



Engineering
Accreditation
Commission

Preparation of ABET Visit

23-25 October 2019
Hasanuddin University

EAC TC and PEV's



Abu Masud
Professor Emeritus of
Industrial, Systems, and
Manufacturing
Engineering at Wichita
State University



Carlos Cabrera,
Professor in Computer
Science Department at
Florida International
University, Miami



Utpal Dutta, Professor
Civil Engineering,
University of Alaska
Anchorage

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Sunday, October 20th 2019</i>			
4:40 PM	Carlos Cabrera arrives in Makassar using GA 616	Picked up by Unhas team	Vehicle Number, translator
<i>Monday, October 21st 2019</i>			
11:10 AM	Utpal Dutta arrives in Makassar using Silk Air 5142	Picked up by Unhas team	Vehicle Number, translator
6:55 PM	Abu Masud arrives in Makassar using GA 620	Picked up by Unhas team	Vehicle number, Head of LPMPP
<i>Tuesday, October 22nd 2019</i>			
TBC	Meeting EESP Team with Carlos Cabrera	EESP Team	Meeting Room at Claro Hotel
TBC	Free city tour of Makassar	Picked up by Unhas team	Accompanied by representatives of each study program

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Wednesday, October 23rd 2019</i>			
10:00 AM	EAC team meeting at hotel, review pre-visit work and initial assessment	EAC Team	Hotel meeting room equipped with projector facilities
12:00 Noon	ABET Team having a lunch at the Hotel	EAC Team	Hotel restaurant
1:00 PM	ABET Team travel to Faculty of Engineering, Gowa Campus	EAC Team and Observers	Picked up by Fac of Engineering and accompanied by representatives of each study program
01:30-02:30 PM	Opening Session: Welcome remarks by Rector, Dean's presentation, Remarks by TC, Exchange of Token Gifts, and Group Photo	Senate meeting room of Fac Eng at Gowa campus	The meeting room must be prepared for the meeting (sound system, LCD projector, etc)

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Wednesday, October 23rd 2019</i>			
02:30-05:30 PM	Meet institutional representative on campus at previously arranged time and location PEVs go with program representative to tour program laboratories and facilities (including Chemistry Lab) and to review course materials as appropriate and per schedules arranged with individual program contacts.	EAC Team	All facilities must be ready for inspections including safety procedures and equipment as well as Chemistry Laboratory as requested. The team inspection is guided by the representatives from each study program
5:30 PM	ABET Team back to Hotel	EAC Team and Observers	Arranged by Fac of Engineering and accompanied by representatives of each study program
06:00-08:00 PM	EAC Team meeting at Hotel	EAC Team	Hotel Meeting Room equipped with projector facilities
08:00-10:00 PM	Welcome dinner hosted by Unhas	Venue will be further confirmed	Attended by EAC Team, Rector, Vice Rectors, Dean Faculty, Head of LPMPP, Head and Secretary of Dept

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Thursday, October 24th 2019</i>			
8:00 AM	Travel to Faculty Engineering, Gowa Campus	EAC Team and Observers	Arranged by Faculty of Engineering and accompanied by representatives of each study program
08:30-09:30	Meeting with Dean Fac of Engineering and Head of LPMPP	EAC TC	Meeting Room at Gowa Campus (equipped with projector facilities)
09:30-11:30	Meet with separately with University- Assessment Officer /Quality Assurance Unit/GPM (30 min), College Advisors /Academic Supervisor (30 min), College Student Association Leaders 25 min), College Budget Officer /Vice Dean for Finance (25 min)	EAC TC	Meeting Room at Gowa Campus (equipped with projector facilities)

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Thursday, October 24th 2019</i>			
09:35-10:15 AM	Meet with program head and program contact	EAC PEV's	Head of Dept and Ahmad Bakri Muhiddin (CE) and Faizal Samman (EE)
10:15-11:15 AM	Visit program faculty members, students, and/or staff per schedules arranged with individual programs	EAC PEV's	Teaching & Learning process must be running as business as usual for ABET inspection. Representative from each study program must be ready
11:30 AM-01:00 PM	Luncheon with deans, program chairs, and other invited administrators, alumni, students, staff, and other guests	EAC, PEV's, Dean, Head of Dept, and invited Unhas Guests	Large room for lunch gathering accommodating a large number of people
01:30-02:30 PM	Travelling to Main Campus of Tamalanrea	EAC TC	Accompanied by head of LPMPP

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Thursday, October 24th 2019</i>			
02:30-03:00 PM	Meeting with Rector	EAC TC	8th Floor Rectorate Building
03:00-03:30 PM	Meeting with Vice Rector for Academic Affairs	EAC TC	2nd Floor Rectorate Building
03:30-04:00 PM	Meeting with Vice Rector for Finance and Infrastructure	EAC TC	3rd Floor Rectorate Building
04:00-04:30 PM	Meeting with University Registrar and Director of Student Admission	EAC TC	2nd Floor Rectorate Building
04:30-05:00 PM	Visiting Basic Chemistry Laboratory at Main Campus (FMIPA)	EAC TC	Accompanied by head of LPMPP

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Thursday, October 24th 2019</i>			
01:15-02:30 PM	Visit support departments as appropriate (Library, Chief Information Officer, EE/CE Faculty Advisors, Math/Phys/Chem faculty-could be group meeting, Humanities/Language faculty-could be group meeting)	EAC PEV's	Facilities at individual study program (Civil and Electrical Engineering). Faculty members of Basic Sciences, Humanity and Language will have an interview of 30 minutes each
02:30-05:30 PM	Visit program faculty members (including major design instructors), students, and/or staff per schedules arranged with individual program contacts	EAC PEV's	Selected faculty members, students, and support staff must be selected for an interview

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Thursday, October 24th 2019</i>			
5:30 PM	Travel to hotel	EAC PEV's and Observers	Arranged by Faculty of Engineering and accompanied by representatives of each study program
06:30-08:00 PM	EAC team will have a meeting at the hotel	EAC Team	A Meeting Room at Claro Hotel must be booked, equipped with projector facilities and WiFi
08:00-22:00 PM	EAC team dinner (Hotel) - may be a working dinner	EAC Team & Observers	Dinner at hotel restaurant or room services as preference

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Friday, October 25th 2019</i>			
8:00 AM	Travel to Faculty of Engineering, Gowa Campus	EAC Team & Observers	Arranged by Faculty of Engineering and accompanied by representatives of each study program
08:30-11:30 AM	Complete visit forms and exit statement, confer with TC	EAC Team	Meeting Room at Gowa Campus (equipped with projection facilities, printer and paper)
08:30-11:30 AM	PEV's debriefs Head of CE and EE programs	PEV's of CE and EE Programs	Separate meeting room for each study program
11:00-11:30 AM	TC debriefs Dean Thaha and Head of LPMPP	EAC TC	Meeting room at Dean Faculty

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Friday, October 25th 2019</i>			
12:00-02:45 PM	EAC team working lunch, finalize statements and forms	EAC Team	Meeting Room at Gowa Campus (equipped with projection facilities, printer and paper)
03:00-04:00 PM	Exit meeting with Rector and other administrators invited by Rector	EAC Team	Rector, Vice Rectors, Dean, Head of LPMPP, Head of Departments, and Program Contacts and others
4:00 PM	EAC Team departs Gowa campus for Claro Hotel	EAC Team and Observers	Arranged by Faculty of Engineering and accompanied by representatives of each study program

ABET Visit Schedule

Date & Time	Events	Pick-up Arrangement	Remarks
<i>Saturday, October 26th 2019</i>			
2:50 PM	Carlos Cabrera's flight leaves Makassar Airport using GA 659	Picked up by Unhas team	Unhas Vehicle, Accompanied by representatives of EE study program
6:05 PM	Utpal Dutta's flight leaves Makassar Airport using GA 609	Picked up by Unhas team	Unhas vehicle, Accompanied by representatives of CE study program
7:40 PM	Abu Masud's flight leaves Makassar Airport using GA 621	Picked up by Unhas team	Unhas vehicle, Accompanied by head of LPMPP

Meeting Room (to be booked) at Claro Hotel

Date	Time	Agenda	Remarks
Tuesday, Oct 22nd	TBC	Meeting EESP Team with Carlos Cabrera	Discussed prominent issues in the SSR
Wednesday, Oct 23rd	10:00-12:00 AM	Internal meeting of EAC Team (TC and PEV's)	Review pre-visit work and initial assessment
	06:00-08:00 PM	Internal meeting of EAC Team (TC and PEV's)	Discussed the findings of 1st day visit and planning the 2nd day
Thursday Oct 24th	06:30-08:00 PM	Internal meeting of EAC Team (TC and PEV's)	Discussed the findings of 2nd day visit and prepare the visit report

Important Issues To Be Discussed

- Vehicles and Drivers
- Translators and representatives from each study program for pick-up and onsite visit arrangements
- Meals and Coffee-Breaks at either Tamalanrea & Gowa campuses
- Mushola/Prayer place for Prof Masud including a mosque for a Friday prayer
- Prof Utpal Dutta does not eat beef
- City tour on Tuesday Oct 22nd (including lunch arrangement)
- Meeting room arrangement (at Gowa Campus)



Thank You

