



INTER-UNIVERSITY COUNCIL FOR EAST AFRICA

ASSESSMENT TOOL FOR EAC REGIONAL PROGRAMME ACCREDITATION

DECEMBER, 2022



	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
PART I – PRELIMINARY ASSESSMENT (REVIEW OF PROGRAMME DOCUMENT)									
1.	Accreditation status of the programme	1.1 Programme should have been accredited by the National Commissions/ Councils or by any National accreditation body	1.1.1 Evidence of accreditation	Accreditation letter, listing of programme on accreditation body website					Availability of Accreditation is score of (5) and not available (0).
			1.1.2 Evidence of recent audit of the programme	Programme audit report					The score is either 5 for available and 0 for not no evidence
2.	Curriculum development Process	2.1. Stakeholder involvement in curriculum development process	2.1.1. Needs assessment/ market survey report.	Evidence provided in form of an assessment/ market survey report					Needs assessment done score of (5) and no report/not done score of (0)
			2.1.2. Evidence of participation (i.e. Signed Attendance list and approved minutes)	Signed attendance lists and approved minutes availed					Score of (5) for available and (0) for not being available
			2.1.3 Confirmation letter from key stakeholders on their participation	Evidence of confirmation letter from key stakeholders					Score of (5) for available and (0) for not being available
			2.1.4 Stakeholder's	Evidence stakeholder's					Score of (5) for available and (0) for not being available
			2.1.5 Curriculum development and review policy and guidelines	Availability of the curriculum development and review policy and guidelines					Score of (5) for available and (0) for not being available
			2.1.6 Evidence of institutional approval for regional accreditation	Minutes of approval, resolution from the decision-making organs of the Institution					Score of (5) for available and (0) for not being available

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		2.2 Alignment of programme to national, regional, continental, or global development needs	2.2.1 Justification part of the programme indicates incorporation of National, regional, continental, or global development goals.	Evidence as provided in the programme					Score of (5) for available and (0) for not being available
		2.3 Endorsement of professional bodies (where applicable)	2.3.1 Evidence of endorsement of professional bodies	Endorsement letters, minutes etc					Score of (5) for available and (0) for not being available
3.	Curriculum document	3.1 Sufficient/adequate content of the curriculum	3.1.1 Coverage of the programme in relation to the award level	Sufficient coverage provided in the programme					Score of (5) for available and (0) for not being available
			3.1.2 Conformity to available benchmarks and minimum standards	Evidence of conformity to the benchmarks					Score of (5) for available and (0) for not being available
		3.2 Admission criteria	3.2.1 Admission requirements specific to the program	Evidence of admissions guidelines					Score of (5) for available and (0) for not being available
			3.2.2 Should provide for diverse avenues of entry and should be consistent with National, regional and international standards	Evidence of diversity in admissions provided					Highest level of diversity is score of (5) and no diversity or alignment to national, regional and international standards in (0)
		3.3 Structure of the programme	3.3.1 Clear structure of the programme provided	Structure of the programme provided and detailed					Score of (5) for available and (0) for not being available

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			3.3.2 Logical flow and sequencing of courses within the entire programme	Flow of courses clear					Score of (5) for available and (0) for not being available
			3.3.3 Courses are aligned to allow progression from one semester/ trimester to another	Aligned from basic to applied					Score of (5) for available and (0) for not being available
			3.3.4 Cross-cutting and elective courses are relevant to the programme	Evidence of relevant cross-cutting courses provided					For appropriate cross-cutting electives courses relevant to the programme score is (5) and reduced to (4), (3), (2), (1) and (0) depending on diversity and relevancy
			3.3.5 Credits/ weights assigned to courses depict the rigor and relevance of the course to the program	Credits indicated reflect the rigor					Credits/weights well structured and depict the rigor and relevance is at (5) and degree of it varies with no rigor being (0)
		3.4 Learning Outcomes	3.4.1 Learning outcomes should be measurable	Measurable learning outcomes have been provided					Properly stated Learning Outcome is (5) with degree of change to (0)
			3.4.2 Learning outcomes should depict the three domains of learning	Learning outcomes provided depict the three domains of learning					Score of (5) for available and (0) for not being available
			3.4.3 Learning outcomes are relevant to the contemporary world of work	Learning outcomes provided match the aspiration of the world of work					Score of (5) for available and (0) for not being available

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		3.5 Programme consistent to EAQFHE	3.5.1 Qualification level should be consistent with the descriptor levels in the EAQFHE	Verify against the level as detailed in the EAQFHE					Score of (5) for available and (0) for not being available
		3.6 Credits/ Hours	3.6.1 The credit hours and notional hours of engagement of learners should be consistent with the volume of learning and level of qualification	Credit and or notion hours provided					Score of (5) for available and (0) for not being available
			3.6.2 Should have provision for credit transfer and transferability of students	Evidence of credit transfer provided in the programme					Score of (5) for available and (0) for not being available
		3.7 Minimum duration	3.7.1 The minimum duration for the programme should be consistent with the volume of learning and rigor of training.	Minimum duration provided in line with volume of learning and rigor of training					Score of (5) for available and (0) for not being available
			3.7.2 The minimum duration should be in line with the National Policies and Guidelines	Minimum duration is in line with National requirements					Score of (5) for available and (0) for not being available

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		3.8 Provision for RPL	3.8.1 Should provide for provision of RPL in admission, waivers and exemptions to increase access	RPL provided as alternative for admission					
			3.8.2 Implement inclusivity	Should be open to everybody who meet the requirements					Varied score from 5-0 depending on the level of inclusivity
4.	Modes of Teaching and Learning	4.1 Method of delivery is clearly identified and appropriate.	4.1.1 Appropriate modes of delivery indicated.	The programme document provides for range of approaches of delivery					
			4.1.2 75% or above alignment of delivery methods with ELOs	Method of delivery aligned to ELOs in the programme document					Alignment of 75% and above score of (5), 65% (4), 55% (3), 45% (2) and 35% (1).
			4.1.3 Availability of appropriate teaching aids/materials	Provision of relevant teaching aids/materials and resources in the programme document					Sufficiency of teaching aid of 75% (5), 65% (4), 55% (3), 45% (2) and 35% (1)
		4.2 Flexibility in mode of learning	4.2.1 Options provided for learning.	Provision of different modes of learning provided					Score of (5) for evidence provision of flexibility of modes of learning provides and (0) for not being available
		4.3 Student-centered approaches of learning	4.3.1 75% of the learning is student-centred	Count the approaches as provided in the programme					75% of approaches student-centred (5), 65% (4), 55% (3), 45% (2), 35% (1)
			4.3.2 varied strategies for provision of learner centred experiences and support	Different approaches ranging from discussion, self – study, problem-based etc					Score of (5) for evidence provision of flexibility of modes of learning provides and (0) for not being available

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			4.3.3 Tools for problem-based, project-based and inquiry-based learning provided	Availability of tools, adequacy and relevance					Varied score from 5-0 depending on availability, adequacy, and relevance
		4.4 Programme provides for blended system	4.4.1 Evidence of blended methods	Programme document stipulates for blended approaches					Score of (5) for available and (0) for not being available
			4.4.2 Availability of appropriate techniques for blended approach	The techniques available for blended approach are ideal					Varied score from 5-0 depending on appropriateness of techniques
			4.4.3 Where the programme shall be taught through blended approach, the programme has been aligned accordingly	If taught through blended, ensure that it is well aligned					Varied score from 5-0 depending on the level of alignment
PART II – PHYSICAL VERIFICATION OF FACILITIES AND STAFFING									
5.	Academic Staffing	5.1 Staff students ration	5.1.1 Education 1:30-40	Establish the number of students on the programme against the available total number of staff					Ratio of 1:30 is for Science Education. Score of 1:30 is (5), 1:40 (4), 1:50 (3), 1:60 (2) and 1:70 (1) for undergraduate Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1) PhD ration of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)

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		5.1.2 Arts and Humanities 1:40	Establish the number of students on the programme against the available total number of staff					<p>Ratio of 1:40 for arts and humanities education. Score of 1:40 (5), 1:50 (4), 1:60 (3), 1:70 (2), 1:80 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ration of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>
		5.1.3 Social Sciences, Journalism and	Establish the number of students on the programme against the available total number of staff					<p>Ratio of 1:40 for Social Science, Journalism and Communication. Score of 1:40 (5), 1:50 (4), 1:60 (3), 1:70 (2), 1:80 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ration of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>
		5.1.4 Business, Administration and Law	Establish the number of students on the programme against the available total number of staff					<p>Ratio of 1:40 for Business, Administration and Law Score of 1:40 (5), 1:50 (4), 1:60 (3), 1:70 (2), 1:80 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>

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		5.1.5 Natural Sciences, Mathematics and Statistics	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:30 for Natural Sciences, Mathematics and Statistics undergraduate. Score of 1:30 (5), 1:40 (4), 1:50 (3), 1:60 (2), 1:70 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>
		5.1.6 Information and	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:30 for Information and Communication Technologies undergraduate. Score of 1:30 (5), 1:40 (4), 1:50 (3), 1:60 (2), 1:70 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>

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		5.1.7 Engineering, Manufacturing and Construction	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:25 Engineering, Manufacturing and Construction s undergraduate. Score of 1:25 (5), 1:30 (4), 1:35 (3), 1:40 (2), 1:45 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>
		5.1.8 Agriculture, Forestry, Fisheries and Veterinary 1:25 Agriculture, Forestry, Fisheries and Veterinary (Masters) 1:10 Agriculture, Forestry, Fisheries and Veterinary (PhD) 1:5	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:30 for Agriculture, Forestry, Fisheries and Veterinary undergraduate. Score of 1:25 (5), 1:30 (4), 1:35 (3), 1:40 (2), 1:45 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>

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		5.1.9 Health and Welfare	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:30 for Basic Sciences undergraduate. Score of 1:10 (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>Ratio of 1:5 for PGD and Masters as ideal and score of (5), 1:7 (4), 1:9 (3), 1:11 (2), 1:13 (1)</p> <p>PhD ratio of 1:3 ideal with score of (5), 1:5 (4), 1:7 (3), 1:9 (2) and 1:11 (1)</p> <p>Ratio of 1:30 for Clinical Sciences undergraduate. Score of 1:7 (5), 1:11 (4), 1:13 (3), 1:15 (2), 1:17 (1)</p> <p>Ratio of 1:5 for PGD and Masters as ideal and score of (5), 1:7 (4), 1:9 (3), 1:11 (2), 1:13 (1)</p> <p>PhD ratio of 1:3 ideal with score of (5), 1:5 (4), 1:7 (3), 1:9 (2) and 1:11 (1)</p>
		5.1.10 Services	Establish the number of students on the programme against the available total number of staff		<p>Ratio of 1:25 for Tourism and Hospitality undergraduate. Score of 1:25 (5), 1:30 (4), 1:35 (3), 1:40 (2), 1:45 (1)</p> <p>Ratio of 1:10 for PGD and Masters as ideal and score of (5), 1:15 (4), 1:20 (3), 1:25 (2), 1:30 (1)</p> <p>PhD ratio of 1:5 ideal with score of (5), 1:7 (4), 1:9 (3), 1:11 (2) and 1:13 (1)</p>

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		5.2 Minimum number of academic staff for a programme	5.2.1 - 5 full time and core academic staff for singled disciplined programme	Evidence of appointment letters					Core staff are those who has undertaken Bachelor and Masters training in that particular discipline of the programme The score shall be either available (5) or not available (0)
			5.2.2 - 3 full time and core academic staff from each of the multiple disciplined programme	Appointment letter, evidence of salary payment, allocation, timetable					Core staff are those who has undertaken Bachelor and Masters training in that particular discipline of the programme The score shall be either available (5) or not available (0)
		5.3 Qualifications of core staff related to the programme (Proportions)	5.3.1 100% PhD holders for Masters and PhD Programme	Verifying availability of PhD qualifications for all staff teaching on PhD and Masters programme					To teach on PhD and Master programme, the staff should possess PhD qualification. The score shall be (5) for 100% PhD and (0) for less than 100% PhD holders
			5.3.2 100% Master's degree holders for Bachelor's degree programme with PhD as additional advantage	Verifying availability of Master's degree relevant to the programme					To teach on Bachelor programme, the minimum qualification is a Masters. The score shall be (5) for 100% Masters or above and 0 for less than 100%
		5.4 Proportion of Full-time to Part-Time Staff	5.4.1 The proportion of Full-time to Part-time staff shall be at 70% to 30% as ideal	Appointment letters, timetable, interaction with staff					The score of 70-30 is (5), 60-40 (4), 50-50 (3), 40 -60 (2), 30-70 (1)

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		5.5 Teaching Experience	5.5.1 75% of the core staff should have a minimum of Three (3) years teaching experience	Appointment letters, years of completion of study programmes					Teaching experience is about years of teaching. 75% of core staff score is (5), 65% (4), 55% (3), 45% (2), 35% (1), less than 35% (0)
		5.6 Workload/ Contact hours	5.6.1 - 75% of core staff have workload of 8-10 hours per week	Time-table schedules, interviews with staff					Scores for workload is 75% of staff on 8-10hours (5), 11-13hours (4), 14-16 (3), 17-19 (2), 20-22(1)
		5.7 Training in pedagogy	5.7.1 - 75% of the core must have undertaken Pedagogical training	Evidence of training conducted. Training manuals, certificates, attendance list etc					Training in pedagogy is in different approaches/methods of teaching. Score of 75% of Core staff is (5), 65% (4), 55% (3), 45% (2), 35% (1) and less than 35% (0)
		5.8 Provision of regular CPD (Where applicable)	5.8.1 - Where applicable, 75% of the core staff should have undertaken CPD within the last 3 years	Evidence of training conducted. Training manuals, certificates, attendance list etc					Where applicable, 75% of staff score is (5), 65% (4), 55%(3), 45% (2), 35% (1), less than 35% (0)
		5.9 Deployment and allocation of staff	5.9.1 Evidence of recruitment	Appointment letters, recruitment plan implemented					Availability of the evidence score is (5) and not available is (0)
			5.9.2 Evidence of staff recruitment and development Policy	Proof of recruitment and staff development policy					Availability of Policy is score of (5) and absence is score of (0)
			5.9.3 Evidence of deployment and allocation of faculties according to their area of specialisation	Timetable, deployment schedules					Deployment according to areas of specialization, training and competences score is (5) and where the former is not followed, the score is (0)

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			5.9.4 Evidence of three months (3) payroll of core staff	Pay roll, and evidence of bank transmissions					Sufficient evidence of payment of salaries which is correct and verified is Score of (5), evidence lacking for 3 months score is (0)
		5.10 Staff Publications	5.10.1 - 75% of the core staff in the programme should have published at least 2 papers in a peer reviewed journal within the last 3 years	Evidence of publication in peer reviewed journal					Where 75% of core staff has atleast 2 publications, score is (5), 65% (4), 55% (3), 45% (2), 35% (1), less than 35% (0)
		5.11 Innovations by Staff	5.11.1 – At least 10% of the core programme staff should have had innovations within the last 5 years	Proof of existence of innovations related to the programme					Where 10% of core staff has innovation is (5), 8% (4), 6% (3), 4% (2) and 2% (1)
		5.12 Patents and copy rights	5.12.1 –30% of the core staff should have obtained patents and copy rights within the last 5 years	Registered patents and copy rights					Where 30% of core staff have registered patents and copy rights (5), 25% (4), 20% (3), 15% (2), 10% (1)
6.	Governance and Administration	6.1 Head of Department	6.1.1 Head of Department with PhD	Evidence of appointment of Head of Department for the Department in which the programme is hosted					Head of Department in place and holds a PhD score is (5) and not in place or in place but no PhD score is (0)
			6.1.2 Organogram of the Department within the Faculty/ School/ Institute	Clear organogram detailing reporting structure					Clear organogram score is (5) and varied according to how the organogram is described and thus from 5-0

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		6.2. Coordination of the programme Academic Leader / Coordinator	6.2.1 Qualifications of Academic Leader/ Coordinator - Bachelor's programme - minimum of Masters in the relevant discipline	Evidence of appointment and qualification being a minimum of Bachelors in the discipline/ programme in which accreditation is sought					Available of requisite qualification in the discipline area is a score of (5) and absence of that score is (0)
			6.2.2 Qualifications of Academic Leader/ Coordinator - Masters Programme - PhD in the relevant discipline	Evidence of appointment and qualification being a minimum of PhD in the discipline/ programme in which accreditation is sought					Available of requisite qualification in the discipline area is a score of (5) and absence of that score is (0)
			6.2.3 Qualifications of Academic Leader/ Coordinator - PhD programmes - PhD in the relevant discipline	Evidence of appointment and qualification being a minimum of PhD in the discipline/ programme in which accreditation is sought					Available of requisite qualification in the discipline area is a score of (5) and absence of that score is (0)
		6.3 Quality Assurance Policy	6.3.1 Availability of the approved and implemented Quality Assurance policy.	Evidence that Quality Assurance Policy exists are approved and being implemented					Score of (5) for available and (0) for not being available
			6.3.2 Availability of procedures on supervision of projects, thesis, and dissertations	Evidence of availability of procedures and guidelines for supervision of projects, thesis and dissertation					Score of (5) for available and (0) for not being available

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		6.4 Institutional programme quality assurance mechanisms	6.4.1 Availability and appointment of QA committee through which quality assurance of the programme will be conducted	Evidence of existence of Committee, appointment letters					Score of (5) for available and (0) for not being available
		6.5 Quality Assurance Policy	6.5.1 Availability of the approved and implemented Quality Assurance policy.	Evidence of availability and implementation					Score of (5) for available and (0) for not being available
			6.5.2 Reports of academic staff performance evaluation by students at the end of the semester	Evidence of evaluation report done					Report available on 100% of core staff (5), 70% (4), 60% (3), 50% (2), 40% (1), < 40% (0)
			6.5.3 Students satisfaction rate 80% or above on feedback of assessment of academic staff	Evidence of report showing level of satisfaction					Satisfaction rate of 80% score of (5), 70% (4), 60% (3), 50% (2) and 40% (1),
			6.5.4 students' completion rate of the programme - 75% and above of the most recent cohort	Graduation rate in terms of a particular cohort					Completion rate of 75% score of (5), 65% (4), 55% (3), 45% (2), 35% (1) and <35%(0)

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			6.5.5 Students transition rate – 75% and above of the most recent cohort	Rate of transition from one semester to another					Transition rate of 75% score of (5), 65% (4), 55% (3), 45% (2), 35% (1) and <35% (0)
			6.5.6 programme quality improvement plans through appropriate mechanisms or plans.	Evidence of programme quality improvement plan provided highlighting the areas of improvement					Detailed and comprehensive quality assurance plan available score of (5) and not available (0)
		6.6 Institutional policy on programme connectedness with the world of practice/work	6.6.1. - 75% of students on attachment / placement.	Evidence of attachment/ deployment and reports					75% of students attached score of (5), 65% (4), 55%(3), 45% (2), 35% (1)
			6.6.2. Number of projects/ MoUs / MoAs under University- Industry linkages related to the programme	Evidence of signed MoUs/ MoA					Atleast 1 MoU within the cycle of the programme score of (5) and zero (0)
			6.6.3 Evidence of	Activities being implemented in the MoU/MoA, reports etc					Score of (5) for available and (0) for not being available
			6.6.4.	Feedback from stakeholders on connectedness with World of Work					Score of (5) for available and (0) for not being available
7.	Infrastructure/ Facilities	7.1 Lecture room space	7.1.1 As provided in appendix 8.1 appended to these norms	Measurement of available space fits within the expected norms					Lecture space of 1.2m ² per student for graduate programmes and 1m ² for undergraduate score of (5)

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			7.1.2	Lecture rooms are sufficient in terms of number, ambience, furniture, adequacy of lecture facilities					Varied score from 5-0 depending on sufficiency, ambience
			7.1.3 Lecture theatre space	Measurement of lecture theatre as provide for in Appendix 8.1					Lecture theatre space of 1.2m ² per student for graduate programmes and 1m ² for undergraduate score of (5)
			7.1.4	Lecture theatre has the appropriate furniture, ambience					Varied score from 5-0 depending on sufficiency, ambience
		7.2 Library space	7.2.1 2m ² per student/ As provided in appendix 8.1 appended to these norms	Measurement of available space					Varied score from 5-0 depending on availability of space
			7.2.2	Number of library chairs and reading table. Library resources available, whether 30% of the student population can sit in the library.					Varied score from 5-0
		7.3 ICT Computer Laboratories space	7.3.1 2.5m ² per student.	Measurement of available space					Varied score from 5-0 depending on availability of space
			7.3.2	Number of computers, availability of internet connectivity, lay-out of the computer laboratory					Varied score from 5-0 adequacy of computers, provision of internet, lay-out of laboratory etc

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		7.4 Seminar rooms	7.4.1 2m ² per student. / As provided in appendix 8.1 appended to these norms	Measurement of space available against the number of students					Varied score from 5-0 depending on availability of space
			7.4.2	Sitting facilities, ambience, aeration etc					Varied score from 5-0 depending on facilities and ambience
		7.5 Studios space	7.5.1 As provided in appendix 8.1 appended to these norms	Measurement of available space					Varied score from 5-0 depending on availability of space
			7.5.2	Availability of relevant facilities for the studio and ambience					Varied score from 5-0 depending on relevance of facilities and ambience
		7.6 Offices for staff space	7.6.1 As provided in appendix 8.1 appended to these norms	Availability of space for staff in the offices					Varied score from 5-0 depending on availability of space
			7.6.2	Furnishing of the offices, ambience etc					Varied score from 5-0 depending on availability of space and ambience of offices
		7.7 Spaces for Basic Science Laboratories	7.7.1 As provided in appendix 8.1 appended to these norms	Availability of space as per ratio					Varied score from 5-0 depending on availability of space
			7.7.2 Availability of Laboratory equipment and consumables	Existence and number of laboratory equipment and consumables, relevance, adequacy					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.8 Human Medicine Laboratories	7.8.1 Availability of space for Anatomy Laboratory	Availability of Anatomy laboratory					Available is score of 5 and not available score of 0
			7.8.2 Availability and number of cadavers	Availability of cadaver and student to cadaver ratio					The ratio of students to cadaver with varied score from 5-0

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			7.8.3	Existence of anatomy tank, working tables, preparatory room, ambience etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.8.4 Availability of physiology Laboratory	Existence of physiology laboratory					Available is score of 5 and not available score of 0
			7.8.5	Equipment are available and adequate, drainage, ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.8.6 Availability of Biochemistry laboratory	Availability and adequate space for Biochemistry laboratory					Available is score of 5 and not available score of 0
			7.8.7	Availability and number of equipment, ambience and relevance of equipment					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.8.8 Availability of histology laboratory	Availability of histology laboratory, ambience etc					Available is score of 5 and not available score of 0
			7.8.9	Appropriateness in terms of space, storage facilities, records, materials and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.9 Dental Medicine laboratories	7.9.1 Availability of fathom room	Space available for fathom room					Available is score of 5 and not available score of 0
			7.9.2	Fathom room with the basic requirements and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.9.3 Availability of dental laboratory	Availability of dental laboratory with the required space					Available is score of 5 and not available score of 0

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			7.9.4	Dental laboratory with dental chairs, relevant equipment and ambience is good					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.10 Skills Laboratory for Nursing/ Midwifery	7.10.1 Availability of laboratory for Nursing and midwifery	Availability of skills laboratory with the requisite space					Available is score of 5 and not available score of 0
			7.10.2	Skills laboratory with the relevant equipment and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.11 Teaching hospital	7.11.1 Availability and	Teaching hospital with facilities as provided in Annex 8.1					Available is score of 5 and not available score of 0
		7.12 Agricultural Sciences laboratories	7.12.1 Availability of Crop Science laboratory	Availability of crop science laboratory with available space					Available is score of 5 and not available score of 0
			7.12.2	Appropriateness in terms of equipment for soil analysis, chemicals, consumables and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.12.3 Availability of Animal Science laboratory	Available and space for Animal Science laboratory					Available is score of 5 and not available score of 0
			7.12.4	Appropriateness in terms of facilities, equipment, drugs, demonstration facilities etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.13 Engineering laboratories	7.13.1 Availability of laboratory for materials	Materials laboratory available					Available is score of 5 and not available score of 0

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			7.13.2	Materials laboratory with basic equipment and is functional					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.13.3 Availability of laboratory for electrical engineering	Availability of laboratory for electrical engineering					Available is score of 5 and not available score of 0
			7.13.4	Relevant equipment, space and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.13.5 Availability of laboratory for renewable energy	Availability of laboratory for renewable energy					Available is score of 5 and not available score of 0
			7.13.6	Laboratory has the requisite equipment and facilities					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.14 Workshops	7.14.1 Availability of carpentry workshop	Availability of carpentry workshop					Available is score of 5 and not available score of 0
			7.14.2	Adequacy of equipment and tools, ambience etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.14.3 Availability of metal fabrication workshop	Metal fabrication workshop with the required space					Available is score of 5 and not available score of 0
			7.14.4	Relevant tools and equipment and ambience					Varied score from 5-0 depending on sufficiency, relevance and ambience
			7.14.5 Availability of motor vehicle maintenance workshop	Evidence of motor vehicle lube/workshop with the basic equipment					Available is score of 5 and not available score of 0
		7.15 Teachers resource rooms	7.15.1 Availability of Teachers resource room	Availability of a teacher's resource room					Available is score of 5 and not available score of 0

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			7.15.2	Teachers resource room with appropriate materials, designs and ambience for learning					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.16 Education Technology laboratories	7.16.1 Availability of Education Technology laboratory	Evidence of existence of Education Technology laboratory					Available is score of 5 and not available score of 0
			7.16.2	Appropriate in variety of equipment, ambience for learning etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.17 Food and catering laboratories	7.17.1 Availability of Food and catering laboratories	Evidence of existence of Food and Catering laboratory					Available is score of 5 and not available score of 0
			7.17.2	Relevant equipment, work stations, facilities, drainage, refuse collection					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.18 Garment cutting	7.18.1 Availability of laboratory for garment cutting	Availability of garment cutting design laboratory					Available is score of 5 and not available score of 0
			7.18.2	Number of equipment, relevance adequacies, etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.19 Cosmetology	7.19.1 Availability of cosmetology laboratory	Evidence of existence of cosmetology laboratory					Available is score of 5 and not available score of 0
			7.19.2	Availability of facilities, number of equipment, ambience etc					Varied score from 5-0 depending on sufficiency, relevance and ambience

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
		7.20 Geology laboratory	7.20.1 Availability of survey and geological laboratory	Evidence of a survey/ geological laboratory					Available is score of 5 and not available score of 0
			7.20.2	Geological laboratory with the requisite equipment, ambience etc					Varied score from 5-0 depending on sufficiency, relevance and ambience
		7.21 Museum	7.21.1 Availability of Museum	Museum available for the purpose					Available is score of 5 and not available score of 0
			7.21.2	Museum with relevant artifacts and aspects to be in a museum. Ambience is befitting					Varied score from 5-0 depending on facilities, collections relevance and ambience
8.	Teaching and Learning Resources	8.1 Smart Boards	8.1.1 Provision of smart boards	Number of smart boards and appropriateness					Smart boards in all lecture rooms (5), 65% (4), 55% (3), 45% (2), 35% (1)
		8.2 Internet Availability	8.2.1 Internet available	Evidence of internet availability					Internet available (5) and not available is (0)
			8.2.2 Internet connectivity of not less than 5mbps per student	Check the speed of the internet					5mbps and above is (5) and less than is (0)
			8.2.3 Provides for wifi and LAN	Evidence of LAN and Wifi connectivity					Existence of Wifi and LAN connectivity is (5) and none is (0)
			8.2.4 Availability of Computers and ICT equipment	Evidence and number of computers and ICT equipment					Acceptable ratio of Computers to students of 1:5 for (5), 1:8 (4), 1: 12 (3), 1:15 (2), 1:18 (1)
		8.3 Books and Library resources relevant to the programme	8.3.1 Hard copy books relevant to the programme	Number of relevant book titles and book numbers. Ratio of books to students					Minimum acceptable ratio of 1:30. Adequate and relevant books Score of 0-5
			8.3.2 Current subscription to E-resources databases	Count of number of links and databases to e-resources					Atleast 5 links score of (5), 4 (4), 3 (3), 2(2), 1(1)

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			8.3.3 data on statistics of students who access e-resources	Establish proportion of students who access e-resources					50% of student score of (5), 40% (4), 30% (3), 20% (2), 10% (1)
		8.4 University Learning Management System	8.4.1 Availability and functional LMS	Evidence of a customized Learner Management System					Evidence of customized LMS (5) and not available is (0)
			8.4.2 Availability and accessibility of interactive learning content	Evidence that the LMS provides for interactive learning content					Evidence that LMS provides for interactive learning is (5) and not available is (0)
			8.4.3 Availability of mechanism to monitor the online assessment	Evidence of monitoring mechanism for online assessment					Evidence of monitoring mechanism for online assessment is (5) and not available is (0)
		8.5 Facilities available supports blended learning	8.5.1 Appropriate equipment for blended learning	List and count the equipment available for blended learning and how appropriate they are in terms of relevance					Varied score from 5-0 depending number of equipment, its adequacy and relevance
			8.5.2	Evidence of the policy and its implementation					Score of (5) for available and being implemented and (0) for not being available
			8.5.3 Availability of ICT infrastructure.	Evidence of availability, variety and relevance					Varied score from 5-0 depending on availability, variety, adequacy, and relevance
			8.5.4 Availability of ICT support team.	Appointment letter, evidence of deployment, office or workspace					Score of (5) for evidence available and being implemented and (0) for not being available

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			8.5.5. Training of the staff pedagogically in blended learning.	Evidence of training provided, attendance list, training manual, certificates					75% of staff trained (5), 65% (4), 55% (3), 45% (2), 35% (1)
			8.5.6 Induction of students on Blended learning	Evidence of induction, attendance list, induction materials/ manuals					Score of (5) for evidence of induction and (0) for not being available
9.	Students Assessment	9.1 Approaches adopted in continuous (formative) and summative assessment	9.1.1 Evidence of	Availability and evidence of implementation of policy					Evidence of policy and its implementation (5) and not available is (0)
			9.1.2 Assessment methods aligned to the expected learning outcomes	Assessment scripts, verification of ELOs					
			9.1.3 Availability of field work/ practical work/ simulation work assessment rubrics	Evidence of assessment rubrics for field work/simulation work					Evidence of assessment rubrics is (5) and not available is (0)
		9.2 Approaches to assessment of digital/online learning	9.2.1 Provision for formative and summative assessment online	Evidence of provision made for how formative and summative assessment will be conducted online					Evidence of provision made for formative and summative assessment online (5) and not available is (0)

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			9.2.2 Provision for integrity of the assessment	Evidence of provision made to ensure integrity of the assessment, say, face identity, log -in requirements, random questions, open book, take home etc					Evidence of provision for integrity of assessment (5) and not available is (0)
			9.2.3 Provision of tool(s) that measure achievement of ELOs	Evidence of tools provided in the programme document					Evidence of tools (5) and not available is (0)
		9.3 Internal and external moderations of examinations and results	9.3.1 Availability of guidelines on moderations of examinations	Evidence of guidelines on moderations of examinations					Evidence of guidelines (5) and not available is (0)
			9.3.2 Availability of moderation reports (internal and external)	Evidence in form of internal and external examinations reports					Availability of reports (5) and not available is (0)
		9.4 Security of examination	9.4.1	Evidence of policy/guidelines on management of examinations					Availability of policy/ guidelines (5) and not available is (0)
		9.5 Internship/ Industrial attachment	9.5.1	Evidence of existence and implementation policy/guidelines on internship/ industrial attachment					Availability of policy/ guidelines (5) and not available is (0)
			9.5.2 Availability of rubrics to monitor and assess the internship/ industrial attachment	Evidence of rubric for monitoring and assessing internship/ industrial attachment					Availability of rubric (5) and not available is (0)

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
	Students Support System	10.1 Provision for students tutor/mentor/ advisor	10.1.1 Availability of the Policy and procedures on students' support	Evidence of policy and its implementation					Availability of policy (5) and not available is (0)
			10.1.2 Time (hours) academic staff have allocated to advisory	Amount of time allocated for advisory/ tutorship					
			10.1.3 Appointment of Student's tutor/mentor/ advisor	Appointment letter/ deployment letter etc					Availability of appointment letters (5) and not available is (0)
		10.2 Programme orientation	10.2.1.	Evidence of existence of policy and its implementation on students' orientation					Availability of policy (5) and not available is (0)
			10.2.2 Availability of orientation manual	Evidence of orientation manual					Availability of orientation manual (5) and not available is (0)
		10.3 Co-curriculum Activities	10.3.1 Availability of facilities for co-curricular activities.	Number of facilities and variety for co-curriculum activities					
		10.4 Counselling services	10.4.1	Evidence of implementation Counselling policy					Availability of policy (5) and not available is (0)
			10.4.2 Evidence of cases handled per semester.	Number of cases handled per semester					Atleast 5 cases (5), 4 (4), 3(3), 2(2) and 1(1)
			10.4.3 Availability of Counselling services	Evidence of counselling services					Availability of counselling services (5) and not available is (0)
		10.5 Mentorship programme	10.5.1 Availability of mentorship programme.	Evidence of mentorship programmes					Availability of mentorship programme (5) and not available is (0)

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			10.5.2 Evidence of mentorships activities conducted per semester.	Number of mentorship activities conducted					
		10.6 Provision of social presence for digital learners	10.6.1 Evidence of past tasks/ activities that promote interaction and sense of community among learners	Activities conducted within the community to promote community transformation					Availability of reports on activities (5) and not available is (0)
		10.7 Information on students' support made available	10.7.1 Availability of students' handbook on the programme	Evidence of handbook on the programme					Availability of handbook on programmes (5) and not available is (0)
			10.7.2 Evidence of communication to students using diverse means						
		10.8 Scholarship/ financial support services to needy students	10.8.1 Availability of financial support services	Evidence of financial support to needy students					Availability of financial support (5) and not available is (0)
			10.8.2 Procedure for identification and award	Clear procedure for identification of those who will benefit					
			10.8.3 Evidence of students benefiting	Number/list of students that have benefited					Availability of list of beneficiaries (5) and not available is (0)
	Community services	11.1 The program has policies and strategies for lecturers to involve students in community service	11.1.1 Evidence of	Availability of and implementation of Community Services Policy					Availability of policy (5) and not available is (0)

	Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
			11.1.2 Availability of community services report for the last three years	Evidence of report(s)					Availability of reports (5) and not available is (0)
		11.2 The strategies are reviewed and improved every five years	11.2.1 Availability of the last review report	Evidence of review reports					Availability of reports (5) and not available is (0)
		11.3 Reports on impacts and benefits of the programmes to the relevant community/ies	11.3.1 Availability of reports on community engagement	Reports on community engagement					Availability of reports (5) and not available is (0)
			11.3.2 Availability of a tool for collecting feedback from communities on the programme	Evidence of tools used to obtain feedback					Availability of tools (5) and not available is (0)
			11.3.3 Availability of feedback reports from the community	Number of feedback reports					
	Programme Review	12.1 Processes and procedures of programme review.	12.1.1	Evidence of implementation of programme review					Availability of review reports (5) and not available is (0)
			12.1.2 Utilization of staff and student evaluation reports	Evidence of utilization of staff and student evaluation reports					Availability of reports (5) and not available is (0)
			12.1.3 Availability of staff and students' evaluation reports	Evidence of evaluation reports from staff and students on the programme					Availability of reports (5) and not available is (0)

Standard	Norm	Indicator	Means of verification	Level of Competence				Comments
	12.2 Periodic review of programme	12.2.1 availability Minutes/ reports of programme review.	Evidence of minutes/reports					Availability of reports/ minutes (5) and not available is (0)
		12.2.2 Reviewed and approved/ accredited programme	Evidence of approval/ accreditation					Availability of reports (5) and not available is (0)
	12.3 Regular tracer studies	12.3.1	Evidence of availability and implementation of tracer studies policy/guidelines					Availability of policy/ guidelines (5) and not available is (0)
		12.3.2 Availability of tracer studies survey reports	Tracer studies reports					Availability of reports (5) and not available is (0)
		12.3.3	Evidence of implementation of					Availability of evidence of implementation of tracer reports (5) and not available is (0)
	12.4 Procedures and plans for staff development based on identified needs and employer satisfaction	12.4.1	Availability and implementation of staff development policy/guidelines					Availability of policy/ guidelines and its implementation (5) and not available is (0)
		12.4.2. Availability of staff needs assessment reports	Evidence of staff needs assessment report					Availability of reports (5) and not available is (0)
		12.4.3 Employer satisfaction reports and rates at 75 % and above.	Evidence of employer satisfaction report					Availability of reports (5) and not available is (0)



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