesa are needed so that the International Class program runs well in accordance with Unesa's vision and mission.

1.4 Definition of Terms

International Class Undergraduate Progra or what is hereinafter called the International Undergraduate Program and abbreviated as IUP, is the provision of undergraduate education in English and recommends students take part in international activities at least twice during their study period.

International activities are activities carried out by students in the form of one and/or more of the MBKM activities: joint degree, internship, student exchange, or short program.

Joint Degrees is a partnership program at the undergraduate study level and the same study program between UNESA and a study program from an overseas university that is included in the list of UNESA partner universities to produce the same degree by taking into account the similarities in learning outcomes in both study programs.

Short Programs is a partnership program at the undergraduate study level and study program between UNESA and a university abroad to carry out non-credit activities in both academic and non-academic programs.

Student exchange is the exchange of UNESA students at one of the partner universities/institutions abroad to carry out academic activities that are recognized as credits from the curriculum in accordance with the learning achievements of the study program.

Internships is an internship activity carried out by students in practical work or other MK with equivalent learning outcomes, at UNESA partner universities/institutions, with credit transfer in accordance with the provisions outlined in the cooperation agreement (Memorandum of Agreement or MOA).

Visiting Lecturer are lecturers from overseas partner universities who provide lectures at least 3 times in 1 semester according to their expertise.

Credit Transfer is recognition of the educational process carried out at universities abroad, both partner and non-partner.

Partner institutions are institutions located abroad, which can take the form of national companies, multinationals, world-class non-profit organizations, multilateral organizations, non-government organizations (NGOs) marked by the existence of a memorandum of understanding (MOU) with UNESA, in implementing the International Class Undergraduate Program (IUP).

Partner universities is a university abroad, marked by the existence of a memorandum of understanding (MOU) with UNESA, in implementing the International Class Undergraduate Program (IUP).

Monitoring is the activity of collecting information or data about the progress of implementing the International Class Undergraduate Program (IUP) continuously, and comparing it with the plans made or planned.

Evaluation is a follow-up activity to monitoring which consists of analysis,

synthesis and drawing conclusions including identifying problems and obstacles that cause the IUP objectives to not be achieved in accordance with planning, and also to produce recommendations for improvements for follow-up IUP development.

Graduate Learning Outcomes hereinafter abbreviated as CPL Study Program is the ability of graduates which includes attitudes, knowledge, general skills and special skills.

Semester Learning Plan which is hereinafter abbreviated as RPS is the planning of the learning process for one semester which is prepared by course instructors in the science group.

Diploma Companion Certificate hereinafter abbreviated as SKPI or Diploma Supplement, is a document that contains information about the fulfillment of graduate competencies in a Higher Education Program.

1.5 Objective

Vision International Class

Producing graduates who excel in education, are strong in science, and are globally competitive.

International Class Mission

- 2.1 Organizing international standard education services to produce educational and non-educational graduates who are faithful, intelligent, independent, honest, caring and tough (the acronym "beautiful dream").
- 2.2 Creating an academic atmosphere that is environmentally friendly, entrepreneurial and globally competitive.
- 2.3 Building a network of mutually beneficial cooperation with stakeholders both at home and abroad to improve the quality and image of Surabaya State University

CHAPTER 2 CURRICULUM

3.1 Curriculum Profile

- 2.1 The Study Program has an equivalent curriculum to the Study Program at partner universities, based on equality of Learning Outcomes,
- 2.2 International activities can be carried out for credit transfer,
- 2.3 International activities through taking credits taken by students at partner universities and/or partner institutions with a maximum study load of 50% of the Undergraduate Program,
- 2.4 The International Class Undergraduate Program (IUP) curriculum is the same as the regular program curriculum

2.2 Graduate Learning Outcomes (CPL)

1. The learning outcomes of the International Class Undergraduate Program include 4 (four) aspects, namely: attitudes, general skills, knowledge and special skills.
2. Learning outcomes in the aspects of special skills and knowledge are formulated by the Study Program.
3. CPL can be adjusted to international accreditation rules

2.3 Attitude Formulation

1. Have faith in God Almighty and be able to show a religious attitude;
2. Upholding human values in carrying out duties based on religion, morals and ethics;
3. Contribute to improving the quality of life in society, nation, state, and progress of civilization based on Pancasila;
4. Acting as a citizen who is proud and loves the country, has nationalism and a sense of responsibility to the country and

nation;

5. Respect the diversity of cultures, views, religions and beliefs, as well as the original opinions or findings of others;
6. Working together and having social sensitivity and concern for society and the environment;
7. Obedient to the law and discipline in social and state life; h. internalize academic values, norms and ethics;
8. Demonstrate a responsible attitude towards work in their field of expertise independently;
9. Internalize the spirit of independence, struggle and entrepreneurship;
10. Make maximum effort to achieve perfect results; l. work together to make the most of their potential; And
11. Have an attitude that shows global insight, experience and skills.

2.4 General Skills Formulation

1. Able to apply logical, critical, systematic and innovative thinking in the context of developing or implementing science and technology that pays attention to and applies humanities values in accordance with their field of expertise;
2. Able to demonstrate independent, quality and measurable performance;
3. Able to study the implications of developing or implementing technological science that pays attention to and applies humanities according to their expertise based on scientific rules, procedures and ethics in the context of producing solutions, ideas, designs or art criticism, compiling scientific descriptions of the results of their studies in the form of a thesis or final project report, and uploading them on the university website;

4. Compile a scientific description of the results of the study above in the form of a thesis or final project report, and upload it on the university website;
5. Able to make appropriate decisions in the context of solving problems in their field of expertise, based on the results of information and data analysis;
6. Able to maintain and develop working networks with supervisors, colleagues, colleagues both inside and outside the institution;
7. able to be responsible for the achievement of group work results and supervise and evaluate the completion of work assigned to workers under his/her responsibility;
8. Able to carry out a self-evaluation process for work groups under his/her responsibility, and able to manage learning independently;
9. Able to document, store, secure and retrieve data to ensure validity and prevent plagiarism;
10. Able to adapt in developing oneself and competing at national and international levels;
11. Able to implement environmental insight in developing knowledge;
12. Able to implement information and communication technology in the context of carrying out their work; And
13. Able to apply entrepreneurship and understand technology-based entrepreneurship.

CHAPTER 3

INTERNATIONAL CLASS LIMITATIONS

3.1 The Nature of International Class

International Class is a pioneering International Undergraduate Program (R-IUP) organized by the Surabaya State University study program.

3.2 International Class Program at Unesa

The international exposure that International Class students get at Unesa includes:

- a. *Student Mobility*, consisting of
 - *Student Outbound*
Students take part in a student exchange of at least 40 hours at partner universities abroad
 - *Student Exchange*
Students take part in a full semester of student exchange at partner universities abroad with credit recognition for certain courses
- b. PLP International
Internship program for education study program students carried out at international schools in Indonesia and at schools abroad
- c. International Community Service
Community service program carried out by students with partner institutions based on the Community Service scheme organized by Unesa
- d. International Internship
Internship program for non-education study program students carried out at multi-national companies and partner foreign companies abroad

3.3 International Class student recruitment system

Student recruitment is carried out by each Study Program by considering the English language skills of prospective International Class students through interviews and a minimum TEP score of 425. Furthermore, student recruitment is carried out from the first semester after students take part in PKKMB activities. The interviewer team (interviewers) for prospective

students are lecturers in their respective study programs who can communicate in good English.

3.4 Learning system

The curriculum for the International Class uses the same curriculum as regular classes. The difference between the International Class and regular classes lies in the language of instruction used during the lecture process, namely English (with a proportion of 70%) and Indonesian (with a proportion of 30%). Specifically for MKWN courses, the language of instruction is 100% Indonesian. Furthermore, teaching materials and reference books are also available in English. Monitoring and evaluation activities for lecture implementation are carried out in the 9th or 10th week.

3.5 Learning Output

Several learning outputs that can be considered and discussed:

1. By implementing English as Medium of Instruction (EMI) in the lecture process at the International Class, eye output is expected

studying(giving and collecting assignments to/from students) in English.

2. **Evaluation output**in the form of UTS and UAS on the International Class carried out with English as the language of instruction.
3. The presence of Visiting Lecturers from foreign universities who took part in providing output scores to students on the International Class.

3.6 Learning Assessment and Evaluation

Assessment of learning implementation at UNESA refers to applicable academic regulations. Assessment of the implementation of International Class Undergraduate Program (IUP) learning meets the following requirements:

1. The assessment applied includes: educational, authentic, objective, accountable and transparent principles, and meets clear procedures,
2. Assessment of student learning processes and outcomes is carried out at least 4 (four) times in one semester,
2. Assessment is carried out by measuring students' abilities according to the sub-learning outcomes of the course,
3. Assessment of the implementation of learning at partner universities/institutions follows the applicable regulations at partner universities/institutions,
4. Students get feedback and opportunities to ask questions about their ability assessment both at UNESA and at partner universities/institutions, and receive clear direction in order to support efforts to improve and develop themselves,
5. The study program has standards for transfer of grades and transfer of credit for the implementation of learning at partner universities/institutions,

6. The ability of students' international experience is contained in the Diploma Accompanying Certificate (SKPI),
7. The study program monitors and evaluates the development of student studies, which contains the development of abilities from learning processes and outcomes, and other non-academic aspects,
8. The evaluation results of each student are submitted periodically to be used as feedback in improving learning methods in achieving CPL,
9. Evaluation of study deadlines follows regular program academic regulations.

3.7 Management of the International Class Undergraduate Program (IUP)

1. The study program determines curriculum and RPS documents in dual languages, which are uploaded on the study program's official website,
2. The study program carries out the learning process in accordance with the RPS,
3. The study program carries out regular monitoring and evaluation of the learning process,
4. The study program controls the implementation of the learning process, and reports student learning results to parents/guardians every semester,
5. The study program makes improvements to the results of monitoring and learning,
6. The Quality Assurance Office monitors implementation regular learning, through the Faculty and Department quality assurance team.

CHAPTER 4

LECTURERS AND EDUCATIONAL PERSONNEL

4.3 Lecturer in International Class Undergraduate Program (IUP)

Requirements for lecturers supporting the International Class Undergraduate Program (IUP) are as follows:

- a. Meet one of the following criteria:
 - Have English language skills as proven by a minimum TOEFL score of ≥ 500 or a minimum IELTS score of 5.5; TOEP ≥ 500 ; Minimum TOEIC ≥ 575 ,
 - Mandatory for lecturers who have studied Masters/S3 abroad using English language; or
 - Have attended English as Medium of Instruction (EMI) training as proven by a certificate; or
- b. Get recommendations from the study program coordinator
- c. Committed to carrying out teaching in full English both in class interactions and providing feedback during the learning process.

4.4 Education Personnel

Criteria for educational staff serving as support implementation of the International Class Undergraduate Program (R-IUP): able to speak English well, both orally and in writing.

CHAPTER 5

CLASS INTERNATIONAL LECTURE STANDARDS

5.1. Learning Processes and Forms

Learning process requirements for the International Class Undergraduate Program (IUP):

1. The language of communication is carried out using English,
2. The learning process is student-centered,
3. The learning process in each course is carried out in accordance with the RPS,
4. The learning process related to research is carried out by referring to research standards,
2. The learning process is able to grow and provide opportunities for students to develop their potential and abilities during and after the study period,
3. Extracurricular activities for IUP WNI students are the same as extracurricular activities for regular class undergraduate students, Meanwhile, for foreign IUP students, it can take the form of culture exchange,
4. Students who have taken part in the learning process are not permitted to transfer to regular class undergraduate programs or other programs at UNESA.
5. International activities can be carried out after students have passed the Preparation Stage, and have a minimum GPA of 3.0 (three point zero),
6. The form of learning in the Joint Degree program can be implemented with the following conditions:
 - a. The maximum load is 50% of the total required study load,
 - b. The maximum load per semester is 20 (twenty) credits,

- c. Students have completed a minimum of 80 credits. Implementation of a joint degree, with copyright on the curriculum, intellectual property rights (IPR), legalization of diplomas, and other fundamental matters stated in a cooperation agreement (Memorandum of Agreement or MOA).

7. The forms of activities in the Short Program are: seminars/competitions/training/comparative studies/student exchange, etc., transferred for credit equivalent to 2 (two) credits

8. This form of learning in an Internship can be implemented with the following conditions:

- a. *Internships* carried out to fulfill the Study Program CP,
- b. *Internships* must be guided by lecturers at UNESA and can be done together with universities or partner institutions.

5.2. International Class Implementation Pattern

Referring to the two strategies for implementing the International Class program as presented in Chapter 2, namely International Class Limitations, through strengthening and adding to existing national education standards (SNP), the pattern of implementing International Class education at UNESA can be seen in Chart 5.2 below.

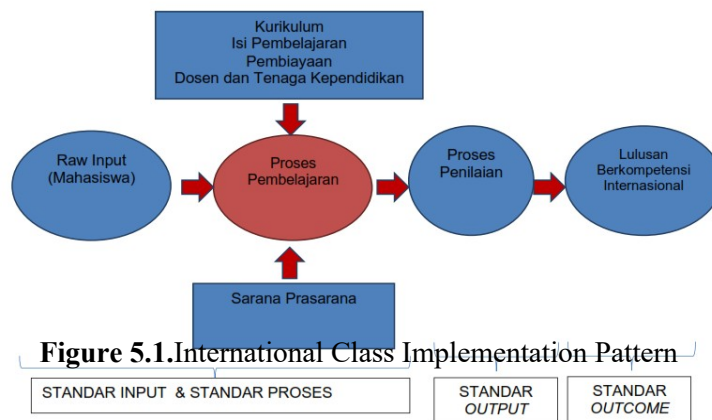


Figure 5.1. International Class Implementation Pattern

The standard aspects of International Class education that have been strengthened and added elements, which differentiate it from regular classes and become the focus in implementing International Class education at Surabaya State University, can be outlined in Table 5.1 below.

Table 5.1. International Class Education Standards

Aspect	Provision	Description	Information
Curriculum			
Class Administration International UNESA using an OBE-based curriculum	The OBE-based curriculum in question is the overall learning experience that students will receive referring to graduate competency standards and content standards that are in accordance with the Indonesian national qualifications framework and enriched by student learning experiences in developed countries, including student freedom in choosing learning experiences that are deemed to strengthen competence.	1) English Language Skills are an acceptance requirement as an international student Class. 2) Pass the competency test for students' scientific substance abilities	Test of English Proficiency (TEP) with a minimum score of 425
Graduate competence standard			
Follow the rule Learning Outcomes Belmawa with additional provisions	1. TOEFL score = (500) 2. Mastery of Skills 21st Century Education.	1. TOEFL scores are obtained by take TOEFL before the exam end of program (as a requirement thesis examination). 2. Mastery of Skills 21st Century Education assessed	1. Carried out by Language center coordinate with Study Program. 2. Carried out by supporting lecturer

based on assessment

subject.

Certificate	<ol style="list-style-type: none"> 1. Using the format and <i>templates</i> International Class 2. Made in two languages 3. Accompanied by a certificate in English for activities carried out abroad. 	<p>performance and portfolio-based.</p> <p>Diploma in two languages (Indonesian and English) and Diploma Accompanying Certificate (SKPI) in English, made in printed version and electronic version with barcode especially for its legality.</p>	<p>Implemented by the administration team (registrar) who is given tasks related to access to issuance and copies of diplomas as well SKPI graduates.</p>
Learning Content Standards			

<p>Course naming and content refers to the substance of international standard courses to facilitate the possibility of credit and joint degree transfers program</p>	<ol style="list-style-type: none"> 1. Course names and content are developed referring to international standards. 2. Learning on the International Class is optimized using English including all supporting tools. 3. Further development of international standard courses through comprehensive assessment periodic heading <i>Joints degrees</i> program. 4. The distribution of courses is adjusted with a period of study at Undiksha and partner universities/institutions. 	<ol style="list-style-type: none"> 1. Course naming and learning content were developed oriented towards global needs and Ecopreneurship as characteristics that differentiate it from the International Class at other universities. 2. Initiation International Class via development of lecture tools includes digital teaching materials for all potential courses. 	<p>Evaluation and revision of learning content is carried out continuously for improvement international class program quality.</p>
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<p>Superior Program Offers in Study Programs that have international sales value and is an attraction that characterizes UNESA's uniqueness</p>	<p>Wisdom-based learning local/local culture and entrepreneurship</p>	<p>Each study program is given the authority to determine superior programs that characterize the uniqueness of each study program taking into account input from stakeholders including each professional association Study Program.</p>	<p>Obtain approval from the Study Program Coordinator/Dean.</p>
<p>Learning Process Standards</p>			
<p><i>Blended learning</i> And Learning is carried out in English</p>	<p>1. Delivery strategy learning involves face-to-face learning in class and learning <i>on line</i>. 2. Lecturers are given the flexibility to determine the Learning Management System (LMS) used in online learning.</p>	<p>Learning tools developed in the form of digital teaching materials can be presented by the Teaching Lecturer through online activities on the LMS determined by the teaching lecturer concerned.</p>	<p>Determination distribution of content presented face to face and <i>on line</i> full authority Supporting lecturer is known Coordinating program</p>
<p>Local value insertion, international universal entrepreneurship</p>	<p>Learning inserted: b. 21st Century Education Framework c. <i>Learning and Innovation Skills, Media, and</i></p>	<p>1. <i>Literacy Skills</i> associated with skills must-have for students become a global citizen in the era of Industrial Revolution 4.0. and Society 5.0</p>	<p>Requires approval from the Study Program Coordinator/Dean.</p>

	Technology. <i>d. Literacy Skills.</i> <i>e. Eentrepreneur/entrepreneurship</i>	2. Each product is given	
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		authority to insert local and universal international values in accordance with the characteristics of the study program each.	
PPL/Teaching Practice	<i>Practice Teaching</i> /PPL in ASEAN countries or other countries according to the MoU.	<ol style="list-style-type: none"> 1. Need to be given internal orientation form of “Pre-departure training <i>Placements</i>” by PPL Center. 2. There needs to be an "Establishment Agreement and Assessment Agreement" with partners abroad. 	Coordination between Study Program and PPL Center and KUI UNESA
Assessment Process Standards			

<p>Implemented in accordance with UNESA regulations with additional provisions.</p>	<ol style="list-style-type: none"> 1. Conducted in English. 2. Have an English language skill score with a minimum TOEFL score of 450, and 500 specifically for the English Study Program. 3. Life skills/character assessment to become a "global citizen" 4. Competency assessments in core scientific fields of study are fully submitted to the course lecturer. 	<p>Instruments need to be developed assessment, both life skills assessment as well as content in the field of scientific study which is standardized and documented.</p>	<ol style="list-style-type: none"> 1. International Class assessment guidelines to accommodate provisions addition 2. Implemented by the Study Program each
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Standards for Lecturers and Education Personnel			
Lecturers have competence in the fields of Pedagogy, Content Knowledge Skills and Technology	<ol style="list-style-type: none"> 1. Lecturers are physically and psychologically prepared to teach International Class. 2. Mastering the scientific field in which he/she is engaged. 3. Mastering English and ICT-based learning 	<ol style="list-style-type: none"> 1. InternationalClasss have various 2 program that requires the readiness of its teachers, not just readiness 3 mental but also physical readiness 4 who demands it from time to time 5 physical health to carry out tasks, especially official travel outside the institution. 6 Lecturers master: their field of study, English and ICT. 	Determined by the Study Program
Education staff have administrative and administrative skills tasked with going all out in providing service to International	International Class education staff/employees must have administrative skills and master English to carry out their assignments smoothly services to students and <i>stakeholders</i> other	<ol style="list-style-type: none"> 1. Educational staff/employees have qualifications in the field of educational administration. 2. Master English thoroughlyadequate (proven by TOEFL certificate > 500 or above equal toThat) 	Job descriptions need to be prepared for education staff/employees for the International Class

Class students			
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<p>Have international academic ethics /international <i>alcustomercare</i></p>	<p>Lecturers and educational staff have an international community culture</p>	<p>Lecturers and educational staff are frontliners of International Class services who must have international academic ethics regarding what is allowed (Do) and what is not allowed (Don't) in international communication.</p>	<p>An Ethics Guide needs to be created International (Do and <i>Don't</i>).</p>
<p>Ability to speak English and have global insight and character /international</p>	<p>For the initiation stage, there is flexibility.</p>	<p>1. <i>Resource Sharing</i>lecturerswhich is relevant 2. Learning is carried out with one of the following: a. Gradually use English b. Bilingual c. Indonesian with an English text book (this method is also used to prepare for generational change slowly.)</p>	<p>The ability to speak English actively is a requirement for future acceptance of prospective lecturers.</p>

CHAPTER 6 FACILITIES AND INFRASTRUCTURE

Facilities and infrastructure for implementing the learning process meet the following requirements:

1. Classrooms have a minimum area per student of 3.6 m;
2. Classrooms provide tables and chairs, with a minimum table area of 60 x 60 cm², and chairs with mobile properties;
3. Classrooms have a temperature comfort level in accordance with SNI standards (22–26°C), and sufficient lighting (250 – 730 lux);
4. Classrooms with noise levels that do not exceed the threshold according to UNESCO;
5. Classrooms are at least equipped with adequate LCDs, cameras and sound systems;
6. The laboratory is supported by equipment to achieve CPL and meet health, safety and security standards.

CHAPTER 7 GRADUATE REQUIREMENTS**7.1 Graduate Requirement**

Students are declared to have graduated from the International Class Undergraduate Program (IUP), if they have fulfilled the following requirements:

1. Students have studied with a study load in accordance with the regular program;
2. Test of English Proficiency (TEP) with a minimum score of 425.
3. Thesis in English is recommended involving external advisors/supervisors and/or external examiners from abroad.
4. Minimum 1 publication in English on Sinta (Minimum Sinta 3) or Scopus

Graduates are entitled to receive

1. diploma in dual language;
2. SKPI or diploma supplement which contains the International Class learning process and achievements, in two languages;
3. Certificate of implementation of international activities in dual languages.
4. Graduates who take part in the Joint Degree Program can obtain 2 diplomas, each issued by Unesa and partner universities for the same level of qualification (degree).

CHAPTER 8

INTERNATIONAL CLASS QUALITY ASSURANCE

In order to control and improve the quality of the International Class Program, quality assurance activities are carried out systematically and continuously. Quality assurance of the IC program constitutes all activities which is carried out to meet the quality standards set in the International Class Program. Quality assurance for the International Class Program is carried out with the aim of controlling the quality of the International Class program on an ongoing basis (continuous quality improvement).

8.1 International Class Program Quality Standards

In accordance with the mandate of Law Number 12 of 2012 concerning Higher Education, quality standards for the IC program are sought to be carried out through the Determination, Implementation, Evaluation, Control and Improvement (PPEPP) stages by targeting the achievement of input, process, output and outcome aspects. The quality standards for the International Class program consist of:

1. Standard *input*, includes participants (students), curriculum, human resources program implementers, facilities (facilities and infrastructure), and financing.
2. Standard process, including the number of students per group, learning system, assessment and evaluation.
3. Output standards include student learning achievement, character and English language skills.
4. Outcome standards, including the impact of the program and responses from users and participants of the International Class program.

8.2 Monitoring and Evaluation

Monitoring and evaluation (monev) of the International Class (IC) program is a series of activities carried out in a planned and periodic manner to collect and process information and make decisions regarding the IC program. Monitoring is carried out periodically to monitor the process of implementing the IC program, while evaluation is carried out in the middle and end of the program to determine the achievements and effectiveness of the IC program. The results of the monitoring and evaluation of the IC program are used for: (1) reflection material to find out whether the KI program has been implemented well and effectively, (2) a reference for making improvements, and (3) increasing the quality of the International Class program.

Monitoring and evaluation of the KI program is carried out through a management cycle consisting of 4 (four) stages, namely: preparation stage, implementation stage, reporting stage and follow-up stage. The activities carried out at each stage are as follows.

(1) Preparation phase, the activities carried out are preparing instruments, preparing monitoring and evaluation schedules, and preparing assignment letters.

(2) Implementation stage, at this stage monev is carried out by the Monev Team. Monev is carried out regularly using instruments such as observation guidelines, interview guidelines and questionnaires. Evaluation of the International Class program uses the CIPP (Context, Input, Process and Product) evaluation model. The focus and evaluation indicators of the International Class program are briefly described in Table 7.1.

Table 8.1. Focus and Indicators for International Class Program Evaluation

No	Aspect	Indicator
1	Contex	1. Clarity of the vision and mission of the International Class program 2. Clarity of the benefits of the International Class program 3. Accreditation of implementing study programs Indicator

		<ul style="list-style-type: none"> a. International Class Initiation Program, minimum B or internationally accredited b. Partial International Class Program, minimum B or internationally accredited c. Full International Class Program, accredited A or internationally accredited
2	Inputs	<ul style="list-style-type: none"> 1. Participants (students) meet the requirements 2. International standard curriculum 3. Human resources implementing the program meet the requirements (eligibility) <ul style="list-style-type: none"> a) Educators (Lecturers) have a minimum of Master's degree qualifications, are professional, able to speak English, and master ICT b) Education staff have a minimum bachelor's degree qualification and master ICT 4. Program facilities can support program implementation <ul style="list-style-type: none"> a) Classrooms are comfortable and equipped with ICT facilities b) Has good internet/WiFi facilities c) Has an international office 5. Funding meets program requirement standards
3	Process	<ul style="list-style-type: none"> 1. The maximum number of students per group is 20 people 2. Learning system <ul style="list-style-type: none"> a) Using introduction English b) Applying innovative and experience-based learning c) Implementation of online and face-to-face learning 3. Authentic and comprehensive assessment and evaluation
4	Products	<ul style="list-style-type: none"> 1. Student achievement and character are good 2. Students have TOEFL 550 3. The program results have a positive impact

(3) Reporting stage, the results of monitoring and evaluation are analyzed comprehensively as a basis for making decisions related to the IP program. The monitoring and evaluation report is submitted to the Rector and interested parties (stakeholders). The monitoring and evaluation report is used as

material for reflection and improvement of the IC program. Apart from that, the report is used as material dissemination as a form of accountability for the implementation of the IC program to interested parties.

(4) Follow-up Stage, improving the quality of the IC program and socializing the performance results of the International Class Program. In summary, the monitoring and evaluation stages can be described as Figure 7.1.



Figure 8.1.International Class monitoring and evaluation cycle

8.3 Monitoring and Evaluation of the New Student Admission

Process Procedures for monitoring and evaluating the process

1. GPM monitors and evaluates the suitability of new International Class Undergraduate Program (IUP) student recruitment procedures
2. The evaluation results are submitted to the Dean to be forwarded to the Academic Director of Surabaya State University
3. The Academic Director held a meeting with the Deans to discuss quality problems that are still encountered and

propose the implementation of improvements to the Vice Rector for Academic Affairs, Student Affairs and alumni for follow-up.

8.4 Monitoring and Evaluation of Work Procedure Learning Processes and Assessment

1. Faculty GPM is coordinated by SPM State University of Surabaya. Develop indicators and monitoring and evaluation schedules for the implementation of the learning and assessment process.
2. UPM undergraduate study program monitors implementation
3. Lectures are in accordance with the indicators and schedule that have been set.
4. UPM undergraduate studies reports the evaluation results to the Study Program Coordinator.
5. The Study Program Coordinator sent a letter to the lecturer, based on the evaluation results which showed that their lectures did not meet the requirements for testing and they were given the opportunity to add lecture activities.
6. The evaluation results are submitted to UPM to be forwarded to the GPM Team for further discussion at the Faculty level.

CHAPTER 9 CONCLUSION

9.1 CONCLUSION

The implementation of the International Class program in the learning process in Higher Education is a form of implementation of the learning development and quality assurance that needs to be. The main priority is to produce quality graduates who can compete on the global stage. The very rapid development of education in the era of society 5.0 is also the reason why Surabaya State University must be a pioneer and one step ahead in this development. This demand must also refer to the Vision of Surabaya State University, namely the University ***Entrepreneurial World Class Based on Innovation***. World class is meant to have quality like the quality of universities with an international reputation.

In accordance with UNESA's current conditions, the International Class Program begins with the International Class Initiation Program stage for potential study programs that have been internationally accredited. To ensure the success of the program, quality assurance is sought to be carried out through the Establishment, Implementation, Evaluation, Control and Improvement of standards (PPEPP) by targeting the achievement of input, process, output and outcome aspects. Monitoring and Evaluation (Monev) is carried out through a management cycle consists of 4 (four) stages, namely: preparation stage, implementation stage, reporting stage and follow-up stage.

9.2 SUGGESTION

Based on the conclusions above, it can be recommended as follows:

1. The implementation of the International Class Program cannot be separated from work between units/institutions/faculties within Surabaya State University, therefore synergy and collaboration across units/institutions/faculties is very urgent to do.
2. Implementation of the International Class program requires a supporting foundation that must be implemented immediately both in terms of regulatory readiness, system management, human resources, curriculum, facilities and infrastructure as well as funding.
3. The sustainability of the International Class program requires 4 K's, namely seriousness, high commitment, consistency and consequences in the form of special awards because its implementation requires special competencies.
4. To maintain the sustainability of the International Class Program, a sustainable MoU and MoA is needed *update* every year and ensure the execution of activities occurs.

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