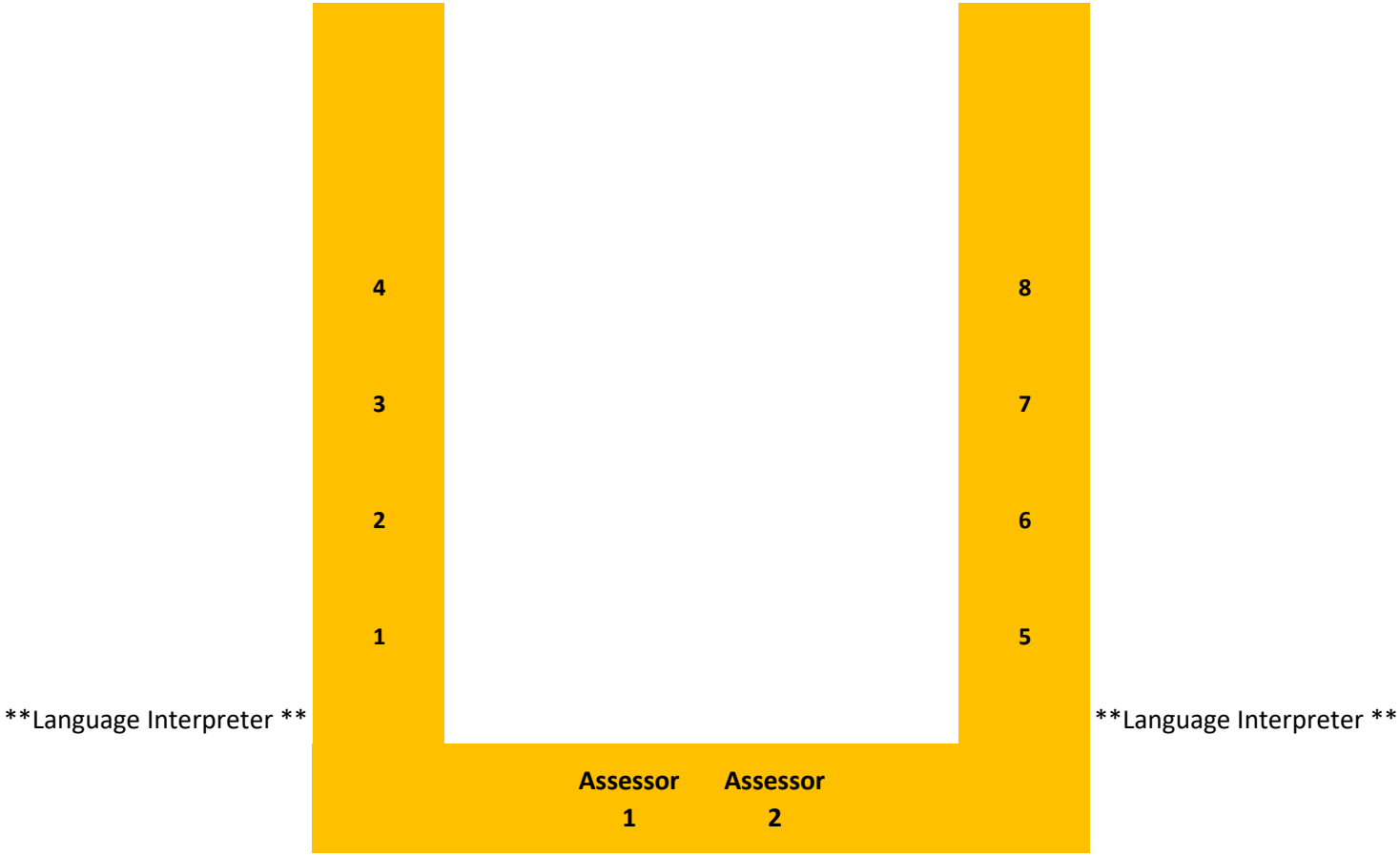
Name of Programme	
Level of Programme	☐Bachelor ☐Master ☐Ph.d
Faculty/ Institutes	Graduate School of ……../National Institute of Development Administration
Department	-
Session 1: Briefing by Dean, Vice-Dean + Session 2: Meeting with Programme chairs, head of department, SAR team (Meeting [1])	
Venue	
Date and Time	March 16, 2019 (11.10-12.40 AM)
⚠CONDITION ⚠	
*** Only dean and vice deans are allowed in this session.** *** Only Programme Chair/ Head of Department/ Head of SAR team and members are allowed in this session.**	

No.	Name-Surname	Academic title	Administrative Position	Years with the University	Remarks

Session 1: Briefing by Dean, Vice-Dean + Session 2: Meeting with Programme chairs, head of department, SAR team (Meeting [1])



Name of	
Level of Programme	☐Bachelor ☑Master ☐Ph.d
Faculty/ Institutes	Graduate School of ……
Department	-

Session 4: Meeting with HROD Support Staff
(Meeting [2])

Name Mr. Patipat	
Date and Time	

⚠ CONDITION ⚠

*** Support staff must not have teaching duties i.e. holding academic position, and should have support- related duties ONLY**

**** For the support staff, it is mandatory to include the following personnel (Faculty/department librarian, Faculty/department student service, Laboratory staff, Faculty's IT staff)**

***** Twenty (20) is the maximum number for support staff interviewees.**

No.	Name-Surname	Position	Years with the University	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

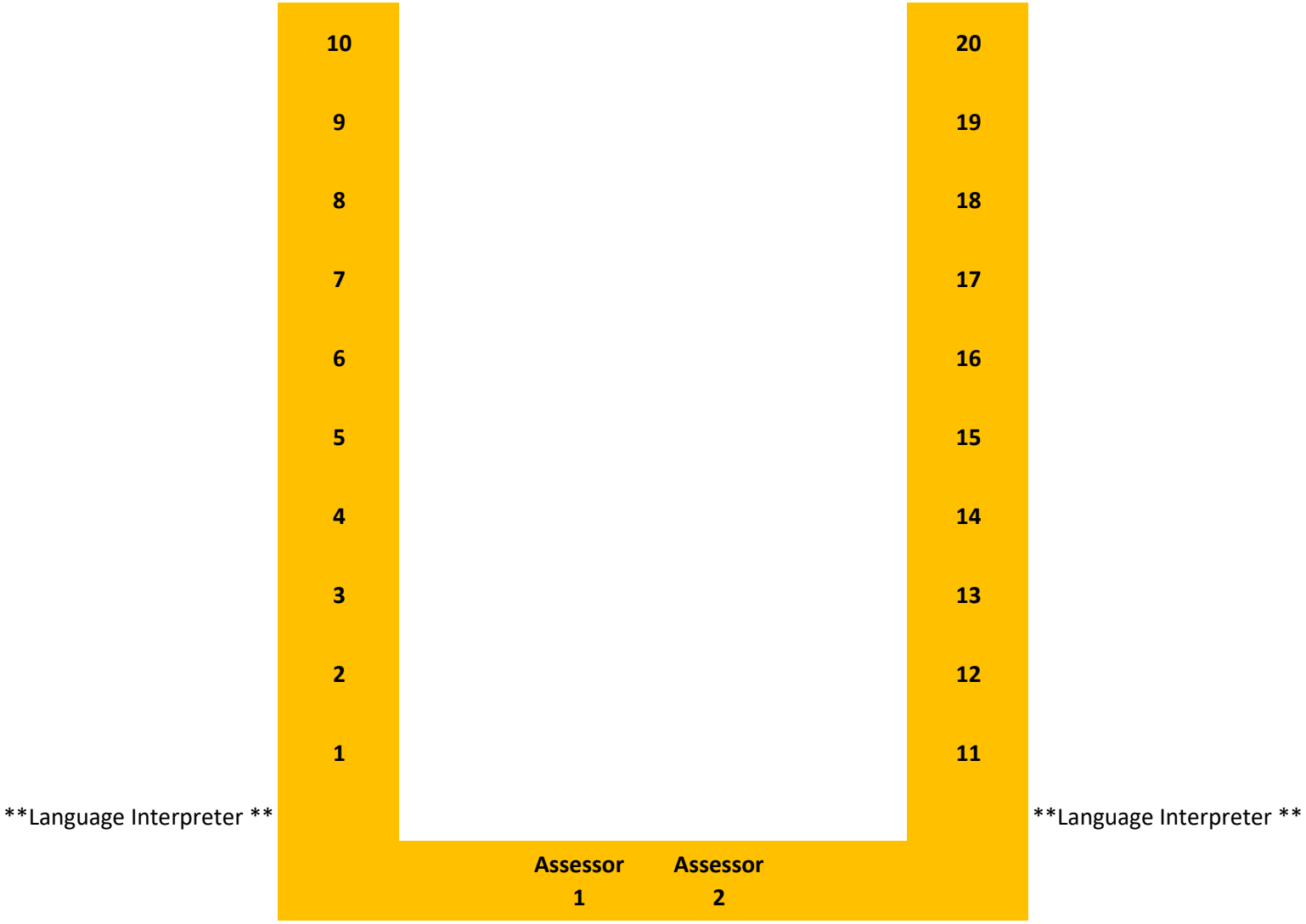
Session 4: Meeting with ….. Support Staff (Meeting [2])

Name of Programme	
Level of Programme	☐Bachelor
	☑Master
	☐Ph.D
Faculty/ Institutes	Graduate School of ……..
Department	-
Session 5: Meeting with Student (Meeting [3])	
Venue	
Date and Time	
⚠ **CONDITION**	
*** The students should be selected and distributed evenly for their year of study. There should be 5 students selected from each 1st – 4th year, making a total of twenty (20)**	
**** If the duration of the study programme is more than 4 years, Maximum number of interviewees should still be twenty (20)**	
**** For Master/Ph.D Programme, the minimum number of interviewees MUST NOT be less than fifteen (15)**	

No.	Name-Surname	Admission Year	Position/ Workplace / Industry	Current Year	Track	Remarks
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

No.	Name-Surname	Admission Year	Position/ Workplace / Industry	Current Year	Track	Remarks
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Session 5: Meeting with Student
(Meeting [3])

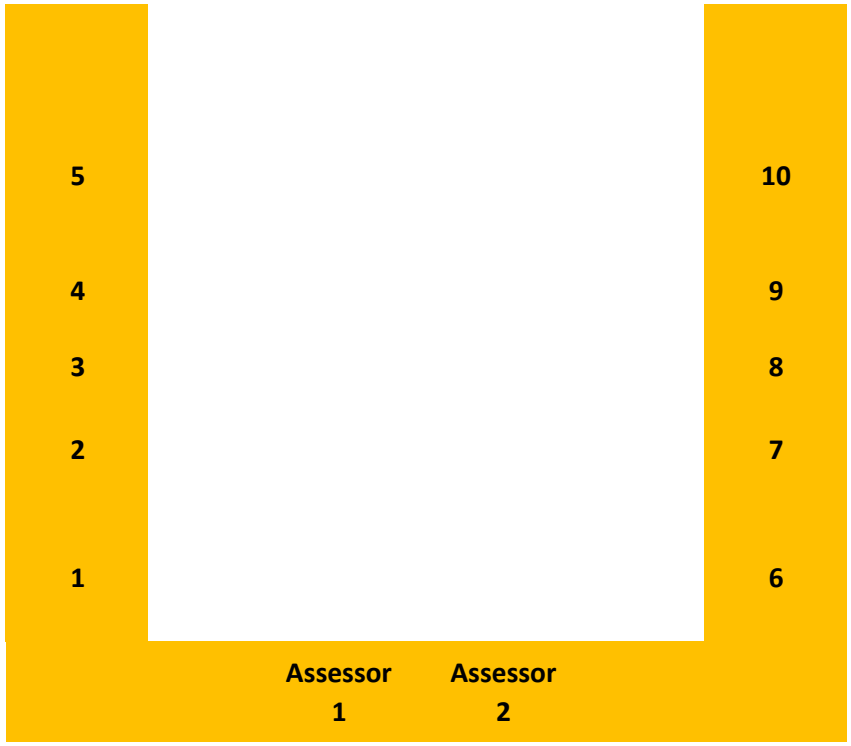


Name of Programme	
Level of Programme	☐Bachelor
	☑Master
	☐Ph.d
Faculty/ Institutes	
Department	-
Session 3: Meeting with Academic Staff (Meeting [4])	
Venue	
Date and Time	
⚠ CONDITION ⚠	
*** The academic staff should be varied in years with the university. There should be a good, proportionate mixture of young and senior lecture.**	
**** Academic staff with administrative position is not allowed in this session. (No Dean, Vice Dean(s), Programme Chair, Head of Department)**	
***** Twenty (20) is the maximum number for academic staff interviewees.**	

No.	Name-Surname	Academic title	Years with the University	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Remarks :(*) This teaching member holds the position of NIDA's CQO.

Session 3: Meeting with Academic Staff
(Meeting [4])



Name of Programme	-
Level of Programme	☐Bachelor
	☐Master
	☐Ph.D
Institutes	NIDA
Department	-

	Session 4: Meeting with NIDA Support Staff (meeting [5])
Venue	Inthraphuvasak Hall 8th floor Prince Naradhip Bongsprabandha Building
Date and Time	Sunday, 22 September 2019 (09.00 - 10.00)

⚠ CONDITION ⚠

*** Support staff must not have teaching duties i.e. holding academic position, and should have support- related duties ONLY**
**** For the support staff, it is mandatory to include the following personnel (Faculty/department librarian, Faculty/department student service, Laboratory staff, Faculty's IT staff)**
***** Twenty (20) is the maximum number for support staff interviewees.**

No.	Name-Surname	Offices	Position	Tasks	University Level	Years with the University	Mobile	sign
1	Mr.Surasak Singsuk	Research Center	General Administrative officer	Research Center	X	10.4	089-588-3419	
2	Mrs.Kannita Boonnark	Research Center	Chief of the Secretary Office	Research Center	X	27.5	096-146-2695	
3	Ms.Pawana Kamaratana	Library and Information Center	Librarian	Service Librarian	X	35	081-477-3164	
4	Ms.Pattama Mudnuraksa	Library and Information Center	Librarian	Serials Librarian	X	33	090-962-4474	
5	Mrs.Kanitra Saengrueang	Information Technology Center	Computer Technical Officer	IT System	X	9	085-991-4999	
6	Ms.Tasanee Phetseechuang	Information Technology Center	Computer Technical Officer	e-Learning/e-Testing	X	22	089-114-9798	
7	Ms.Wimonrat Chesun	Siripattana Trainning Center	Educator, Practitioner Level	Training Service	X	6	085-066-7570	

Session 4: Meeting with NIDA Support Staff (meeting [5])	
Venue	Inthraphuvasak Hall 8th floor Prince Naradhip Bongsprabandha Building
Date and Time	Sunday, 22 September 2019 (09.00 - 10.00)

⚠ **CONDITION** ⚠

*** Support staff must not have teaching duties i.e. holding academic position, and should have support- related duties ONLY**
**** For the support staff, it is mandatory to include the following personnel (Faculty/department librarian, Faculty/department student service, Laboratory staff, Faculty's IT staff)**
***** Twenty (20) is the maximum number for support staff interviewees.**

No.	Name-Surname	Offices	Position	Tasks	University Level	Years with the University	Mobile	sign
8	Ms.Noppawan Somkaisri	Siripattana Trainning Center	Educator Professional Level	Chief of Training Services Section	X	7	089-667-9671	
9	Ms.Nantana Nuanchuay	NIDA Consulting Center	Accounting	Nida Consulting Center	X	11	086-576-5455	
10	Mr.Wachirapong Sotawong	Planning Division	Plan and Policy Analyst	Stakeholder Satisfaction Survey, Summary of Teacher Evaluation	X	7	089-777-3335	
11	Mr.Nut Dirdjosubroto	Planning Division	Plan and Policy Analyst	Planning / Monitoring and Evaluation	X	7	081-859-1679	
12	Mr.Yuthana Sutcharit	Human Resource Management Division	Director	Director of the Human Resource Management Division	X	27	086-618-8999	
13	Mr.Paramate Jitmart	Human Resource Management Division	Personnel Officer	Human Resource Development Section	X	12	089-690-9006	
14	MS.Sureeporn Namauttawong	Human Resource Management Division	Personnel Officer	Personnel Management Section	X	2.5	086-025-6090	
15	Ms.Suwaree Keskasame	Educational Service Division	Director	Director Of Educational Service Division	X	22	095-365-2886	
16	Mrs.Thunvarat Karnsomchok	Educational Service Division	Educator, Practitioner Level	Office of the Registrar	X	7	089-927-1565	
17	Ms.Sithitanee Soiwichian	Educational Service Division	Educator, Practitioner Level	Office of the Registrar	X	5.5	088-654-5759	

Session 4: Meeting with NIDA Support Staff (meeting [5])	
Venue	Inthraphuvasak Hall 8th floor Prince Naradhip Bongsprabandha Building
Date and Time	Sunday, 22 September 2019 (09.00 - 10.00)

⚠ CONDITION ⚠

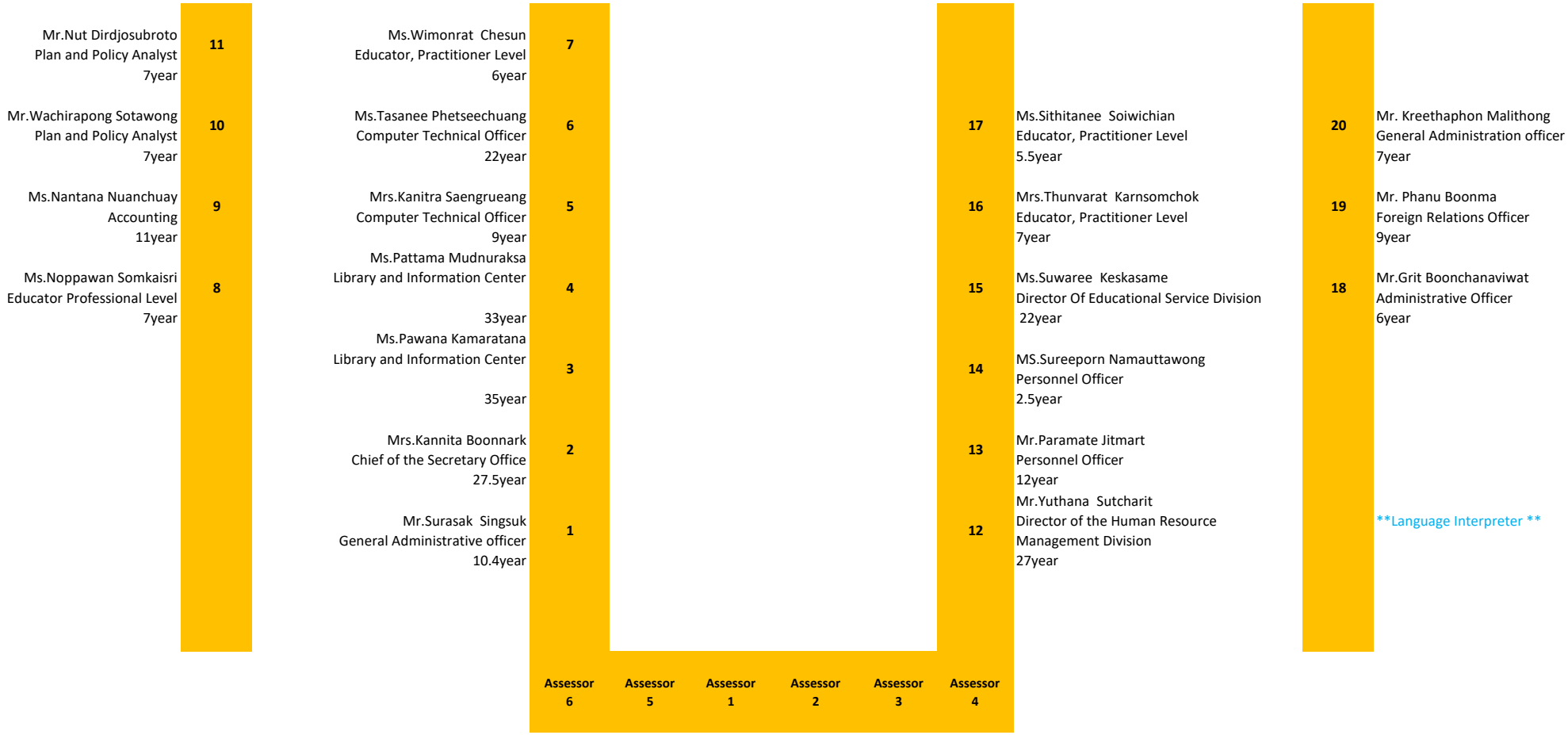
*** Support staff must not have teaching duties i.e. holding academic position, and should have support- related duties ONLY**

**** For the support staff, it is mandatory to include the following personnel (Faculty/department librarian, Faculty/department student service, Laboratory staff, Faculty's IT staff)**

***** Twenty (20) is the maximum number for support staff interviewees.**

No.	Name-Surname	Offices	Position	Tasks	University Level	Years with the University	Mobile	sign
18	Mr.Grit Boonchanaviwat	Executive Affairs Division	Administrative Officer	Student Affairs Section	X	6	086-783-8020	
19	Mr. Phanu Boonma	Executive Affairs Division	Foreign Relations Officer	Office of International Affairs	X	9	081-515-0278	
20	Mr. Kreethaphon Malithong	General Affairs Division	General Administration officer	Service to factility	X	7	083-689-8593	

Session 4: Meeting with NIDA Support Staff (meeting [5])



Name of	
Level of Programme	☐Bachelor
	☑Master
	☐Ph.d
Faculty/ Institutes	
Department	-
Session 6: Meeting with Alumni (meeting [6])	
Venue	
Date and Time	

⚠ CONDITION ⚠

*** Selection should not include the alumni who has been graduated for more the 10 years of more.**

**** The graduation year of the alumni should be varies and must include a fresh graduate (had graduated 1-2 years at the date of the assessment). The selection should include the students from both old and new curriculums (if applicable).**

***** Twenty (20) is the maximum number for Alumni interviewees**

****** For Master/Ph.D Programme, the minimum number of interviewees MUST NOT be less than fifteen (15)**

No.	Name-Surname	Graduation Year	Position/ Workplace	Track	Remarks
1					
2					
3					

No.	Name-Surname	Graduation Year	Position/ Workplace	Track	Remarks
4					
5					
6					
7					
8					
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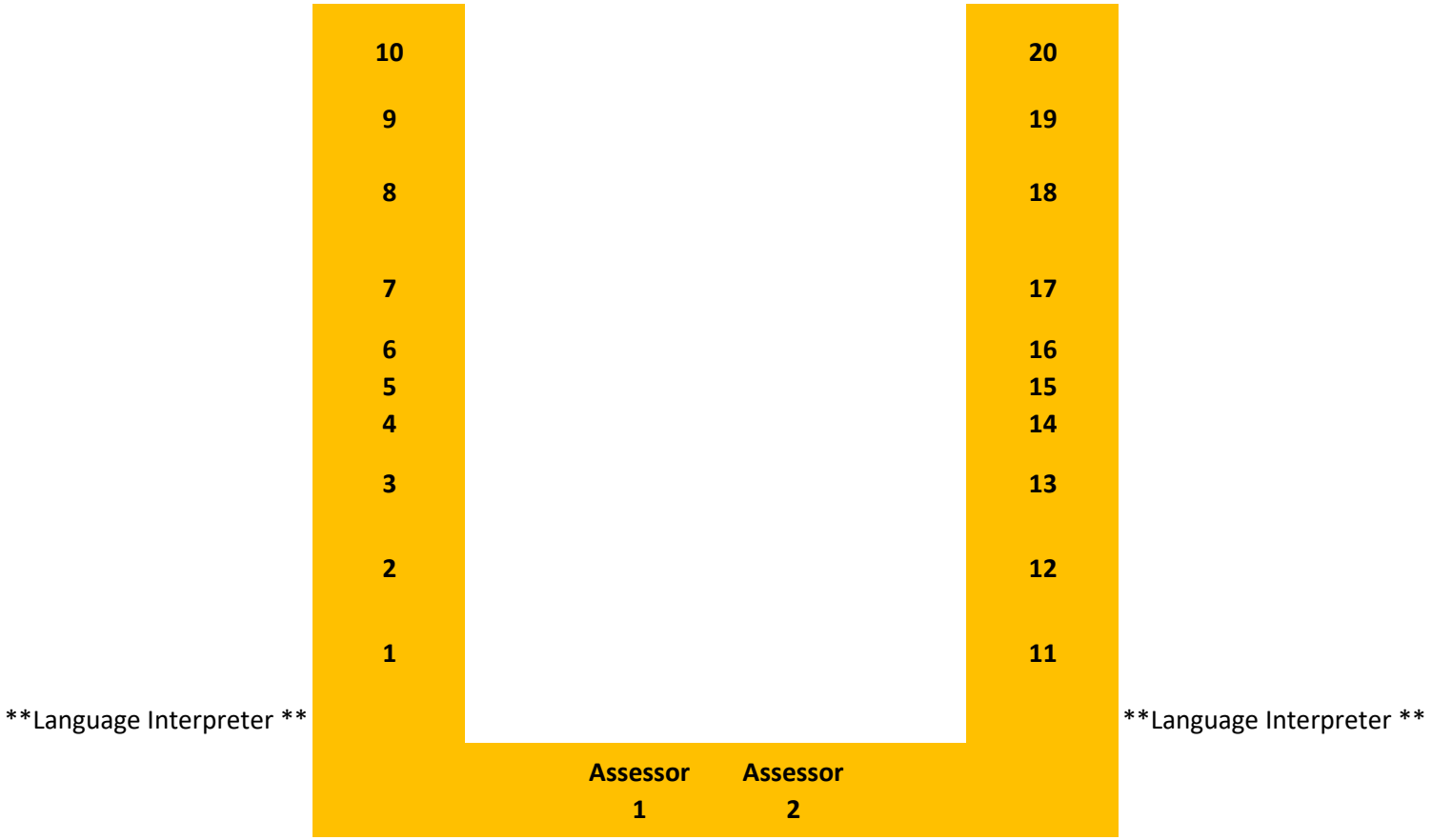
10					
11					

Session 6: Meeting with Alumni
(meeting [6])



Name of Programme	
Level of Programme	☐Bachelor
	☑Master
	☐Ph.d
Faculty/ Institutes	
Department	-

Session 7: Meeting with Employer (Meeting [7])

Venue	
Date and Time	

⚠ **CONDITION** ⚠

***The minimum number of employer MUST NOT be less than Ten (10) and more than Fifteen (15)**

**** No alumni of the study programme being assessed are allowed in the employer interview session. The alumni of the university from other study programmes/ faculties are allowed in the employer interview session but NOT MORE THAN 30% of the total number of the employers.**

No.	Name-Surname	Postion/ Workplace	Year of working	Alumni of other study programmes/ faculties	Remarks
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2					
3					
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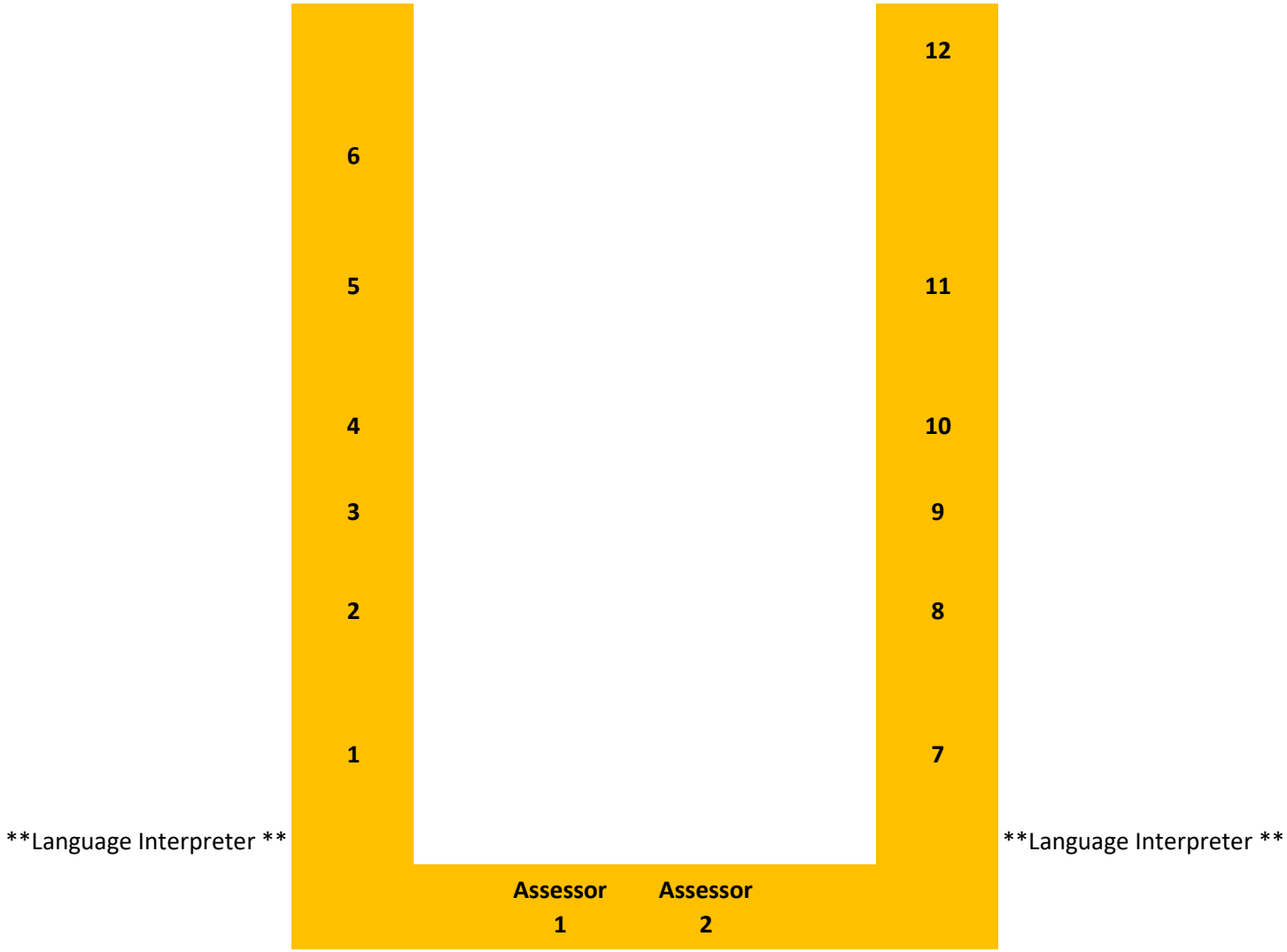
11					

Session 7: Meeting with Employer
(Meeting [7])