



National Institute of Social Development
Policy on Student Engagement in Quality Assurance

Policy Title: Policy on Student Engagement in Quality Assurance

Policy Number: 15

Functional Area: Academic

Effective Date: 11.07.2024

Approving Authority: The Council, National Institute of Social Development

Administrative Responsibility: DG, ADG, Heads of Departments, Director, Welfare Division, Assistance Registrar/ Registrar, Student Supportive Service Center

15.1. Rationale and Purpose:

Engaging students in quality assurance is an essential aspect of education to improve the students' learning experience in an educational institute. Engaging with students and responding to their opinions allows the academic staff to improve the learning and teaching activities of the Institute. Further, student views and opinions provide valuable information for the academic staff and administrators of the Institute to make informed decisions that will enhance the students' learning experience.

The National Institute of Social Development (NISD) recognizes the importance of student engagement in quality assurance. This policy is devised to provide a basis for the current activities in the NISD in this respect. Accordingly, this policy elaborates on the NISD's commitment to engage students in quality assurance activities and the mechanisms by which students can participate in these activities.

This policy document identifies the following educational aspects into which students can express their views and opinions through formal representation mechanisms:

1. Development of the corporate plan strategic plan and action plan of the Institute
2. Induction and transition of new students into institute-level education
3. Curriculum review and design

4. Delivery of courses
5. Learning opportunities and resources
6. Student support and guidance
7. Assessment
8. Community outreach
9. Student welfare and well-being

15.2. Scope:

This policy has been developed in alignment with the Quality Assurance Policy and By-law of the NISD.

15.3. Policy Statement:

All students engaged in education at the NISD will have the opportunity to be involved in quality assurance and enhancement activities in a manner and level appropriate to them. The NISD is committed to fostering active student participation in its quality assurance systems, which include:

- Provision of feedback from students on study programs, courses of study, teaching, learning, and assessment activities.
- Implementation of transparent mechanisms, agreed upon with students, for the nomination and/or election of students into the bodies where student representation is required in quality assurance activities.
- Provision of training and continuous support required for students to engage in quality assurance roles.
- Monitoring, reviewing, and regularly enhancing the effectiveness of the policies and processes for engaging students in quality assurance processes.

The NISD recognizes that active student engagement in quality assurance activities is important for the following reasons:

- To encourage students to take more responsibility and ownership of their learning at the Institute.
- To enhance deep transformational learning in students.
- To recognize the collective student representation in the learning process and welfare activities.
- To act as the main channel to obtain feedback from the students to develop and improve all aspects of their institute life.
- To create a mutually beneficial relationship between the staff and the students.

The NISD recognizes that all students have an equal voice and opportunity to contribute, regardless of the program of study, gender, religion, or disability. The NISD encourages students to engage in decision-making processes, initiate conversations, and make suggestions. The NISD encourages the academic staff to provide regular feedback to students to review their own academic performance and progress. The NISD encourages creating a dialogue between the staff and the students to enable the students to set their learning goals appropriate to their learning and development needs. The NISD encourages students to learn independently both within and outside their core program of study. The NISD recognizes the importance of active student engagement in the improvement of employability, professionalism, and active and responsible citizenship in both local and global contexts.

At the NISD, students are encouraged and trained to undertake formal roles at departmental, faculty, and institute levels, and through the students' union, subject-based student associations, and other relevant student associations. At the NISD, the staff is well-informed about student engagement in quality assurance and enhancement activities. At the NISD, student engagement in quality assurance and enhancement is recognized appropriately within the education process. At the NISD, the effectiveness of student engagement in quality assurance and enhancement activities is regularly monitored and reviewed.

15.4. Framework for Student Engagement:

The Centre for Quality Assurance (CQA) will provide oversight in the development, implementation, and monitoring of the student engagement strategy of the NISD. Quality Assurance Cells (QACs) will liaise with the CQA to implement and monitor student engagement at the faculty level.

Student Engagement at Institute Committees: Student representatives are invited to sit on the Faculty Board on Quality Assurance and any other relevant committees as identified by the Governing Council, and AAB and the Director General, of the NISD as and when required.

Student Engagement at Department Level: Student representatives are invited to sit on department meetings or relevant committees related to the subject of study when their presence is required.

Student Engagement in Institutional and Program Reviews: Students have the opportunity to take part in these reviews by contributing to the preparation of the self-evaluation report, meeting the review team, and working with the academic staff in responding to the review outcomes.