



บันทึกข้อความ

คณะวิศวกรรมศาสตร์
วันที่ ๑๙๘๖ วันที่ ๕ ก.ย. ๒๕๕๕
เวลา ๑๑:๔๓ น. รับ [Signature]

ส่วนราชการ สำนักงานอธิการบดี กองพัฒนาคุณภาพการศึกษา โทร. ๑๔๔๖
ที่ ศธ ๐๕๒๗.๐๑.๑๖/๐๔๐๗
วันที่ ๔ กันยายน ๒๕๕๕

เรื่อง ขอบประชาสัมพันธ์โครงการอบรม the AUN-QA Training Course for Accomplishing Programme Assessment 2012 (4-Day Training Course)

เรียน คณบดี คณะ วิศวกรรมศาสตร์

ตามที่ ASEAN University Network (AUN) จะจัดโครงการอบรม the AUN-QA Training Course for Accomplishing Programme Assessment 2012 (4-Day Training Course) โดยมีวัตถุประสงค์เพื่อเป็นการพัฒนาทักษะการประกันคุณภาพตามเกณฑ์ AUN ให้แก่มหาวิทยาลัยในอาเซียน ระหว่างวันที่ ๔ - ๗ ธันวาคม ๒๕๕๕ ณ โรงแรมสยามซิตี กรุงเทพมหานคร นั้น

กองพัฒนาคุณภาพการศึกษา จึงขอประชาสัมพันธ์โครงการดังกล่าว ซึ่งจะหมดเขตรับสมัคร ในวันที่ ๒๐ ตุลาคม ๒๕๕๕ และรับผู้เข้าร่วมจำนวน ๒๕ ท่าน โดยมีค่าลงทะเบียน ดังนี้

๑. ชำระภายในวันที่ ๓๐ กันยายน ๒๕๕๕ จำนวน ๑,๕๐๐ เหรียญ (USD)

๒. ชำระภายในวันที่ ๓๐ ตุลาคม ๒๕๕๕ จำนวน ๑,๖๐๐ เหรียญ (USD)

ค่าลงทะเบียนดังกล่าวข้างต้นรวมถึงค่าที่พักและอาหารแล้ว (รายละเอียดเอกสารประชาสัมพันธ์ตามเอกสารที่แนบมาพร้อมหนังสือนี้)

จึงเรียนมาเพื่อโปรดพิจารณา

[Signature]

(รองศาสตราจารย์ ดร.อรุณี อ่อนสวัสดิ์)

รองอธิการบดีฝ่ายพัฒนาคุณภาพการศึกษา

เรียน คณบดี

ด้วยกองพัฒนาคุณภาพการศึกษา ขอประชาสัมพันธ์
กิจกรรมอบรม the AUN-QA Training Course ๗
วัน ระหว่างวันที่ 4-7 ธ.ค.๕๕ ณ โรงแรมสยามซิตี
กรุงเทพฯ โดยขอแจ้ง อธิบดีฯ ภายใน 20 ต.ค.๕๕
จึงเรียนมาเพื่อโปรดพิจารณา และเห็นควรเรียน
แจ้งคณบดีฯ และประชาสัมพันธ์ ทางเว็บไซต์

[Signature]
๕ ก.ย. ๕๕

เรียนคณบดี

เห็นควรประชาสัมพันธ์ และขอ
วางแปลนคุณภาพตามเกณฑ์ตามเกณฑ์

ในสิ่งที่เกี่ยวข้อง

[Signature]

๖ ก.ย. ๕๕

[Signature]
7.9.55

1. Introduction
2. Methodology
3. Results
4. Discussion
5. Conclusion



**ASEAN
University
Network**

Room 210, Jamjuree 1 Building,
Chulalongkorn University,
Phayathai Road, Bangkok 10330, Thailand
Tel: (662) 2153640 / 2153642 / 2163256 / 2183258
Fax: (662) 2166906
Email: secretariat@aun-sec.org

Ref. No. 261/2012

31 July 2012

Dear Presidents/ Rectors/ Vice-Chancellors,

**Subject: Invitation to the AUN-QA Training Course for Accomplishing
Programme Assessment 2012 (4-Day Training Course)**

The ASEAN University Network (AUN) is an autonomous organisation, established under an umbrella of ASEAN and the mandate of Ministers responsible for higher education in ASEAN countries, dealing with the promotion of human resource development in the field of higher education within ASEAN and with its dialogue partners.

The growing trend of higher education system towards internationalization, coupled with the increasing demand from universities in ASEAN region to raise their programmes' recognition and quality improvement, it has led us to elevate the importance of developing a robust QA system in higher education institutions. Since 1998, AUN-QA System has played a key role in the development of a harmonized QA system among the member universities, as well as close cooperation with European partners. To strengthen QA development and enhance technical skills among universities in ASEAN, the AUN Secretariat is ready to move forward this activity by sharing our resources and experiences to uplift QA system and also to expand our QA network to non-member universities.

With the success brought about by the 1st and 2nd AUN-QA training course held on 3-6 October 2011 and 16-19 April 2012 in Bangkok, the AUN Secretariat is determined to continue its mission to fulfill the need of QA development in the region.

With regards to this occasion, the AUN Secretariat would like to extend our warm invitation to the AUN-QA Training Course for Accomplishing Programmed Assessment (4-Day Training Course) on 4-7 December 2012 at Siam City Hotel, Bangkok. This comprehensive programme is meant for professionals who are in charge of quality assurance at programme and/ or institutional level from universities in the region. Training brochure and registration form are enclosed for your kind consideration.

To ensure the full benefit of the training, the class will be limited to a maximum of 25 participants. For more details, please visit our website at www.aun-qa.org or contact AUN Quality Assurance Team at qa@un-sec.org.

Thank you for your kind consideration and we look forward to welcoming your QA personal in Bangkok.

Sincerely yours,

Assoc. Prof. Dr. Nantana Gajasenri
Executive Director
ASEAN University Network
Enclosed: 1. Training Flyer, 2. Registration Form, 3. Tentative Programme

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AUN-QA TRAINING COURSE

for Accomplishing Programme Assessment

ASEAN University Network - Quality Assurance (AUN-QA) System was established since 1998. Since its inception, AUN-QA System has been the standard system practised within the AUN Member Universities. To date, AUN-QA System has been continuously developed into the internationally recognised quality assurance system in higher education institutions.

ASEAN University Network (AUN) announces the AUN-QA Training Course for Accomplishing Programme Assessment. The 4-day course aims to introduce the AUN-QA system and enhance the QA at your university. This comprehensive programme is meant for professionals who are in charge of quality assurance at programme and/or institutional level from universities (both public and private) in the region.

QUALITY ASSURANCE, A 4-DAY TRAINING COURSE

The contents of training course include:

- Introduction of the QA in higher education in regional and international perspectives
- Introduction of the AUN Quality Assessment Process
- Perform the internal QA: Self-assessment of study programme

The training methodology:

- Lectures
- Small group works on Simulation of Programme Assessment
- Individual counselling
- Site visit at the well-known university in Thailand

With engaging and interactive training environment, the course is conducted by seasoned professionals with extensive experiences in quality management and consultancy services.

Assoc. Prof. Dr. Tan Kay Chuan
Director, Office of Quality Management,
National University of Singapore

Mr. Johnson Ong Chee Bin
AUN-QA Expert

Date: 4 - 7 December 2012

Venue: Bangkok, Thailand

Fees: (inclusive of training materials and books, the use of training facilities and support services, 5-night accommodation, airport transfer, and meals)

Registration deadline: 20 October 2012

Payment Method: Bank transfer

Early Bird: complete submission of both registration and payment by 30 September 2012

Upon completion of this training course, the trainees will obtain the AUN-QA training Certificates to be used for further QA references. The upcoming AUN Quality Assessment at Programme Level granted to non-AUN member universities, preferences will be given to those who implement the AUN-QA System at their own university.

Early Bird

payment by 30 Sep 2012

1,500 USD

Regular

payment by 30 Oct 2012

1,600 USD



ASEAN
University
Network



Contact our team at:
Web: www.aunsec.org
Tel: +66 2 215 3248 / +66 2 215 3642 ext. 103
Email: aun.com@gmail.com
Delivered by ASEAN University Network (AUN)
Singapore

The class is limited to a maximum of 25 participants to ensure the full benefit of the training.

FOR MORE DETAILS, PLEASE VISIT OUR WEBSITE AT www.aunsec.org

TENTATIVE PROGRAMME

**THE 2NDAUN-QA TRAINING COURSE FOR ACCOMPLISHING PROGRAMME ASSESSMENT (4-DAY COURSE)
4-7 DECEMBER 2012
BANGKOK**

Time	Programme	Venue
Day 0 – Monday 3 December 2012		
	Arrival of participants	
	Airport transfer by hotel service	
	Check-in at the Hotel, Bangkok	
Day 1 – Tuesday 4 December 2012		
09.00 – 10.00	Opening Ceremony <ul style="list-style-type: none">- Welcoming Remarks by Assoc. Prof. Dr. Nantana Gajasen AUN Executive Director- Opening Remarks by Secretary General (tbc) Office of the Higher Education Commission, Thailand	
	Group Photo & Refreshment	
10.00 – 12.00	Introduction to Quality Assurance in Higher Education Evolution of AUN-QA Introduction to AUN-QA Guidelines	
12.00 – 13.00	Lunch	
13.00 – 15.00	AUN-QA Models QA at Institutional Level	
15.00 – 15.15	Refreshment	
15.15 – 17.00	QA at System Level	
19.00	Welcoming Dinner	
Day 2 – Wednesday 5 December 2012		
09.00 – 10.00	QA at Programme Level	
10.00 – 10.15	Refreshment	
10.15 – 12.00	QA at Programme Level	
12.00 – 13.00	Lunch	
13.00 – 15.00	PDCA Approach to Self-assessment at Programme Level (Plan)	
15.00 – 15.15	Refreshment	
15.15 – 17.00	PDCA Approach to Self-assessment at Programme Level (Do) Dinner	Free dinner
Day 3 – Thursday 6 December 2012		
09.00 – 10.00	PDCA Approach to Self-assessment at Programme Level	

	(Check)	
10.00 – 10.15	Refreshment	
10.15 – 12.00	PDCA Approach to Self-assessment at Programme Level (Act)	
12.00 – 13.00	Lunch	
13.00 – 15.00	Change Management	
15.00 – 15.15	Refreshment	
15.15 – 17.00	AUN Quality Assessment Process	
	Conclusion	
	Dinner	Free dinner

Day 4 – Friday 7 December 2012

08.00	Depart from Hotel	
09.30 – 11.30	Campus Visit: Introduction to Mahidol University and the Implementation of QA Operational System	
	1) What QA system is implemented at Mahidol University	
	2) How QA system is implemented and what are the challenges faced?	
	Visit to some facilities such as student services centre, career centre, labs, library, etc.	
11.30 – 13.30	Lunch	
13.30 – 14.00	Introduction to the AUN	
14.00 – 15.00	Certification Ceremony	
	- Congratulatory Remarks by Assoc. Prof. Dr. Tan Kay Chuan NUS Office of Quality Management	
	- Presenting Certificates to Trainees	
	- Closing Remarks by Assoc. Prof. Dr. Nantana Gajaseeni AUN Executive Director	
	Group Photo	
	End of the programme	
15.00 – 16.30	Depart back to hotel	

Day 5 – Saturday 8 December 2012

Departure of participants

REGISTRATION FORM

**AUN-QA Training Course for Accomplishing Programme Assessment
(4-Day Course), 4-7 December 2012
The Sukosol (Siam City Hotel), Bangkok**

REGISTRATION DUE DATE: 20 October 2012

1. PERSONAL INFORMATION

Title:		
Name:		
Nationality:	Religion:	Age:
Gender (please tick):	Male <input type="checkbox"/>	female <input type="checkbox"/>

2. CONTACT INFORMATION

Institution/Department:	
Address (official):	
Phone (official):	
Cell phone(official):	
Fax (official):	
E-mail	
www	

3. CURRENT POSITION HELD IN YOUR INSTITUTION

Academic Position:
Academic Background:
Field of Specialisation:
Please specify your tasks in the field of QA at your institution:

4. TRAVELING SCHEDULE

<i>Arrive to Bangkok</i>	<i>Depart from Bangkok</i>
Date :	Date :

Arrival time :	Arrival time :
Flight no :	Flight no :

5. FOOD RESTRICTION & OTHERS

Please specify:
A welcoming dinner will be held on the evening of the first day of training; kindly specify if you would be participating in the dinner: Yes/No

6. TRAINING REGISTRATION FEES (inclusive of training materials and books, the use of training facilities and support services, 5-night accommodation, airport transfer and meals)

NET RATE **Cancellation policy: <i>For participants wishing to withdraw their participation/application after having submitted the form and paid the registration fees, 50% from the paid amount will be deducted as cancellation fee</i>	Early Bird USD 1,500 (payment by 30 September 2012) Regular USD 1,600 (payment by 30 October 2012)

7. PAYMENT

THAILAND	Bank Name: TMB BANK PUBLIC COMPANY LIMITED Branch Name: PHAYA THAI Account Name: ASEAN UNIVERSITY NETWORK Bank Account Number: 003-2-90374-2 (Saving Account)
OVERSEAS	Bank transfer (Swift code: TMBKTHBK) Bank Name: TMB BANK PUBLIC COMPANY LIMITED Branch Name: PHAYA THAI Account Name: ASEAN UNIVERSITY NETWORK-IAI: QA TRAINING in CLMV Bank Account Number: 003-8-20009-3 (Saving Account) Bank Address: 34 Phaya Thai Rd., Thungphayathai, Ratchathewi, Bangkok 10400

8. CONTACT OUR TEAM AT:

Mr. Korn Ratanagosoom (Mo)
 Tel: +66 22153248, 22153542 ext. 103
 Fax: +66 22168808
 E-mail: aun.korn@gmail.com
 Website: www.aunsec.org

Delivered by ASEAN University Network (AUN) Secretariat

The participants will be given two polo shirts with two different colors (black and white) to be used during the training. Please fill in the information allocated in the green blankets. Please provide us with your portrait photo at the bottom of this document to be used for training material and submit the completed documents to aun.korn@gmail.com at your earliest conveniences, **preferably no later than 20 october 2012.**

Polo Shirt Size References

Female

Size	Female (Breast size)	Your choice
S	36''	
M	38''	
L	40''	
XL	42''	

Male

Size	Male (Breast size)	Your choice
S	38''	
M	40''	
L	42''	
XL	44''	
XXL	46''	

Your portrait photo here:



