

Institutional and Programme Quality Assurance Standards

INSTITUTIONAL QUALITY ASSURANCE STANDARDS

STANDARD 1: MISSION, VISION AND GOALS

The institution must have a clearly defined mission statement and vision statement. These statements should outline the institution's vision, core values, and institutional goals relative to students, faculty, staff, community educational programs, technology, partnerships, infrastructure, funding activities, and other activities...etc. Provide a copy of the institution's mission statement that clearly defines the purpose of the institution and state what it intends to accomplish in the field of education.

STANDARD 2: INSTITUTIONAL GOVERNANCE AND ADMINISTRATION

The institution must have a clearly defined structure of governance which is the final authority with respect to the formulation and implementation of basic policies that govern the institution. Governance policies must clearly define the selection process, policy development and review process, decision-making roles and responsibilities, assignments, and remuneration, if any, associated with board members.

STANDARD 3: EDUCATIONAL PROGRAMMES

The institution must have clearly defined objectives, evidence-based content, and academic rigor in the educational programmes offerings that is congruent with the institution's mission, vision and goals. Educational programme standards are reviewed under the following sub-standards: (i) Programme Mission, Vision and Goals, (ii) Programme Governance and Administration, (iii) Academic Programme Resources and Support, (iv) Programme Effectiveness, and (v) Quality Assurance and Enhancement.

STANDARD 4: LEARNING RESOURCES

The institution must own or have access to sufficient learning resources, services, infrastructure, and technologies to adequately support the proposed educational programmes and reflect the capacity to support its institutional mission, vision and goals.

STANDARD 5: PHYSICAL RESOURCES & INFRASTRUCTURE

The institution must demonstrate that it has adequate accommodation, in terms of space, physical facilities, lighting, and safety provisions. Present a thorough description of physical facilities available that is in support of the institution's mission, vision and goals. Provide a master plan of facilities, workplace safety information, Occupational Safety and Health Administration (OSHA) compliance or a similar entity...etc.

National Accreditation & Equivalency Council of The Bahamas
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Nassau, The Bahamas

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STANDARD 6: HUMAN RESOURCES

The institution has sufficient instructional, administrative, and support staff with the requisite qualifications and experience appropriate for their tasks that fulfills the institution's mission, vision and goals.

STANDARD 7: FINANCIAL RESOURCES

The institution must present a financial plan for at least three (3) years, including future budget projections. Present the institution's two (2) most recent independently audited financial statements in the support of the institution's mission, vision and goals.

STANDARD 8: STUDENT SERVICES & CO-CURRICULAR ACTIVITIES

The institution must present evidence based data and information on the student population that highlights how the institution's mission, vision and goals supports its student body through academic services and co-curricular activities from the point of enrolment to graduation, and with alumni services.

STANDARD 9: STRATEGIC PLANNING AND INSTITUTIONAL EFFECTIVENESS

The institution must have a comprehensive institutional-wide strategic plan linked to its mission, vision and goals that outlines all ongoing organizational management activities. Include the operational plans and quality assurance plans of all units/departments. Assessment and evaluation activities for institutional effectiveness should also be outlined.

STANDARD 10: PROGRAMME & INSTITUTIONAL OUTCOMES (ANNUAL REPORT)

The institution must submit a comprehensive annual report outlining evidence-based data and information concerning programme and the institutional data, organizational activities, and financial performance from the preceding year.

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PROGRAMME QUALITY ASSURANCE STANDARDS

STANDARD 1: PROGRAMME MISSION, VISION AND GOALS

The institution must have a concise description about the purpose of the programme, its guiding principles and values. The description should highlight the philosophical position of the programme's goals, the stakeholders or audience the programme targets, what educational achievements and career paths are expected, and state how the training will contribute to the community or country as a whole. Programme goals should list the content of the programme specific to its parameters i.e. what students will understand (knowledge), apply (psychomotor skills) and appreciate (affective).

STANDARD 2: PROGRAMME GOVERNANCE AND ADMINISTRATION

The institution must define the people, policies, and procedures associated with the planning, development, implementation, monitoring and evaluation of each academic programme. It should speak to the framework(s) in which programme development decisions are made and the quality assurance mechanisms that are in place to guide the governing and administration of each academic programme.

STANDARD 3: ACADEMIC PROGRAMME RESOURCES AND SUPPORT

The institution must demonstrate that it has the necessary resources (physical, learning, human, and financial), infrastructure, and support to successfully deliver the programme's mission, vision and goals.

STANDARD 4: PROGRAMME EFFECTIVENESS

The institution must present evidence-based data and information that proves market demand and relevancy for its academic programmes offered. The evidence to measure, monitor, and evaluate programme effectiveness throughout the planning and life-cycle of a given programme must be provided.

STANDARD 5: QUALITY ASSURANCE AND ENHANCEMENT

The institution must have embedded quality enhancement policies and procedures throughout the life of the programme. The institution should provide evidence of measures that evaluate its programme resources and support mechanisms.