



**KEMENTERIAN PENDIDIKAN, KEBUDAYAAN
RISET DAN TEKNOLOGI**

Art Institute INDONESIA PADANGPANJANG

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**DECISION OF THE RECTOR OF THE INSTITUTE OF ARTS INDONESIA PADANGPANJANG
NUMBER: 700 /IT7/KPT/2022**

**ON
STUDENT ACADEMIC GUIDE
INSTITUTE OF ARTS INDONESIA PADANGPANJANG
ACADEMIC YEAR 2022/2023**

REKTOR ART INSTITUTE INDONESIA PADANGPANJANG

Considered

- : a) That in order to improve educational services to students and the academic community of Art Institute Indonesia Padangpanjang, it is necessary to issue a Student Academic Guide;
- b) That the Student Academic Guide contains general organizational information and academic information within the Art Institute Indonesia Padangpanjang;
- c) That in order to implement the intentions of points (a) and (b) above, it is necessary to stipulate the Student Academic Guide of Art Institute Indonesia Padangpanjang for the 2022/2023 academic year by the Chancellor's Decree.

Remembered

- : 1. Law No. 20/2003 on the National Education System;
2. Law Number 12 of 2012 on Higher Education;
3. Government Regulation No. 4 of 2014 on the Management and Implementation of Education;
4. Presidential Regulation Number 8 of 2012 concerning the Indonesian National Qualifications Framework;
5. Presidential Regulation Number 60 of 2009 concerning the Establishment of the Indonesian Institute of Arts Padangpanjang;
6. Regulation of the Minister of National Education No. 73 of 2013 on the Implementation of the National Qualifications Framework for Higher Education;
7. Regulation of the Minister of National Education Number 37 of 2014 concerning the Statute of Art Institute Indonesia Padangpanjang;
8. Minister of Education and Culture Regulation Number 03 of 2020 concerning National Higher Education Standards;
9. Decree of the Minister of Research, Technology and Higher Education Number 837/M/KPT.KP/2018 on the Dismissal and Appointment of the Rector of Art Institute Indonesia Padangpanjang for 2018 to 2022 period

10. Rector's Decree number 363/IT7/KPT/2020 dated 21 July 2020 concerning the Academic Calendar of Art Institute Indonesia Padangpanjang for the 2020/2021 academic year;
11. Chancellor's Decree number 441/IT7/KPT/2019 dated 12 April 2019 concerning the Team for the Preparation of the 2019 Academic Handbook of Art Institute Indonesia Padangpanjang.

DECIDE:

- DECLARED : DECREE OF THE RECTOR OF THE INDONESIAN INSTITUTE OF ARTS CONCERNING ACADEMIC GUIDELINES FOR STUDENTS OF THE INDONESIAN INSTITUTE OF ARTS IN PADANGPANJANG FOR THE ACADEMIC YEAR 2022/2023.
- First : The Academic Guidelines for Students of Art Institute Indonesia Padangpanjang for the academic year 2022/2023 are used as Academic Guidelines by students and the entire academic community of Art Institute Indonesia Padangpanjang;
- Second : The Student Academic Guide of Art Institute Indonesia Padangpanjang is utilized by students of the academic year 2022/2023 until they complete their education at Art Institute Indonesia Padangpanjang;
- Third : This decision is effective from the date of its enactment and if in the future there is a mistake, it will be corrected accordingly.

Established in Padangpanjang
On 14 October 2022
RECTOR,

dto

NOVESAR JAMARUN
NIP. 19620506 198811 1 001

PREFACE

Praise be to Allah SWT who has bestowed His grace, guidance, knowledge and permission so that we can complete the Academic Guidelines and Regulations of Art Institute Indonesia Padangpanjang for the academic year 2022/2023.

These Guidelines and Regulations are used as guidelines in the implementation of the academic process of undergraduate education for all units at the institutional level, faculties, study programmes, lecturers and students. It is hoped that by implementing these guidelines, the quality of the academic process and the quality of graduates of Art Institute Indonesia Padangpanjang will be better in the future.

This guidebook and academic regulations are expected to provide information about the direction and purpose of education pursued and provide practical guidance in its implementation so as to facilitate student studies.

Padangpanjang, 14 Oktober 2022
Rector,

dto

Prof. Dr. Novesar Jamarun.,MS
NIP. 19620506 198811 1 001

CHAPTER I

GENERAL SENSE

General provisions in this case refer to the Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 03 of 2020. In this Ministerial Regulation what is meant by:

1. National Higher Education Standards is a unit of standards that includes National Education Standards, coupled with National Research Standards, and National Standards for Community Service.
2. National Education Standards are minimum criteria regarding learning at the higher education level in tertiary institutions throughout the jurisdiction of the Unitary State of the Republic of Indonesia.
3. National Research Standards are minimum criteria regarding the research system in higher education that applies throughout the jurisdiction of the Unitary State of the Republic of Indonesia.
4. National Community Service Standards are minimum criteria regarding community service systems in higher education that apply throughout the jurisdiction of the Unitary State of the Republic of Indonesia.
5. Indonesian National Qualification Framework, hereinafter abbreviated as KKNI, is a competency qualification framework that can juxtapose, equalize, and integrate between the fields of education and the fields of vocational training and work experience in order to provide recognition of work competencies in accordance with the structure of work in various sectors.
6. Curriculum is a set of plans and arrangements regarding the objectives, content, and learning materials used as guidelines for organizing learning activities to achieve the objectives of Higher Education.
7. Higher Education is the level of education after secondary education which includes diploma programme, bachelor programme, master programme, doctoral programme, professional programme, specialist programme organized by universities based on the culture of the Indonesian nation.
8. Higher Education is an education unit that organizes higher education.

9. Study Programme is a unit of education and learning activities that has a certain curriculum and learning methods in one type of academic education, professional education, and/or vocational education.
10. Learning is the process of student interaction with lecturers and learning resources in a learning environment..
11. Research is an activity conducted according to scientific rules and methods systematically to obtain information, data, and information related to the understanding and/or testing of a branch of knowledge and technology.
12. Community Service is an activity of academicians who utilize science and technology to advance the welfare of society and the intellectual life of the nation.
13. Semester Credit Unit, abbreviated as SKS, is a measure of learning activity time charged to students per week per semester in the learning process through various forms of learning or the amount of recognition of the success of student efforts in following curricular activities in a study programme.
14. Lecturers are professional educators and scientists with the main task of transforming, developing, and disseminating science and technology through education, research, and community service.
15. Education Personnel are members of the community who devote themselves and are appointed to support the implementation of higher education.
16. Minister is the minister who organizes government affairs in the field of education.
17. Graduate competency standards are minimum criteria regarding the qualifications of graduate abilities that include attitudes, knowledge, and skills expressed in the formulation of graduate learning outcomes.
18. Graduate competency standards expressed in the formulation of graduate learning outcomes are used as the main reference for developing learning content standards, learning process standards, learning assessment standards, lecturer and education personnel standards, learning facilities and infrastructure standards, learning management standards, and learning financing standards.

19. The formulation of graduate learning outcomes as referred to must:
 - a. Refer to the description of KKNi graduate learning outcomes; and
 - b. Have equivalence with the qualification level in KKNi.
20. As referred to in number (17) is the right and cultured behaviour as a result of the internalization and actualization of values and norms that are reflected in spiritual and social life through the learning process, student work experience, research and/or community service related to learning.
21. Knowledge as referred to in number (17) is the systematic mastery of concepts, theories, methods, and/or philosophies of certain fields of science obtained through reasoning in the learning process, student work experience, research and/or community service related to learning.
22. Skills as referred to in point (17) are the ability to perform work demonstrations using concepts, theories, methods, materials, and/or instruments, obtained through learning, student work experience, research and/or community service related to learning.
23. General skills as general work abilities that must be possessed by each graduate in order to ensure equality in the ability of graduates according to the level of programme and type of higher education.
24. Special skills as special work abilities that must be possessed by each graduate in accordance with the scientific field of the study programme.
25. Student work experience in the form of experience in activities in certain fields for a certain period of time, in the form of job training, practical work, field work practice or other similar forms of activity.
26. Academic education is education that is directed primarily at the mastery of science, technology, and or art, as well as its development.
27. Regular Bachelor Programme (S1) is an academic education programme after secondary education, which has a study load of at least 144 credits and a maximum of 160 credits scheduled for 8 semesters and can be taken in less than 8 semesters and a maximum of 14 semesters.
28. Study Programme is a unit of study plan as a guideline for the implementation of academic education organized on the basis of a curriculum and aimed at enabling students to master knowledge, skills and attitudes in accordance with legal objectives.

29. The Higher Education Curriculum is a set of plans and arrangements regarding the content as well as study materials and lessons as well as how to deliver and assess them which are used as guidelines for organizing learning activities in higher education.
30. Competence is a set of intelligent actions, full of responsibility that a person has as a condition for being considered capable by the community in carrying out tasks in certain fields of work.
31. Student outcome competencies of a study programme consist of:
- a. Main competencies;
 - b. Specific competencies.
32. The Institutional Curriculum is a number of study materials that are part of the higher education curriculum which is prepared by taking into account the circumstances and needs of the environment and the characteristics of higher education.
33. Competence consists of five elements, including:
- a. Personality foundation;
 - b. Mastery of knowledge and skills
 - c. Ability to work;
 - d. Attitude and behaviour in work;
 - e. The rules of social life.
34. Course groups consist of general / basic course groups, major / expertise course groups, and specialized / identity course groups, as well as elective / enrichment course groups.
35. Semester Credit System (SKS) is a system of education administration using semester credit units (credits) to express student study load, lecturer workload, learning experience and programme implementation load.
36. Semester is a unit of time consisting of 14 to 16 weeks of meetings.
37. Short Semester (SP) is a unit of academic activity held between even and odd semesters, in accordance with the implementation of semester credit units (SKS).
38. One semester credit unit, hereinafter referred to as 1 (one) credit is the measure of learning experience obtained during one semester through activities per week, with the provisions of 50 minutes of face-to-face, 60 minutes of structured activities and 60

minutes of independent activities, or 100 minutes of practicum, and or 240 minutes of field work.

39. Achievement Index (IP) is a measure of student ability that can be calculated based on the number of credits of courses taken multiplied by the weight value of each course divided by the total number of credits of courses taken in the semester.

The formula states
$$: \frac{\sum K.N}{\sum K}$$

K = credits taken

N = weighted value

40. Grade Point Average (GPA) is a measure of student ability up to a certain period of time which can be calculated based on the number of credits of courses taken up to a certain period multiplied by the weight value of each course divided by the total number of credits of courses taken.
41. Study Plan Sheet (LRS) is a sheet that contains a plan for taking courses in the semester to be taken.
42. Study Result Sheet (LHS) is a sheet that contains course grades, current semester Grade Point Average (IP) and the number of credits earned, and Grade Point Average (GPA).
43. Lecturers are teaching staff at higher education institutions who are specifically appointed with the main task of teaching. Lecturers consist of permanent lecturers and non-permanent lecturers.
44. Academic Advisor (PA) is a permanent lecturer who is assigned to provide consideration, guidance, advice and approval to a number of students under his/her guidance to determine their study plan, the number of credits to be taken, examinations, and final assignments.
45. Student is a learner who is administratively registered and studying at a tertiary institution.
46. Administrative registration is an activity carried out by students in order to determine their status.

47. Student status is a change in student status related to administrative registration, including: transferring studies, dropping out of college, academic leave, reactivating, not reporting (absent), death, and graduation process.
48. Academic leave or temporary termination of studies is the right of students to temporarily stop not participating in all forms of academic activities with the official permission of the Dean within a certain period of time.
49. An academic degree is a degree awarded to a higher education graduate by an academic education organizer.
50. Graduation ceremony is one form of academic ceremony and is an academic tradition held in an open forum of the institution's senate for the inauguration of graduates who have completed their studies.
51. Violation in the implementation of education is an act that contradicts the applicable rules or regulations in the field of higher education implementation.
52. Punishments are legal actions imposed on students, educators and / or education personnel who commit violations in the implementation of higher education.

CHAPTER II

ISI PADANGPANJANG PROFILE

A. History of ISI Padangpanjang

Based on the Constitution of the Republic of Indonesia Year 1945, Article 32, paragraph (1) states that "The State promotes Indonesian national culture in the midst of world civilization by guaranteeing the freedom of the community to maintain and develop its cultural values". This paragraph mandates that the culture of the community and ethnic groups in the Unitary State of the Republic of Indonesia is the wealth of the nation that must be considered and maintained by the state.

One of the efforts to carry out the mandate of the 1945 Constitution is that universities need to foster and develop Indonesian National culture. art college that manages arts and culture, which is now called Art Institute Indonesia Padangpanjang. This college is an academic institution with the main task of organizing education and developing science, knowledge, technology, art, and shaping personality, independence, social skills and character. Various programme are designed and implemented to realize the educational objectives.

ISI Padangpanjang is a university that has experienced a long history of establishment, precisely 56 years ago, the aspirations of the community as the beginning of the establishment of ASKI Padangpanjang (1965) through the Decree of the Minister of Basic Education and Culture Number 84 of 1965 dated 22 December 1965. The establishment of ASKI was based on the potential that exists in the Sumatra region because it was the idea of community leaders and artists to revive and develop culture. It was originally named the Karawitan Conservatory (KOKAR A) and the Karawitan Conservatory (KOKAR B). KOKAR A, became Akademi Seni Karawitan Indonesia (ASKI) Padangpanjang with 2 (two) Departments namely Karawitan and Dance. Along with the two departments, a Music Department was proposed and approved by the Ministry. While KOKAR B is the Indonesian Arts High School (SMKI), in accordance with the demands of the development of art colleges in Indonesia, in 1999 the status of ASKI Padangpanjang changed its name to the Indonesian College of Arts (STSI) Padangpanjang in accordance with Presidential Decree Number 56 of 1999 which was inaugurated on 4 December 1999 by the Directorate General (Dirjen) of Higher Education (Dikti), Depdiknas, Prof Dr. Satriyo Sumantri Brojonegoro.

STSI Padangpanjang is led by a Chairperson, the change of the Academy to a College also changes the Principal Scientific Pattern (PIP) from Minangkabau Arts to Malay Arts.

The change of status to STSI Padangpanjang, with the addition of 2 (two) Study Programs, namely Craft Art and Theatre Art which have been initiated since 1997. Both study programs only received permission to hold in the 2003/2004 Academic Year based on the Director General of Higher Education letter Number 2271/D/T/2003 dated 05 September 2003. Academic Year 2006/2007 STSI Padangpanjang opened Television Study Program based on Director General of Higher Education letter No. 3715/D/T/2006 dated 20 September 2006 and Pure Art Study Program based on Director General of Higher Education letter No. 161/D/T/2007 dated 29 January 2007. Academic Year 2008/2009 STSI Padangpanjang has a Postgraduate Program based on the letter of Academic Director of Directorate General of Higher Education Number 2102/D2.2/2008 dated 21 August 2008.

The development of higher education in Indonesia, including STSI Padangpanjang, had the opportunity to further develop by changing its status to Art Institute Indonesia Padangpanjang based on Presidential Regulation (Perpres) of the Republic of Indonesia Number 60 of 2009 dated 31 December 2009, established on 1 January 2010 and inaugurated by the Deputy Minister of National Education (Wamendiknas), Prof. Dr. Fasli Jalal, Ph.D.

ISI Padangpanjang in realising quality graduates seeks to open study programs in accordance with human resource development, so that graduates are able to compete for jobs and are required to carry out various artistic activities and creativity in welcoming the future because the globalization era promises prospects for ISI Padangpanjang art graduates in the future.

With the change of status from College to Institute, ISI Padangpanjang has 2 Faculties, namely the Faculty of Performing Arts (FSP) and the Faculty of Fine Arts and Design (FSRD). The Faculty of Performing Arts consists of; Prodi 1) Karawitan Art, 2) Dance, 3) Music, and 4) Theatre Arts, 5) Cultural Anthropology, 6) Humanities Studies, 7) Vocational Education in Cosmetology. Faculty of Fine Arts and Design which consists of Study Program 1) Art Craft, 2) Fine Arts, and 3) Television and Film, 4) Photography, 5) Visual Communication Design (CCD), 6) Craft Education, 7) Fashion Design, 8) Product Design, 9) Tourism. The establishment permit based on the Decree of these study programme can be seen in the following table.

Table 1.
Permission to establish institutions and study programme

No	Institution/Faculty/ Programme	Establishment Licence		Strata
		Decision	Date	
1	ISI Padangpanjang	(Perpres) Republik Indonesia No. 60 Tahun 2009	31/12/ 2009	
2	Karawitan Arts	Dirjen. Depdikbud No.348/DIKTI/Kep/1998	24/09/ 1998	S1
3	Dance Arts	Dirjen. Depdikbud No.348/DIKTI/Kep/1998	24/09/ 1998	S1
4	Music Arts	Kemendikbud No. 06/Dikti/Kep/2001	09/01/2001	S1
5	Theatre Arts	Dirjen Dikti No. 2271/D/T/2003	05/09/2003	S1
6	Art Craft	Dirjen Dikti No. 2271/D/T/2003	05/09/2003	S1
7	Television and Film	Dirjen Dikti No. 3715/D/T/2006	20/09/ 2006	S1
8	Fine Arts	Dirjen Dikti No. 161/D/T/2007	29/01/ 2007	S1
9	Photography	Kemendikbud No.284/E/O/2013	23/07/ 2013	S1
10	Communication Design	Mendikbud No. 449/E/O/2014	07/10/2014	S1
11	Cultural Anthropology	Menristek-Dikti No. 235/KPT/I/2017	03/05/2017	S1
12	Craft Education	Menristek-Dikti No. 358/KPT/I/2017	13/06/ 2017	S1
13	Fashion Design	Menristek-Dikti No. 76/KPT/I/2019	18/02//2019	D4
14	Product Design	Kepmendikbudristek No. 238/E/O/2021	07/06/2021	S1
15	Tourism	Kepmendikbudristek No. 374/E/O/2021	22/09/2021	S1
16	Humanities Studies	Kepmendikbudristek No. 306/E/O/2022	22/04/2022	S1
17	Cosmetology Vocational Education	Kepmendikbudristek No. 480/E/O/2022	12/07/2022	S1

18	Film Music	Kepmendikbudristek No. 241/D/OT/2022	23/08/2022	D4
19	Melau Dance	Kepmendikbudristek No. 241/D/OT/2022	23/08/2022	D4
20	Animation	Kepmendikbudristek No. 296/D/OT/2022	06/10/2022	D4
21	Minang Dance	Kepmendikbudristek No. 296/D/OT/2022	06/10/2022	D4
22	Media Production	Kepmendikbudristek No. 296/D/OT/2022	06/10/2022	D4

Table 2.
College Management of ASKI and ISI Padangpanjang Period 1965-2020.

No	TERM OF OFFICE	ROLE	NAME
1	1979 – 1981	ASKI Chairman Assistant Chairman I Assistant Chairman II Assistant Chairman III	Boestanoel Arifin Adam Drs. Annas Amir Drs. MID Jamal Drs. Djaruddin Amar
2	1981 (Direktorium)	Chairman Secretary Member	Drs. Annas Amir Drs. MID Jamal Drs. Bakar Hatta
3	1982 - 1986	ASKI Chairman Assistant Chairman I Assistant Chairman II Assistant Chairman III	Drs. Mardjani Martamin Taslimuddin Dt. Tungga Bahrul Padek, S.H. Drs. Saliman Sali
4	1986 – 1987	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Drs. Mardjani Martamin Drs. Bakri KS Bahrul Padek, S.H. Mulyadi K.S., S.Kar.
5	1987 – 1990	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Drs. Mardjani Martamin Mahdi Bahar, S.Kar., M.Hum Bahrul Padek, S.H. Mulyadi KS, S.Kar
6	1990 – 1992	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Drs. Mardjani Martamin Mahdi Bahar, S.Kar., M.Hum Bahrul Padek, S.H. Drs. Gitrif Yunus
7	1992 – 1994	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Dr. Mursal Esten Mahdi Bahar, S.Kar., M.Hum Bahrul Padek, S.H. Drs. Gitrif Yunus
8	1994 – 1996	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Dr. Mursal Esten Herawati, S.Kar. Nirwana Murni, S.Kar. Drs. Adirozal
9	1996 – 1999	Director of ASKI Assistant Director I Assistant Director II Assistant Director III	Prof. Dr. Mursal Esten Zulkifli, S.Kar. Nirwana Murni, S.Kar. Drs. Zulhelman
10	1999 – 2004	Chairman STSI	Prof. Dr. Mursal Esten

No	MASA JABATAN	JABATAN	NAMA
		Assistant Chairman I Assistant Chairman II Assistant Chairman III	Zulkifli, S.Kar., M.Hum. Drs. Erizal Mulyadi K.S., S.Kar., M.Hum.
11	2004 – 2008	ASKI Chairman Assistant Chairman I Assistant Chairman II Assistant Chairman III	Zulkifli, S.Kar., M.Hum. Andar Indra Sastra, S.Sn., M.Hum. Herwanfakhrizal, S.Sn., M.Hum Firdaus, S.St.
12	2008 – 2011	ASKI Chairman Assistant Chairman I Assistant Chairman II Assistant Chairman III	Prof. Dr. Daryusti, M.Hum. Andar Indra Sastra, S.Sn., M.Hum. Lazuardi, S.Ka., M.Hum. Martarosa, S.Sn., M.Hum.
13	2011 – 2014	Rector Caretaker Rektor (2013) Assistant Rector I Caretaker PR I (2013) Assistant Rector II Caretaker PR II (2012) Assistant Rector III Caretaker PR III (2013)	Prof. Dr. Mahdi Bahar, S.Kar., M.Hum. Herwan Fakhrrizal, S.Sn., M.Hun Drs. Zulhelman, M.Hum. Dr. Ahmad Akmal, M.Pd Drs. Gitrif Yunus, M.Si. Rustim, S.Pd., M.A. Martarosa, S.Sn., M.Hum. Firdaus, S.St., M.Pd
14	2014 -2018	Rector Assistant Rector I Assistant Rector II Assistant Rector III	Prof. Dr. Novesar Jamarun, M.S Ediwar, S.Sn., M.Hum., Ph.D Purwo Prihatin, S.Sn., M.Hum Firdaus, S.St., M.Pd
15	2018 - 2022	Revtor Assistant Rector I Assistant Rector II Assistant Rector III	Prof. Dr. Novesar Jamarun, M.S Dr. Andar Indra Sastra, S.Sn., M.Hum Purwo Prihatin, S.Sn., M.Hum Firdaus, S.St., M.Pd

As a higher education institution, ISI Padangpanjang is not only tasked with the study and development of academics and creativity, but geographically its existence is strategically meaningful as part of the development of Indonesia's cultural resilience and development system.

ISI Padangpanjang can also play a role as an Agent of Economic Development in accordance with the mandate of the Menristek-dikti Renstra which is required to produce artistic innovations that provide economic benefits to society at large. Specifically, the ability of art universities continues to increase creativity and artistic innovation. ISI Padangpanjang must be further encouraged and facilitated to be able to produce innovations that have an impact on the survival of society.

B. Identity

ISI Padangpanjang has a circle-shaped symbol with a blue base with a yellow circle border surrounded by the words INSTITUTE SENI INDONESIA PADANGPANJANG in black, containing gold and orange yellow shoot motifs, a white book with black writing and an orange boat.

The symbol has the following meaning:

- a. shoots of bamboo shoots have the meaning of multiple benefits;
- b. books with writing have the meaning of a source of knowledge;
- c. boat has the meaning of the spirit of Malay Berjaya;
- d. blue colour has the meaning of unity in diversity;
- e. yellow gold has the meaning of greatness;
- f. orange has the meaning of a spirit that never goes out;
- g. white has the meaning of purity and openness; and
- h. black has the meaning of firmness.

The logo of Art Institute Indonesia Padangpanjang is as follows:



Picture 1. Logo of ISI Padangpanjang

The flag of ISI Padangpanjang is rectangular in shape with a ratio of length and width of 3:2 with a blue base colour (cobalt blue) and in the middle there is the ISI Padangpanjang symbol.

The flag of ISI Padangpanjang as follows:



Picture 2. The flag of ISI Padangpanjang

Faculties within ISI Padangpanjang have rectangular flags with a ratio of length and width of 3:2 with different base colors and in the middle there is the ISI Padangpanjang symbol.

The Faculty Flags are as follows:

- a. The flag of the Faculty of Performing Arts is dark blue (prussion blue) with the following image:



PERFORMING ARTS FACULTY
Picture 3. Flag of Faculty of Performing Arts

- a. The flag of the Faculty of Fine Arts and Design is coloured with the basic colour of red maroon with the following images:



FACULTY OF ARTS AND DESIGN
Picture 4. Faculty of Arts and Design Flag

ISI Padangpanjang Hymne as follows:

Hymne ISI Padangpanjang

Cipt : Hafif.HR

Wu jud-kan in - san ber-bu - di mu-lia de ngan se - ni pi - lar bu-da-ya Kar - danu san ta
ya se-ni Me la yu berge ma di a lamper sa

7 ra In-sti - tut Se - ni In-do-ne - sia me - les - ta - ri-kan bu-da - ya bang-sa Men-di-

13 dik mem-bi-na un tuk ter wu jud nya se - ni -man yang ber ja ya De -

19 ngan rah-mat Tu - han Ma-ha E-sa s'mo - ga ter capai ci - ta - ci - ta bang sa.....

Picture 5. Hymned of ISI Padangpanjang

ISI Padangpanjang Mars as follows:

Mars ISI Padangpanjang

Cipt : Jumaidi Syafe'i

3

Ber kar ya lah pe mu da ha ra pan bang sa Kem bang kan lah bu da ya
lah wa wa san de ngan sek sa ma tun tut lah il mu tek no

5

1. 3

me la yu as li di in sti tut se ni in do ne sia me ne m pa di ri Cer das kan
lo gi se ni de mi ter ca pai ha ra pan ja ya gi

10

2.

at ra jin dan man di ri ber ge ma I SI pa dang pan jang se ba gai pi lar bu da ya
ge ma I SI pa dang pan jang Ber o lah se ni ra ih pres

15

1.

bang sa de ngan se ni ki ta mem bi na ke ra ga man bu da ya bang
ta si Bu di bi jak a zas ber kembang ke

2.

sa ber ra ga man bu da ya se ja ti

Picture 6. Mars of ISI Padangpanjang



**LEADER
INSTITUTE OF ARTS INDONESIA PADANGPANJANG**



Prof. Dr. Novesar Jamarun, MS
RECTOR



Prof. Dr. Andar Indra Sastra, S.Sn., M.Hum
Vice Rector I



Purwo Prihatin, M.Hum
Vice Rector II



Firdaus, S.St., M.Pd
Vice Rector III



B U R E A U
INSTITUTE OF ARTS INDONESIA PADANGPANJANG



Drs. Aldias Sastra., MM
Head of Academic and
Student Affairs Bureau



Ir. Afriyenis., M.Si
Head of Planning Bureau, Human
Resources Human Resources, and
General



POSTGRADUATE



Dr. Asril, S.Skar, M.Hum
Programme Director



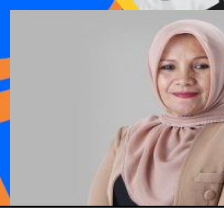
Dr. Iswandi, S.Pd, M.Pd
Deputy Director of graduate Programme



Dr. Sahrul N, S.S., M.Si
The Head of the Art Creation and
Assessment Study Programme



Dr. Irwan, S.Pd., M.Pd.
Head of Art Education
Study Programme



Dr. Wilma Sriwulan, S.Sn., M.Hum
Head of the Humanities Study
Programme



INSTITUTE OF RESEARCH AND COMMUNITY SERVICE



Dr. Yuniarti Munaf, M.Pd., Kons
Head of LP2M



Dra. Surherni, M.Sn
Secretary of LP2M



Drs. Desmawardi, M.Hum.
Head of Community Service
Centre, LP2M



Nora Anggraini, S.Sn., M.Sn.
Head of Malay Cultural Arts
Research Centre, LP2M



LEARNING ENHANCEMENT AND
DEVELOPMENT CENTRE



Dr. Nursyirwan, M.Sn
Head of LP3M



Dr. Roza Muliati, S.S., M.Si
Secretary of LP3M



Dra. Suryanti, M.Pd.
Head of Centre for Learning
Enhancement and Development



Sriyanto, S.Sn., M.Sn.
Head of Centre for Development
and Quality Assurance, LP3M

CHAPTER III

VISION, MISSION, VALUES, GOALS, STRATEGIC OBJECTIVES

A. VISION

“Realizing Artists and Scientists of the Malay Cultural Arts of the Archipelago in 2030”

B. MISSION

To realize the vision of ISI Padangpanjang, the following mission is set:

1. Organizing quality education, character, sustainability, and the application of independent learning to improve quality graduates.
2. Organizing quality, relevant, competitive research and community service according to the development of science and technology that is published nationally and internationally.
3. Implement institutional systems, national and international co-operation
4. Creating a centre of excellence for arts, culture and innovation.
5. Improve the competence of professional lecturers and education staff
6. Improve good university governance based on information technology.
7. Building the character of the academic community and education staff based on the values of Pancasila.

C. VALUES

The value system is the basis for determining the behaviour of all academicians and education staff in carrying out their duties to build ISI Padangpanjang with the following values:

1. Integrity: harmony between thoughts, words, and actions. Indicators that reflect the value of integrity are consistent and firm in upholding the values of truth, honesty in all actions.
2. Creative and Innovative: having inventiveness, the ability to create new things that are different from existing or previously known ones.
3. Initiative: the ability to act beyond what is required or demanded from work.
4. Sincerity: working with sincerity and dedication.

D. OBJECTIVE

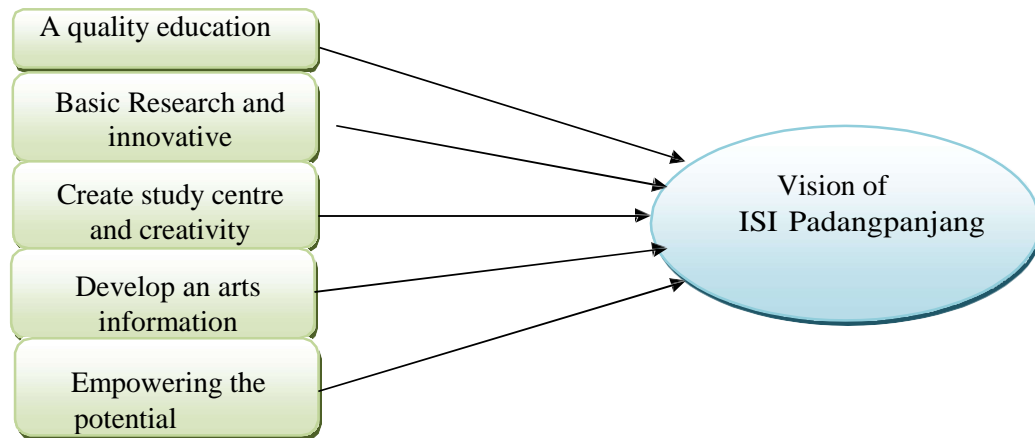
The objective of ISI Padangpanjang:

1. Producing quality graduates who have competence in mastering science and technology.
2. Producing quality, relevant, competitive research and community service according to the development of science and technology that is published nationally and internationally
3. Improving institutional quality and national and international cooperation
4. Establishment of centers of excellence for arts, culture and innovation works
5. Increased competence of lecturers and education staff
6. Improvement of good university governance based on information technology.
7. Strengthening the character of the academic community and education staff based on the values of Pancasila.

E. STRATEGIC GOALS

To realize the vision, carry out the mission and achieve the above objectives, the strategic targets of ISI Padangpanjang are set as follows:

1. Improved quality of curriculum, learning process and graduates
2. Increased number, quality of research, community service, IPR, national and international scientific publications
3. Improved institutional quality and cooperation
4. The role of the centre of excellence for arts, culture and innovation works
5. Increased competence of lecturers and education staff
6. Increased good university governance based on information technology.
7. Strengthening the character of the academic community and education personnel based on the values of Pancasila



Picture1. Mission to achieve ISI Padangpanjang's vision

CHAPTER IV

PROFILE OF FACULTY

A. General Policy

Since officially becoming ISI Padangpanjang, ISI has two faculties, namely the Faculty of Performing Arts and the Faculty of Fine Arts and Design, with the following general policies:

1. Faculty of Performing Arts and Faculty of Fine Arts and Design ISI Padangpanjang aims to become an international centre for arts and cultural education and create professional graduates who have high academic and scientific integrity, as well as upholding the moral values of society, religion, and humanities, and have alignments with the community.
2. To achieve these expectations, the Faculty of Performing Arts and the Faculty of Fine Arts and Design of ISI Padangpanjang emphasize the importance of achieving good educational quality standards in accordance with the expectations of institutions, society, and other users of educational services. Achieving this standard of educational quality is something that continues continuously with regard to improving its capacity in the future.
3. In this regard, the implementation of educational programme in the Faculty of Performing Arts and the Faculty of Fine Arts and Design at ISI Padangpanjang is represented in the Institute's Strategic Plan.
4. Furthermore, the management and development of educational programme are based on a new paradigm of higher education management in accordance with the principles of Relevance, Academic, Atmosphere, Internal Management and Organization, Sustainability, and Efficiency and Productivity, which are supported by the principles of Access and Equity and qualified Leadership (RAISE++).
5. In order to achieve goals in accordance with this paradigm, the Faculty of Performing Arts and the Faculty of Fine Arts and Design at ISI Padangpanjang must evaluate the education programme. This evaluation needs to be carried out internally in accordance with the Institute's policies, standards and academic regulations..

Furthermore, the Faculty of Performing Arts and the Faculty of Fine Arts and Design ISI Padangpanjang in evaluating educational programme must involve external parties, so that the results of the evaluation can be accounted for and get national and international recognition.

6. In relation to the above, the Faculty of Performing Arts and the Faculty of Fine Arts and Design of the Indonesian Institute of Arts Padangpanjang consider it important to implement an academic quality assurance system that will ensure the quality of inputs, processes and outputs of educational programme carried out at the Faculty of Performing Arts and the Faculty of Fine Arts and Design ISI Padangpanjang.

B. Faculty of Performing Arts

The Faculty of Performing Arts consists of 7 (seven) Study Programme, namely:

1. Karawitan Study Programme based on Director General of Higher Education Decree Number: 384/Dikti/Kep/1998. Accredited A with BAN PT Decree number 7135/SK/BAN-PT/Akred/S/XI/2020 dated 10 November 2020 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
2. Dance Study Programme based on Director General of Higher Education Decree Number: 384/Dikti/Kep/1998. Accredited A with BAN PT Decree number 7130/SK/BAN-PT/Akred/S/XI/2020 dated 10 November 2020 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
3. Music Study Program based on Director General of Higher Education Decree Number: 06/Dikti/Kep/2001 dated 9 January 2001. Accredited A with BAN PT Decree number 4670/SK/BAN-PT/Akred/XII/2019 dated 3 December 2019 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
4. Theatre Arts Study Program based on Director General of Higher Education Decree Number: 2271/D/T/2003 dated 05 September 2003. Accredited B with BAN PT Decree number 6654/SK/BAN-PT/Akred/S/X/2020 dated 21 October 2020 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
5. Cultural Anthropology Study Program based on Decree of the Minister of Research, Technology and Higher Education Number 235/KPT/I/2017 concerning Permission to Open Cultural Anthropology Study Program for Undergraduate Program at Art Institute Indonesia

Padangpanjang in Padang Panjang.

6. Accredited Good with BAN PT Decree number 3047/SK/BAN-PT/Akred/S/V/2021 dated 18 May 2021 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
6. Humanities Study Program based on Decree of the Minister of Research, Technology and Education number 306/E/O/2022 dated 22 April 2022 concerning Permission to Open Humanities Study Program for Undergraduate Program at Art Institute Indonesia Padangpanjang in Padang Panjang City;
7. Cosmetology Vocational Education Study Program based on Kepmendikbudristek Decree number 480/E/O/2022 dated 12 July 2022 concerning Permission to Open an Undergraduate Cosmetology Vocational Education Study Program at Art Institute Indonesia Padangpanjang in Padang Panjang City.
8. Film Music Study Program SK Kepmendikbudristek No. 241/D/OT/2022 dated 23 August 2022 concerning Permission to Open Film Music Study Program for Applied Undergraduate Program and Malay Dance Study Program for Applied Undergraduate Program at Art Institute Indonesia Padangpanjang in Padang Panjang City.
9. Malay Dance Program Decree of the Minister of Education, Culture and Research No. 241/D/OT/2022 dated 23 August 2022 concerning Permission to Open Film Music Study Program for Applied Undergraduate Program and Malay Dance Study Program for Applied Undergraduate Program at Art Institute Indonesia Padangpanjang in Padang Panjang City.
10. Minang Dance Study Program Decree of Kepmendikbudristek No. 296/D/OT/2022 dated 06 October 2022 concerning Permission to Open a Study Program for Applied Undergraduate Program at Art Institute Indonesia Padangpanjang in Padang Panjang City.

Vision and Mission of the Faculty of Performing Arts

1. Vision

Realizing performing arts artists and scientists for the development of Malay Culture who are professional, independent and characterized.

2. Mission

1. To organize arts education by upholding the basic values of Malay culture.
2. Making FSP as one of the centers of study and creation of performing arts.
3. Improving the quality of education provision that is measurable and in accordance with the needs of the user community.

- d. Improving the quality of governance in the implementation of learning independently and accountable.
- e. Making FSP an educational institution that is sensitive and responsive to the changes and needs of society.

Organizational Structure of the Faculty of Performing Arts

Organizational structure is needed to distinguish the boundaries of authority and responsibility in a systematic manner that shows the relationship / interrelationship between each part to achieve predetermined goals. In order to achieve goals, a container is needed to organise all activities and activities. This arrangement is linked to the achievement of predetermined goals. The container is arranged in an organizational structure.

The organizational structure will realize the efficiency and effectiveness of work can be realized through cooperation with good coordination so that the objectives of the faculty can be achieved. The faculty consists of 1 subdivision unit and a group of lecturers who function to carry out a series of certain activities and include a vertical relationship system, through a single channel. The structure of the Faculty of Performing Arts consists of:



OFFICIALS



Ferry Herdianto, S.Sn., M.Sn.
Dean



Dr. Febri Yulika, S.Ag., M.Hum
Vice Dekan I



Hendri JB, S.Sn., M.Hum
Vice Dekan II



Firman, S.Sn., M.Si
Vice Dekan III



M. Halim, S.Sn., M.Sn.
Head of Karawitan Arts
Study Programme



Dr. Rasmida, S.Sn., M.Sn.
Head of Dance Arts
Study Programme



Yon Hendri, S.Sn., M.Hum
Head of Music Arts
Study Programme



Dr. Sulaiman, S.Sn., M.Sn.
Head of Theatre Arts
Stud Programme



Suharti, S.Kar., M.Si
Head of Anthropology
Study Programme



Dr. Afrizal H., S.Sn., M.Sn.
Head of Humanities Study
Programme



Fahmi
March, M.Sn.
Head of
Film
Music
Study
Program
me



Idun Ariastuti, M.Sn. Head
of Study Program
Vocational Cosmotology
Education



M. Zulfahmi, S.Sn., M.A.
Secretary of Karawitan Arts
Study Programme



Yan Stevenson, M.Sn.
Secretary of Dance Arts
Study Programme



Hadoci Sidik, M.Sn.
Secretary of Music
Art Study Programme



Desi Susanti, M.Sn.
Secretary of Theatre Arts
Study Programme



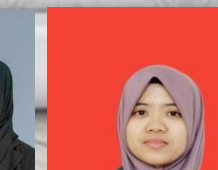
Endrizal, S.Fil.I., M.A.
Secretary of Cultural
Anthropology Study
Programme



Darmansyah, S.Sn., M.Sn.
Secretary of Cultural
Anthropology Study
Programme



Nursani, S.Sn., M.Sn.
Secretary of Vocational
Cosmotology Education Study
Programme



Hidiratur Rahmi, S.Pd., M.Si
Secretary of Film Music Study
Programme

Dean : Ferry Herdianto, S.Sn., M.Sn
Vice Dean I : Dr. Febri Yulika, S.Ag., M.Hum
Vice Dean II : Hendri J.B., S.Sn., M.Hum
Vice Dean III : Firman, S.Sn., M.Si

Head of Karawitan Art Study Program : M. Halim, S.Sen., M.Sn
Secretary of Karawitan Art Study Program : Zulfahmi, S.Sn, M.Sn

Head of Dance Study Program : Dr. Rasmida, S.Sn., M.Sn
Secretary of Dance Study Program :Yan Stevenson, S.Sn., M.Sn

Head of Music Study Program : Yon Hendri, S.Sn., M.Hum
Secretary of Music Study Program : Hadaci Sidik, S.Sn., M.Sn

Chairperson of the Theatre Arts Study Program : Dr. Sulaiman, S.Sn., M.Sn
Secretary of Theatre Arts Study Program : Desi Susanti, S.Sn, M.Sn

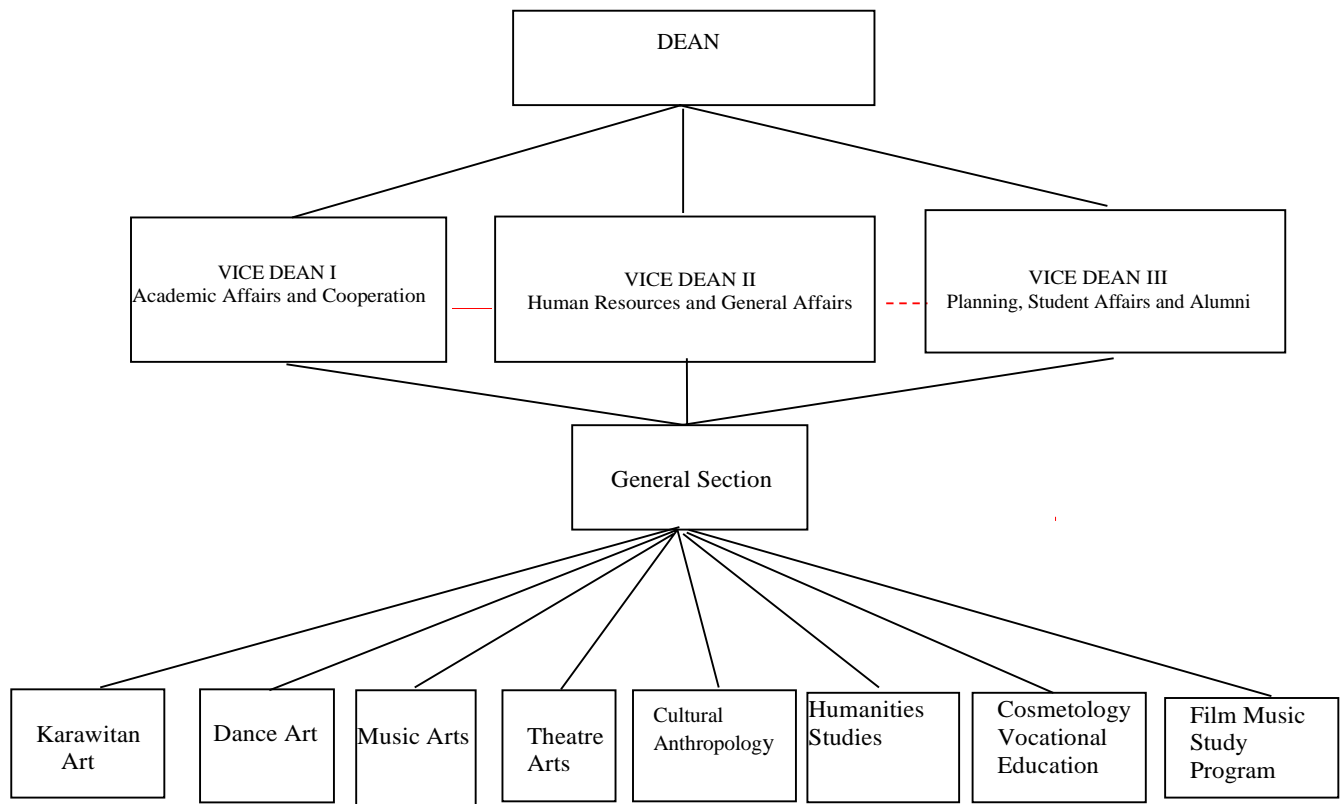
Head of Cultural Anthropology Study Program : Suharti, S.Kar., M.Si
Secretary of Anthropology Study Program : Endrizal, S.Fil.I., M.A.

Head of Humanities Study Program : Dr. Afrizal H., S.Sn., M.Sn
Secretary of Humanities Study Program : Darmansyah, S.Sn., M.Sn

Head of Vocational CosmetologyEducation Study Program : Idun Ariastuti, S.Sn, M.Sn.
Secretary of the Vocational CosmetologyEducation Study Program : Yesriva Nursyam, S.Sn., M.Sn.

Head of Film Music Study Program : Fahmi Marh, S.Sn., M.Sn.
Secretary of Film Music Study Program : Hijratur Rahmi, S.Pd., M.Si

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Picture 1. Organizational Structure of the Faculty of Performing Arts

C. Faculty of Fine Arts and Design

The Faculty of Fine Arts and Design consists of 9 (nine) study programme, namely:

1. Art Craft Study Program based on Director General of Higher Education Decree Number: 22271/D/T/2003 dated 5 September 2003. Accredited A with BAN PT Decree number 4236/SK/BAN-PT/Akred/S/VII/2020 dated 22 July 2020 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
2. Television and Film Study Program based on Director General of Higher Education Decree Number: 3715/D/T/2006 dated 20 September 2006. Accredited Good with BAN PT Decree number 9891/SK/BAN-PT/Akred/S/VIII/2021 dated 3 August 2021 concerning Accreditation of the Undergraduate Television and Film Study Program at Art Institute Indonesia Padangpanjang;
3. The Fine Arts Study Program is based on the Decree of the Director General of Higher Education Number: 161/D/T/2007 dated 29 January 2007. Accredited B with BAN PT Decree number 7366/SK/BAN-PT/Ak-PPJ/S/XI/2020 dated 15 November 2020 concerning Accreditation of Study Programs at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
4. Photography Study Program based on Director General of Higher Education Decree Number: 284/E/0/2013 dated 23 July 2013. Accredited B with BAN PT Decree number 1928/SK/BAN-PT/Akred/S/VI/2017 dated 13 June 2017 concerning Accreditation Status and Accreditation Rating of Photography Study Program at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
5. DKV Study Program based on Director General of Higher Education Decree Number: 449/E/0/2014 dated 7 October 2014. Accredited B with BAN PT Decree number 2286/SK/BAN-PT/Akred/S/VII/2019 dated 9 July 2019 concerning Accreditation Status and Accreditation Rating of Photography Study Program at the Undergraduate Program of Art Institute Indonesia Padangpanjang;
6. The Craft Education Study Programme is based on the Decree of the Ministry of Research, Technology and Higher Education Number 358/KPT/I/2017 concerning Permission to Open a Craft Education Study Programme for Undergraduate Programmes at Art Institute Indonesia Padangpanjang in Padang Panjang. Accredited

Good with BAN PT Decree number 9783/SK/BAN- PT/Akred/S/VII/2021 dated 27 July 2021 on Accreditation Status and Rating.

Accredited Craft Education Study Programme at the Undergraduate Programme of

7. Fashion Design Study Program based on the Decree of the Ministry of Research, Technology and Higher Education Number 76/KPT/I/2019 concerning Permission to Open a Fashion Design Study Program for Applied Undergraduate Program at the Art Institute Indonesia Padangpanjang in Padang Panjang.
8. Product Design Study Program based on Decree of the Ministry of Research, Technology and Higher Education No. 238/E/O/2021 dated 7 June 2021 concerning Permission to Open Product Design Study Program for Undergraduate Program at Art Institute Indonesia Padangpanjang in Padang Panjang;
- 9 Tourism Study Program based on Decree of the Minister of Research and Technology No. 374/E/O/2021 dated 22 September 2021 concerning Permission to Open an Undergraduate Tourism Study Program at Art Institute Indonesia Padangpanjang in Padang Panjang.
- 10 Animation Study Program based on Kepmendikbudristek Decree No. 296/D/OT/2022 dated 06 October 2022 concerning Permission to Open an Applied Undergraduate Study Program at Art Institute Indonesia Padangpanjang in Padang Panjang City.
- 11 Media Production Study Program SK Kepmendikbudristek No. 296/D/OT/2022 dated 06 October 2022 concerning Permission to Open a Study Program for Applied Undergraduate Programs at Art Institute Indonesia Padangpanjang in Padang Panjang City.

Vision and Mission of the Faculty of Fine Arts and Design

1. Vision

FSRD's vision is to realize: "Giving birth to artists and scientists of fine arts and design based on the character of the Malay culture of the archipelago who are creative, resilient and competitive in 2030.

2. Mission

- a. Organizing fine art and design education with Malay cultural character.
- b. To create a centre of study and creativity in the field of art and design based on science and professionalism, characterized by Malay culture and sensitive to changing times.
- c. Optimizing the creativity of art and design, as well as the existing potential for the advancement of self, institution, nation and state.

d. Developing information on Malay cultural art and design with character.

Objectives Faculty of Fine Arts and Design

1. To produce strong, independent academics and creative artists in the field of art and design.
2. To produce scholars, creators and oppressors in various forms of art and design through various media.
3. Produce creative and innovative works of art and design through various media professionally and responsibly for the glory and can be informed to the wider community.
4. To increase the appreciation of art and design to the community and the academic world for the advancement of art development.

Goals of the Faculty of Fine Arts and Design

1. To carry out the process of vocational, academic, and or professional education in a correct and qualified manner in accordance with applicable laws and regulations.
2. To produce vocational, academic, and or professional staff in the field of art and design, and be able to apply them for the glory of self, institution, nation, and state.
3. Produce various art sciences, and or works of art and design and design by prioritizing Malay cultural arts.
4. Implementing information on the potential of fine arts and design to the community responsibly through various media.
5. Implementing the application of the potential of the institution to the community responsibly for glory.

Organizational Structure of the Faculty of Art and Design

Organizational structure is needed to distinguish the boundaries of authority and responsibility in a systematic manner that shows the relationship / interrelationship between each part to achieve predetermined goals. In order to achieve goals, a container is needed to organize all activities and activities.

This arrangement is linked to the achievement of predetermined goals. The

container is arranged in an organizational structure.

Arrangements for the implementation of work can be implemented through a good organizational structure, so that work efficiency and effectiveness can be realized through cooperation with good coordination so that faculty goals can be achieved. 1 (one) subdivision unit and a group of lecturers who function to carry out a series of certain activities and include a vertical relationship system, through a single channel. The structure of the Faculty of Fine Arts and Design consists of:



OFFICIALS



Yandri, S.Sn., M.Sn.
Dean



Dr. Rosta Minawati, S.Sn., M.Si
Vice of Dean I



Anin Ditto, S.Sn., M.Sn.
Vice of Dean II



Drs. Harisman, M.Si
Vice of Dean III



Ahmad Fauzanis, S.Sn., M.Sn.
Ka. Prodi
Kriya Seni



Heri Saionko, S.Sn., M.Sn.
Ka. Prodi
Televisi dan Film



Miswar, M.Sn.
Ka. Prodi
Seni Murni



Putri Khairina Masta, M.Si
Ka. Prodi
Fotografi



Ferry Fernando, M.Sn.
Head. Prodi
DKV



Ranelis, M.Sn.
Head. Craft
Education Study
Programme



Dini Yanuari, M.Sn.
Ka. Prodi
Desain Mode



Kendsall Malik, M.Ds
Ka. Prodi
Desain Produk



M. Refki Noyesar, M.S.M
Ka. Prodi
Pariwisata



Wisnu Prastawa, M.Sn.
Sek. Prodi
Kriya Seni



Choiru Pradhono, M.Sn.
Sek. Prodi
Televisi dan Film



Ricarian, M.Sn.
Sek. Prodi
Seni Murni



Benny Kurniadi, M.Sn.
Sek. Prodi
Fotografi



Aryoni Ananta, M.Sn.
Sek. Prodi
DKV



Desi Trisnawati, M.Sn.
Sek. Prodi
Pendidikan Kriya



Desra Imelda, M.Sn.
Sek. Prodi
Desain Mode



Rahma Melisha F., M.H
Sek. Prodi
Desain Produk



Fadlul R., M.Hum
Sek. Prodi
Pariwisata

Dean: Yandri, S.Sn., M.Sn

Vice Dean I : Dr. Rosta Minawati, S.Sn., M.Si

Vice Dean II: Anin Dito, S.Pd., M.Sn

Vice Dean III: Drs. Harissman, M.Si

Head of Art Craft Study Program

: Ahmad Bahrudin, S.Sn., M.Sn

Secretary of Art Craft Study Program

: Wisnu Prastawa, S.Sn, M.Sn

Head of Fine Arts Study Program

: Miswar, S.Pd., M.Sn

Secretary of Fine Arts Study Program

: Ricarian, S.Sn, M.Sn

Head of TV and Film Study Program

: Hery Sasongko, S.Sn, M.Sn

Secretary of TV and Film Study Program

: Choiru Pradhono, S.Sn, M.Sn

Head of Photography Study Program

: Putri Khairina Masta, S.S., M.Si

Secretary of Photography Study Program

: Benny Kurniadi, S.Sn., M.Sn.

Head of Visual Communication Design Study Program

: Ferry Fernando, S.Sn., M.Sn

Secretary of Visual Communication Design Study Program

: Aryoni Ananta, S.Ds., M.Sn

Head of Craft Education Study Program

: Ranelis, S.Sn., M.Sn

Secretary of Craft Education Study Program

: Desi Trisnawati, S.Sn., M.Sn

Head of Fashion Design Study Program

: Dini Yanuarmi S.Sn, M.Sn

Secretary of Fashion Design Study Program

: Desra Imelda, S.Sn., M.Sn

Head of Product Design Study Program

: Kendall Malik, S.Sn., M.Ds.

Secretary of Product Design Study Program

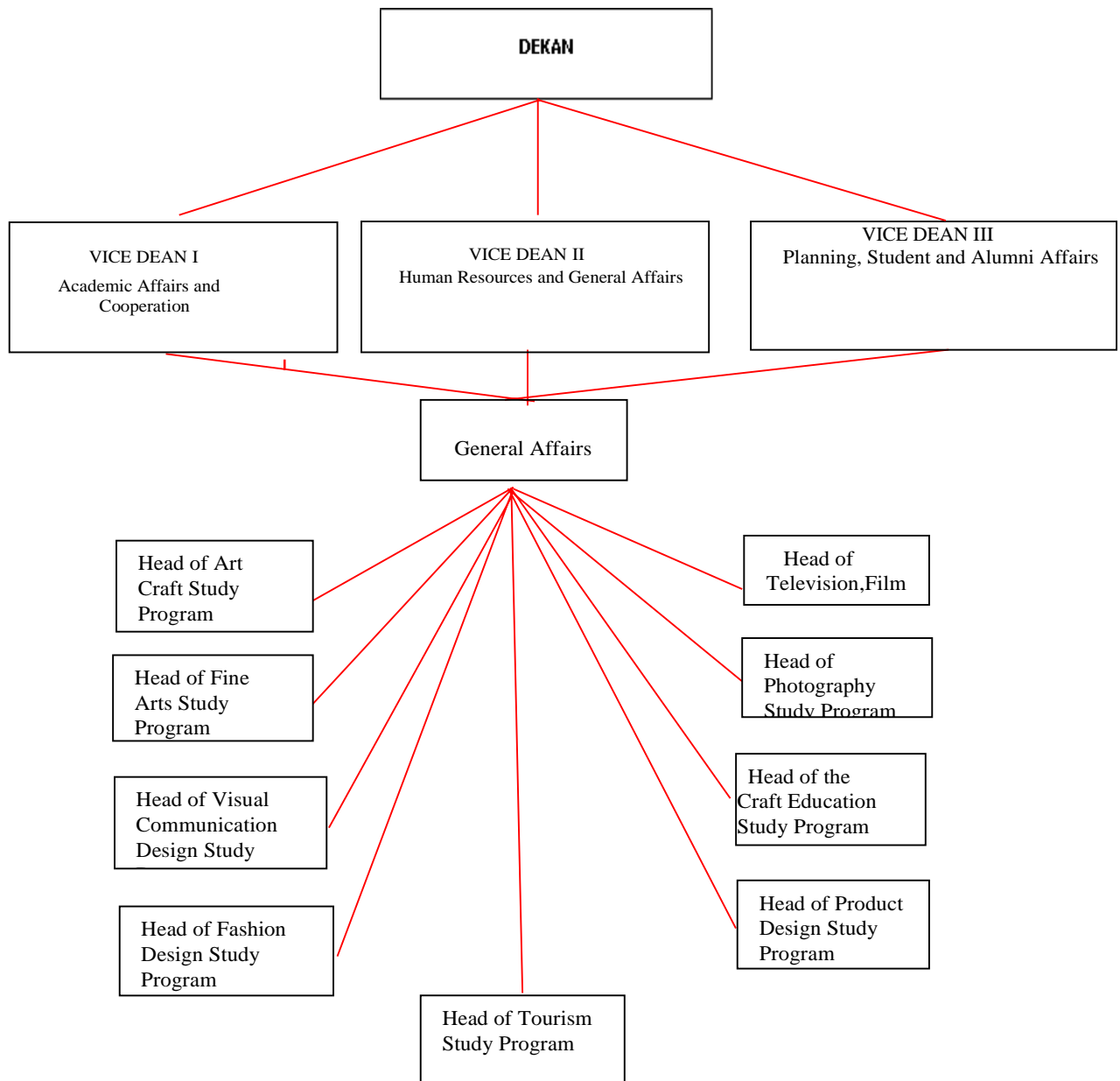
: Rahma Melisha Fajrina, S.H., M.H.

Head of Tourism Study Program

: Muhammad Refki Novesar, S.E., M.S.M.

Secretary of Tourism Study Program

: Fadlul Rahman, S. Hum., M.Hum.



Picture 2. Organizational Structure of the Faculty of Art and Design

CHAPTER V

ACADEMIC INFORMATION

A. Basis

ISI Padangpanjang as one of the State Higher Education institutions, bases all its activities on Pancasila, the 1945 Constitution, GBHN, Law No. 20 of 2003 and Government Regulation No. 60 of 1999. Permenristekdikti number 44 of 2015; Permenristekdikti number 62 of 2016 and Permendikbud Number 03 of 2020.

In this case, ISI Padangpanjang actively and consciously participates in educating the nation (paragraph 3). educate the life of the nation (paragraph IV of the Preamble of the 1945 Constitution), provide educational and learning opportunities to every Indonesian citizen and participate in advancing Indonesian National culture in general (articles 31 and 32 of the 1945 Constitution) through higher education in the arts. 1945) through higher education in the arts.

In the implementation of education, ISI Padangpanjang is guided by government policy through legislation and regulations that apply to education. To formulate educational activities, ISI Padangpanjang adheres to the principles of Tri Dharma Perguruan Tinggi, namely organizing education, research and community service.

B. Procedures and Requirements for Administrative Registration at the Beginning of the Odd and Even Semester

The entire schedule of academic activities covering education and learning compiled in an academic calendar issued at the beginning of each academic year concerned. The academic calendar is determined by the Decree of the Chancellor of Art Institute Indonesia Padangpanjang.

In the implementation of the credit system administration, several stages of activity are required each semester, namely:

1. Registration preparation;
2. Filling out the Study Plan Card;
3. Teaching and Learning Process in the form of theoretical and practical lectures;
4. Examination and announcement of exam results;
5. Grade administration.

Every student is required to re-register in each semester, whose schedule is arranged in accordance with the academic calendar issued by ISI Padangpanjang. Re-registration is done online in the

SIADAK application for both old and new students. Administrative data requested in the application, must be filled in by students

Prospective new students who have passed the test are required to re-register online in the SIADAK application according to the predetermined time by completing the new student registration requirements as follows:

- 1) Pay the Single Tuition Fee (UKT);
- 2) Fill in the data on the Google Form registration link;
- 3) Fill in the complete biodata of new students in the Academic Information System (SIADAK);
- 4) Fill out the Study Plan Card (KRS) in the SIADAK Application

In order to change KRS, the opportunity is given no later than 2 weeks after the lecture takes place through the Academic Information System Application (SIADAK). Changes to courses in the study plan must be known to the PA lecturer and carried out in accordance with the arrangements for filling out the study plan. Without notification to BAK about changes and cancellations of such courses, all courses taken in the first plan will be taken into account in determining the Achievement Index (IP).

C. Education Programme

The education programme is directed at producing graduates who have qualifications including:

a. Attitude

Basic and cultured behaviour as a result of internalization and actualization of values and norms that are reflected in spiritual and social life through the learning process, student work experience, research and/or community service related to teaching.

b. Knowledge

It is a systematic mastery of concepts, theories, methods, and/or philosophies of certain fields of science obtained through reasoning in the learning process, student work experience, research and/or community service related to teaching.

c. Skill

Is the ability to perform work performance using concepts, theories, methods, materials, and/or instruments, obtained through learning, student work experience, research and/or community service related to learning.

D. Semester Credit System

1. Definition

- a. Credit System is a system of education implementation, to determine and regulate student study loads, lecturer workloads, learning experiences and the burden of implementing educational institution programme expressed in the form of Semester Credit Units.
- b. Semester is a unit of activity time consisting of 16 weeks of lectures (face-to-face) or other scheduled activities, including Midterm Examinations and Semester Final Examinations.
- c. Semester Credit Unit hereinafter abbreviated as SKS is a measure of appreciation for learning experience gained during one semester through scheduled activities per week of 1 hour of lecture or 2 hours of practicum, or 4 hours of field work, each of which is accompanied by about 1-2 hours of structured activities and about 1-2 hours of independent activities.

2. Objective

- a. The general purpose of implementing the credit system is to be able to accept the demands of development, so that it is possible to present a varied and flexible educational programme that gives students a wider possibility of choosing a programme towards a certain type of programme level demanded by development.
- b. Specifically, the objectives of implementing the credit system are as follows:
 1. Provide opportunities for students to complete their studies in the shortest possible time.
 2. Provide opportunities for students to take courses that are in accordance with their interests and abilities.
 3. Provide the possibility for education with "Input and Output" to be implemented.
 4. Facilitate curriculum adjustments in accordance with the rapid development

of science and technology today.

5. Provide the possibility that the student learning progress evaluation system can be organized as well as possible.
6. Allows transfer of semester credits between study programme.
7. Allows the transfer of similar faculty students between universities.

3. Basic Characteristics of Credit

- a. In the credit system, each course is given a price called a credit value.
- b. The credit value of each course is different according to the weight of the learning outcomes.
- c. The amount of credit value for each course is determined by the amount of weight to complete the tasks stated in the lecture programme, practice, field work and other tasks.

4. Semester Credit Value

Semester Credit Value for lectures is a maximum of 24 credits per semester and each semester consists of 14 - 16 weeks of lectures, or curricular activities, such as field practice, seminars, research, thesis and followed by an end-of-semester exam. The value of one semester credit for lectures can be explained as follows:

a. Credit Value of Theory Lectures

1. For students

- a. 50 minutes of scheduled face-to-face meetings with teaching staff, for example in the form of lectures.
- b. 60 minutes of structured academic activities, which are unscheduled study activities, but planned by teaching staff, for example in the form of making homework or solving questions.
- c. 60 minutes of independent academic activities to explore, prepare or other purposes of an academic task, for example in the form of reading reference books, discussions to explore the material.

2. For teaching staff

50 minutes of scheduled face-to-face meetings with students.

60 minutes of planning and evaluation of structured academic activities.

60 minutes of lecture material development.

b. Semester Credit Value for practicum, fieldwork, research and the like;

1. For practicum in the laboratory, 1 (one) semester credit is equivalent to a task load in the laboratory of 170 (one hundred seventy) minutes per week for one semester
2. For fieldwork and the like, the value of one credit is equivalent to a task in the field of 4 to 5 hours per week for one semester
3. The value of one semester credit for research, preparation of thesis, thesis and the like, the credit value is equivalent to a task load of 3 to 4 hours a day, for one month containing 25 working days.

c. Seminar

To complete a seminar, students are required to give a presentation at a forum. The definition of one semester credit is the same as in the implementation of lectures, which contains 100 minutes of face-to-face events per week.

5. Study Load and Evaluation

The study load of students in one semester is determined based on the working time of a day and individual abilities. In general, students work an average of 6-8 hours a day for 6 consecutive days. A student, normally works an average of 6-8 hours during the day and 2 hours at night for 6 consecutive days, then a student is estimated to have 8-10 hours of study time a day or 48-60 hours per week. One credit value is approximately equivalent to 3 hours of work, so the study load for each semester will be equal to 16-20 semester credits or about 18 semester credits.

a. Achievement Index

To determine the success of student studies in the semester that has been passed, it is measured by the Achievement Index (IP), which can be calculated in the following way:

$$IP = \frac{\sum K. N}{\sum K}$$

$$IP = \frac{\text{Number of credits taken X Weighted score Each Course}}{\text{Number of Credit Taken}}$$

K = Number of Credit Taken

N = Weight value of each course

Example :

CODE NUMBER	CREDIT	FONT VALUE	SCORE VALUE	MULTIPLI CATION RESULT	NOTE
6100201MKP27	2	B	3	6	
6010701MKP50	2	E	0	0	
6090202MKP25	2	A	4	8	
6040302MKP28	2	A	4	8	
6020301MKP21	2	B	3	6	
TOTAL	14	-	-	38	

$$IP = \frac{38}{14} = 2,71$$

- b. Evaluation of the success of the education process includes two things, namely:
- 1) To determine the success of the teaching and learning process and the implementation of education and obtain feedback for students and lecturers.
 - 2) To assess the success of student learning efforts in mastering the material presented in a course.

Evaluation of the success of the process of organizing educational events includes an evaluation of the existence of a programme for organizing education, the suitability of facilities for the purpose and the participation of teaching and students in educational events. Evaluation of student success is carried out through information regarding the results that students have achieved against the objectives formulated in the curriculum, by organizing examinations, giving assignments and the like.

c. Examination System

The purpose and objectives of organizing examinations:

- 1) To assess students in understanding or mastering the material presented in a course.
- 2) To group students into several groups based on their abilities, namely very good groups (group A, B +), good (group B, C +), sufficient groups (group C), less groups (group D) and failure groups (group E).
- 3) To assess the suitability of the presentation method, so that students can understand the lecture.

d. Examination Implementation

- 1) Examinations can be grouped into semester exams and final exams.
- 2) Semester exams consist of:
 - a. Mid-semester exam
 - b. Semester exam
 - c. Other exams

- 3) Examinations can be conducted in a variety of ways, such as written, oral, seminar, assignment, paper writing, and so on.
- 4) Examinations can also be conducted in various combinations of these methods; the method of examination used is adjusted to the type of course, curriculum objectives and conditions of teaching staff.
- 5) If there is an element of unsteadiness in the daily exam, it is necessary to hold more than one exam, in order to obtain information or data that is in accordance with the lecture material.
- 6) The semester exam does not recognize the existence of a repeat (her haling).
- 7) The final grade achieved by students is determined from the grade data, namely 50% semester grades, 30% midterm grades and 20% daily and or structured grades.
- 8) A student is entitled to take the semester exam if he/she has attended lectures for the subject concerned with the condition that at least 80% of those that have been carried out by the lecturer / assistant.
- 9) For students who cannot take the scheduled semester exam due to certain reasons (illness or other obstacles) must be stated with a doctor's certificate or supported by an official statement and can be accepted by the Head of the Study Programme, then the person concerned is given the opportunity to take a follow-up exam as a substitute for the semester exam.
- 10) For students who are still unable to take the follow-up exam that has been scheduled as referred to above, they will be given a score of 0 (zero) for the exam scheduled as referred to above will be given a score of 0 (zero) for the the final exam of the semester of the course concerned, and are required to to repeat the course in the following year's semester.

E. Study Success Assessment System

1. Learning Assessment Standards

- (1) Learning assessment standards are minimum criteria regarding the assessment of student learning processes and outcomes in order to fulfil graduate learning outcomes.

(2) Assessment of the process and results of student learning as referred to in number

(1) includes:

- a. principles of assessment
- b. assessment techniques and instruments
- c. assessment mechanisms and procedures
- d. implementation of assessment
- e. assessment reporting; and
- f. student graduation.

2. Principles of assessment

- (1) The principles of assessment as intended include educational, authentic, objective, accountable, and transparent principles which are carried out in an integrated manner.
- (2) The educational principle as intended is an assessment that motivates students to be able to:
 - a) improve planning and learning methods; and
 - b) achieve graduate learning outcomes.
- (3) The authentic principle as intended is an assessment that is oriented towards the continuous learning process and learning outcomes that reflect students' abilities during the learning process.
- (4) The objective principle as intended is an assessment based on standards agreed between lecturers and students and free from the influence of the subjectivity of the assessor and the assessed.
- (5) The principle of accountability as intended is an assessment carried out in accordance with clear procedures and criteria, agreed upon at the beginning of the lecture, and understood by students.
- (6) The transparent principle as intended is an assessment whose procedures and assessment results can be accessed by all stakeholders.

3. Assessment Techniques

- 1) The assessment techniques consist of observation, participation, performance, written test, oral test, and questionnaire.

- 2) The assessment instrument consists of process assessment in the form of a rubric and/or outcome assessment in the form of a portfolio or design work.
- 3) Attitude assessment can use observation assessment techniques.
- 4) Assessment of mastery of knowledge, general skills, and specific skills is carried out by choosing one or a combination of various assessment techniques and instruments.
- 5) The final result of the assessment is an integration of the various assessment techniques and instruments used.

4. Assessment Mechanism

- 1) The assessment mechanism, consisting of:
 - a. Arranging, conveying, agreeing on stages, techniques, instruments, criteria, indicators, and assessment weights between the assessor and the assessed in accordance with the learning plan;
 - b. Carrying out the assessment process in accordance with the stages, techniques, instruments, criteria, indicators, and assessment weights.
 - c. Provide feedback and opportunities to question the assessment results to students; and
 - d. Documenting the assessment of the process and student learning outcomes in an accountable and transparent manner.
- 2) The assessment procedure includes the planning stage, assigning tasks or questions, observing performance, returning observation results and giving final grades.
- 3) Assessment procedures at the planning stage as referred to in paragraph (2) can be carried out through phased assessments and/or reassessments.

5. Implementation of Assessment.

- (1) The implementation of the assessment is carried out in accordance with the learning plan.
- (2) The implementation of the assessment can be carried out by:
 - a. The lecturer or team of lecturers;
 - b. Lecturer or team of lecturers by involving students; and/or
 - c. Lecturers or a team of lecturers by involving relevant stakeholders.

6. Assessment Reporting

(1) Assessment reporting is in the form of qualifications of student success in taking a course which is expressed in a range:

- a. Letter A is equivalent to the number 4 (four) in the excellent category;
- b. Letter B is equivalent to number 3 (three) which is categorized as good;
- c. Letter C is equivalent to the number 2 (two) in the category of sufficient;
- d. Letter D is equivalent to the number 1 (one) in the category of less; or
- e. Letter E is equivalent to the number 0 (zero) in the category of very poor.

(2) Colleges may use intermediate letters and intermediate numbers for grades in the range of 0 (zero) to 4 (four).

a. In the assessment system at Art Institute Indonesia Padangpanjang starting from the even semester of the 2018 / 2019 academic year, the assessment system is very good, good, sufficient, lacking and failure expressed by letter grades A, B +, B, C +, C, D and E respectively. The implementation of the assessment is carried out in the following way:

b. Determining the pass mark for each course.

c. Carry out a relative assessment of the group above into groups and levels as follows:

Scores Range	Font Value	Grade Number	Mention
91 s.d 100	A	4.00	Very good
86 s.d 90	B+	3.50	
80 s.d 85	B	3.00	Good
76 s.d 79	C+	2.50	
65 s.d 75	C	2.00	Fair
60 s.d 64	D	1	Insufficient
0 s.d 59	E	0	Fail

Tabel 1. Assessment System

7. Grade Improvement

Students who wish to improve their grades must fulfil the following requirements:

- 1) The corrected course is scheduled in the current semester (not scheduled specifically);
- 2) Attend the lecture in its entirety.
- 3) Study load does not exceed the provisions;
- 4) Taking courses must not conflict with other courses, approved by the Academic Advisor (PA) and the Head of the Study Programme.
- 5) Fill in KRS according to the study programme (course card).
- 6) If the corrected course is canceled, it must be approved by the Academic Advisor (PA) and canceled in the SIADAK application according to the predetermined time frame. Without being cancelled, all courses taken in the first plan will be taken into account in determining IP.
- 7) Course improvement is allowed if the student still has a time gap (14 semesters) and has not taken the final exam.

For students who have improved grades then get a lower grade than before, the highest grade is determined. ISI Padangpanjang uses the Benchmark Assessment (PAP) approach for practical courses, and Normal Benchmark Assessment (PAN) for theoretical courses. Technical matters regarding PAN and PAP are regulated separately.

F. Guidelines for Determining Study Load

Determination of study load is one of the most important activities in completing a student's study programme.

In this case there are several things that need to be considered:

1. A student who is less able to pay attention to his own abilities and wants to take all the courses presented often causes difficulties. Therefore, a student must be able to plan the determination of the study load and estimate the four-year period provided to complete the study programme (S-1), not necessarily in four years if he/she is unable to complete the study programme, because there is still an additional three years (6 semesters) to complete it. Conversely, students who are able can also arrange their study load for less than four years. This can only be started after the average number of semester 1 is obtained. Without a solid plan, a student will not be able to complete his studies on time.

2. The total study load for each study programme in the undergraduate programme is a minimum of 144 credits for a maximum of 7 academic years in accordance with the Regulation of the Minister of Education and Culture Number 03 of 2020 concerning National Higher Education Standards.
3. The study load of students in the first semester is given the same weight of a maximum of 24 credits. Determination of the study load for the following semester is determined by the IP obtained in the previous semester.

Operationally, the determination of study load is regulated as follows: New students who take part in the first semester are required to take all course credits provided. The provision of the same study load for first semester students is to see their ability at the end of the semester. The study load of students who will take part in the second and subsequent semesters must be based on the average credit score of the first semester or the previous semester. The Average Credit Score (ACR) which is also called the Achievement Index (IP) in determining the study load is regulated as follows:

Previous IP:	Next Semester Max Study Load
3,00-4,00	24 CREDITS
1,75-2,99	21 CREDITS
1,50-1,74	18 CREDITS
1.00-1,49	15 CREDITS
0,75-0,99	12 CREDITS
0,00-0,74	9 CREDITS

Table 2. Student Study Load

4. The study load of a student in each semester is at least 9 credits and a maximum of 24 credits.
5. Planning Academic Advisor (PA) is very decisive for a student in determining his/her study load. Therefore, a PA must be fully aware of the applicable regulations on other academic matters related to it.
6. The Head of the relevant Study Programme must control the determination of the student's study load, whether it is in accordance with the applicable regulations or not. If it is not in accordance with the applicable regulations, the Study Programme is authorized to call the student concerned and discuss it with his/her PA.
7. After all study load determinations have been completed through re-registration at the beginning of each semester, the Study Plan Card (KRS) is submitted to the General Subdivision of the Faculty to be registered and entered into the student file. The General Subdivision of the Faculty makes a list of all students who have determined their study load for the current semester. Then one copy is submitted to the Assistant Dean I as a report, another copy is returned to the Study Programme as material for the next process and another copy is left at the Academic and Student Affairs Subdivision as an archive. Thus the determination of a student's study load is highly dependent on the cooperation between the student, Academic Advisor, Study Programme, Academic and Student Affairs Subdivision and Assistant Dean I for Academic Affairs.

G. Academic Advisors

Academic Advisors are lecturers who are given the task and responsibility of guiding and fostering a number of students to be directed so that they can complete their studies optimally in accordance with the conditions and individual potential of students from the beginning of the lecture until graduation.

An Academic Advisor (PA) is assigned by the Study Programme to guide several students according to the ability and condition of the PA. The success of a student in completing his/her study programme partly depends on whether or not the student concerned can utilize the services of his/her PA.

1. Role of Academic Advisor

In carrying out Academic Guidance, basically an Academic Advisor (PA) plays a role:

- a. Assist students in recognizing and identifying their respective interests, talents, and academic abilities.
- b. Assist in planning the study of guided students in the form of arranging courses per semester so that the guided students can utilize the study period effectively and efficiently.
- c. Motivating students who have academic limitations or constraints, so that the students concerned can find a way out and a solution that is considered the best.

2. Functions of Academic Advisors

- a. In carrying out the role mentioned above, the Academic Advisor basically has the following functions:
- b. Monitoring the progress of students under guidance by evaluating the achievement of study results and semester grade point average of each student at the end/beginning of the semester and at the end of their study period.
- c. Evaluating and reminding students who have relatively low achievement of study results and semester achievement index, so that the best solution can be determined.
- d. Identifying academic obstacles, or non-academic problems of guidance students whose achievements have not changed or even decreased.
- e. Assist in formulating the study plan of the guided students in accordance with the study results and grade point average achieved in the previous semester.

3. Academic Advisor Obligations:

- a. Consult with the Head of Study Programme/Secretary of Study Programme to obtain new information regarding policies of the Study Programme/Institution that need to be considered in the implementation of PA duties;
- b. Study the schedule of lectures offered in the semester concerned;
- c. Knowing the composition of the curriculum fostered by the Study Program / Study Program at ISI Padangpanjang;
- d. Determine the guidance schedule for students who are guided;
- e. Communicating various information from the Study Programme / Institution during academic registration;
- f. Identifying academic constraints, or non-academic problems of students under guidance;
- g. Receive guidance to discuss the results of the study of the semester that has just ended and discuss the next study plan;

- h. Validate the KRS / Study Plan Change Card of the student under guidance;
- i. Considering academic leave for students if deemed necessary;
- j. Monitoring the progress of the student's studies in the current semester;
- k. Providing guidance to students at least three times before the midterm exam in order to improve achievement;
- l. Monitoring the results of the midterm examination of the guided students, if deemed necessary, the PA can consult with the lecturers of the guided students who have problems in their studies in the semester concerned.
- m. Giving directions to the students at least twice before the semester exams in order to improve their GPA; g. Giving directions to the students at least twice before the semester exams in order to improve their GPA.
- n. Re monitoring the results of exams that have just been taken by the students.

H. Student Supervisor

- 1. Lecturers as student supervisors are assigned and responsible for:
 - a. Guiding the preparation of research/artwork plans.
 - b. Checking and validating the concept of research plan / work of art.
 - c. Monitoring the implementation of research/artwork.
 - d. Guiding the preparation of thesis / work of art.
 - e. Guiding the final project.
- 2. Guiding other assignments.
- 3. The period of examination of each concept of research proposal/artwork, thesis and thesis work, is no more than one month.
- 4. Lecturers as supervisors are required to provide consultation time for their students, at least two days a week.
- 5. The determination of the lecturer's consultation day is announced in the Study Programme and or a determined.

J. Implementation of the Teaching and Learning Process

- a. Implementation of the Teaching and Learning Process
- b. The duties and responsibilities of Lecturers are to teach in the form of giving lectures, practicum, training and evaluation as well as other teaching to students, in accordance with the level of Lecturer's rank.
- c. In addition to teaching duties and responsibilities, another duty of a Lecturer is to

conduct research and community service

- d. In addition to the duties and responsibilities as mentioned above, Lecturers have duties as academic advisors (PA) to students from the first semester until the completion of education.
- e. The workload of a Lecturer is at least equivalent to 12 (twelve) credits per semester
- f. Students are required to attend lectures and practices and other academic activities, in accordance with the study plan in an orderly and regular manner under the applicable provisions.
- g. The schedule of lecture hours for theory or practice is arranged as follows:

No.	TIME	NO	TIME
1.	07.30 - 08.20	7.	12.30 - 13.30
2.	08.20 – 09.10	8.	13.30 – 14.20
3.	09.40 – 10.00	9.	14.20 – 15.10
4.	10.00 – 10.50	10.	15.10 – 16.00
5.	10.50 – 11.40	11.	16.00 – 16.50
6.	11.40 – 12.30		

Time 12.10 – 13.00 (Lectures are rested)

Table 3.
Schedule of lecture times

- h. Students who are allowed to take semester exams are students who have attended at least 80% of all scheduled academic activities.

For the semester concerned as well as other provisions stipulated. Students whose attendance is less than 80% for any reason, are not allowed to take the semester exam and are declared not graduated; must repeat the course in full again in the following year.

Grades received are immediately entered in the individual score card and student Study Result Card, as well as determining the Achievement Index. Collective grades from lecturers, individual grade cards and Study Result Cards are archived properly so that they can be obtained easily (not lost).

J. Time Span of Study Programme

The time span to complete the undergraduate programme is four years (8 semesters) starting from the time the student is accepted and registered in semester 1. If a student cannot complete all courses from semester 1 to semester 8 within a span of 4 years, the student concerned is given the opportunity for a maximum of 14 (fourteen) semesters or 7 (seven) years, at least 144 (one hundred forty-four) credits. Students who cannot complete the S-1 Program study within a period of 14 semesters, will be expelled / drop out (DO) from the ISI Padangpanjang study programme.

K. Study Weighting Arrangement

1. Lecture System

The education system that applies at ISI Padangpanjang refers to Permendikbud No. 3 of 2020 concerning National Higher Education Standards article 17:

- 1) 1 (one) credit in the learning process in the form of lectures, receptions, or tutorials, consists of:
 - a. face-to-face activities 50 (fifty) minutes per week per semester;
 - b. structured assignment activities of 60 (sixty) minutes per week per semester; and
 - c. independent activities 60 (sixty) minutes per week per semester.
- 1) 1 (one) credit in the learning process in the form of a seminar or other similar forms, consists of:
 - 2) a. face-to-face activities of 100 (one hundred) minutes per week per semester; and
 - 3) b. independent activities of 70 (seventy) minutes per week per semester.

4) 2) The calculation of learning load in the block system, module, or other forms is determined in accordance with the needs in fulfilling learning outcomes.

5) 3) 1 (one) credit in the learning process in the form of practicum, studio practice, workshop practice, field practice, research, community service, and/or other similar learning processes, 170 (one hundred seventy) minutes per week per semester.per minggu per semester.

2. Study weight of each Study Program of the S-1 programme in SKS.

The study load that must be completed by each student to complete the S-1 programme at ISI Padangpanjang is a minimum of 144 (one hundred and forty-four) credits scheduled in 8 (eight) semesters and a maximum of 14 semesters. Except for those with special abilities can complete the study for 7 (seven semesters).

In order for students to complete the course according to the study period as soon as possible, it is expected that each student must be able to complete the minimum credits per semester as follows

Semester	Achievement index	Minimum credits
I	2,00	13
II	2,00	26
III	2,00	39
IV	2,00	52
V	2,00	65
VI	2,00	78
VII	2,00	91
VIII	2,00	104

Table 4. Minimum credit

L. Academic leave

1. Undergraduate Programme (S1) students who apply for academic leave must fulfil the following conditions:
 - a. Have accumulated at least 45 credits and $GPA \geq 2.00$.
 - b. Have run at least 3 (three) semesters of their study period
 - c. The leave decision letter is authorized by the Rector.
2. Students can apply for academic leave due to forced obstacles, such as:
 - a. Accidents by attaching a certificate from the hospital or from the police.
 - b. Sick for more than one month by showing a certificate from the hospital.
3. Students may only apply for academic leave for a maximum of 2 semesters with 2 submissions and academic leave is not counted in the study period.
4. Students who have been granted academic leave for one or two semesters can attend classes in full in the semester they are allowed to return to classes. When students return from academic leave, they must attach an academic leave letter in their application to attend classes again.
5. The procedure for applying for academic leave is as follows:
 - a. Students submit a written request to the Dean through the Head of the Study programme.
 - b. The application letter is approved by the Head of the Study Programme by attaching academic transcripts, proof of payment of SPP for the current semester and a valid student identity card (original).
 - c. Leave application is submitted no later than 2 (two) months before the lecture starts. Applications past the deadline will not be processed / rejected.
6. For students who have been approved for academic leave, they are exempted from paying tuition fees.

M. Unregistered/absent students

Students who do not make administrative registration and do not propose leave are called unregistered / absent students. Semesters not registered / absent are counted as a period of study and are obliged to pay full SPP. Students who are not registered / absent within 2 semesters are declared to have lost their status as ISI Padangpanjang students and are determined by the Chancellor's Decree.

N. Transfer from Universities Outside ISI Padangpanjang

1. General Provisions

- a. I
ISI Padangpanjang accepts transfer students from domestic or similar foreign institutes.
- b. ISI Padangpanjang accepts students from State Universities with a minimum accredited status of B.
- c. The institution of origin must be similar and in line with the intended study programme at ISI Padangpanjang.
- d. ISI Padangpanjang does not accept students from other universities who still have status as students and / or because they are expelled / discontinued studies.
- e. Length of study and number of credits earned at the home institution.
 - 1) For the S1 Programme, the student has attended education continuously with a study period of at least 4 semesters and a maximum of 8 semesters, and has accumulated semester credits of at least:
 - For 4 semesters 72 credits with $GPA \geq 3.00$.
 - For 6 semesters 108 credits with $GPA \geq 3.00$.
 - For 8 semesters 135 credits with $GPA \geq 3.00$.
 - 2) The length of study in the study programme that is left is still taken into account in the study period in the study programme at ISI Padangpanjang.
- b. Never committed a violation of campus rules or other similar reasons.
- c. The reason for moving is because of following parents / guardians.
- d. Submission of an application to transfer studies is submitted to the Chancellor no later than two weeks before the beginning of the semester lecture.
- f. Applications exceeding the specified time limit will not be processed / rejected.

2. Special Provisions

- a. Moving studies at the institute level can be done by taking into account the capacity of the study programme within ISI Padangpanjang.
- b. Transfer of students is determined by the Decree of the Rector of ISI Padangpanjang after obtaining approval from the intended study programme.

O. Moving Study Program in ISI Padangpanjang Environment

Students who will move to the Study Program / study program at ISI Padangpanjang must re-register as new students. If accepted, a new Student Identification Number will be given according to the year of entry and the serial number of the Study Program. Course credits that have passed will be equivalenced by the Head of the Study Program to be recognized for the same / relevant courses in accordance with the current curriculum. While the study period that has been taken in the old Study Program does not count as a study period in the new Study Program.

Faculty transfer within ISI Padangpanjang is only possible through procedures determined by the Rector, as long as it does not conflict with the applicable regulations / provisions of the Permendikbud, as follows:

1. I
If a student re-registers, then passes the university entrance examination (SNMPTN, SBMPTN, SMMPTN-BARAT), and is accepted at the Faculty he is interested in, he must submit a notification letter to the Chancellor with a copy to the Dean of the Faculty stating that he has resigned from the original Faculty because he has been accepted at the new Faculty.
2. Transfer of credit points for the same subjects that have been obtained from the old Faculty can be done at the time of filling in KRS at the destination Faculty by first submitting a written application to the Dean of the destination Faculty for recognition'
3. To change faculties as referred to in this provision, applies to students of Undergraduate Programme Students between Faculties.
4. Those who intend to move to the Study Programme/Faculty in question, must fulfil the following conditions:

- a. Have followed the curriculum activities of the Undergraduate Programme for at least 2 semesters.
- b. The Grade Point Average of the abandoned Study Programme must not be less than 3.00 for more or less 40 credits, and there are no E grades in the list of academic records.
- c. Transfer of grades according to the curriculum is carried out by the destination Study Programme;
- d. Approved by the Dean and Head of the Study Programme left behind as well as the Head of the Study Programme and the Dean of the destination Study Programme.
- e. Submit a written application to the Assistant Rector I with a copy to the Dean of the Faculty and the Head of the intended Study Program in the relevant academic year, attaching data on academic progress while studying in the original Study Program.

P. Intermediate or Short Semester

1. The objectives of organizing a short semester or intermediate semester at Art Institute Indonesia Padangpanjang are:
 - (a) Provide opportunities for students to accelerate graduation;
 - (b) Provide opportunities for students to improve grades.
2. Short semester or intermediate semester can be held:
 - (a) for at least 8 (eight) weeks;
 - (b) the maximum student learning load is 9 (nine) credits;
 - (c) in accordance with the student learning load to fulfil the predetermined learning outcomes.
3. Provisions for the Implementation of Short Semester
 - (a) Courses presented in the short semester are theoretical courses
 - (b) Short semester lectures for each course can be held if attended by a minimum of 7 people and a maximum of 25 people per class
 - (c) Students are only allowed to take a maximum of 9 credits
 - (d) Courses do not come out again due to curriculum changes

4 Eligibility for Short Semester

- (a) Registered as active students in the even semester before the implementation of the short semester;
- (b) Register themselves at each faculty to take part in the short semester
- (c) Make payment of short semester tuition fees of Rp. 75,000, - (seventy-five thousand rupiah) per credit to the ISI Padangpanjang Treasurer's account in accordance with the established schedule

5. Evaluation of Learning Outcomes

Evaluation of the implementation of learning outcomes in the short semester is carried out at the end of the short semester programme by giving LHS Short Semester to all participants.

Q. Tutorial

In implementing the tutorial, ISI Padangpanjang students must fulfil the following requirements:

- a. Only allowed for students who have been threatened with Drop Out while still paying attention to the previous IP Semester of the student concerned
- b. Courses that are tutored are courses that are no longer out (lost due to curriculum changes) or are not registered in the existing semester
- c. Courses that students may take in carrying out Tutorials are courses that have never been taken while attending lectures at ISI Padangpanjang, except for students who make improvements to grades E and D.
- d. Tutorial implementation is equated with the implementation of regular lectures (16 x meetings).

R. Student Rights, Obligations and Attitudes/Behaviour

1. Student Rights

In the implementation of academic activities, every student of Art Institute Indonesia Padangpanjang gets the right:

- a. Obtain education, conduct research and carry out community service and extra-curricular activities in accordance with predetermined requirements.
- b. Obtaining the best possible guidance and training, in accordance with the interests and talents, passions and abilities of the students concerned.
- c. Obtaining the opportunity to convey suggestions, opinions or desires in accordance with applicable regulations.
- d. Utilizing the infrastructure and facilities of Art Institute Indonesia Padangpanjang in organizing learning activities, researching and serving the community in accordance with applicable regulations.
- e. Participate in student organization activities at Art Institute Indonesia Padangpanjang.
- f. Obtain guarantees and protection, defend and maintain a good name against treatment of themselves / institutions carried out by other parties both inside and outside the campus environment, in accordance with applicable laws and regulations.
- g. Students with disabilities are entitled to special services in accordance with the capabilities of Art Institute Indonesia Padangpanjang.
- h. Obtaining guidance (interest, talent, reasoning and welfare) from Art Institute Indonesia Padangpanjang in accordance with the ability and applicable provisions.
- i. Receive awards for their achievements in accordance with their abilities and applicable regulations.

2. Duty

In organizing academic activities, every student of Art Institute Indonesia Padangpanjang is obliged to:

- a. Maintain good relations with fellow campus residents, and uphold the good name of Art Institute Indonesia Padangpanjang.
- b. Follow the academic and non-academic activities of Art Institute Indonesia Padangpanjang properly and regularly.
- c. Appreciate science, technology and art and uphold regional and national culture.
- d. Maintain the situation, conditions and order so that the teaching and learning process carried out individually or in groups takes place as well as possible.
- e. Maintain and maintain order, cleanliness and beauty in the environment of the Padangpanjang Indonesian Institute of Arts.
- f. Maintain the authority and good name of Art Institute Indonesia Padangpanjang.
- g. Maintain and maintain the safety of all infrastructure and facilities of Art Institute Indonesia Padangpanjang.
- h. Obligated to participate in all programmed activities and other activities arranged by Art Institute Indonesia Padangpanjang.
- i. Implement and follow the organizational structure of the student body in accordance with the guidelines issued by Art Institute Indonesia Padangpanjang and the prevailing laws and regulations.
- j.

S. A student should behave as follows:

A. Prohibition

- a. Students are prohibited from carrying out the following activities or activities:
- b. Obstruct or disrupt the smooth running of Art Institute Indonesia Padangpanjang activities.
- c. Causing disorganisation, chaos on the campus of Art Institute Indonesia Padangpanjang.
- d. It is prohibited to use an organisation formally or informally to

carry out the will of a person or group.

- e. Obstructing / hindering ISI Padangpanjang officers or government officers to carry out tasks that have been approved by the ISI Padangpanjang leadership.
- f. Littering, damaging the infrastructure and facilities of the Padangpanjang Indonesian Art Institute.
- g. Misuse of facilities / funds owned or Art Institute Indonesia Padangpanjang
- h. . Circulate, use / use drugs (drugs), liquor and do gambling and the like.
- i. Committing immoral acts and acts that harm others.
- j. Disrupting the organization of lectures, seminars, laboratory activities, studies, research, administration, religious events, arts, sports, political education, and other extra-curricular activities

T. Sanctions

Sanctions are given if :

- a. Students who in the first semester can only collect less than 13 credits with an IP of less than 2.00 are given a written warning by the Head of the Study Program on the proposal of the PA concerned and / or Head of Subdivision. General Subdivision of the Faculty.
- b. The second written warning is given by the Vice Dean I for Academic Affairs on the proposal of the Head of the Study Program and / or Head of the Subdivision. General of the Faculty to students who in the second semester only collect less than 26 credits with a GPA of less than 2.00.
- c. The third written warning is given by the Vice Rector I on the proposal of the Vice Dean I for Academic Affairs to students who in the third semester can only collect less than 39 credits with an GPA of less than 2.00.
- d. Students may be expelled after consultation with the Head of Study Program, Vice Dean I and Vice Rector I for Academic Affairs, if:
 - (1) After four semesters can only accumulate less than 52 credits with an IP less than 2.00.
 - (2) After five semesters can only collect less than 65 credits dwith an IP less than

2.00.

- e. Students are said not to pass and are suspended from academic activities for a maximum of two semesters, if it is found that they have plagiarized, either in part or in whole, other people's writings, theses, paper reports and the like. Plagiarism is proven after the pass grade is given, then the grade is canceled. Students are suspended from academic activities if:
 - a. Falsifying grades
 - b. Changing the grade
 - c. Forging signatures
- f. Students are declared failed if proven cheating in the exam and the person concerned is required to repeat the lecture in full in the following semester.
- g. Students are expelled from ISI Padangpanjang if they are involved in immoral acts such as adultery, stealing, killing inside or outside the ISI environment after careful processing.
- h. Students are expelled from ISI Padangpanjang if they distribute, use / use illegal drugs (drugs).
- i. Students can be expelled if it turns out that he is a morphist, drunk, litigated or filed with the authorities and serving a prison sentence.
- j. Students are suspended from academic activities for at least one semester and can be expelled if they commit acts of violence against fellow students, teaching staff, administrative staff, within the campus environment or outside the campus.
- k. Students must replace library books, lecture equipment that is damaged or lost, because they do not heed the instructions or regulations for its use.
- l. Suspension of student academic activities, dismissal of students and imposition of other sanctions, except those that have been specifically regulated, are determined by the Chancellor after consultation with the Head of the Study Program, Assistant Dean I and Assistant Chancellor I for Academic Affairs.

U. Facilities and Infrastructure

1. Facilities

- 1) ISI Padangpanjang has educational facilities and infrastructure for two

Faculties. Educational Facilities available:

a) Faculty of Performing Arts

- 1) Equipment for the Karawitan Art Study Program, including musical instruments such as: talempong, saluang, bansi, sarunai, adok, rapai and others.
- 2) Equipment for the Dance Study Program includes various types of dance clothes.
- 3) Equipment for the Music Study Program, including musical instruments, such as violin, guitar, trumpet, jazz, flute.
- 4) Equipment for the Theatre Study Program includes a theatre studio.
- 5) Equipment for Cultural Anthropology study programs such as video cameras, photo cameras.

b) Faculty of Fine Arts and Design

- 1) Equipment for the Crafts Study Program is found in the studios of each choice of interest such as: wood, leather, metal, ceramics and textiles.
- 2) Equipment for the Television Study Program includes cameras and PBM studios.
- 3) Equipment for the Fine Arts Study Program includes studios and tools for painting, graphics, sculpture.
- 4) Equipment for Photography Study Program includes photo studio and darkroom.
- 5) Equipment for Visual Communication Design Study Program includes studio
- 6) Craft Education study program equipment such as infocus, computer labor.

Study and reference books are available in the ISI Padangpanjang library. The study and reference books include books on art, religion, customs, education, research. Some of these books are in Indonesian and some are in English.

These educational tools can be borrowed by students who need them in the teaching and learning process with the terms and conditions set by the Head of each Study Program.

2. The infrastructure available at ISI Padangpanjang is :

- a) Spirituality Laboratory, where the academic community carries out religious activities and prayers every day and is equipped with adequate wudhuk places.

- b) The studios of each study program where students and teachers conduct art practice.
- c) A computer laboratory equipped with computer equipment where teaching staff and students carry out the learning process.
- d) Auditorium, where general academic and non-academic activities are conducted.
- e) Library room, where the academic community reads science books, magazines, newspapers, and other readings that can enrich knowledge.
- f) Sports room, where the academic community conducts sports activities such as: body sports, martial arts, badminton, table tennis, volleyball and soccer.
- g) The main theater building, where performances are held.
- h) Exhibition Hall/Gallery for the display of fine art and design works.

V. Monitoring of Academic Activities

The Head of the Study Program is responsible for monitoring the implementation of lectures within his/her authority.

1. For courses taken by students within the Faculty, monitoring is carried out by the Vice Dean I and Vice Chancellor I, such as MPK.
2. The attendance of students and teaching staff in lectures is monitored by the Head of the Study Program.
3. Head of Study Program or Subdiv. General Subdivision of the Faculty can cancel courses that do not meet academic requirements and can appoint other teaching staff to be able to solve the problem so that students are not disadvantaged. Problems that are monitored include:
 - a. Whether or not the implementation of lectures is in accordance with the applicable weights, especially the implementation of Face-to-Face.
 - b. Implementation of structured assignments.
 - c. Implementation of midterm and semester exams.
4. Academic advisors monitor whether or not the students under their care are learning well. This can be seen from the learning outcomes achieved by students.

W. Final Exam

The final exam is an exam with a final project of creation or a final project of study, or a presentation of repertoire. To take the final exam, a student must fulfill academic and administrative requirements.

1. Academic requirements that must be met by a student who will take the Final Examination are:

- a. Registered with the Academic Subdivision as a student in the semester concerned
- b. Have passed all programmed courses in the Study Program followed c.
- c. Do not have D grades in all groups of courses
- d. Have completed the final assignment given by the Study Program or study program followed
- e. Have completed the presentation exercise in accordance with the schedule and the amount of time determined by the Study Program or study program.
- f. Have a cumulative grade point average (GPA) of at least 2.25.
- g. TA students only get a 50% discount dispensation from the initial UKT provided that they are already in semester 9 and in filling out the study plan card (KRS) a maximum of 6 credits.
- h. The 50% discount is valid until the student completes the study until the predetermined limit.

2. The administrative requirements that must be met by a student who will take the Final Examination are:

- a. Get a certificate from the BAAK to be able to take the final exam.
- b. Final Project Report as many as 10 copies.

3. Final exams at ISI Padangpanjang are held twice in one academic year.

4. The implementation of the final exam is adjusted to the academic calendar, namely Period I in July and Period II in January.

5. Final exam scoring system.

X. Wisuda

What is meant by graduation is the inauguration of College graduates who pass the Final Examination they take. Academic requirements that must be met by prospective

graduates, are:

1. Have passed the Final Examination with a minimum of C for S-1 and a minimum of B for S-2
2. Fulfill the administrative requirements that have been determined;
 - a) Have completed all requirements related to academics and student organizations
 - b) Have registered for graduation
 - c) A certificate from the Head of the Library stating that the person concerned has returned all borrowed library books.
 - d) A certificate that the person concerned has returned the tools / clothing borrowed in the equipment of the respective Study Program
 - e) Certificate of free student cooperative (Kopma)
 - f) Photocopy of the Socialization of Campus Introduction (SPA) certificate
 - g) Color photo size 4 x 6 cm, 2 sheets and 3 x 4 cm, 4 sheets
 - h) Photo copy of high school diploma 2 sheets
3. .Celebration of graduation
 - a) Graduation in the ISI Padangpanjang environment is held twice in one academic year
 - b) Implementation of graduation on:
 - 1.Period I in September
 - 2.Period II in March

Y. Judicium

Judicium is held at the Faculty which is given on the basis of the Grade Point Average during the student's program, as follows:

PROGR AMME	GPA	PREDICA TE
Diploma/ Bachelor's degree	> 3,5	Compliment
	3,01 – 3,50	Very Satisfying
	2,76 – 3,00	Satisfying

Table 5. Judicium

Praise predicate is given to Diploma/Bachelor students with regard to the maximum study period, namely n years (minimum study period) or 8 (eight) semesters..

CHAPTER VI

MERDEKA BELAJAR CAMPUS MERDEKA

Merdeka Belajar - Merdeka Campus, is a policy of the Minister of Education and Culture, which aims to encourage students to master various sciences that are useful for entering the world of work. The Merdeka Campus provides opportunities for students to determine the courses they will take.

The implementation of the Merdeka Learning Policy - Merdeka Campus is in accordance with Permendikbud Number 3 of 2020 concerning National Higher Education Standards, Article 18 states that the fulfillment of the learning period and load for undergraduate or applied undergraduate students can be carried out: 1) following the entire learning process in the study program at higher education according to the period and learning load; and 2) following the learning process in the study program to fulfill part of the period and learning load and the rest following the learning process outside the study program.

Through Merdeka Belajar, students have the opportunity for 1 (one) semester or the equivalent of 20 (twenty) credits to take learning outside the study program at the same tertiary institution; and a maximum of 2 (two) semesters or the equivalent of 40 (forty) credits to take learning in the same study program at different tertiary institutions, learning in different study programs at different tertiary institutions; and / or learning outside tertiary institutions - through off-campus learning activities. Independent learning programs include: (1) internship / work practice; (2) village projects; (3) school teaching; (4) student exchange; (5) research; (6) entrepreneurial activities; (7) independent studies/projects; and (8) humanitarian projects - see the following chart.

Chart 1.
Outside-campus Learning Activities

The outside- campus learning activities as shown in the chart above can be explained through the table below.

No	Activities	Explanation	Note
1.	Internship / work practice	Internship at a company, non-profit foundation, multilateral organization, government institution, or startup company. (startup)	Must be mentored by a lecturer / teacher
2.	Village projects	Social projects to help communities in rural or remote areas in building people's economy, infrastructure, etc.	Can be conducted in collaboration with the village apparatus (village head), BUMDes, cooperatives, or other village organizations other
3.	Teaching at school	Teaching activities in elementary, middle, or high schools for several months. Schools can be in urban or remote locations	This program will be facilitated by the Ministry of Education and Culture
4.	Student exchanger	Take classes or semesters at foreign or domestic universities, based on cooperation agreements that have been established by the the Government	Grades and credits taken at outside universities will be equalized by their respective universities.
5.	Research	Academic research activities, both science and social humanities, conducted under the supervision of a lecturer or researcher	Can be done for research institutions such as LIPI / BRIN
6.	Entrepreneurship activities	Students develop entrepreneurial activities independently - evidenced by explanations / proposals for entrepreneurial activities and proof of transactions consumer or employee pay slip	Must be mentored by a lecturer / teacher
7.	Study / independent project	Students can develop a project based on a specific social topic and can work together with other students. other students	Must be mentored by a lecturer / teacher
8.	Humanitarian project	Social activities for a foundation or humanitarian organization approved by the College, either at home or abroad.	Examples of formal organizations that the Rector may approve: Red Cross Indonesia, Mercy Corps, etc.

Notes:

- All activities must be supervised by a lecturer.
- Activities that are outside the university of origin (for example internships or projects in the village) can be taken as many as two semesters or the equivalent of 40 credits.

Independent learning activities are carried out through the process of registering, completing administration, determining selection passes, implementing, giving grades, calculating grades, inputting grades, and reporting to PDDIKTI,

The mechanism for implementing Merdeka Belajar can be seen in the following flowchart



Chart 1. Implementation Mechanism of Merdeka Belajar

Independent learning implementation mechanism; allows students to choose the "Independent Campus" learning model. There are three "Independent Campus" learning models: (1) learning block model; (2) non-block model; and (3) accelerated model as follows:

"Independent Campus" Learning Model (Learning Block model outside of college)

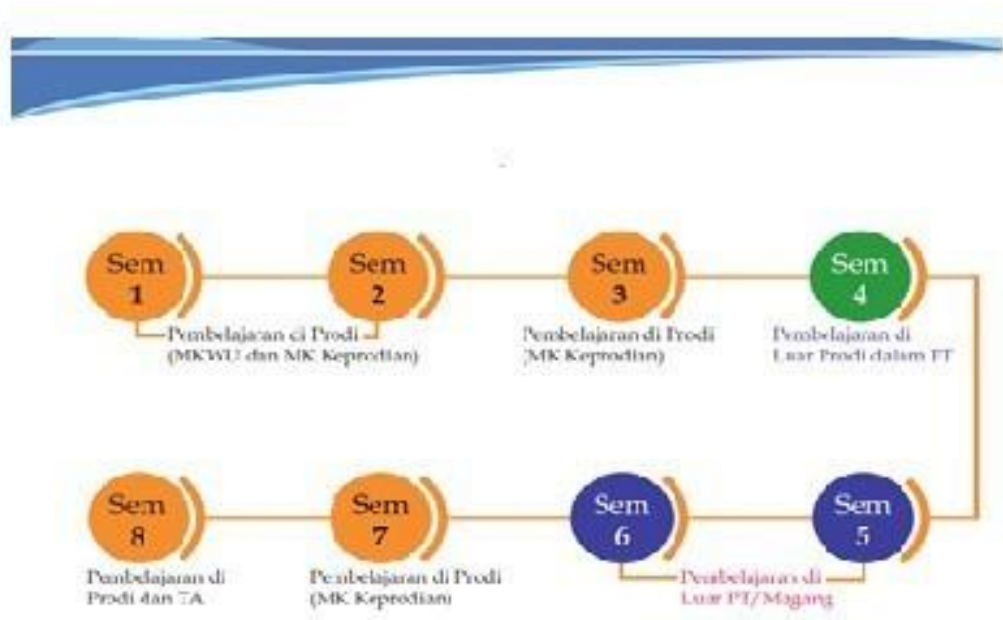


Chart 2 "Independent Campus" Learning Process
(Outside University Learning Block Model)



Chart 3 Learning Process of "Independent Campus"
(Non-Block Learning Model Outside)

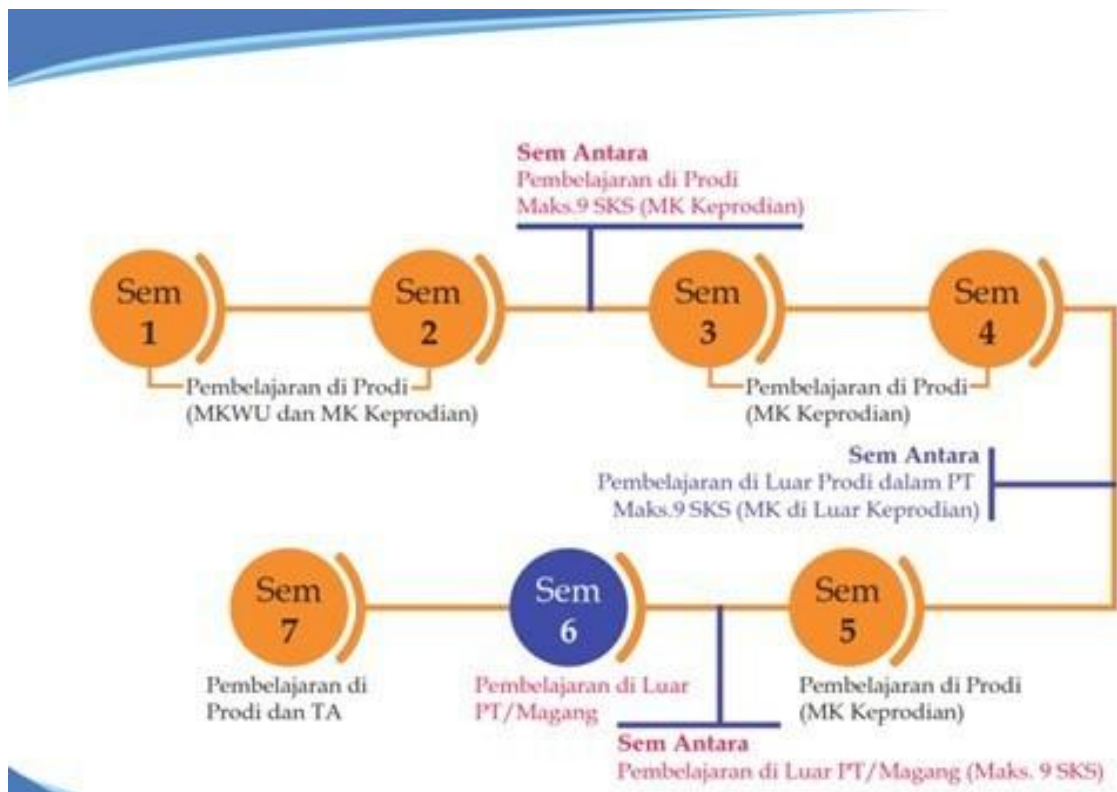


Chart 4 Learning process of "Kampus Merdeka"