

AREA 4 : STUDENT SELECTION AND SUPPORT SERVICES

ISSUE	ACTION
<p>Strengths of HEP in meeting its goal</p>	<ol style="list-style-type: none"> 1. Well structured mechanisms of selecting new students lead by MOHE. 2. Promotional programmes through various media to enhance application and entrance. 3. Institutionalized mechanisms to formulate requirements/new requirements concerning academic matters including curriculum development, soft skill enhancement and delivery. 4. Student involvement in application-oriented teaching and learning to enhance technical, managerial leadership experience to promote sense of belonging and responsible citizenship. 5. Establishment of mechanism to ensure students are given exemption by taking into account their previous experience, qualification obtained from other programme and credit accumulated. 6. Institutionalized support services mechanisms to address the arising issues concerning student affairs through the establishment of Student Affairs Division.

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	<ol style="list-style-type: none"><li data-bbox="785 386 1892 467">7. Establishment of Academic Advisory System in the faculty to administered academic and non-academic advisory activity.<li data-bbox="785 548 1892 630">8. Establishment of mechanism and activities to promote the linkages among graduated student.<li data-bbox="785 711 1661 735">9. HEPA has a clear vision and mission supported by the university goals.<li data-bbox="785 816 1493 841">10. Having a sufficient and establish infrastructure facilities.<li data-bbox="785 922 1251 946">11. Having experience dedicated staff.<li data-bbox="785 1027 1625 1052">12. Having a good relationship and strong support from others agency.<li data-bbox="785 1133 1780 1157">13. Good relationship with students at various level in order to support all activities.<li data-bbox="785 1239 1493 1263">14. Structure modules for running all programmes in HEPA.

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Areas of concern need to be addressed	<ol style="list-style-type: none">1. Policy to incorporate social responsibility about privileging applicant with special needs (disabilities).2. Intake of students largely depends on the capacity of the university such as number of faculty, programmes, courses offered, lecturer, equipment and other facilities.3. Policy and guideline addressing the mechanisms to facilitate national and international student mobility, exchanges and transfer.4. To make compulsory for all students to get involve in each and every activities run by HEPA.5. Infrastructure and facilities are not fully developed yet to meet all the student requirements.6. Need more staff in critical areas to meet the ratio.7. International student facilities and accommodations.

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	8. OKU facilities in campuses. 9. Student friendly and conducive environment.
Strategies for maintaining and enhancing the strength	1. Respond to the changes in government policy. 2. Respond to the needs of the industry. 3. Respond to the requirement and complies the accreditation bodies. 4. Respond to the feedback from the parents. 5. Dissemination of up-dated information to all staffs and students where applicable. 6. Enrich knowledge and skills among staff for Soft Skill Development. 7. Optimization of budget utilization according to suit priorities. 8. Encourage more programmes and collaboration with outside agencies.

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	9. Clear and shared vision among staff HEPA and students. 10. Widen the student opportunity and exposure.
Steps taken to address the problems areas	1. Institutionalized mechanism by establishing several committees and boards to address the arising issues. 2. Application of budget as an on-going process to enhance the availability of equipments and facilities. 3. Hiring new qualified lecturer to promote increase of new student entry. 4. Number of qualified lecturers is incrementally increased as the young lecturer who pursuing further study has completed their programme. 5. Drafting of Policy on Internationalization of UTeM is taken place. 6. Apply additional budget for student facilities and activities. 7. University need to follow up with relevant authorities in establishing student's

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	<p>accommodation and others infrastructure facilities that are critical.</p> <p>8. Increasing the number of staff in critical areas.</p> <p>9. Explore and establish new area, programmes, enhancing student development.</p>