

INSTITUTIONAL REPORT:

BAN-PT ACCREDITATION PROCESS AND TASK FORCE ASSESSMENT

This official report presents the structural planning, field execution, and institutional optimization loop for the National Accreditation Board for Higher Education (BAN-PT) accreditation of the Bachelor of Engineering Management (Sarjana Manajemen Rekayasa - MR) Program under the Fakultas Teknologi Industri (FTI) at Institut Teknologi Del. The evaluation outlines the sequential actions across three operational phases: Preparation, The Day of Visitation by the Asesor, and Waiting for the Result, along with your role as the Program Study Secretary and Appointed Chairman of the Accreditation Task Force.

Phase 1: Preparation Phase

The structural foundation of the accreditation process required rigorous data integration, multi-stakeholder workshops, and document drafting spanning several semesters.

1. Document Architecture & Standardization

The preparation relied on the careful compilation of three regulatory books, cross-referenced with quantitative metrics from the database files:

- **Buku IIIA (Borang Program Studi):** A comprehensive 97-page portfolio documenting the exact operations of the program. It formalized the identity parameters under Ministry Izin Decree No. 266/E/O/2013.
- **Buku IIIB (Borang Institusi):** A 38-page macro-level institutional operational report mapping the strategic alignment, support infrastructure, and resources provided by FTI.
- **Buku Evaluasi Diri (Self-Evaluation Report):** A 56-page critical evaluation structured across seven BAN-PT core operational standards. It includes an integrated institutional SWOT matrix detailing the challenges of operating a world-class technology program in a rural environment.

2. Team Mobilization & Task Dividing

Under Decree No. 001/Dek.FTI/SK/I/2017 issued by the Dean of FTI, a specialized task force was mobilized to meet the rigorous benchmarks of the Accreditation Board for Engineering and Technology (ABET) and the American Society for Engineering Management (ASEM):

- **Visi & Misi Alignment:** Formulated via formal workshops to ensure the program parallels the academic and institutional pillars of Mar-Tuhan (faith), Mar-Roha (empathy), and Mar-Bisuk (wisdom).

- **Student Achievement Archiving:** Documenting competitive outcomes, including Marsello Sitorus winning the international Fulbright exchange to the United States and a student team winning a IDR 40 million Program Hibah Bina Desa (PHBD) grant to utilize industrial tapioca by-products.
- **Academic Matrix Compilation:** Auditing academic parameters through the online Campus Information System (cis.del.ac.id) to verify course logs and exam blueprints across core technical courses.

3. Your Role and Strategic Contribution

Per institutional records and the workflow file described in the "Persiapan Akreditasi MR and Pembagian Tugas" document, your contributions as Tenaga Pengajar and Secretary of the Program Study were central to this phase:

- **Chairman of the Accreditation Task Force:** Officially assigned as the operational Ketua (Chairman) of the committee, holding direct accountability to the Dean for the entire document pipeline.
- **Standard 2 Section Head (Governance & Quality Assurance):** Personally authored and defended the section on Standard 2, formalizing the program's dual governance strategy of academic decentralization and administrative centralization.
- **Standard 5 Co-Author (Curriculum Map):** Collaborated with Dr. Yosef Manik to map out the 144-credit Competency-Based Curriculum across six major engineering and management domains.
- **Strategic Planning PIC:** Appointed as the primary owner for drafting the long-term Renstra Prodi and executing structural curriculum tracking to prove direct relevance to real-world industrial systems.

Phase 2: The Day of Visitation Phase

The field verification phase (Asesmen Lapangan) involved on-site verification of the data presented in Books IIIA, IIIB, and the Self-Evaluation report by assigned BAN-PT board assessors.

1. Physical Verification of Infrastructure

The valuation targeted the physical infrastructure inside the modern FTI facility, completed through strategic corporate partnerships. Assessors inspected and cross-verified several facilities:

- **The Enterprise Optimization and Simulation Lab (ESOL):** Inspected for active software environments (SPSS, MatLab, Solver, AutoCAD, Visio, R) utilized to model stochastic systems and business optimizations.
- **Core Scientific Laboratories:** Material auditing of the Basic Physics Laboratory, Basic Chemistry Laboratory, and technical processing arrays.
- **Institutional Infrastructure:** Auditing the 777 m² centralized library facility, student dormitories (asrama), dining halls (kantin), and 24-hour campus medical clinic.

2. Multi-Stakeholder Audits & Verification Interviews

The evaluation process included interviews to verify the metrics recorded in the online platform (dp3.del.ac.id):

- **Faculty & Administration Audits:** Reviewing the consistency of 360-degree performance evaluations, staff certifications, and active research outputs.
- **Student Body Focus Groups:** Assessing student retention, active learning experiences, and the student body's integration into community development projects.
- **Operational Staff Checks:** Evaluating technical backup readiness, including bandwidth limits (1 Gbps fiber optic backbone) and immediate generator/UPS electrical overrides.

3. Your Role and Strategic Contribution

During the live field assessment, your operational positions as Task Force Chairman and Secretary of the Program Study served as the operational hub for the defense:

- **Assessor Companion and Liaison:** Acted as the primary operational escort for the BAN-PT assessors, clarifying the program's context and metrics on demand.
- **Defending Governance Models:** Led the defense of Standard 2 and Standard 5, demonstrating how the curriculum bridges quantitative analysis with industrial engineering principles.
- **Document Retrieval Management:** Guided the editorial team to instantly locate and present physical records, syllabi, exam rubrics, and certified transcripts required by the assessors.

Phase 3: Waiting for the Result

The post-visitation period focused on processing assessor feedback, implementing continuous improvement protocols, and finalizing institutional tasks while awaiting the formal board decree.

1. Multi-Departmental Action Loop

Immediately following the field visit, the program launched an operational refinement loop, organizing coordination meetings across 16 critical campus entities to refine daily workflows:

- **Sistem Penjamin Mutu (SPM) Calibration:** Standardizing the application of Plan-Do-Check-Action (PDCA) monitoring cycles for student advisory files and student counseling logs.
- **Support Service Optimization:** Directing improvement targets with IT Support (Duktek), Library Administration, Security, and Facility Maintenance teams to resolve technical speed fluctuations and expand digital resource access.
- **Industrial Infrastructure Partnerships:** Finalizing plans for the upcoming Astra Lean Production System Laboratory to provide student training in production systems.

2. Strategic Systemic Outcomes

The final operational milestones reached validation on the Higher Education System Accreditation Dashboard (SAPTO), as corroborated by institutional archives:

- **Dashboard Validation:** The application path for the program was formally recorded under national code identifier [26202] Manajemen Rekayasa / Institut Teknologi Del.
- **Processing Status:** The documentation advanced through Proses AK and successfully passed the Proses AL (Asesmen Lapangan) phase, finalizing the submission pipeline.
- **Regional Center of Excellence:** The successful evaluation process established the program as a pioneer in engineering management education, bringing international ABET-aligned metrics to regional communities.

3. Your Role and Strategic Contribution

In this final phase, your responsibilities focused on maintaining institutional quality standards:

- **Action Plan Management:** Directed the implementation of post-visitation operational updates across both faculty committees and support staff.
- **Final Data Verification:** Supervised the scanning and preservation of all academic logs and syllabus reviews, ensuring full synchronization with the university's central database.
- **Embedding Continuous Quality Improvement:** Built long-term continuous improvement procedures directly into the department's standard workflows, maintaining high program readiness for future national and international evaluations.

Report systematically compiled utilizing the designated source materials: "Borang Kuantitatif" document, "Rencana Follow up - Rapat MR dengan Unit Terkait IT Del" document, and the "Persiapan Akreditasi MR and Pembagian Tugas" document.