

**GUIDE**

# **PRADJA BRATA**

Padjajaran University Academic  
Recognition Program

July 2020



**PADJADJARAN  
UNIVERSITY**

## Executive Summary

Pradja Brata Padjadjaran University is a breakthrough program for achieving Unpad's Vision and Mission as stated in the Unpad Strategic Plan 2020-2024, which is to **make Unpad a world-renowned university and have an impact on society**. There are six strategic policies to achieve Unpad's vision, namely (1) Increasing employability and entrepreneurship of graduates and developing careers in the world of work and society. (2) Continuous improvement and assurance of academic excellence with international standards by building an innovative and adaptive academic atmosphere with the era of disruption 4.0 and the development of information technology. (3) The application of a professional and standardized work culture to create an ecosystem that supports the improvement of the performance of the Tridharma of higher education and superior services to strengthen Unpad's reputation and have an impact on the community. (4) Improving the quality of superior human resources through strengthening character, competence and future skills based on information technology and mastery of foreign languages. (5) Strengthening the independence of institutions through the productivity of the utilization of resources owned and supported by the pentahelix partnership. (6) Strengthening Good University Governance with the principles of Transparent, Accountable, Responsible, Independent (in decision making), Fairness (fair), Quality and relevance assurance, Effectiveness and efficiency.

The priority agenda which is the elaboration of the strategic policy is packaged in the MOTOKAR tagline, namely Unpad which is **financially independent, autonomous in its management, transformative academics, flexible in its reputation, creative in its resources, adaptive to its organization and relevant to its performance** in order to realize Saptakarsa (7S) with the spirit of One Lecturer One Publication. (SENSATION); One Working Education Personnel (SADIKDAYA); One Student with Achievement (SWADESI); One Study Program One Partner PT International (SASAMI); One Department One World Expert(SADEPA); One Faculty One International Recognition (SAFARI); One Alumni for Maslahat (SAUMAT).

Indicators of success in achieving the vision include Unpad as the 500 best universities in the world in 2024. Program acceleration is needed to ensure the achievement of the target indicator. The Pradja Brata program was designed in mid-2020 and will soon be implemented as the Padjadjaran University Academic

Recognition Program by doing **Branding** on Unpad's Research and Researchers, **Reconnection** of Unpad's Alumni, **Academic Engagement** Through International Online Learning, **Talent Recruitment** with High Quality and Academic Reputation and **Analyzing** and Updating Data of Faculties and Units, will be a reference in achieving Unpad's international recognition.

*Branding on Unpad's Research and Researchers* is a program that rewards lecturers who collaborate with Unpad internal and external research and downstream research with industry as part of efforts to increase research visibility of Unpad researchers from departments, between departments, across consortiums, and abroad to increase opportunities for collaboration and downstreaming with industry.

Reconnection of Unpad's Alumni is a program that aims to increase the close relationship between Unpad and alumni who are spread in various locations and positions both at home and abroad within the scope of the academic, industrial and professional communities. The close relationship between alumni and Unpad will benefit from increasing the number of academic reputations and employer reputations. Application of strategies in Reconnection of Unpad's Alumni includes, (1) distribution of the newsletter 'Gentra' to alumni regularly, (2) create alumni feature on Unpad website, (3) design alumni data management information system.

Academic Engagement Through International Online Learning carried out by organizing international online learning both degree and non-degree Through international cooperation, to improve Unpad's academic reputation, various models of international online lectures will be carried out in the form of modular lectures (modular course program)

Improved academic recognition is also achieved through the program Talent Recruitment with High Quality and Academic Reputation which aims to increase the number of international faculty, increase the quality and quantity of reputable international publications, meet the ideal ratio of lecturers/students and attract young talents to become accelerators of scientific development and strengthening Unpad academic recognition at the international level. This strategy is implemented in the form of recruitment for some of the schemes as follows: (1) Adjunct Professor from University Abroad, (2) High Quality Talent Lecturer, (3) High Quality Postdoctoral Researcher,

(4)Teaching Assistant: doctorate students,and (5) Lecturer with NIDK and NUP.

Furthermore, the last program from is Analyzing and Updating Data of Faculties and Units.The activities carried out include updating and analyzing various data, such as data from lecturers, students, the performance of the tridharma of collegesheight, cooperation and WCU data (World Class University) Unpad. in an effort to improve Unpad's academic reputation as WCU as stated in the Analyzing and Updating Data of Faculties and Unit.

In carrying out the function of the Tridharma of Higher Education, Unpad has Principal Scientific Patterns (PIP) "Noble Development of Law and Environment in National Development" from the external side, this PIP is a hallmark of the implementation of Tridharma in Unpad's participation in national development. For this reason, the focus of the work program in 2020 is in line with the government's work program which prioritizes the transformation of lecturers and education staff resources into human capital with indicators of increasing the number of professors.,Doctoral qualified lecturers who produce reputable international publications and have an impact on the competitiveness of the community, especially the province of West Java. In addition, it is necessary to increase the competence of education personnel, especially in the mastery of Information and Computer Technology (ICT) and Foreign Languages through training and certification.

This Pradja Brata Pocket Book contains explanations of various programs and programsactivities to optimize the achievement of Unpad academic recognition targets in 2020 by involving Lecturers, Education Personnel, Students, Study Programs, Departments, Faculty Deans and Alumni so that this programat the same time related to the priority agenda of Sapta Karsa (7S). Budget support and University facilitation will be provided to ensure that the targets that have been set can be realized.

# Unpad Overall Score Target in Indicator QS WUR 2021

(Through Pradja Brata)

No.	Indicator	2019 (Rank 651-700)	2020 (Rank 751-800)	2021 (Rank 801-1000)	2022 (Rank 701-750)
1	Academic reputation	11.2	10.7	11.2	17
2	Employer reputation	17.4	15.1	16.1	16.1
3	Faculty Student Ratio	55.5	41.7	27.5	40
4	Citations per Faculty	1.2	1.3	1.4	1.0
5	International Faculty	3.4	3.4	9.1	9.1
6	International Students	2.4	1.6	1.6	1.0
7	Overall	17.9	14.7	12.5	17.2

## Pradja Brata for Improving International Recognition

No.	Program	Activity	Improved Indicator
1	Unpad Research and Research Branding	<ul style="list-style-type: none"> <li>• Identification of featured researchers</li> <li>• Leading research and research branding</li> <li>• Research network maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Reputation</li> <li>• Employer Reputation</li> <li>• Citation per Faculty</li> </ul>
2	Enhancement Alumni Engagement	<ul style="list-style-type: none"> <li>• Program benefits for alumni</li> <li>• Website for alumni</li> <li>• Enhancement alumni engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Employer Reputation</li> <li>• Faculty Student Ratio</li> </ul>
3	Increasing Academic Internationalization Through Online Learning	<ul style="list-style-type: none"> <li>• Joint/Double Degree and Exchange Program</li> <li>• Modular courses</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Reputation</li> <li>• Faculty Student Ratio</li> <li>• International Faculty</li> <li>• International Student</li> </ul>
4	HR Quality Improvement Through High Quality Talent Recruitment (HQQ)	<ul style="list-style-type: none"> <li>• Revised NIDK and NUP rules</li> <li>• Lecturer HQT recruitment program, Adjunct professor LN, Postdoctoral</li> <li>• Teaching assistant for doctoral students</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Reputation</li> <li>• Faculty Student Ratio</li> <li>• Citation per Faculty</li> <li>• International Faculty</li> </ul>
5	Quality Improvement and Rating Data Analysis	<ul style="list-style-type: none"> <li>• Management optimization Unpad Website</li> <li>• Ranking dashboard creation</li> <li>• Appointment of international ranking PIC in each Faculty</li> <li>• Pradja Brata Award</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Reputation</li> <li>• Employer Reputation</li> <li>• Faculty Student Ratio</li> <li>• Citation per Faculty</li> <li>• International Faculty</li> <li>• International Student</li> </ul>

## Glossary

**Academic Reputation** - Unpad's good name is due to its achievements and performance in the fields of Education, Research and Community Service.

**Adjunct Professor** - a person with academic qualifications as a professor who is appointed by the University to carry out teaching, research and community service or other activities, not as a permanent lecturer, but to make periodic contributions.

**Unpad Alumni** - Graduated from Padjadjaran University from various levels and study programs.

**Backlink** - a website outside the unpad.ac.id domain that refers to the domain address or subdomain unpad.ac.id

**Blog** - site web or page web regularly updated, usually run by individuals or small groups, written in an informal or conversational style

**Indonesian Diaspora** - Indonesian people living outside Indonesia. This term applies to people born in Indonesia and of Indonesian blood who become permanent citizens or temporarily settle in a foreign country.

**H-index** - an index that measures the productivity and impact of scientific work published in a scientific journal by a scientist, academic or researcher. This index is based on the number of scientific papers produced and the number of citations (citations) referred to from that publication for other publications.

**IAE** - International Academic Engagement

**instructor** - educators who emphasize coaching on mastery of skills aspects in higher education.

**International Faculty**- lecturers who have foreign citizenship and are affiliated with institutions abroad who have work contracts in the field of higher education tridharma with Unpad.

**Academic Community** - a group of people consisting of various professions related to higher education and joined in an academic group and interacting with each other scientifically.

**Industrial Community** - a group of people consisting of various professions in the industrial world related to the activities of processing or processing goods using facilities and equipment such as machines etc.

**Professional Community** - a group of people consisting of the same or different professions and having mutual knowledge sharing activities, their views and values.

**Modular Lecture** - a stand-alone form of lecture that can be part of the material of a course or part of the curriculum of a study program.

**Education Fund Management Institution (LPDP)** - a work unit under the Ministry of Finance that manages education funds in accordance with the mandate of PMK Number 252 of 2010.

**Garuda Eyes** - alumni association of recipients of the Education Fund Management Institute scholarship (LPDP) and serves as a center for the contribution of its members in the development of Indonesia as a form of dharma filial piety for knowledge and leadership spirit for Indonesia.

**Special Lecturer Identification Number (NIDK)** - identification number issued by the Ministry for lecturers who work part time or lecturers who work full time but the base administration unit is in another agency and is appointed by a university based on a work agreement.

**Educator Serial Number (NUP)** - serial number issued by the Ministry for Lecturers who do not meet the requirements are given NIDN or NIDK. Postdoctoral Researcher - a research position held by someone who has completed his doctoral studies based on a research work agreement/contract with the university.

**Practitioner** - a professional who practices certain skills according to his field of knowledge.

**QS World University Ranking** - university ranking annual publication by Quacquarelli Symonds (QS) which uses a methodology developed in partnership with Elsevier.

**Employer's Reputation** - the good name or level of satisfaction obtained by Unpad towards its alumni who come from alumni users or employers.

**Self-paced or self-study** - special learning methods where students can adjust the amount of teaching material they learn according to the duration of time they need to learn the new information correctly.

**THE's (*Times Higher Education*)** - a rating using a methodology developed in partnership with Thomson Reuters in 2010.

**Tutor** - educators who are appointed to assist lecturers and function to facilitate student learning in the higher education system.

***Webometrics rank***- ranking by quantitative measure by category visibility/impact, excellence, transparency, and presence of a website.



## Unpad Vision:

### Becoming a Reputable University and Impacting Society



In order to foster togetherness to achieve Unpad's goals as a PTN that has an impact on the community and has an international reputation and is globally recognized for the performance and innovation of the Tridharma of higher education, this pocket book was created to invite all Unpad academics to jointly focus on activities to achieve the top 500 universities. world.

Collective and collegial work based on SAPTA KARSA and supported by a RESPECT work culture, Unpad as a PTN-BH must strengthen competence, leadership, and engagement of the academic community and stakeholders so that Unpad progress can be achieved whose benefits are felt by the community.

**PRADJA BRATA** is a program given to the academic community, both lecturers, students and Unpad education staff who have the ability, experience, recognition and become academic references at home and abroad. This program was launched to take advantage of opportunities for the uncertainty of the effects of the Covid-19 pandemic. other than that, This program is also intended to provide enthusiasm and encouragement to other academics so that they can accelerate their academic recognition.

# Pradja Brata

## **1. Branding on Unpad's Research and Researchers**

Increase the visibility of research from Padjadjaran University researchers. In addition to increasing the number of citations from research publications, this program is also expected to increase the potential for research collaboration with international partners and industry partners.

## **2. Reconnection of Unpad's Alumni**

Strengthening the relationship between the university and alumni in the fields of academics, industry, professionalism and Unpad reputation based on Employer peer-review.

## **3. Academic Engagement Through International Online Learning**

- a. Organizing international online learning both degree and non-degree through international cooperation to improve Unpad's academic reputation
- b. Organize various models of international online lectures in the form of modular course programs

## **4. Talent Recruitment with High Quality and Academic Reputation**

- a. Increasing the number of international faculty and increasing the quantity and quality of Padjadjaran University publications.
- b. Improving the quality of Lecturers who can become levers and accelerators of strengthening academic recognition at the international level.
- c. Become the embryo of wider academic and research collaboration with other state institutions in a more balanced, equal and contributive way.
- d. Increase the ranking of Colleges on QS and THE Rankings.

## **5. Analyzing and Updating Data of Faculties and Units**

Analyze and update data on lecturers, research, work units, collaborations, and Unpad development potential in an effort to improve Unpad's academic reputation as WCU.



# Branding on Unpad's Research and Researchers

PIC: Director of Research and Community Service; Director of  
Innovation and Corporation

## Background

The low visibility of research will affect the academic recognition of fellow researchers from other institutions on research activities in an institution. Often it will have an impact on the performance of academic reputation in QS World University Ranking assessment.

## Aim

To increase the visibility of Padjadjaran University's research to the scientific community in the same field, so that it will increase research collaboration with international parties and industry parties.

### Sub-program 1:

## Improving the branding of Unpad researchers and research with domestic and foreign researchers and industry

PIC: Director of Research and Community Service

- 1 Identification of Unpad superior researchers, based on research achievements, distribution of knowledge, and potential targets for QS Ranking per-Subject
- 2 Workshop curation for researchers includes:
  - a. Convert publication content from scientific manuscripts or patents to easier-to-understand language summaries
  - b. Making infographics in the form of abstract videos and images for exposure on social media
- 3 The process of exposure/exposure on social media
- 4 Evaluation and updating per month based on research visibility progress

## Sub-program 2:

### Increasing international research cooperation networks

PIC: Director of Innovation and Corporation

- 1 Researcher network identification and selection
- 2 Presentation of research results to the research network
- 3 Research network registration for QS Academic Reputation Survey
- 4 Maintain relationship with research network

#### Timeline

No.	Activity	2020						2021							
		7	8	9	10	11	12	1	2	3	4	5	6	7	
1.	Identification of Unpad Leading Research														
2.	Curation Workshop for Researchers														
3.	Increased Research Visibility on Social Media														
4.	Monthly Research Visibility Evaluation and Analysis														
5.	Research Network Identification														
6.	Exposure/Exposure of Research Results from Research Networks														
7.	Research Network Registration To QS														
8.	The process of maintaining relations with the research network														

## Stakeholder Role



### University

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Create a dashboard of Unpad research expertise and branding to support recognition for academic lecturers and students.



### Faculty

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Open a new network; create new support programs to increase research visibility



### Department

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Encouraging lecturers to do citation publications in the science division as well as cross-scientific which relevant.



### Study program

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Renew study material based on research results.



### Lecturer

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- To integrate higher education and research with partnerships at home and abroad
- Creating work programs study in accordance expertise with domestic and foreign partners through science association, consortium, international grants so that be a reference academic and expertise.
- Cultivating the SAPTA KARSA Program: One Lecturer One Reputable International Publication (SENSATION) to brand Unpad researchers and research through publications
- Do each other citations between lecturers Unpad in the field and family of knowledge kind of as well as cross-scientific which relevant.



### Education Personnel

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Doing an update on database research, networking, and all data which required as database WCU



### Student

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- Conducting research with lecturers: One Student with One Achievement (SWADESI) and also have achievement which related to creativity, entrepreneurship, *leadership*, science association both at local and abroad.



### Alumni

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Support research branding and research down streaming

# Reconnection of Unpad's Alumni

## PIC: Director of Student Affairs and Alumni Relations

### Background

Academic reputation (academic reputation) which is one of the indicators of QS WUR has a 40% contribution to the ranking and the employee reputation indicator (employer reputation) has a 10% contribution can be supported by alumni data. From its alumni who are academics, the university can gain a positive perception around the world as a top performing university in terms of research as well as from alumni who are in employment positions. Padjadjaran University alumni are part of the big exit of Unpad. They can still continue to contribute to the university and at the same time will benefit from the university. To get accurate data and a positive response, Unpad must increase its closeness with its alumni.

### Aim

This program will enhance the close relationship between the university and alumni within the academic, industrial and professional communities. The linkage will have an impact on the number of academic reputations and employer reputation rankings.

#### Sub-program 1:

### Make regular newsletters for offline branding Unpad

PIC: Director of Student Affairs and Alumni Relations

- 1 Collecting Data for all Unpad Alumni
- 2 Verify and validate data
- 3 Send newsletter 'Gentra' through WA/LinkedIn, e-mail blast, and advertisement

- 4 Workshop with all study programs at Unpad for the academic community to increase their involvement and relationship with their alumni.
- 5 Collaborating more with IKA Unpad including Faculty Commissariats and Regional Commissariats.

**Sub-program2:**

**Create an Alumni site on the Unpad webpage**

PIC: Director of Student Affairs and Alumni Relations

- 1 Designing all content related to the alumni reconnection program such as benefits and offerings. Benefits for alumnisuch as access to library resources (library resources), access to a global community of alumni, gain access and special rates for university events. At the same time, alumni can contribute by being a mentor to students,by providing scholarships to students, donating to various Unpad programs.
- 2 Creating interesting stories through infographics and narratives about Unpad programs
- 3 Gather information from each study program about their alumni activities
- 4 Synergize the alumni webinar series program (zoom/webex /live youtube/live ig) or talk show through Radio Unpad with IKA Unpad and PICs from the Faculty.
- 5 Take advantage of all Unpad social media to inform Unpad news to alumni and vice versa news about alumni to students and the academic community.
- 6 Optimization of Mobile Apps.

### Sub-program3:

## Design and create programs “Benefits for All”

PIC: Director of Student Affairs and Alumni Relations

- 1 Synergize the Alumni collaboration program with IKA Unpad.
- 2 Taking advantage of the collaboration with IKA Unpad to develop alumni data.
- 3 Have operator/PIC for each faculty to improve, improve and develop their alumni data regularly and provide reports to the university.



## Timeline

No.	Activity	2020					
		7	8	9	10	11	12
	<b>Disseminating the Unpad "Gentra" Newsletter on a Regular basis</b>						
1	Collecting Data for all Unpad Alumni						
2	Perform Data Verification and Validation						
3	Sending the 'Gentra' bulletin via email-blast / WA sender.id / linkedin advertisement						
4	Workshop with all study programs at Unpad for the academic community to increase their involvement and relationship with their alumni.						
5	Collaborating more with IKA Unpad including Faculty Commissariats and Regional Commissariats.						
	<b>Creating Alumni Features on Unpad Website</b>						
6	Designing all content related to the alumni reconnection program such as benefits and offerings.						
7	Creating interesting stories through infographics and narratives about Unpad programs.						
8	Gather information from each study program about their alumni activities.						
9	Synergize the alumni webinar series program (zoom/Webex/live youtube/live IG or talk shows via Radio Unpad with IKA Unpad and on the PIC of the faculty).						
10	Take advantage of all Unpad social media to inform Unpad news to alumni and vice versa news about alumni to students and academics.						
11	Mobile Apps Optimization.						
	<b>Organize and improve Unpad Alumni Data</b>						
12	Synergize the Alumni collaboration program with IKA Unpad						
13	Take advantage of the collaboration with IKA Unpad to develop alumni data.						
14	Have operator/PIC for each faculty to improve, improve and develop their alumni data regularly and provide reports to the university.						

## Stakeholder Role



### University

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Creating dashboards and application tracer study to facilitate access of graduate tracking and employer peer survey review on QS ranking.



### Faculty

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- Increase network cooperation with alumni
- Prepare PIC cooperation for alumni
- Increase website visibility and faculty social media



### Department

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Opening collaboration and creating an environment which support *alumni* engagement



### Study program

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Increase alumni engagement on academic activity, facilitate support for alumni



### Lecturer

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- Increase cooperation in tridharma activities with alumni
- Give endorsement to program alumni by university/faculty/study program



### Education Personnel

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Update database and improve service alumni



### Student

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Alumni as mentor in student activities



### Alumni

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- Helpin in participation for improving the reputation of the university, faculty, study programs, and departments with the support of IKA Unpad
- Doing activities which useful for society and raise repuation of almamater to support the SAPTA KARSA program: One Alumni for Maslahat (SAUMAT).

# Academic Engagement through International Online Learning Background

**PIC: Director of Education and Internationalization**

One of the programs to implement Unpad's internationalization strategy is International Academic Engagement (IAE). Academic engagement combines various aspects of academic, social and civitas behavior academically relevant indicators Faculty/student ratio in university rankings.

The current trend of learning development in the world shows the need for an updated digital-based learning model at Unpad. To respond to these developments, the IAE program focuses on preparing interesting courses that are in accordance with the demands of the digital era, so that the active interaction of lecturers and students that occurs will increase student participation in completing the program and achieving competence. The IAE program that will be developed at Unpad is an online learning model (online courses) both degree and non-degree and modular learning (modular courses).

## Aim

1. Improving Unpad's reputation at the international level through international Education Cooperation in the form of organizing learning online, degree nor non-degree.
2. Improving the quality of Unpad education through the implementation of various international lecture models online in the form of modular lectures (Modular Course Program).
3. Increasing International Partners
4. Increasing the number of foreign lecturers and students through organizing online course with international partners
5. Improving international recognition for faculties and study programs in Unpad

### **Sub-program1:**

## **Joint/Double Degree/Exchange Program**

PIC: Head of International Office

To increase the number of involvement of lecturers from partner universities abroad in the field of learning, cooperation will be held in the form of: organizing joint courses, organizing exchange students, and holding double degrees (double degrees). The three activities were held using a full online learning method.

### **Sub-program2:**

## **Modular Course Program**

PIC: Head of Center for Teaching and Learning Innovation

Modular Courses (Modular Courses) are learning models that are part of the material of a complete course, which can stand alone. The module topics are interrelated and when combined, all the parts will form a complete course. Modular lectures cannot be held without the full course. One module can consist of teaching videos, readings, discussions (synchronous or asynchronous) according to the topic and learning outcomes.

The modules can be done independently (self-paced) and carried out online with more flexible processing times. Students will get credit for each module they do with the number of credits that can vary. In general, courses worth 3 credits will offer 3 modules worth 1 credit each. Whether or not there are prerequisites for taking a module, is determined in accordance with the rules that apply to the subject in question.

Participants who have taken or passed the modular online course will receive a certificate certifying that they have passed the course. The certificate can be used when the participant is participating in a formal education program with a degree at Unpad. Modular courses that have been taken in the past can be recognized as part of the **completion of studies in the study program**.

## Timeline

Activity	2020						Description/output
	7	8	9	10	11	12	
Preparation of program concepts and policies							Program Guide
Approval of program policies							Rector's Policy/Decree on Programs
Making a draft of the courses on offer							Draft List of Courses/Courses that can be offered
Identify courses with program suitability at Unpad							Document List Courses and Their Owners
Preparation of online facilities at Unpad							LMS Unpad is ready to hold online courses
Exploration of cooperation with foreign partners to organize international joint courses							MoA with LN partners in organizing online courses
Internal Program Social							Unpad Civitas understands the existence of this program and is ready to support its implementation
Promotion of the program nationally and internationally (target focus on ASEAN Countries)							Students from all over Indonesia/internationally register online courses.

## Stakeholder Role



### University

- Formulate policy
- Validate cooperation with foreign partners
- Provide *Platforms* and facility learning *online* to support activities



### Faculty

- Facilitate realization of cooperation with foreign partners
- Setting up facilitation for programs offered
- Increase faculty international recognition in accordance with the SAPTA KARSA Program: One Faculty with International Recognition (SAFARI)



### Department

Develop potential for lecturers to become international experts in accordance with SAPTA KARSA Program: One Department One World Expert (SADEPA)



### Study program

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- Realize the learning collaboration *online joint/double degree*
- Increasing the number of international partners in accordance with SAPTA KARSA: One Study Program One International Partner (SASAMI)



### Lecturer

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- Increase learning collaboration with foreign partners to pioneer joint/double degree
- Creating a lecture module online which can be accessed by Unpad partners both at home and abroad.



### Education Personnel

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Creating databases and technical facilities



### Student

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- Carve out achievements in international activities and competitions which followed.
- Following lectures *online* internationally to improve scientific networks and association.



### Alumni

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Become a lecturer guest on AE program program appropriate with competence



# Talent Recruitment with High Quality and Academic Reputation

PIC: Human Resources Director

## Sub-program 1:

### **Adjunct Professor from University Abroad**

PIC: Director of Human Resources

## Definition

*Adjunct Professor* is a person with academic qualifications as a professor who is appointed by Padjadjaran University to conduct teaching, research and community service or other activities, not as a permanent staff, but to make periodic contributions.

## Aim

To increase the number of International faculty and increase the quantity and quality of research and publications at the University of Padjadjaran.

## Program Description

- 1 The recruitment process of the Adjunct Professor is based on the needs of the Work Unit (Faculty/School) to improve the quality of learning, research and community service.
- 2 Requirements Adjunct Professor is:
  - a. Obtaining permission from the home institution to become Adjunct Professor in Padjadjaran University
  - b. Have Minimum academic position of Associate Professor
  - c. Have at least 3 international publications in reputable international journals as 1st Author or Corresponding Authors in the last 3 years.
  - d. Have h-index Scopus of at least 7 for the field of Health, or at least 5 for the field of Science and Technology, or at least 2 for the field of sociohumanities.
  - e. Willing to work contract/agreement for at least 1 year.

- 3 Obligation Adjunct Professori s:
  - a. Engage in teaching or research equivalent to 4 credits in one semester.
  - b. List Padjadjaran University as an affiliate in publications or other scientific works.
  - c. Comply with the applicable regulations at the Padjadjaran University and Indonesia.
  
- 4 Rights of Adjunct Professor is:
  - a. Obtain incentive output and/or appreciation other according to the work agreement
  - b. Obtain facility employment, in the form of: Registered Number for Lecturer, Unpad e-mail, and PausID.
  
- 5 Selection process Adjunct Professor include:
  - a. Review Portfolio and CV
  - b. Interview (Online or Offline)
  
- 6 Adjunct Professors are proposed by the Dean and appointed by the Chancellor through the issuance of a Decree.

### Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Adjunct Professor's Needs Inventory						
2	Initial assessment for Adjunct Professor candidates						
3	Adjunct Professor candidate selection						
4	Appointment of Adjunct Professor						

### Stakeholder Role



#### University

Establish criteria and policies



#### Faculty

Conduct a review of candidates submitted by the Department



#### Department

Identify and propose the needs of lecturers and *adjunct professor*

## Sub-program2:

### **Recruitment Program: High Quality Talent Lecturer**

PIC: Director of Human Resources

## Definition

*Recruitment Program: High Quality Talent Lecturer* is a recruitment program for Padjadjaran University lecturers that targets candidates who have outstanding academic or professional qualifications.

## Aim

To increase the quantity and quality of Lecturers to meet the ratiolecturer/students and become levers and accelerators of scientific development and strengthening of academic recognition of Padjadjaran University at the international level.

## Program Description

- 1 Recruitment Program Process: High Quality Talent Lecturer based on Unpad's need to add change agents who can accelerate the implementation of strategic programs related to Unpad academic recognition at the international level.
- 2 Sources of candidates for the High Quality Talent Lecturer can be obtained from:
  - a. Data for LPDP Alumni with Doctoral Degree (Eye Garuda).
  - b. Data from Diaspora
  - c. PhD candidate data at Overseas Universities
  - d. Staff Recommendation/Department.
- 3 The requirements for High Quality Talent for Lecturers are:
  - a. Have Education Doctor from University with international reputation
  - b. Maximum age 45 years old
  - c. Have at least 3 international publications in reputable international journals as 1st Author in last 3 years.

- 4** Obligation High Quality Talent for Lecturer is:
- Carry out tridharma duties as a Permanent Lecturer.
  - Work full time 40 (forty) hours every week;
  - Implementing the Tridharma of Higher Education with a workload of at least 12 (twelve) credits in each semester;
  - Have at least 1 International Publication in the first year.
- 5** Right of High Quality Talent for Lecturer is:
- Receive allowances, remuneration and honorarium in accordance with the regulations as a permanent Lecturer Unpad.
  - Get a special scheme for Research Fund and PKM
  - Earn outstanding performance incentives for scientific publications.
  - International seminar assistance
  - Health insurance guarantee
- 6** Selection process High Quality Talent for Lecturer include:
- Administration Selection
  - Basic Ability Test
  - Field Ability Test
  - Psychological Assessment
- 7** High Quality Talent Lecturers are appointed by the Chancellor through the issuance of a Degree.

### Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Inventory of High Quality Talent Lecturer Needs						
2	Initial assessment for High Quality Talent Lecturer candidates						
3	Selection of High Quality Talent Lecturers						
4	Determination of High Quality Talent Lecture						

## Stakeholder Role



### University

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Establish criteria and policies



### Department

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Do lecturer candidate review

### Sub-program 3:

## **Recruitment of High Quality Postdoctoral Researcher**

PIC: Director Research and Community Service

### Background

In an era that is increasingly open, disruptive, and borderless today, Universitas Padjadjaran is required to be ready to enter global competition as a world university class. In order to become a world class university according to the strategic design of Padjadjaran University, to increase the scope of research networks through the internationalization of the research capabilities of Padjadjaran University, the recruitment of postdoctoral researchers is an appropriate and profitable strategy for Padjadjaran University.

In addition to increasing collaboration between professors and other universities, the presence of postdoctoral researchers will provide encouragement and new perspectives for postgraduate and doctoral students in the field of research. In addition, postdoctoral researchers are expected to be able to initiate research collaborations between Padjadjaran University and universities at home and abroad in the future. This will help encourage and increase the number of publications achieved.

In line with the rapid development of science and technology that is cross-disciplinary, Post-doc fellows are expected to be able to interact with S2/S3 students and researchers at Padjadjaran University and create a good research climate with the ultimate goal of improving the quality of research and the number of publications from researchers at the University of Padjadjaran in scientific journals of international repute.

## Aim

1. Strengthening scientific insights that are multi/inter/cross-disciplinary between Unpad lecturers/researchers and other university lecturers at home and abroad;
2. To become the embryo of wider academic and research collaborations with other state institutions in a more balanced, equal, and contributive way for Universitas Padjadjaran;
3. Increase the number of publications in reputable international journals;
4. Increase the ranking of Colleges on QS and THE Rankings.

## Program Description

### 1

Requirements for proposing lecturers from Unpad

- a. Have a doctoral academic qualification and functional position at least the Head Lector;
- b. Have h-index Scopus of at least 7 for the field of Health, or at least 5 for the field of Science and Technology, or at least 2 for the field of sociohumanities;
- c. Have experience in publication as a lead author or correspondence writer for QI Reputable International Journal in the last 3 years;
- d. Have a research grant in 2020, from the Ministry of Research and Technology-BRIN, LPDP, or other funding sources other than internal grants from Padjadjaran University;
- e. Willing to support research activities of postdoctoral researchers using research grants, and become supervisors for postdoctoral researchers;
- f. The research submitted must be affiliated with one of the Centers Studies, Research Centers and Centers of Excellence in Unpad.

### 2

Requirements for post doctoral research candidate:

- a. Qualified S3 and passed S3 in the last 10 years
- b. Has no affiliation or comes from an affiliate outside Unpad
- c. Willing to work full-time as a postdoctoral researcher at Padjadjaran University for 1 year from September 2020 - August 2021;

- d. Have experience in publication in a Reputable International Journal of at least Q3 as the first author in the last 3 years;
- e. Willing to be involved in the Tri Dharma College activities at Padjadjaran University.
- f. Caton postdoctoral researchers are foreign nationals, must meet the requirements of a foreign researcher permit from the Ministry of Research and Technology/BRIN, as well as employment requirements from the Director General of Immigration and the Ministry of Manpower of the Republic of Indonesia.

### 3

#### Program Fund Amount

Postdoctoral researchers will receive postdoctoral research grants of Rp. 5.000.000,-/month, for 1 year starting in September 2020 until August 2021.

### 4

#### Proposal and Selection process

- a. Proposals are made through the SIAT account of each lecturer/researcher, by uploading the necessary supporting documents.
- b. Selection will be carried out by a reviewer team formed by DRPM, Dir.HRD, Directorate of Academic and Internationalization, and KUI Unpad.
- c. Selection includes aspects of the feasibility of proposed activities, track record postdoctoral research proposers and candidates, as well as potential outcomes for achievement.

### 5

#### Activity Outcome

- a. 1 (one) article under review in Reputable International Journal Q1-Q2 with a postdoctoral researcher as the main author, and 1 (one) other under-reviewed article in a Reputable International Journal Q1-Q4 with postdoctoral researchers as authors companion;
- b. The main affiliation of publications produced by postdoctoral researchers is Padjadjaran University.

## Timeline

No	Activity	2020						2021								
		7	8	9	10	11	12	1	2	3	4	5	6	7		
1	Legalization of Regulations (Decree of Postdoctoral Grants)															
2	Socialization and Registration Process															
3	Selection and Determination of Postdoctoral Research Candidates															
4	Postdoctoral Research Activities															

## Stakeholder Role



### University

Make the scheme of Postdoctoral Research Program



### Faculty

Identify lecturer candidate which eligible to apply for a postdoctoral grant



### Department

With the proposed lecturer (supervisor), identify researcher candidates



### Proposing Lecturer (Supervisor of research)

Become the research supervisor for postdoctoral researchers



## Sub-program 4:

### Teaching Assistant: Doctorate student

PIC: Director of Human Resources

#### Definition

Teaching Assistant: Doctorate student is a program to recruit teaching assistants from students who are pursuing doctoral education at Padjadjaran University to become lecturers at the Applied Bachelor, Bachelor, Professional and Master levels.

#### Aim

To improve the quality of doctoral graduates who have academic qualifications in the fields of teaching and research, as well as to meet the needs of Lecturers at the Applied Bachelor, Bachelor, Professional and Master levels of education who have specific competencies.

#### Program Description

- 1 Process Teaching Assistant: Doctorate student with an academic qualifications for Applied Bachelors, Bachelors, Professionals and Masters levels that require teachers with specific competencies.
- 2 Candidate sources for Teaching Assistant: Doctorate student can be obtained from the recommendation of the Lecturer/Department/Prodi to the Faculty.
- 3 Requirements of Teaching Assistant: Doctorate student is:
  - a. Currently studying Doctorate at Padjadjaran University
  - b. Have GPA>3.5
  - c. Obtain a letter of recommendation from the Main Promoter ma
  - d. Have the specific competencies required by the Study Program or Department.
  - e. Ready for agreement contract work minimum 6 Month (1 semester).
- 4 Obligation Teaching Assistant: Doctorate student is:
  - a. Carry out duties as a teaching assistant with a maximum load of 4 credits in each semester.

- b. Include Padjadjaran University as affiliation in publication

- 5** Right of *Teaching Assistant: Doctorate student* is:
- a. Obtain incentives/honors in accordance with the applicable regulations at Unpad.
  - b. Follow coaching/enhancing competence.

- 6** Process selection *Teaching Assistant: Doctorate student* include:
- a. Administration Selection
  - b. Interview

- 7** *Teaching Assistant: Doctorate student* submitted by the Dean and then determined by the Rector through a Degree.

## Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Inventory of Teaching Assistant Needs: Doctorate Student						
2	Initial assessment for prospective Teaching Assistant: Doctorate Student						
3	Teaching Assistant Selection: Doctorate Student						
4	Appointment of Teaching Assistant: Doctorate Student						

## Stakeholder Role



### University

1. Set criteria and policy
2. Do process selection



### Faculty

1. Do candidate review.

## Sub-program5:

### Lecturer with NIDK and NUP

PIC: HRD Director

## Definition

*Lecturer with NIDK and NUP* is a lecturer recruitment program from within and outside the country to meet the needs of lecturers with special specifications and qualifications by registering the Special Lecturer Identification Number (NIDK) and Serial Number Educator (NUP). Lecturers with NIDK and NUP can come from Civil Servants, Indonesian National Armed Forces, Indonesian National Police, engineers, researchers, practitioners and retired.

## Aim

To increase the number of International faculty, improve the quality of lecturers and meet the ideal ratio between lecturers and students, as well as improve the quality of learning at various levels of education that require Lecturers/Tutors/Instructors with special qualifications.

## Program Description

The recruitment process, Requirements, Obligations and Rights, Determination, Evaluation and Sanctions regarding Lecturers with NIDK and NIDN are regulated in the Rector's Regulation of the University of Padjadjaran Number 15 of 2020 concerning Lecturers with Registration Number for Special Lecturers (NIDK) and Educator Serial Number (NUP).

## Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Inventory of NIDK and NUP Lecturer Needs						
2	Selection of prospective NIDK and NUP Lecturers						
3	Determination of NIDK and NUP Lecturers						

## Stakeholder Role



### University

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Establish criteria and policies



### Faculty

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Conducting a review of NIDK and NUP Lecturer candidates which submitted by the Department



### Department

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With the HRD Director, do evaluation for the candidates



# Analyzing and Updating Data of Faculties and Unit

## PIC: Head of International Office; Director of Planning and Systems Information

### Background

World-class universities have always had a good system for preserving their academic history over the centuries. This data system is not only described as *software* data, programs, applications or servers to keep the best but also talk about the culture and habits of academic and non-academic staff in university matters and have a concern for making good administration. Data storage systems that are not optimal will result in data consistency and are partly affected by inappropriate decisions for university improvement. Thus, the internationalization award is given to recognize all faculty members who have the best care and support for Unpad to gain global recognition. Excellent data is very important for the needs of the University in addition to simultaneously using the University as a data report important in DIKTI, QS, THE or other university ranking metrics.

### Aim

To encourage and increase awareness and involvement of all academic and non-academic staff in managing data for the best data.

#### Sub-program 1:

#### ***Make dashboard***

PIC: Director of Planning and Information Systems

- 1 Building data with the best awareness and culture especially those that meet the DIKTI metric system;
- 2 Assessment data will be monitored every month using a data recording system that is informed to the faculty;
- 3 Annual data will be taken for cut off in July;

- 4** DIKTI Awards Unpad will be announced and given in the series of DIES in September

## Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Socialization Program						
2	Assessment and supervision by DIPSI, Director of HR, DirTKLK, SPM, and the international Office						
3	<i>DIKTI Like Cut Off Model</i>						
4	<i>Announcement and Awarded DIKTI like model</i>						

### Sub-program 2:

## PRADJA BRATA Award

PIC: Director of Planning and Information Systems

- 1** Build awareness and culture of the best data especially those that meet QS, THE, and Webometrics systems
- 2** Assessment data will be monitored every month using a data recording system that is informed to the faculty
- 3** Data every year will be taken to cut in December
- 4** International Awards will be announced and awarded in December

## Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Socialization Program						
2	Assessment and supervision by DIPSI, Director of HR, DirTKLK, SPM, and the international Office						
3	<i>International Award (QS,THE) model</i>						
4	<i>Announcement and Awarded International Award (QS,THE) model</i>						

### Sub-program 3:

## Increasing the ranking of QS and THE Unpad in 2024 to become the world's top 500

PIC: Head of International Office

- 1 Enhancement of Human Resources Competence in the IT field through technical guidance to faculties for training in filling out dashboard data, templates and content websites.
- 2 Upgrades SOM as a special PIC for the Faculty for the best data management.
- 3 Utilizing and increasing domestic and foreign networks to increase back/ink to the Unpad domain with private blogs, repositories and e-libraries in the Unpad domain.

### Timeline

No	Activity	2020					
		7	8	9	10	11	12
1	Socialization Program and technical guidance						
2	Assessment and supervision by the Directorate						
3	Announcement and Awarding of the best model of the Faculty's Best Web Designer Award						
4	Announcement and awarding of the best model of the Faculty's Best back Link Award						
5	Announcement and awarding of the best model of the Faculty's Best Blog Award.						

### Stakeholder Role



#### University

- Make Dashboard Data to supply data to QS, THE, and other ratings.
- Updating and analyze data from faculty for supply data to rating agencies



## Faculty

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- Engagement optimizational staff
- Data update by periodically related to achievements Program Sapta Karsa: One Faculty One International Recognition (SAFARI)



## Department

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- Optimizing departmental data management
- Data update by periodically related to achieve Sapta Program Karsa: One Department One World Expert (SADEPA)



## Study program

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- Optimizing program data management studies
- Data update by periodically related to achieve Sapta Karsa Program: One Study Program One International Partner (SASAMI)



## Lecturer

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- Optimized personal document logging and responsive culture for data updates
- Data update by periodically related to achievements Sapta Karsa Program: One Lecturer One International Publication (SENSATION)



## Education Personnel

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- Support activity and record data
- Improving data literacy and WUR ranking through the Sapta Karsa, One Education Personnel (SADIKDAYA)



## Student

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Doing recording and documentation on achievement achievement



## Alumni

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- Connecting to alumni career database
- Activity data update alumni by periodically related to achieve Sapta Karsa Program: One alumni for Maslahat (SAUMAT)



