

TABEE Accreditation Guidelines For Program's Constituencies Participations

1. Definition

Constituencies or Stakeholders of the Engineering Education Program means that groups of individuals and organizations who are affected by the administration and operation of undergraduate engineering programs. Program's Constituencies are listed as follows.

- 1) **Students** who receive direct results to program teaching according to the program educational objectives aiming towards the industrial required graduate attributes of the program and according to international education standards.
- 2) **Parents of students** are encouraged and consented to the program to organize the teaching stipulated in accordance with the program educational objectives and to provide students with prescribed program outcomes.
- 3) **Alumni and alumni associations** are those who support and oversee program management to achieve the set forth program educational objectives targeting on the desirable program graduate attributes, which is value adding and maintaining the honor and dignity of educational institutions in society.
- 4) **Employers, professional associations, government and industry** are directly affected by the professional practice of program graduated engineers, who are considered obtaining engineering professional attributes required by the preferred industry and according to international education standards.

2. Students Role

Students are directly affected by the program management to achieve the set forth program educational objectives targeting on the desirable program graduate attributes required by the preferred industry.

Students are responsible for the following:

- 1) Study and self-improve to obtain prescribed program outcomes and graduate attributes.
- 2) Cooperate, participate in questionnaires, surveys, and provide relevant comments relating to graduate attributes, learning outcomes, class teaching, and management of educational services.
- 3) Contribute to the questionnaire and provide relevant comments on improvement of program curriculum.
- 4) Cooperate and provide opinions related to graduate attributes, program outcomes when the program is reviewed and followed up by TABEE program evaluator team.

3. Role of Constituencies or Stakeholders

Program's constituencies or stakeholders should comment on performance and outcomes of program management, identify the required graduate attributes of the program, comment on professional performances of engineering graduates from the program, and appropriately provide supports to the program activities and program management to develop educational quality.

Program's constituencies or stakeholders may participate and support program education as follows.

- 1) **Answering questionnaires, commenting and identifying requirements** for program graduate attributes and assessment of engineering graduate employment so that the program may need to consider the appropriate curriculum improvement and course arrangement. The participations can be done by commenting through questionnaires, educational forums, and seminars for program improvement.
- 2) **Participating thru the invitation letter to be a part of program's Industrial Advisory Board**, the Industrial Advisory Board (IAB) shall play a role in the program management in terms of commenting and overseeing the program management for achievement of the program educational objectives and program graduate attributes as they are prescribed program outcomes.
- 3) **Supporting and providing information to student's engineering projects** that reflect problems in real working conditions and allow students to practice and use learned knowledge to solve the complex engineering problems, and participating in professional experience transfers.

4. Program Industrial Advisory Board (IAB)

The program Industry Advisory Board (IAB) is suggested up to 15 board members as follows.

- 1) Chaired by educational Institution executive or representative from related field.
- 2) Representatives from program graduate employers, professional association, government and industry, relating to employment of program graduates.
- 3) Representatives from alumni association.
- 4) Board member is secretariat by appointed program executives.

5. Functions of Program Executives

The program executives refer to a number of faculty members assigned by the department or faculty to be a responsible group of program faculties in charging the management of educational program to achieve the set forth program educational objectives targeting that the students obtain prescribed graduate attributes and/or the prescribed program outcomes. The functions of program executives are;

- 1) Laying out program management system, planning for program operations, organizing program activities, surveying, operational data filing, compiling and reporting, evaluation on achievement of program management towards set forth the program educational objectives and targets, for that the program graduates can achieve the prescribed program outcomes.
- 2) Program operating to ensure that program students have obtained attributes and the program have achieved the prescribed program outcomes and TABEE prescribed accreditation criteria.
- 3) Organizing the program Industrial Advisory Board meeting 1-2 times a year to report program outcomes, to propose improvement of program management plans towards the set forth the program educational objectives and the program graduates to achieve the prescribed program outcomes.

TABEE Guidelines for program accreditation
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