



**REGULATION OF THE RECTOR OF UNIVERSITAS NEGERI PADANG  
NUMBER 08, 2018  
CONCERNING  
LECTURES IMPLEMENTATION THROUGH E-LEARNING  
AT UNIVERSITAS NEGERI PADANG**

**WITH THE BLESSING OF GOD ALMIGHTY  
RECTOR OF UNIVERSITAS NEGERI PADANG**

Considering : a. that the national education system must be able to guarantee equal educational opportunities, improving the quality, relevance, and the efficiency of education management to face challenges in accordance with the demands of changes in local, national and global life, so it is necessary to carry out reforms education in a manner planned, directed and sustainable;

b. that into order to realize educational renewal in a planned, directed and sustainable manner as referred to in point a, it is necessary to implement network-based education;

c. Based on the considerations referred to in point a and point b, it is necessary to stipulate a Rector Regulation concerning Implementation E-learning at Universitas Negeri Padang.

Recalling : 1. Law Number 20 year 2003 concerning the National Education System;

2. Law Number 14 year 2005 concerning Teachers and Lecturers;

3. Law Number 12 year 2012 concerning Higher Education (State Gazette of the Republic of Indonesia year 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);

4. Government Regulation Number 4 year 2014 concerning Implementation of Higher Education and Management of Higher Education (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to State Gazette of the Republic of Indonesia Number 5500);

5. President Decree of the Republic of Indonesia No. 93 year 1999 concerning the Change of IKIP Padang to become Universitas Negeri Padang;
6. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 67 year 2016 concerning the Statute of Universitas Negeri Padang.
7. Regulation of the Minister of Education and Culture Number 109 year 2013 concerning the Implementation of Distance Education in Higher Education.
8. President Regulation Number 13 year 2015 concerning the Ministry of Research, Technology and Higher Education (State Gazette of the Republic of Indonesia year 2015 Number 339);
9. Regulation of the Minister of Research, Technology and Higher Education Number 10 year 2015 concerning the Organization and Administration of the Universitas Negeri Padang.
10. Regulation of the Minister of Research, Technology and Higher Education Number 44 year 2015 concerning National Higher Education Standards

- Regarding to :
1. Results of the University Leadership Council meeting on Lectures through E-Learning at Universitas Negeri Padang.
  2. Approval of the UNP Senate meeting on January 23, 2018, concerning the Implementation of Lectures via E-Learning at Universitas Negeri Padang

**HAS DECIDED**

stipulate : **RECTORATE REGULATION ON THE IMPLEMENTATION OF  
EDUCATION THROUGH E-LEARNING AT UNIVERSITAS NEGERI  
PADANG**

**CHAPTER I**

**GENERAL PROVISIONS**

**Article 1**

In this regulation, the following definitions are used:

1. Universitas Negeri Padang hereinafter referred to as UNP, is a university that organizes academic and vocational education programs in a number of disciplines of science, technology, arts, and

sports. If it meets the requirements, it can organize professional education following the provisions of laws and regulations.

2. The Chancellor is the Rector of Universitas Negeri Padang. `
3. Learning is a process of interaction between students and educators and learning resources in a learning environment.
4. Conventional learning is direct face-to-face learning and physical learning for a particular duration of time during the lecture.
5. E-learning, or it can also be called Electronic Learning, utilizes information and communication technology-based information packages for the benefit of Learning that students can access anytime and anywhere.
6. Lecturers are educators, professional and scientists with the main task of transforming, developing and disseminating science, technology through education, research, and community service,
7. Learners are students on track, level and type of education and have been registered in implementing certain subjects in Universitas Negeri Padang.
8. A study Program is a unit of educational and learning activities with a specific curriculum and learning methods in one type of academic education, professional education, or vocational education.
9. The curriculum is a set of plans and arrangements regarding the objectives, content, and learning materials and methods used as guidelines for implementing learning activities to achieve specific educational goals.
10. Subjects are a set of plans and a learning process according to the curriculum, which is implemented based on the Semester Learning Plan.
11. Learning Objects are digital teaching materials arranged in the learning management system.

## **CHAPTER II**

### **OBJECTIVES AND FUNCTIONS**

#### **Article 2**

1. E-learning aims to increase the efficiency and effectiveness of learning for students by utilizing information technology and network-based communication,
2. E-learning serves as a substitute for students' conventional learning processes to minimize the constraints of distance, space, cost, and time.

**CHAPTER III**  
**FORM AND STANDARDS OF IMPLEMENTATION E-LEARNING**

**Article 3**

**Forms of Implementation**

1. E-learning implementations are carried out in the courses listed in the curriculum of study programs scheduled in the current semester.
2. Applicable regulations implement e-learning.
3. Study programs carry out e-learning at the Faculty and Postgraduate Programs at all program levels.
4. E-learning can be implemented through an academic portal and live streaming.
5. The lecturer determines several subjects that are e-learning in the RPS (Semester Class Plan) of the course.
6. The learning tools used in the class e-learning include RPS, modules, articles, scientific international, other references, assignment and learning evaluation tools according to the material being taught.
7. As intended in paragraph 6, the model consists of; page title, objectives learning, instructions for using modules, teaching materials, evaluations, assignments, and learning references.
8. The learning tools referred to in paragraph 6 must be uploaded through the academic portal by each lecturer who carries out e-learning learning.
9. The learning tools referred to in paragraph 8 will be audited by the UNP quality assurance agency.
10. Student attendance is calculated based on assignments set by the lecturer collected by students according to a predetermined time.

**Article 4**

**Implementation Standards**

1. Implementation *E-learning* must pay attention to the following standards:
  - a. Standard content;
  - b. Process standards;
  - c. Competency standards and assessments;
  - d. Educator standards;
  - e. Standard facilities and infrastructure;
  - f. Management standards; and
  - g. financing standards.
  - h. Higher Education Standards set by PMI
2. Content standards are the minimum criteria for the depth and breadth of learning materials.

3. The process standard is the minimum criterion regarding implementing in the study program to obtain graduate learning outcomes.
4. Competency and assessment standards are the minimum criteria for qualifying graduate abilities, including attitudes, knowledge, and skills that are stated in the formulation of graduate learning outcomes.
5. Educator standards are the minimum criteria regarding the qualifications and competence of lecturers to provide education to fulfil graduate learning outcomes.
6. Standard facilities and infrastructure are the minimum criteria regarding facilities and infrastructure according to the content and Learning process's needs to fulfil graduate learning outcomes.
7. Management standards are the minimum criteria for planning, implementing, controlling, monitoring and evaluating, and reporting learning activities at the studio program level.
8. Financing standards are the minimum criteria regarding components and the amount of investment and operational costs arranged to meet graduate learning outcomes.

#### **Article 5**

1. Standards for providing E-learning as referred to in Article 4 refined in a planned, purposeful, and ongoing according to the demands/ changes in local, national, and global control and quality assurance of the implementation of E-learning
2. control and quality assurance of the implementation of E-learning, as referred to in paragraph (1), must be in accordance with the UNP quality assurance system and national higher education standards.

### **CHAPTER IV STUDENTS AND LECTURERS**

#### **Article 6**

1. E-learning students must be registered as course participants in the current semester.
2. Students referred to in paragraph (1) must have access to facilities and infrastructure *E-learning* under their needs.

#### **Article 7**

1. Lecturers must have the ability to use E-learning following the characteristics of their respective fields of knowledge.
2. Lecturers have access to the E-learning facilities and infrastructure provided by UNP.

**CHAPTER V**  
**E-LEARNING FACILITIES**

**Article 8**

1. The Learning Management System is provided by the Information and Communication Technology Development Technical Implementation Unit (UPT PTIK) UNP.
2. Technical problems related to the implementation of E-learning are the responsibility of the UPT PTIK.
3. In solving technical problems as referred to in paragraph (3), UPT PTIK can coordinate with the Faculty and the Postgraduate Program. UPT PTIK, Faculties, and Postgraduate Programs ensure the best possible documentation of learning materials and interaction and communication of learning.

**CHAPTER VI**  
**NUMBER OF E-LEARNING MEETINGS, ASSESSMENT AND**  
**MONITORING**

**Article 9**

1. E-learning can be implemented at a maximum of 50% of each course's total lecture activities per semester.
2. Middle Semester Examination (UTS) and Final Semester Examination (UAS) must be carried out face-to-face with supervision following applicable regulations.

**Article 10**

1. The E-learning Implementation Monitoring and Evaluation System is implemented by the UNP Learning Development and Quality Assurance Institute (LP3M) every semester.
2. In the implementation of monitoring, LP3M establishes quality standards for learning with E-Learning.
3. LP3M UNP reports monitoring the Rector and Vice-Rector for Academic Affairs related to E-learning implementation and the current semester lecture reports.

**CHAPTER VII**  
**CLOSING PROVISIONS**

**Article 11**

This regulation shall come into force from the stipulation's date, and if there is an error, it will be amended and corrected accordingly.

Stipulated in Padang

On February 28, 2018

Copies:

1. The Minister of Research, Technology and Higher Education of the Republic of Indonesia in Jakarta
2. Directorate-General of The Ministry of Research, Technology and Higher Education of the Republic of Indonesia in Jakarta
3. Inspector General of The Minister of Research, Technology and Higher Education of the Republic of Indonesia in Jakarta
4. Vices Rector I, II, III and IV UNP
5. Dean of the faculties of UNP
6. Director of Postgraduate Programs of UNP
7. Head of the Institutions / Bureau of UNP
8. Head of the Departments / Coordinators of study programs of UNP
9. Chairman of the Service Unit

