

**Monitoring and Evaluation Management Meeting**  
**DEPARTMENT of MATHEMATICS NOTULENCY**  
**Final Semester I 2023/2024**  
**Wednesday, March 13 2024**

**Master of Mathematics Study Programme**

No		Response/Follow up	PIC
1	<b>Academic:</b>		
1.1	<b>Academic/Learning Process:</b>		
	1. Some courses recommend that students print physical copies of the materials. Several students have expressed concerns about the cost involved. This issue also arose in the previous year.	Confirmed with the lecturer	Study Programme
	2. The course "Matrices over Rings" initially planned to conduct exams orally. However, on the exam day, it was changed to a written and closed-book format, leaving students unprepared for the unexpected switch.	The issue has been addressed by the lecturer. Improvements will be made in the future.	Study Programme, Department
	3. In the Analysis I course; it's recommended that the material be structured from simple to complex to enhance comprehension. The instructor fosters an environment for discussion and allows students to volunteer for tasks, promoting greater student engagement and confidence. Furthermore, midterm and assignment grades are shared with the students, providing clarity on the grading system. It is hoped that these effective practices can be sustained and implemented in other required courses.	It will be communicated with the lecturer.	Study Programme, Department
	4. Advanced Operation Research Course. After the midterm exam, many students did not perform well because the material to be covered was only introduced at the beginning of each lecture. The detailed course plan (RPKPM) was not provided at the start of the semester. Additionally, the order of the material did not align with the module handbook or syllabus, according to the students.	This was conveyed by the study program to the course instructors for follow-up.	Study Programme, Course Lecturer

	5. Several Actuarial Science (PAI) courses that can be converted appear in the same semester, making it difficult for students to take them all.	It will be further reviewed by the study program and the Statistical Laboratory	Study Programme, Statistics Laboratory
	6. Can students see the details of their grades, not just the final grade listed in Simaster?	Please ask the lecturer, but it is advisable to support your query with clear reasons/evidence.  Regarding grade transparency, perhaps in the future, lecturers can provide complete grade details to the program.	Lecturer, study programme
	7. Linear Model Course: The teaching method is flexible, allowing for hybrid options. There are many methods available for completing assignments and references can come from any source. The grading system is diverse, including presentations and assignments, not just midterm and final exams. This can serve as a reference for other courses.	Communicated to the lecturer. This can serve as an example of a teaching model.	Lecturer, study programme
	8. For the compulsory course of Analysis and Algebra, the teaching is in line with the syllabus. However, for Mathematical Statistics, the delivery style often goes off-topic or is unrelated to the material, and there have been instances of personal remarks directed at students (Class B).	The TKS team has represented the Department and Program to convey apologies. It will be clarified with the course lecturer.	Lecturer, study programme
1.2	<b>Grader/Tutorial:</b> -		Laboratories/Study Programme
2	<b>Thesis:</b>  If a student takes a course in the fourth semester while working on their thesis, they can only graduate after completing the semester and receiving the grades for the course. What is the solution to this?  Furthermore, if the grade for that course is not satisfactory, what is the way out to still be eligible for graduation?	The grace period between the deadline for grades to be released and the end of the semester is still long enough for the second thesis defense. So far, this constraint has not occurred.  Regarding unsatisfactory grades, there is usually a special policy from the department while still adhering to the applicable rules.	Study Programme
3	<b>Curriculum</b>  1. There are 3 elective Algebra courses scheduled on the same day. Can they be rescheduled?	For electives, it shouldn't be a problem because it's unlikely for students to take 3 elective courses simultaneously. If there are students taking all three at once, they can inform the program to consider the	Study Programme

		possibility of rescheduling.	
	2. Will the course listed on the website be held every year?	In general, all courses will be offered. Currently, there is a Pre-Registration that can be used by the Study Program as a reference for the implementation of courses, even if there is only 1 student.	Study Programme
	3. On the website, Course "Applied Computational Analysis" has not been updated yet.	It has been checked and updated.	Study Programme
	4. Is it allowed for certain lecturers to open classes?	The lecturer for the course is determined by the lab.	Study Programme Laboratories
	5. Pre-KRS has been conducted to determine the feasibility of offering the courses offered in the current semester.	Courses offered by the Program/Laboratory are based on the results of Pre-KRS.	Study Programme, Laboratories
	6. Are there any other possibilities for grade improvement besides retaking the course? Such as a remedial exam/short semester?	There is no short semester available. As for remedial exams, that is up to each individual lecturer's discretion.	Study Programme
	7. For the courses required for the thesis, is it possible to sit in with the consent of the lecturer?	For sit-in arrangements, students can contact the respective lecturer. If permitted, they can report it to the department. There needs to be socialization from the department regarding the submission procedure.	Study Programme
4	<b>Administration:</b>		Study Programme & Faculty
	1. What are the regulation for make up exam?	The study program follows the faculty's regulations. Make-up exams are held if the faculty grants permission due to reasons such as being hospitalized due to illness, a family member's death, or participation in competitions and similar events.	
	2. What are the regulations for using computational laboratory?	Students are encouraged to contact the lab assistant for the borrowing procedure.	Lab asistant
	3. The seminar information is not well socialized.	The seminar activities have been intensively socialized by the Study Program, especially through the Program's website.	Study Programme
	4. Information regarding the availability of funds for students related to seminars/submitting papers.	The department provides funds for seminars/publications. Students can contact the department. Information can be checked on the department's website.	Study Programme & Department
5	<b>Huma Resource : -</b>		
6	<b>Facilities:</b>		
	1. As much as possible, there should be a dispenser for students on the third floor. This has been requested several times.	Students are advised to maximize Toya Gama water located in 1 <sup>st</sup> floor.	Department
	2. There are connectivity issues with the projectors in some rooms (319, 318, 304, 305)	Replace/add connectors immediately.	Department

	3. Will there be seated toilets?	There will be seated toilet.	Department
	4. In the prayer room, it could be added mirrors.	There will be added.	Department
	5. The power outlets in front of the elevator are a bit far from the tables.	It will be promptly reviewed for follow-up.	Department
	6. Is there a license available for software like MATLAB for graduate students?	The license is only for basic feature. For advanced ones, it's up to the students and the faculty members who use them.	Department
	7. There is a table in the middle, disrupting the class in room 319.	It will be checked and relocated.	Department
	8. Regarding funding from other sources.	As long as it's not related to internal sources within the university or there's a specific clause for external funding, there's no issue. If there's a specific clause, it should be communicated to the Program/Department.	Department
	9. Previously, reference borrowing could be up to 10 e-theses. Now it's only a maximum of 5 e-theses. All borrowing is centralized at the Central Library. Is it possible to return the quota to 10?	It will be forwarded to the faculty and the university.	Department

Yogyakarta, March 14, 2024

Chair of the Quality Assurance Cluster of the Department of Mathematics, FMIPA UGM.



(Budi Surodjo, Dr., M.Si.)