KATALOG
Universitas Negeri Malang

2021
CATALOG
UNIVERSITAS NEGERI MALANG (UM)
FOREWORDS

The 2021 edition of the Universitas Negeri Malang (UM) Catalog was prepared with the aim of providing the academic community, in particular freshmen, with comprehensive information about UM. It is therefore hoped that the various stakeholders will be able to obtain a complete picture of UM.

Details on history, organization, rules and regulations, academic resources and facilities, public facilities, student relations, personnel, general information, names of lecturers and administrators, as well as other information considered appropriate shall be included in the content of this UM Catalog, but not limited to, the list of officers, members of Senate and telephone numbers of the work units. Academic information and implementation of academic administration is included in Education Guidelines of Universitas Negeri Malan (UM) 2020/2021 edition, for more details.

In this catalog, we have made numerous efforts to present detailed information, but there are still flaws and weaknesses, of course. For that reason, it is assumed that information or data that is outdated or incomplete will refer to the original source if it still exists. In order to develop the UM catalog in the upcoming years, we also expect constructive feedback and suggestions.

Our appreciation goes to all who have helped us plan and compile this catalog, in particular the first pioneer of this 2021 Edition Catalog, the catalog editors, which is an enhancement to the 2020 Edition and is the 21st edition since IKIP MALANG became Universitas Negeri Malang.

Hopefully this catalog is useful for new students, UM residents and the wider community.

Malang, May 2021
a.n. Rector,
Vice Rector I,
Prof. Dr. Budi Eko Soetjipto, M.Ed., M.Si
NIP 196410241988121002
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<td>Accounting and Reporting Subdivision</td>
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<td>Department of Accounting</td>
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<td>ARA</td>
<td>Department of Arabic</td>
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<td>ASP</td>
<td>Department of Educational Administration</td>
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<td>BAKPIK, Biro AKPIK</td>
<td>Academic Bureau, Student Affairs, Planning, Information and Cooperation</td>
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<td>Language and Culture Center</td>
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<td>BDM</td>
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<td>Indonesian for Foreign Speakers</td>
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<td>BKBH</td>
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<td>BLU</td>
<td>Public Service Agency</td>
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<td>BMN</td>
<td>State Property</td>
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<td>Bank Negara Indonesia</td>
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<td>State University Operational Assistance</td>
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<td>Student Representative</td>
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<td>Bank Tabungan Negara</td>
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<td>Graha Cakrawala</td>
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<td>HIMAFO</td>
<td>Photo Enthusiastic Student Association</td>
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<td>Writer Student Association</td>
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<td>Study Program Student Association</td>
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<td>Christian Students Association</td>
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<td>ING</td>
<td>Department of English</td>
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<td>INKAI</td>
<td>Indonesia Karate-Do Institute</td>
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<td>Hindu Dharma Student Family</td>
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<td>KPL</td>
<td>Field Practice Study</td>
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<td>KOPMA</td>
<td>Student Cooperative</td>
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<td>KORPRI</td>
<td>Republic of Indonesia Employee Corps</td>
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<td>KPRI</td>
<td>Republic of Indonesia Employee Cooperative</td>
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<td>LP2M, LPPM</td>
<td>Institute for Research and Community Service</td>
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<td>Interest, Intellectual Activities, Student and Alumni Information Subdivision</td>
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<td>Non PNBP</td>
<td>Non-Tax State Revenue</td>
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<td>PDETC</td>
<td>Pre Departure English Training Course</td>
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<td>Teacher for Early Childhood Education</td>
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PH  Halal Center
PHIK  Center for HaKi, Business Incubation, Commercialization and Industry Affiliation
PIU IsDB  Islamic Development Bank’s Project Implementation Unit
PJK  Department of Physical and Health Education; Center for Gender and Health
PJSI  Indonesian Judo Association
PKBI  Business and Industry Expertise Program
PKKMB  Introduction to New Student Campus Life
PKL  Field Practice
PKML  Center for Disaster, Mitigation and the Environment
PKO  Department of Sports Coaching Education
PLB  Department of Special Education
PLS  Department of Out of School Education
PLT  Technical Implementing Officer
PMMET  Center for Advanced Materials for Renewable Energy
PNBP  Non-Tax Revenue
POLI  Polyclinic
PP  Program Implementer, Education Center
PPBK3A  Center for Development of Counseling Guidance, Career, and Competence Improvement Academic
PPG  Teacher Professional Program
PPID  Information Management and Documentation Officer
PPISB  Center for Innovation Development and Learning Resources
PPISEP  Center for Instrumentation Development, Selection and Educational Evaluation
PPKBKU  Center for the Development of Religious Life and College Studium
PPKP  Center for Curriculum Development and Education
PPLP, P2LP  Education Laboratory Development Center
PPL  Field Experience Program
PPP, PP Pancasila  Pancasila Study Center
PPPKPL  Center for Development of Work Practices and Field Experience
PPPMB  New Student Lecture Preparation Program
PPU  Procurement Unit Manager
PROBIS  Automotive, Business, Industry and Information Technology Skills
PSHT  The Pencak Silat of the Setia Teratai Brotherhood
PSI  Planning and Information Systems Division; Department of Psychology
PSM  Student Choir
PSN  Nusantara Silat Association
PSP  Center for Social Humanities and Tourism
PSSJ  Department Level Study Program
PTIK  Center for Information Communication Technology
PUBLIKA  Academic Publication Center
PUMK  Holders of Work Advances
REN  Planning Subdivision
RM  Pure Rupiah
UNIVERSITY

Universitas Negeri Malang (UM), which is sensitive to global developments, endeavors to make an optimal contribution to these developments at the national, regional, and local levels through education, research, and application of science and technology towards the community. For this purpose, the institution’s vision, mission, and goals need to be articulated more firmly so that they can be used as a guide for the execution of progress.

Vision
To become a leading higher education institution and a benchmark for science and technology, as well as the education sector.

Mission
a. To organize student-centered education and learning, using effective learning approaches and optimizing the use of technology;
b. To conduct research in the fields of science and technology and education, the findings of which are useful for the development of science and community welfare;
c. To organize community services that focus on empowering society through the application of science, technology, and education;
d. To organize an autonomous, accountable, and transparent civil service that ensures continuous quality improvements.

Goals
In order to make those visions and missions a reality, it is necessary to formulate objectives based on relevance, academic atmosphere, internal management, sustainability and efficiency. The objectives of the UM shall be formulated as follows:

a. To produce graduates with high academic, professional and/or vocational competencies who are pious, noble, intelligent, independent, nationally committed and capable of developing professionally;
b. To produce academic work in the fields of science and technology, as well as quality and higher education;
c. To produce community service work through the application of science and technology and education to create an independent, productive and prosperous society;
d. To produce autonomous, accountable and transparent institutional performance to ensure continuous improvement of quality.

In order to be able to carry out the vision, mission and function, UM shall develop an organization consisting of: (a) the Rector as the managing director; (b) the Supervisory Board as the supervisor that is responsible for the financial management of UM’s public service agencies; (c) the Senate that is responsible for academic consideration and supervision; (d) the Internal Supervisory Unit as non-academic supervisor, and (e) the Advisory Council as an institution performing a non-academic supervisory function.
The Rector as a managing director consists of: (a) Rector and Vice Rector; (b) Bureau; (c) Faculties; (d) Institutions; (e) Technical Implementation Units; and (f) Business Centres.

Rector is the highest management of UM which is responsible for managing education, research, and community services, as well as fostering educators, staff education, students, and their relationship in the community. In carrying out their duties, the Rector is assisted by four Vice Rectors who each have responsibilities. In the academic field it is the Vice Rector I, the general field and finance is Vice Rector II, for student affairs is Vice Rector III, and for planning, systems information, communication and cooperation is the Vice Rector IV. If for some reason the Rector is unable to perform his duties, the Vice Rector I or the other Vice Rectors or any one of the Deans of the Faculty shall act as the daily executive officer of the Rector.

The Senate of the University is a normative director that is the highest representative of all institutions and lecturers. The Senate of the University consists of the Rector, the Vice Rectors, the Deans and two lecturers who are members of the Senate of the Faculty, not a professor from each faculty. The Senate of the University serves to provide consideration and supervision in the formulation of norms and policies related to academic activities and the development of universities.

The academic activities of UM are carried out by eight faculties and postgraduate students, which has a number of departments and programs of study at the same level as the organizer of activities namely: education and teaching, research and community service.

The eight faculties that provide Bachelor and Diploma programs are the Faculty of Education (FIP), Faculty of Letters (FS), Faculty of Mathematics and Science (FMIPA), Faculty of Economics (FE), Faculty of Engineering (FT), Faculty of Sport Sciences (FIK), Faculty of Social Sciences (FIS) and the Faculty of Psychology Education (FPPI). In practice, the education and teaching of each study program is carried out by the departments at the faculty, while the Elementary Education Study Program (S2, S3) and PPG are organized by Postgraduate.

In general, each department has a laboratory, workshop, studio, experimental lab to support academic activities in the department's environment. In addition to educational activities, laboratories, studios, workshops and experimental laboratories have also been used to support community research and community service activities.

The Institute for Research and Community Service (LP2M) is responsible for implementing, coordinating, monitoring, and assessing the implementation of community-based research and community services. In addition, LP2M also develops and pursues efforts to use science, technology, and education to improve people's welfare. The programs carried out by LP2KM are in line with its main responsibilities and support the improvement of the skills of the lecturers, education personnel, and students in conducting studies, doing community services, and output achievements. Periodically, LP2M also reports its performance through the database application of higher education and ministry.

The Education and Learning Development Institute (LP3 UM) is responsible for implementing, coordinating, monitoring and evaluating educational development and learning activities. In carrying out its duties, LP3 UM performs the following functions: (1) to prepare the Agency's plans, programs and budgets; (2) to implement curricula development, learning and assessment; (3) to develop learning resources; (4) to carry out courses; (5) to carry out field experience development; (6) to implement religious life development; (7) the development of guidance and advice for college students; (8) the development of vocational education for teachers; and (9) the implementation of business agency administration.
The implementation of LP2M and LP3 activity programs by faculties, departments and study programs requires the support of elements from UM organization that have the support of a smooth implementation of these academic activities. UM has the element of an organization whose function is to support the implementation of academic activities called the Technical Implementation Unit (UPT). There are currently four UPTs namely: Library, Information and Communication Technology Center (PTIK), Center for Pancasila Studies (P2 Pancasila), Quality Assurance (SPM), as well as one Language and Culture Center (B2B).

Administrative tasks in the field of university management shall be carried out by a number of administrative executive managers consisting of two offices with seven divisions, two functional position groups and eighteen subdivisions. The two bureaus (1) Academic, Student Affairs, Planning, Information and Cooperation Bureau (BAKPIK) is responsible for the provision of services in the fields of academics, students' affairs, planning, information, cooperation and alumni; (2) General and Financial Bureau (BUK) is responsible for the financial affairs, personnel affairs, state property, administration, housekeeping and administration.

In addition to these organizational elements, UM also has a number of non-structural organizations which is a media to promote and develop the professional, sociocultural as well as the material and spiritual well-being of UM residents. Non-organization structures that exist in UM today are student organizations, alumni organizations, and other organizations related to community coaching and development academics and other campus residents, such as Dharma Wanita Persatuan UM, KORPRI, and Central Business.

Lecturers

UM has 1,063 permanent lecturers consisting of civil servants and non-civil servants (as of May 2021) with various fields of expertise, education levels, and academic/functional positions. Some of these lecturers have expertise in the field of education, while others have expertise in pure sciences, technology, and/or arts. Academic/functional lecturer positions consist of Expert Assistant, Lector, Head Lector, Professor/Professor. Currently, UM has 85 Professors (8%). Meanwhile, there are 431 lecturers with doctoral (40.58%), 630 with master's (59.32%) and 1 with bachelor degrees (0.09%). Thus, there are 1,061 UM lecturers (99.91%) with master's and doctoral degrees. Currently, there are 82 lecturers who are studying for the doctoral program and 1 lecturer in the master's program at various universities at home and abroad.

The lecturers mentioned above have been selected through a selection system by considering individual basic and other professional skills, such as English language skills. In the course of their future careers, these lecturers are always encouraged to improve their academic/professional skills by attending formal education to achieve higher degrees or various in-service training activities.

Lecturers have three main tasks, which are teaching, research, and community service. Furthermore, lecturers also act as the academic supervisors for students in educational activities.

Lecturers' Code of Ethics

In order to respond to the advancement of science, technology and art, as well as the need for development, the rapid development of lecturers or academic staff is a considerable effort. Efforts to establish this ought to be focused on normative ethics. In terms
of code of ethics of lecturers, there are still several amendments according to the criteria and developments by still referring to the Chancellor’s Decree Number 0117/KEP/PT28.H/Q/89 of April 8, 1989 on the code of ethics for lecturers, new regulations on the ethics of lecturers are still in the process of being formulated. Lecturers are expected to fulfill their responsibilities to the profession, students, other lecturers and society while carrying out their professional duties.

The duties of lecturers in the profession, namely: (1) seriously fulfilling the duty to teach that includes carefully preparing and delivering lectures, daily class attendance, conveying information on lecture requirements, and giving grades equally in line with the standards set by institutions; (2) developing high standards of academic skill, personality honesty, and professional ethics; (3) not abusing his/her position by introducing students to their classroom learning materials which do not meet the objectives of the field of professional competence; (4) constantly updating themselves in the fields of internal research, by means of familiarizing themselves with newest journals, publishing scientific articles that are free from plagiarism (one’s own work and not a plagiarized work of others), with the similarity check results from the LP2M Academic Publication Center, and uploading and storing the publication in the UM repository and participating in local, national, and international professional organizations; (5) seeking ways to increase the effectiveness of the lecturer, exploring new ways of presenting lecture contents, motivating students and improving the methods to assess the students’ performance; (6) advancing knowledge in their respective fields of knowledge by conducting research, generating research, reading and reviewing, and submitting papers in professional conferences; (7) assisting colleagues in scholarly and non-scholarly activities; (8) playing an active role in assisting the leaders in maintaining and improving teaching personnel with academic and professional dignity; (9) respecting others’ rights; and respect the rights of others to have differences of opinion; and (10) preventing role abuse in career.

The duties of lecturers to students are: (1) enabling students to behave individually in an attempt to achieve their goals; (2) not stopping students from receiving alternative views and sharing them; (3) not deviating from the objective curriculum they are responsible for; (4) seeking to protect students from circumstances that are harmful to the advancement of learning, disrupt health and endanger their safety; (5) the upholding of student dignity; (6) in all behavior and choices, irrespective of nationality, faith, race, and social status economy, do justice to students, but instead use the differences as potential for advancing learners and fostering a sense of solidarity and dignity, as well as brother; (7) abstain from attempts to manipulate students for the sake of personal interests; (8) keep confidential information collected in the performance of tasks, unless this information is needed by professional or legal interest and the information may be ethically managed; (9) not giving rewarding students additional lessons; and (10) respecting students as individuals, defending their interests, paying attention and attempting to help solve their issues and offering professional advice.

Lecturer’s responsibilities to other lecturers, are: (1) not mentioning flaws and deficiencies of other lecturers; (2) seeking to protect the integrity of fellow lecturers; (3) seek peer consultation when conducting tasks and solving problems; (4) ready to provide and receive feedback and advice from and to peers in the field of science, research and community service development; (5) avoid the manner in which bullying or preferential treatment may disturb or inhibit colleagues from making professional decisions; (6) include, according to
actual circumstances, peer consideration if demanded for the benefit of himself or his organization.

Lecturers’ responsibilities to society are: (1) to have a true image to society about the institution and not to confuse personal views with the official view of the institution; (2) provide the public with a true explanation and expression of the facts and problems of education; (3) do not use names and institutional facilities for personal purposes in politics and community life; (4) do not accept any compensation in any way that could influence views and professional decisions as a lecturer or provide a reward for the sake of personal interests.

Professional Organization

In order to always improve in science, technology, and art, many lecturers become the members of professional organizations that are in line with their expertise. These organizations include: the Indonesian Bachelor of Education Association (ISPI), the Indonesian Association of Educators and Social Development Graduates (ISPPSI), the Indonesian Guidance Workers Association (IPBI), the Indonesian Economic Bachelors Association (ISEI), the Indonesian Geographical Association (IGI), the Indonesian Geography Association (IGI). Indonesian Demography Enthusiasts and Experts (IPADI), Population and Environmental Education Interests and Experts Association (IPAPKLH), Indonesian Archaeologists Association (IAI), Indonesian Historian Society (MSI), Indonesian Linguistic Society (MLI), Teaching English as Foreign Language in Indonesia (TEFLIN), Indonesian Literature Association (HISKI), Indonesian Chemical Association (HKI), Indonesian Mathematics Association, Indonesian Physics Association, Indonesian Biology Association, Indonesian Microbiology Association, Association of Bachelor of Technology and Vocational Education (ISPTK), Bachelor of Management Association Indonesian Education (ISMPI), Indonesian Educational Technology Professionals Association (IPTPI), Indonesian Doctors Association (IDI), and Editors’ Association Indonesian Scientific Journal (APJII).

Students and Alumni

Students and alumni are other UM organizational elements. In compliance with expectations and prevailing morals, students have the right to use academic freedom responsibly. Furthermore, according to their preferences, skill, hobbies and abilities, students will have the ability to obtain guidance and academic services. Students often have different responsibilities in addition to privileges, such as bearing expenses for delivering education and engaging in maintaining facilities and equipment, cleanliness and in order. Students are expected to comply with all laws, to respect science and technology and to preserve the alma mater’s good reputation and to uphold national culture.

Alumni are graduates of the PTPG Malang regular study program, FKIP Airlangga University Malang, IKIP MALANG and its existed branches and Universitas Negeri Malang (UM). They are expected to maintain communicative relationships and other forms of relationship with his alma mater through the alumni organization, namely the Family Association UM Alumni (IKA).
Logo and Flag

UM has a circular emblem which has UNIVERSITAS NEGERI MALANG written in the middle with a black kalpataru tree and green archers, yellow star-footed squirrel writing UM on top of the Kalpataru tree. The tree has flower buds that are colored in yellow. UM's logo reflects growth and advancement of higher education functions in the organization of tertiary tri-dharma institutions in accordance with UM's vision and mission as well as characteristics in the development of technology, arts and/or sports in sociocultural science. UM's logo has a meaning: round shape demonstrate that UM foresee global developments; the green Kalpataru tree is the recognizes the importance of insight into the world of sustainability in the application of technology science, socioculture, arts and/or sports; institutional continuity illustrate the green arch resembling a leg; the yellow star signifies the Pancasila as the nation’s philosophy and state foundation; the UM written in yellow indicate the orientation of humanity and culture’s scientific national values in understanding the vision and purpose of UM; the yellow flower buds consist of three aspects of higher education, tridharma; part of the flower bud pointing upwards signifies education for the present and future generations; and lastly, parts of the flower buds pointing to the right and left with two mandates represent education and non-education.

UM has a rectangular flag with a length and width ratio of 3:2; The base color is dark blue with the color code C:100 M:100 Y:0 K:0 with UM’s logo in the middle. Faculties and Postgraduates have flags in the shape of a rectangle and a width of 3:2 with different basic colors on each flag and in the middle, also with UM’s logo in the middle. The flags and colors of the faculty and postgraduate flags are as follows: The flag of the Faculty of Education is white with the color code C:0 M:0 Y:0 K:0 containing UM’s logo and black FIP text; The flag of the Faculty of Letters is yellow with the color code C:0 M:0 Y:100 K:0 containing UM’s logo and black FS text; The flag of the Faculty of Mathematics and Natural Sciences is green with a color code of C:100 M:0 Y:100 K:0 containing UM’s logo and black FMIPA text; The flag of the Faculty of Economics is dark blue with the color code of C:100 M:0 Y:0 K:10 containing UM’s logo and black FE text; The flag of the Faculty of Engineering is red with the color code C:0 M:100 Y:100 K:0 containing UM’s logo and black FT text; The flag of the Faculty of Sports Science is light blue with color code C:60 M:10 Y:10 K:0 containing UM’s logo and black FIK text; The flag of the Faculty of Social Sciences is purple with color code C:40 M:100 Y:0 K:0 containing UM’s logo and black FIS text; The flag of the Faculty of Psychology Education is magenta with color code C:0 M:100 Y:0 K:0 containing UM’s logo and black FPPsi text; The postgraduate flag is brown with the color code C:40 M:93 Y:97 K:3 containing UM’s logo and black PASCASARJANA text.
Campus

Most of the lecture activities are held in the main campus of UM (Campus I), which is located at Jalan Semarang 5, Malang. This main campus occupies an extensive land area of 463,992 m². Besides being held in the main campus, lecture activities are held in the other two campuses, campus II, which is located at Jl. Ki Ageng Gribig 45, Madyopuro, Kedungkandang, Malang occupies an area of approximately 29,370 m², and campus III which is located at Jl Ir. Soekarno 3, Blitar, occupying a land area of 24,570 m².

Malang and Blitar City

Malang is the second largest city in East Java province, both in terms of area and population size. Its territory size stretches to 110,06 km² with a population ± 874,890 people in 2020, population density ± 7,826 people/km² (Malang City, 2020). The city of Malang is situated at an altitude of 440m - 667m above sea level. It is located at 112,06º-112,07º east longitude and 7,06º-8,02º south latitude. The average temperature ranges from 22.7ºC to 25.1ºC, and the local geographical conditions are surrounded by volcanoes clustered with beautiful mountains. Relatively high rainfall occurs in November-April, while rainfall is relatively low in May-October, an average of 64 mm per year and the average humidity air flow was 79-86 percent. Malang is also rich in diverse cultures and sites of historical importance (petilasan). Malang is trying to become a city of education, an industrial city, as well as a city of tourism, with ‘Tri Bina Cita’ being its target.

As an educational city, Malang has more than 62 public universities and private sector universities including: Universitas Negeri Malang (UM), Universitas Brawijaya (UB), Politeknik Negeri Malang (POLINEMA), Politeknik Kesehatan (POLTEKES), Universitas Islam Negeri Maulana Malik Ibrahim (UIN Maliki) Malang, Universitas Muhammadiyah Malang (UMM), Universitas Mercak (Unmer), Institut Teknologi Nasional (ITN), Universitas Kanjuruhan, Universitas Islam (Unisma), Universitas Gajayana (Uniga), Universitas Widyawati, STIE Malangkucecwara, Sekolah Tinggi Ilmu Administrasi (STIA), Sekolah Tinggi Bahasa Asing (STIBA), STT dan IKIP Budi Utomo, Sekolah Tinggi Ilmu Perikanan, STIE Tribuwana, STIKI, STT Malang, STMIK Pradnya Paramitha, STIKMA, STISOPOL Waskita Dharmawati, STIEKN, STIHT Sunan Giri, STFT Widya Sasana, Universitas Wisnuwardhana, Politeknik Kota Malang (POLTEKOM), and so on.

In Malang, the population of students currently estimated over 190,000. There are no fewer than 451 kindergartens, 329 elementary schools, 143 junior high schools, and 125 senior high schools, with a total of 210,862 students.

Moreover, Malang is also an industrial town with cigarette factories as its main income, folk crafts like rattan, coconut shells, traditional wooden household tools, Malang batik, Malang mask, culinary tours, tempe factories, various fruit chips, clothing convection, car/minibus car body, ceramics, shoes, onix, metal, ceramics, etc.

Malang and its surroundings, as a tourist area, offer a range of leisure facilities and a very fascinating natural geography. Recreational facilities and places visited are frequent and appropriate, including Brawijaya Museum, Balekambang Beach, Kondang Merak, Sendang Biru, Ngliyep, Jonggring Salaka, Singosari Temple, Jago Temple, Sumberawen Temple, Kidal Temple, Arca Dwarpala, Selecta Baths, Songgoriti, Dewi Sri, Sengkaling, Tlogomas Recreation Park, Playground, Wendit, Dieng Valley, Malang City People’s Tourism Park, Selorejo Dam, Karangkates Dam, Cangar Natural Hot Springs, Coban Glotak Waterfall, Coban Rondo, Coban
Pelangi, Brantas Tahura Water Source in the Arjuno Mountain Area, Ornamental Plants, Kebun Bunga and Jawa Timur Park I,II,III. Museum Angkut, Animal Museum, Animal Restaurant, Batu Spectacular Night (BNS). In addition, there are also distinctive “agrotourism” facilities that showcase the freshness of picking plantation life like apples, guava, oranges, strawberries in Batu. These places have a calm atmosphere, cool/moderate climate and supported by many recreational facilities, making Malang city suitable for education and a place to rest and release stress.

Blitar city is located 81 km south of Malang city. The land area is about 32,58 km² with the population around 141,876 (BPS Kota Blitar, 2020). There are no fewer than 97 kindergartens, 77 primary schools, 30 junior high schools, 32 high schools and vocational schools in Blitar, with ± 52,782 people and 8 universities (1 state university, 7 private universities) with about 6,359 people. Blitar is renowned for its Proklamator RI (Tomb of Bung Karno) and the Bung Karno National Library that is located near the tomb. Other recreational places are Penataran Temple, Sawentar Temple, Surowono Temple, Kotes Temple, Plumbangan Temple, Jolo Sutro Beach, Tambakrejo Beach, Serang Beach, Bendungan Sutami, PLTA Wlingi (Djegu), Monte Hair Petilasan, Flower Lake Bath (Sumber Udhel), Herlingga Jaya Hotels and Baths, Hotel Patria, Embultuk Cave, Trisula Monument, PETA Monument, Aryo Blitar Monument, Rojo Garden Park, Karangsari Agro (star fruit), Gebang Palace (Bung Karno Museum), Rambutan Agro Tourism, Blimbing Agro Tourism, Koi Fish Show. As for the motto, Blitar is a Patria city which has annual religious tourism traditions, namely Grebeg Pancasila (Kyai Pradah in Lodoyo) and Haul Bung Karno.
HISTORY

Universitas Negeri Malang (UM) was formerly known as the Teacher Education College (PTPG), which was inaugurated on October 18, 1945 by Prof. Mr. Muhammad, Minister of Education, Teaching and Culture, pursuant to Decree No. 38742/Kab of September 1, 1954. Prof. Sutan Adam Bachtiar was, at the same time, the first Rector of PTPG Malang.

PTPG Malang had 5 departments, 127 students, and 37 lecturers at the beginning of its establishment. The Department of Indonesian Language and Literature (20 students), English Language and Literature (25 students), History and Culture (19 students), Economics (35 students) and Pasti Alam are part of this pioneering department (28 students). At the High School building in Bunder Square, lectures were given. A year later, as of 20 June 1955, PTPG originally had its own building, it was “Hotel Splendid” at Jl. Tumapel 1, Malang can’t afford the number of activities. From that moment on, lectures in the new building will be hosted.

On November 10, 1954, a new university, Universitas Airlangga (Unair) in Surabaya, was established in East Java. Unair’s establishment influenced the status of PTPG. PTPG became one of the four departments in Malang from then on. As a result, the formal status of PTPG changed based on Government Regulation No. 71 of 1958 and its name became the Teacher Training and Education Faculty (FKIP) Airlangga University. The history and events of PTPG Malang are thus referred to as UNAIR.

The Institution obtained a plot of land in 1958, thanks to the services of Mr. Sarjono the former Mayor of Malang, who then constructed a campus complex located at Jl. Semarang 5. The construction of the new campus was driven rapidly by the development of the UNAIR FKIP. Building the Splendid Lecture at Jl. Tumapel 1 can no longer handle all its operations. Universitas Negeri Malang has occupied this campus complex, built since 1958, until now.
This organization urgently needed outside support in its early days to complete the facilities and infrastructure. At the time, notable donations included scholarships from the Ford Foundation to send lecturers abroad, many laboratories and library books from the facilities, as well as from the Japanese government via the Colombo Programme. Support from Sie Twam Tjing (Samsi), owner of the Bentoel Malang cigarette factory, who at that time provided modern cafeteria assistance.

The MPRS Decree No. 11/MPRS/1960 stressed that the FKIP is one of the only institutions for secondary school teacher education. In order to enact this Decree on February 7, 1961, on the basis of Decree No. 6 of 1961 of the Ministers of Educational and Cultural Teaching of the Republic of Indonesia. BI and B-II courses were incorporated into the FKIP in the Higher Education and Education Sciences Department of Education (PTIP). FKIP Universitas Airlangga in Malang and FIP Universitas Brawijaya in July are linked to this in East Java. The Ministry of Basic Education and Culture (PDK) founded the Indonesian Institute of Educated Teachers (IPG) in Series No. 92 in 1962, which is centered in Madiun East Java. There has thus been a dualism in secondary school teacher education since 1962.

A policy to unify several FKIP and FKIP was issued in 1963. The Teacher Education Institute (IPG) in Madiun became the Teacher Training and Education Institute (IKIP) Malang. The decision was aimed at ending the uncertainty that had arisen at that time in preparation of education personnel. In the planning and management of educational staff, this policy also offers decisiveness and authority. With this scheme, education personnel are managed by a single entity and under a single ministry. Thus, it is hoped that it will be possible to use the available resources and funds optimally.

The President issued Decree No.1 of the Year 1963 on January 3, 1963, containing the merger of FKIP and IPG into IKIP. The Joint Declaration between the Minister of Indonesian Minister of Higher Education and Sciences and the Minister of Minister of Education and Culture No. 34 and 32 of 1964 on how to unify FKIP and IPG into IKIP was issued on May 4, 1964. The FKIP was then combined with IPG in Madiun/Yogyakarta in Malang/Yogyakarta to become IKIP in Malang/Yogyakarta. At the same time, the Decree No. 351964 of the Minister of Higher Education and Science stipulated that IKIP Malang had the following branches: (a) in Surabaya (from the FKIP branch of the University of Airlangga), (b) in Madiun Malang (originating from FKIP Airlangga University branch), (c) in Singaraja (from the University of FKIP Udayana), (d) in Kupang/Endeh (from FKIP Nusa Cendana University). FIP Jember was separated from Brawijaya University on the basis of the Decree of the Minister of PTIP No. 36 of 1964 and became a branch of IKIP Malang. The dualism in the field of higher education has thus stopped.

The inauguration ceremony of IKIP Malang, which means separation from Airlangga University, took place on Tuesday 20 May 1964 at the SKMA Negeri Malang Building.

This profound shift in status has repercussions for the creation of the faculties in which it is situated. IKIP MALANG has for faculties from the outcomes of the reorganization, including: the Faculty of Education (FIP), the Faculty of Teacher Training in Letters and Arts (FKSS), the Faculty of Social Science Teaching (FKIS) and the Faculty of Science Teacher Training (FKIE), which were launched together. Meanwhile, after one year of reorganization, the Faculty of Teaching Engineering (FKT) was born. Next, in 1892, the names and words of established departments were nationally modified. The Faculty of Education (FIP) has not changed, FKSS has become the Faculty of Language and Arts Education (FBS), FKIS has
become the faculty of Education in Social Sciences (FPIPS) FKIE has become the Faculty of Technology and Vocational Education (FPTK).

Efforts are constantly being made to enhance the consistency of "Tri Dharma", which includes education and teaching, scientific research, and community service. This effort finally received official recognition after IKIP Malang was designated as IKIP Guidance by the Director General of Higher Education on December 30, 1967. Thus, IKIP Malang at that time became one of the 10 Advisory Universities in Indonesia.

On March 23, 1968, in an attempt to enhance the standard of education, some faculty of IKIP Malang were handed over to its new administrator. This is supposed to decrease the span of bureaucracy and provide flexibility for new managers. The Jember Branch was handed over to the University of Jember. Singaraja Branch to Udayana University. Kupang and Ende branches to the University of Nusa Cendana. The Surabaya branch eventually became independent as IKIP Surabaya (now State University of Surabaya).

From an academic point of view, PTPG has started providing education from the "Bakaloreat" (Bachelor of Undergraduate) level with a study period of 3 years. Then in 1959, the "Doctoral" or Acarya (Bachelor) advanced level was opened with a study period of 2 years. After several years of going through the consolidation stage, finally in 1968 the "post-graduate" program (Doctoral program) was opened with the education department as the first major. Furthermore, in 1982 this program was refined into a Postgraduate Faculty which consisted of a Master's (S2) program and a Doctoral (S3) program. In 1990, the name of the Faculty of Postgraduate was changed to Postgraduate Program, then in 2012 it was changed to Postgraduate.

Improvements are being made progressively in the field of education and teaching, until lectures in 1971 were still using the annual system and increasing levels. The semester system with growing levels has been modified since 1971 and the semester system with credit and elective courses was made known in 1973 with the term Semester Credit System (SKS). With this credit, various and flexible educational programs are provided; Students are expected to be able to develop programs according to their abilities and the quality of learning outcomes can be controlled. In addition, in 1980, curriculum changes and program arrangements were made with a "multi-entry and multi-exit" approach, the curriculum was designed for various levels of study programs, namely; the Diploma program was designed to prepare secondary school teachers (S01, S02, and S03), the Undergraduate (S1), and Postgraduate Program which includes Master's (S2) and Doctoral (S3) programs. The curriculum renewal occurred again in 1992 with the "flexibility" trait, which offers students the opportunity to have more than one teaching authority and capacities so that they can be more flexible in meeting the demands of the world of work.

In the field of research in December 1966 the establishment of the Educational Research Institute was initiated, but it could not function properly due to the lack of funds. This institution developed into the Institute for Educational Research and Community Service (LP3M). Efforts to research the education system were carried out with the development of Laboratory Elementary Schools and the Pioneer School Development Project (PPSP). In 1967 the Pancasila Laboratory was established which examined the theoretical, religious, philosophical, and historical basis of the state philosophy of Pancasila so that the interpretation of Pancasila could be scientifically justified. Some of the products of this institution include teaching materials for PPKn subjects and lectures, and Pancasila for elementary, junior high, high school, and university. New research
institutes can function in Pelita I and begin to receive funding from Research and Development P and K. Furthermore, based on PP No. 5/1980, LP3M was divided into two institutions, namely the Research Center and the Institute for Community Service. Under its new name the Research Center is growing rapidly, handling hundreds of research titles every year, and involving almost all academic personnel.

LPM was once trusted in the area of Community Service to oversee the East Java skills development projects. In 1980, the Real Work Lecture was introduced as a student service activity to the community which was then required for undergraduate program students in 1987. In 1984, community service activities carried out by lecturers were further developed into two programs, namely education in the community (DIKMAS) and service to the community (YANMAS). In 1992 the community service program was developed into 6 programs, namely education to the community, service to the community, review of actions, development of research results, regional development, and management and development of KKN. In the context of implementing activities, LPM has fostered strong cooperation with the Regional Government and other relevant parties in the context of its implementation activities.

In addition, three Program/Activity Coordinators have been assigned to the community for the smooth implementation of the duties and functions of the Community Service Institution, namely: (1) Coordinator of Educational Programs/Activities and Community Services; (2) Coordinator of Program/Activity Review of Actions, Development of Research Results, and Regional Development; and (3) Coordinator of Program/Activity Management and Real Work Lecture Development. Based on the decree of the Chancellor of the State University of Malang No. 0025/Kep/J36/OT/2002 the coordinator of the LPM activity program changed to (1) Coordinator of the Education and Entrepreneurship Program (PPK); (2) Coordinator of the Socio-Cultural Program and Application of Science and Technology (PSBPI); and (3) Coordinator of Regional Development Program and Real Work Lecture (PWKKKN).

In line with this, the Research Center changed its status in 1993 to become a Research Institute with 5 research centers, namely (1) Research Center for Educational Personnel, (2) Research Center for Primary and Secondary Education, (3) Center for Research on Culture and Community Education, (4) Center for Population and Environmental Education Studies, and (5) Center for Women’s Studies. Furthermore, with the enactment of the Decree of the Minister of Education and Culture No. 270/O/1999 concerning Organization and Work Procedure of State University of Malang, in 2000 the UM Statute was ratified by the Minister of National Education with No. 170/U/2000. Thus, the two regulations provide an opportunity for universities to develop according to their abilities through the granting of academic autonomy and management autonomy. In 2001 with the Decree of the Chancellor of UM number 0632/KEP/-PT28.H/N/2001 dated April 6, 2001 concerning the Change of Names of Research Centers at the Research Institute of the State University of Malang, the UM Research Institute has 5 research centers, namely: (1) Educational Research Center (PPP); (2) Technology and Industry Research Center (PPTI); (3) Center for Environmental Research (PPLH), (4); Center for Regional and Cultural Resources Research (PSDWK); and (5) Center for Women’s Studies (PSW).

Institutional development at the Research Institute and LPM continues to be carried out, based on the Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 30 of 2012, concerning the Organization and Work Procedure of MEs, the two institutions are united into the Institute for Research and Community Service (LP2M), with
seven centers, namely (1) Center for Research and Community Service (LP2M). Research and Educational Service (P3P); (2) Center for Research and Service in the Field of Science, Industrial Technology, and Intellectual Property Rights (P3STIHKI); (3) Research and Service Center for Social Affairs, Humanities, Sports and Health (P3SHOK); (4) Research and Service Center for Economics and Entrepreneurship (P3EK); (5) Center for Gender and Population Research and Service (P3JK); (6) Center for Research and Service in the Field of Environment and Natural Disaster Management (P3LHMBA); and (7) Regional Resource Development Center and Real Work Lectures (P2SWKKN).

On the basis of 2012 UM OTK, the Education and Learning Development Institute (LP3) has seven centers, namely (1) the Center for Curriculum Development, Learning and Assessment (P2KP); (2) Learning Resource Development Center (P2SB); (3) Center for University Course Development (P2MU); (4) Field Experience Program Development Center (P4L); (5) Center for the Development of Religious Life (P2KB); (6) Student Guidance and Counseling Development Center (P2BKM); and (7) Teacher Professional Education Development Center (P4G).

In 2019, under the Decree No. 22.1.25/UN32/OT/2019 concerning the Dissolution and Establishment of a Center at the Malang State University Institution, LP2M has nine Centers, namely: (1) Center for Advanced Materials for Renewable Energy; (2) Halal Center; (3) Education Center; (4) Center for Social Humanities and Tourism; (5) Gender and Health Center; (6) Center for Disaster, Mitigation, and Environment; (7) Regional Resource Center and Real Work Lectures; (8) Center for Intellectual Property Rights, Business Incubation, Commercialization, and Industry Affiliation; (9) Center for Academic Publications; At the end of 2019, one new service center was added within the scope of LP2M's work, namely the Rating Center. Thus, until the end of 2020 there are ten research centers in LP2M UM. While LP3 has six centers, namely (1) Center for Curriculum Development and Education; (2) Center for Development of Innovation and Learning Resources; (3) Center for the Development of Religious Life and University Lectures; (4) Center for Development of Job Training and Field Experience, (5) Center for Development of Educational Instrumentation, Selection, and Evaluation; (6) Center for Development of Counseling, Career, and Academic Competence Guidance.

Changes and development of activities have been carried out by UM, all of which are directed towards the success of providing education for education personnel that is relevant to the needs. In 1992 the D2 PGSD program changed its status to a new study program under the auspices of the Faculty of Education, namely the Diploma 2 Elementary School Teacher Education program. In 1993, two new study programs were established, namely the Bachelor's Program in Elementary School Indonesian Language Education at FPBS and the Bachelor's Program in Elementary School Mathematics Education at FPMIPA. And in 1994 six new study programs were established, namely Diploma 1 Electrical Engineering Education, Diploma 1 Automotive Engineering Education, Diploma 3 Electrical Skills Education, Diploma 3 Automotive Skills Education, Diploma 3 Metalworking Skills Education, and Diploma 3 Building Skills Education in FPTK. In the even semester of 1994/1995, the Postgraduate Program opened two new study programs, namely the Master's Program in Mathematics Education and the Master's Program in Chemistry Education. In its development, UM has six faculties and one Postgraduate Program.
In 1998/1999 UM has accepted new students for 14 new non-educational study programs, consisting of 7 undergraduate programs, namely: Mathematics, Physics, Chemistry, Biology, Indonesian Language and Literature, English Language and Literature, and Visual Communication Design (Deskomvis); 7 Diploma 3 programs, namely: English for Business (English for Business), Mechanical Engineering, Civil and Building Engineering, Electronic Engineering, Electrical Engineering, Catering, and Clothing. In 1999/2000, 6 new study programs opened, consisting of 4 non-educational study programs, namely: Sports Science (S1), Management (S1), Marketing Management (D3), and Accounting (D3); and 2 educational study programs, namely: German Language Education (S1) and Dance Education (S1); in 2000/2001 opened 1 new non-educational study program, namely Psychology (S1).

In 2004/2005 opened 1 non-educational study program namely History (S1) and 1 educational study program namely PGSD (S1), in 2005/2006 opened 2 non-educational study programs namely Accounting (S1) and Economics and Development Studies (S1); In 2006/2007 opened 2 educational study programs, namely Automotive Engineering Education (S1) & Vocational Education (S2), in 2007/2008 opened 3 educational study programs namely Information Engineering Education (S1), Catering Education (S1), and Food Administration Clothing (S1); In 2008/2009 he opened 3 PAUD PG study programs (S1), Animation Games (D3), Electrical Engineering Education (S1), and established the Faculty of Sports Science (FIK).

The Faculty of Social Sciences (FIS) was founded in 2009/2010, some study programs as Special Education (S1), Libraries (D3), Basic Education (S2), and Mathematics Education (S3) were opened; Physics Education (S2), Geography Education (S3), and Mathematics Education (S3) study programs were opened in 2011/2012; in 2011/2012 opened Vocational Education (S3), Mandarin Language Education (S1), and Civil Engineering (S1) study programs; in 2012/2013 established the Faculty of Psychology Education (FPPsi), and opened study programs for Science Education (S1), Social Studies Education (S1), Sports Coaching Education (S1), Geography (S1), Business and Management Education (S2), and Management (S2). Meanwhile, in 2013/2014, UM opened study programs in Public Health Sciences (S1), Chemistry Education (S3), and Out-of-school Education (S3), Sports Education (S2). In 2014/2015 UM opened study programs: Sociology Education (S1), Library Science (S1), Electrical Engineering (S1), Informatics Engineering (S1), Mechanical Engineering (S1), Automotive Machinery (D3), Language Teacher Training (S2), Teacher of Fine Arts (S2), History Education (S2), Arabic Language Teacher (S2), Economics (S2), and Accounting (S2). In 2015/2016 opened the Physics (S2) and Accounting Profession study programs. In 2016/2017, the study programs of Library Science (S1), Biology (S2), Mechanical Engineering (S2), and PPKn (S2) were opened. In 2017/2018 opened the study program Industrial Engineering (S1), Civil Engineering (S2), Special Education (S2), Early Childhood Education (S2), Chemistry (S2), Mathematics (S2), Electrical Engineering (S2), Education Physics (S3), and Management Science (S3). At the beginning of 2018/2019 UM opened Basic Education (S3) and Biotechnology (S1) study programs.

Pursuant to Decree No. 93 of 1999 of The resident of the Republic of Indonesia IKIP Malang is changed to State University of Malang (UM) and based on the Decree of the Director General of Higher Education Number 143/DIKTI/Kep/2000, as well as Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 30 of 2012, concerning Organization and Governance UM work. Currently UM has 8 faculties and 1 postgraduate, namely the Faculty of Education (FIP), Faculty of Letters (FS), Faculty of Mathematics and
Natural Sciences (FMIPA), Faculty of Economics (FE), Faculty of Engineering (FT), Faculty of Science Sport (FIK), Faculty of Social Sciences (FIS), and Faculty of Psychology Education (FPPsi), and Postgraduate.

IMPLEMENTATION OF ACADEMIC ADMINISTRATION

To ensure the smooth running of programs in academia and improve the effectiveness and efficiency of services for academic members, procedural elements, implementation, and service units need to be arranged in a system. With a clear system, all related parties are expected to work or take advantage of the current condition optimally.

THE CONDUCT OF SERVICES

UM has 2 (two) administrative implementation bureaus, namely the Bureau of Academic, Student Affairs, Planning, Information, and Cooperation (BAKPIK), as well as the General and Finance Bureau (BUK).

Functionally, the Bureau of Academic, Student Affairs, Planning, Information, and Cooperation, is led by the Head of Bureau who reports to the Rector. On a daily basis, supervision in this bureau is carried out by Vice-Rector I in academic affairs, Vice-Rector II in general and financial affairs, Vice-Rector III for student and alumni affairs, and Vice-Rector IV for planning, information systems, communication, and cooperation.

The organizational structure of the bureau consists of four divisions and one Functional Position Group: (1) The Academic Affairs Division is responsible for academic administration and evaluation, registration and statistics, and academic facilities; (2) The Planning and Information System Division is responsible for the administration of academic and physical planning, data collection and management, and information services; (3) The Student Affairs Division is responsible for the administration of interest, student intellectual activity and information, as well as student welfare services; and (4) The Cooperation and Public Relations Division is responsible for the administration of cooperation and public relations, and (5) Group of Functional Officers.

Bureau of General and Finance is the implementer of general and financial administration, led by the Head of Bureau who reports to the Rector. The supervision in the bureau is carried out by the Vice-Rector II. The organizational structure of the General and Finance Bureau consists of 3 (three) divisions and one Group of Functional Officers, namely (1) the General, Legal, Administrative and State Property Affairs Division is responsible for administration, household, legal, governance, and affairs of state property; (2) The Staff Affairs Division is responsible for administrative affairs for academic and administrative staff; and (3) The Finance Division is responsible for administrative affairs for financing, treasury, accounting, and financial reporting; and (4) Group of Functional Officers.

STUDENT REGISTRATION

Each UM student applicant must undergo an administrative registration process after passing the selection and being approved as a student candidate. Registration is a process to obtain a registered status as a student and program courses in a semester. At the beginning of the semester, each student is expected to register in accordance with the schedules in the academic calendar. The registration consists of administrative registration and academic registration, with procedures as follows:
A. Process of Administrative Registration

1) Registration of New Undergraduate and Diploma 3 Students

New students of undergraduate and vocational programs may come from three different inputs, namely high school, non-high school, and transfer. There are 4 admission schemes: Seleksi Nasional Masuk Perguruan Tinggi Negeri or National Selection of State University Admission (SNMPTN); Seleksi Bersama Masuk Perguruan Tinggi Nasional or Joint Selection of State University Admission (SBMPTN); Independent Admission (Mandiri) that can be taken through a selection of Academic and Non-Academic Achievements, and Independent Admission based on UTBK-SBMPTN score and Portfolio. To obtain a registered status as an accepted UM student, the accepted participants are required to complete an administrative and academic registration following the predetermined procedure.

The registration process can be carried out in the following phases for prospective undergraduate and vocational students who got accepted:

(1) fill out online biodata via http://registrasi.um.ac.id and upload a Statement Letter of Parents’ Income/Salary List; Family Card (KK); Birth Certificate, and Proof of PBB (Land and Building Tax Payment);
(2) pay tuition fees (UKT/UKS) at BRI, BTN, BNI, Mandiri, CIMB Niaga, or Bank Jatim online;
(3) do an administrative registration at UM by submitting the following documents:
   (a) the Selection participant identification card;
   (b) proof of payment from the Bank;
   (c) a legalized photocopy of diploma and SKHUN;
   (d) a legalized photocopy of report cards and showing the original report cards (for the participants of SNMPTN);
   (e) a photocopy of birth certificate/certificate of recognition of birth;
   (f) a photocopy of family card;
   (g) a letter of medical examination results from the Public Health Center/Polyclinic of UM;
   (h) a printed online biodata of new UM students onto which has been affixed with a photo of the size 4x6; and
   (i) UM student statement letter with a stamp of Rp. 6,000.00 (six thousand rupiahs); and
(4) Receive the alma mater’s jacket and take a photo for the Student Card. For prospective students of Bidik Misi scholarship recipients, they must attach:
   (a) Kartu Keluarga Miskin (Gakin) or Surat Keterangan Tidak Mampu (Recommendation Letter stating one’s family’s poor economic condition) issued by the Head of Village/Subdistrict;
   (b) Electricity accounts;
   (c) Proof of PBB payment; and
   (d) Willingness statement to be surveyed in their respective houses as the participants of Bidik Misi program.

2) Registration of Bachelor and Diploma 3 Students

To continue their study in UM, students need to do administrative registration by first paying tuition fees (UKT) through BNI, BRI, BTN, Mandiri. CIMB Niaga banks online throughout Indonesia within a set period of time. Students can choose the bank that will be used for payment of tuition fees and through the teller or ATM. After making a payment, students are required to do academic registration by filling out KRS online at http://siakad.um.ac.id within a set period of time. Students who have paid UKT but did not process KRS status will be
considered inactive. Students who do not do the registration process, either administration or academics, are required to submit a leave request.

3) Registration of New Graduate Students

Admission of new graduate students for Master’s Program (S2) and Doctoral Program (S3) will be explained in detail in this section. The academic requirement for prospective students of the Master’s program is to have a bachelor’s degree in education or non-education and linear with the desired master’s study program, and a minimum or equivalent of Bachelor's Grade Point Average (GPA) of 2.75. Meanwhile, the academic requirement for prospective Doctoral program students is a minimum or equivalent Master’s GPA of 3.00. Prospective doctoral students who come from the non-linear field from the desired doctoral program would require approval from the Head of Graduate Program Study, and meet certain conditions required by the Director of the Graduate school. Admission from linear and non-linear Bachelor graduates that meet other requirements are stipulated in separate regulations.

New students of S2 or S3 programs must fill out the online registration biodata at http://seleksi.um.ac.id page. After completing and printing the registration biodata, the following documents must be attached: (1) a photocopy of S1/S2 Diploma and legalized transcripts; (2) a photocopy of evidence of written/scientific works that they have participated in in the last 3 years: (3) a statement of financial ability from the applicant or sponsor (4) recommendation letters from two people regarding academic abilities and the personality of the applicant. For prospective doctoral students, the recommendation letters must be written by the supervisors of the participant’s master’s thesis: (5) a health certificate stating that the applicant can attend study (6) two 3x4 cm photographs; (7) a photocopy of TOEFL certificate or any equivalent tests; (8) receipt of the registration fee; (9) online participant card of UM camaba (prospective new student) registration.

Applicants who apply for Beasiswa Unggulan Dosen Indonesia/BUDI (Scholarship for Lecturers) of Kemristek Dikti or LPDP scholarship must attach (a) Letter of Statement regarding lecturer credit score/academic functional position issued by the Ministry of Research, Technology, and Higher Education/Ministry of Religion; (b) The latest Appointment Letter (SK) for PNS (civil servant) lecturers and Appointment Letter of permanent lecturers issued by the related institution (for private university lecturers). Non-PNS lecturers are required to attach a statement letter stating their status as a permanent lecturer in the related institution and not a teacher/or administrative staff; (c) For BUDI Scholarship, a letter of recommendation from the Rector/Director/Chancellor of the related college they work at and Kopertis for applicants from private universities; (d) Register online on http://beasiswa.dikti.go.id page; (e) Proof of online registration for the BUDI scholarship, and (f) Fulfill the requirements set by the Ministry of Research, Technology, and Higher Education.

Documents for registration of prospective students are submitted to UM Graduate School. Jl Semarang 5 Malang 65145. If prospective students have met the specified requirements, the academic selection process (written exam) will be administered by the new Graduate Students Admission Committee. Based on the data about prospective students, the Admission Committee will select registered new student candidates based on the academic considerations and specified criteria.

The new graduate student candidates who pass the exam will be announced on the website http://pasca.um.ac.id. Students are required to do an administrative registration which is coordinated by the Academic Affairs Division in the Registration and Statistics Subdivision. The procedure of the administrative registration is as follows: (1) Fill out the online Biodata
Form for New UM Students at http://registrasi.um.ac.id; (2) pay the tuition fee (UK) to the designated banks (BRI, BNI, BTN, Mandiri, and CIMB Niaga) (3) verify the data;

The next procedure is to submit administrative registration documents: (a) Examination Participant Card; (b) Proof of payment from BRI/BTN/BNI/Mandiri/CIMB Niaga banks; (c) a photocopy of S1 and S2 Diplomas that have been legalized (1 copy each); (d) a photocopy of Birth Certificate/Certificate of Recognition of Birth (1 copy); (e) a photocopy of Family Card/KK (1 copy); (f) 3x4 and 4x6 Photographs (2 copies); (h) a letter of medical examination result (original) from Puskesmas or doctor from state hospitals; (i) Printed UM New Student Biodata which has been affixed with a 4x6 photograph; (j) Surat Pernyataan Mahasiswa or SPM (Student Statement Letter) Universitas Negeri Malang with a stamp of Rp. 6,000.00; (k) a photocopy of TOEFL certificate or of any equivalent tests; (l) Prospective Students must take a picture for the issuance of Student Cards (dressed in a neat shirt/blouse and shoes). (4) participate in OPS activities by receiving explanations and documents.

4) Registration of Graduate Students
   At the beginning of each semester, UM graduate students who have not graduated and are still continuing their study must complete an administrative registration in Registration and Statistics Subdivision by following the procedure as follows: (1) students pay UKT (tuition fees) online at the designated Partner Banks; (2) do an administrative in the Registration and Statistics Subdivision by showing the Certificate of Study Leave (SKCK) for those who are just on leave from college or outside the predetermined schedule; (3) fill out the online Study Plan Card (KRS) at http://siakad.um.ac.id according to the predetermined schedule; (4) students who do not register are not allowed to participate in the courses and are required to submit a leave request.

B. Academic Registration Process
   After finishing the administrative registration, the new and continuing students are officially registered as UM students and must do an academic registration online in a predetermined schedule. Academic registration includes consultation regarding the Study Plan Card (KRS), registration for the courses, filling, and approval of KRS. The academic registration is explained in chronological phases as follows: (1) students make sure that they have completed the administrative registration (tuition fee payment); (2) students read the available course options provided by the department or faculty; (3) students must consult to an academic advisor regarding the course-taking and supervisor regarding thesis/dissertation writing; (4) students register for the courses they choose by filling KRS online; (5) academic advisor approves the KRS online; and (6) students print and keep the KRS which may be used as a proof in case a problem occurs during learning activities.

   Course programming is mandatory and will be used as study records that will be reported to Forlap PD Dikti Kemenristekdikti at the end of every semester.

STUDENT TRANSFER
A. Student Transfer Process from within UM
   UM students may apply for transfer to lower study programs or different study programs at the same level of the same faculty/graduate school or to different faculty. Several requirements must be met in this transfer process, which are having enrolled in the original study program for at least four semesters in a row; availability of seat, facilities, and
infrastructure in the desired study program; possibility to finish the study program within the required time, in addition to having to pass academically in the desired study program.

In the transfer application procedure, students are required to make a written application and provide a strong written reason for the transfer and address it to the Dean of the desired faculty with copies to Rector and Head of the desired department/study program attached with photocopies of Kartu Hasil Studi/KHS (Study Result Card) of each semester and GPA statement validated by the Head of BAKPIK (the Academic Bureau, Student Affairs, Planning, Information and Cooperation) and a transfer letter from the Dean and the Head of the original department/study program, in addition to the approval letter to transfer to a new study program from the direct supervisor for those who work or sponsor for those who are sponsored. Upon the approval, the Dean of the receiving faculty will make a Surat Keterangan Persetujuan Diterima/SKPD (Certificate of Approval) addressed to the student concerned with a copy to the Rector, Dean, and/or Head of the original department/study program, the Head of BAKPIK, Head of Registration and Statistics Subdivision, and Academic Advisor of the student concerned, as well as their parents/guardians. Next, the student must immediately complete the administrative process to the Registration and Statistics Subdivision by submitting the original SKPD, and student ID card, and other required information. It should be noted that, according to the academic calendar, the deadline of the transfer application is one week before the consultation period of KRS. If it exceeds the deadline, the transfer application cannot be processed further.

B. Student Transfer Process from Other Institutions

Students from other institutions can apply for a transfer program to UM and can be considered after fulfilling the following terms and conditions: study program from the original university has a minimum accreditation value/equivalent or above the desired study program, have been studying in the original program for at least four semesters in a row, the undergraduate student has accumulated a minimum of 60 credits and a maximum a of 100 credits with a minimum GPA of 2.75, the availability of seat, facilities, and infrastructure for the education in the intended study program, transfer of credit that allows completion of studies, and has passed the academic selection held by the intended study program.

In the transfer application procedure, students are required to make a written application and provide a strong written reason for the transfer to be addressed to the UM Rector with a copy to the Dean and Head of the desired faculty and Department/Study Program, accompanied by other necessary attachments. These attachments refer to the KHS per semester and the GPA statement legalized by the original university; temporary transfer certificate from their original university; letter of consent from their parents/guardians; letter of recommendation from their original faculty stating that the person concerned is a student who has good behavior and never violates the rules, and in a state of losing their to right to study due to not meeting the requirements of the original university (drop out); letter about the decision of transfer from parents/husband/wives for students who apply for a transfer due to relocation of their working parent/husband/wife, and a study permit from the employer for working students.

After the student was declared accepted, the UM Rector has the Head of BAKPIK issue an SKTD addressed to the student with a copy to the Rector of the original university, Dean and Head of the intended faculty and department, as well as the Head of the UM Registration and Statistics Subdivision. It should be noted that according to the academic calendar, the
deadline of the transfer application is two weeks before the consultation period of KRS. If it exceeds the deadline, the transfer application cannot be processed further, and the registration fee must be paid per applicable regulations. After receiving the SKTD, the student must immediately do an administrative registration at the Registration and Statistics Subdivision by submitting the requirements and do the administrative registration online according to the predetermined schedule and procedure.

C. Leaving out of UM

UM students can apply to transfer or leave UM. Regarding this matter, the student concerned must address a request letter to transfer or leave UM to the Rector along with the reasons for leaving. The letter is attached with a photocopy of the Study Result Card (KHS) throughout their study and letter of acceptance at the target university. If the application letter has arrived at the Academics and Evaluation Subdivision, the student is required to fill in the Kartu Proses Penjejakan/KPP (Tracking Process Card) stating that the student has no financial responsibility, library book loans, and dependents at the faculty and student affairs. The Tracking Process Card is then returned to the Academic and Evaluation Subdivision, attached with the Student Card. Next, the student will get a certificate of transfer/leaving from UM complete with an attached list of scores or a transcript while the student is attending UM. The student who left or transferred from UM cannot be accepted back as a student at UM.

PROCEDURE FOR ACADEMIC LEAVE

The study leave for absence (academic leave) is processed by the Academic Affairs Division in the Registration and Statistics Subdivision, Graha Rektorat 2nd Floor. Students can apply for an academic leave after studying for at least 1 semester. A maximum of 2 semesters of academic leave can be taken. Academic leave is accumulated into the period of study. To acquire permission to leave, the student must send a request for an academic leave addressed to the Rector through the Head of BAKPIK provided with strong reasons. For every reason mentioned, whether it is due to economic difficulties, illness, or other reasons, students must attach a relevant statement letter from the authorized officer.

After the request is approved, the student can request for a Tracking Process Cards (KPP) from the Registration and Statistics Subdivision to be processed to the Department, Faculty, PNBP Subdivision, and UPT Libraries. The file tracking process that has been completed is returned to the Registration and Statistics Subdivision accompanied by several attachments: student card or ID Card, and a letter of approval from parent/guardian or doctor’s letter (for the sick). Furthermore, the student will receive a Surat Keterangan Cuti Kuliah/SKCK (Academic Leave Letter). It should be noted that the student must get approval from the Head of the Department and the Vice Dean I no later than one month before the upcoming semester starts. The student is exempted from the obligation of paying tuition fees during the academic leave. Processing academic leave can be started at the end of the semester that is attended up to no later than one month after the start of the semester.

STATEMENT LETTER SERVICES

Statement letters are processed by the Academic Affairs Division at the Registration and Statistics Subdivision, Graha Rektorat 2nd floor. There are two types of statement letters, namely Surat Pernyataan Masih Kuliah/SPMK (a letter stating that the student is still studying in college) and UM Student Letter.
The form of SPMK is determined by the Badan Administrasi Kepegawaian Negara/BAKN (Administrative Body State Personnel). This letter can be used by parents of students who have the status of civil servants/BUMN/TNI/POLRI/retired or a pension decree if the parents of the student have recently retired to get child support for their sons/daughters who have passed the age limit of 21 to 23 years, have not yet had a family but are still in college. Students who need this certificate can ask for SPMK sheets for those who have administrative registration in the current semester by submitting a photocopy of the Student Card and the last KP4/Model C/Model DK/SK from the parent agency of the student concerned, or photocopy of Karip (Pension Identity Card) or a pension letter if the parents of the student are recently retired.

A UM Student Letter is usually required by students for various purposes, such as ASKES/BPJS, visa application, academic scholarship, applying for a job, etc. Students who need this letter can ask for SPMK sheets, particularly those who have registered administration in the current semester and are not in the status of losing their study rights by submitting a photocopy of the Student Card that has been written with the applicable format of Name, NIM, and Full Address.

JUDICIUM

Judicium is the overall final assessment of the students based on the Grade Point Average (GPA) that is calculated from the scores of all courses taken. Students who have completed a study program in accordance with a specified credit load can apply for the final assessment by filling in the Daftar Hasil Studi dan Yudisium (DHSY) Result List online. Judicium applications can be made at any time/any day in the running semester according to the academic calendar provided that the status of the student is active/registered in the running semester, short semester, and even semester. The procedure is as follows:

a. Preparation

Students who seek to graduate are required to: (1) have their photos taken for the issuance of the Diploma/transcripts and certificate at the Registration and Statistics Subdivision according to the schedule, (2) validate their biodata at the Academic Affairs Subdivision for PDDikti data purposes, (3) submit a photocopy of the latest Diploma and STTB that have been legalized, and match the data from PDDikti to the Diploma’s concept at the Academic and Evaluation Subdivision by affixing a signature. Non-high school, undergraduate, and postgraduate students must submit a legalized transcript, 1 (one) copy each.

b. Implementation

Students register themselves to take the judicium at the Academic Affairs (and Student Affairs) Subdivision of their respective faculties by attaching the photocopies of all Study Result Cards (KHS) which have been approved by the Head of the Academic and Evaluation Subdivision. The faculty will process the judicium documents of each student in the form of DHSY. The student, together with the academic advisor/the department, will revise and match the data with KHS accordingly with the curriculum and the title of the thesis, and submit the DHSY back to the Academic Affairs (and Student Affairs) Subdivision of the faculty. Next, the faculty will send the names of students who plan to graduate. DHSY that has been declared correct will then be submitted to the department to get approval from the academic advisor, the head of the department, the Dean, and lastly, the student concerned is declared to have graduated.
The list of graduates, which is a Dean Decree, will be sent to the Rector and Head of Academic and Evaluation Subdivision. After the students are declared to have graduated with the Dead Decree, they can track the progress of their graduation online, and students can request for a Temporary Graduation Certificate at the Academic and Evaluation Subdivision by filling the provided form beforehand. If the tracking process is complete and the student has no dependents, they may register as the participants of the graduation ceremony based on the available quota and period chosen by the students themselves.

GRADUATION CEREMONY
The graduation ceremony is an inauguration for graduates as alumni and members of UM alma mater (Vocational, Bachelor, Master’s, and Doctoral programs. Students who have completed their studies and have been declared graduated are entitled and obliged to attend the graduation ceremony, which is held every period under the predetermined quota. Graduates who wish to attend the graduation ceremony can register online, and print the participant card. The Service of Student Welfare Subdivision as the secretariat of the graduation committee will announce the list of graduation ceremony participants for each period, and the students must know whether or not they are registered as participants. Upon receiving an invitation card, the students can attend the graduation ceremony on the specified date and place.
ACADEMIC FACILITIES

To improve the integrity and quality of graduates, the teaching and learning process at UM is fully supported by a set of academic facilities and infrastructure. With these various academic facilities, UM graduates obtain proportional knowledge from classrooms to essential skills; from theoretical aspects to practical experience; from abstract concepts to real activities; from assignments that have been determined by the lecturer only (structured) to independent activities.

Some of the important academic facilities needed and available at UM include laboratories, workshops, studios, hotspots, experimental gardens, nursery garden, Institute of Research and Community Service (Lembaga Penelitian dan Pengabdian Kepada Masyarakat/LP2M), consisting of (1) Center for Advanced Materials for Renewable Energy (Pusat Material Maju untuk Energi Terbarukan/PM2ET); (2) Halal Center (Pusat Halal/PH); (3) Education Center (Pusat Pendidikan/PP); (4) Social, Humanities, and Tourism Center (Pusat Sosial Humaniora dan Pariwisata/PSP); (5) Gender and Health Center (Pusat Gender dan Kesehatan/PGK); (6) Disaster, Mitigation, and Environment Center (Pusat Kebencanaan, Mitigasi, dan Lingkungan/KML); (7) Development Center of Local Resources and Coordinator of Community Service Fieldwork (Pusat Sumber Daya Wilayah dan Kuliah Kerja Nyata/PSWKKN); (8) Intellectual Property Rights, Business Incubation, Commercialization, and Industry Affiliation (Pusat Haki, Inkubasi Bisnis, Komersialisasi, dan Afiliasi Industri/PHIKA); (9) Academic Publication Center (Pusat Publikasi Akademik/Publika); (10) Rating Center (Pusat Pemeringkatan).

The Educational and Learning Development Institute (Lembaga Pengembangan Pendidikan dan Pembelajaran/LP3) consists of (1) Center for Curriculum and Education Development (Pusat Pengembangan Kurikulum dan Pendidikan/P2KP); (2) Innovation and Learning Resource Center (Pusat Inovasi dan Sumber Belajar/P2ISB); (3) Center for Interfaith Relationship and University Life Development (Pusat Pengembangan Kehidupan Beragama dan Kuliah Universiter/P2KBKU); (4) Center for Development of Fieldwork Program (Pusat Pengembangan Praktek Kerja dan Pengalaman Lapangan/P2PKPL), (5) Center for Development of Educational Instrumentation, Selection, and Evaluation (Pusat Pengembangan Instrumentasi, Seleksi, dan Evaluasi Pendidikan/P2ISEP); (6) Counseling Center for Student Career and Academic Competence (Pusat Pengembangan Bimbingan Konseling, Karir, dan Kompetensi Akademik/P2BK3A). LP3 is also equipped with several Technical Implementing Units (UPT), including UPT Library, UPT Center for Information and Communication Technology, UPT Center for Pancasia Studies, and UPT Quality Assurance Unit. There are also other supporting units, namely: International Relations Unit, Mandarin Language Center, Polyclinic, Archive Center, Language and Culture Center, and Publishing-Printing.

Laboratories, Workshops, and Studios

To combine conceptual with empirical aspects (reality), theoretical with practical aspects, knowledge with skills, the teaching and learning process activities at UM are supported by several laboratories, workshops, studios, and experimental gardens.
The Faculty of Education (FIP) has several laboratories, which are Guidance, Counseling, Educational Technology, Educational Administration, Education Outside the Classroom, Elementary and Preschool Education, and Education for the Disabled laboratories.

The Faculty of Letters (FS) has several laboratories, which are Art and Design, Drama Laboratory, Language Laboratory, Computer Laboratory, English Self Access Center, Human Language Center, Mediothek, Microteaching, Ceramics Studio, Graphic Studio, Image Studio, Graphic Photo Studio, Videography Studio, Dance Studio, Music Studio, Gamelan Studio, and Statue Studio.

The laboratories owned by the Faculty of Mathematics and Natural Sciences (FMIPA) are Mathematics Laboratory, Physics Laboratory, Chemical Laboratory, Biology Laboratory, Science Laboratory, and Joint Laboratory (Central). The Mathematics Laboratory consists of a computational sub-laboratory and a PBM mathematics sub-laboratory. The Physics Laboratory consists of sub-laboratories, namely the basic physics, sub-laboratory, computational physics sub-laboratory, electronics and instrumentation sub-laboratory, PBM physics sub-laboratory, electro-magnetic sub-laboratory, and modern physics sub-laboratory. They are also equipped with X-ray Fluorescence equipment (for analysis of elemental content starting from Sodium-Uranium in liquid, solid, and powder), Programmable Controller Furnace (for growth of solid crystals), and Vacuum Evaporator (for growth of thin layers). Chemical Laboratory consists of several sub-laboratories namely the Basic Chemistry sub-lab, the Organic Chemistry sub-lab, the Physical Chemistry sub-lab, the Analytical Chemistry sub-lab, Biochemistry sub-lab, PBM Chemistry sub-lab, and Inorganic Chemistry sub-lab. They are also equipped with a set of Gas Chromatography (for analysis of organic matter content, especially volatile ingredients) tools, Spectrophotometer UV-Vis (for structural analysis of organic compounds and complex compounds), and Spectrophotometer Atomic Absorption (for analysis of metal element content). The Biology Laboratory consists of several sub-laboratories, namely the PBM Biology sub-lab, the Ecology sub-lab, the Plant Physiology sub-lab, Botany sub-lab, Animal Physiology sub-lab, Zoology sub-lab, Microbiology sub-lab, Plant Tissue Culture sub-lab, Genetics sub-lab, Micro Technical sub-lab, and Animal Tissue Culture sub-lab. They are also equipped with a set of PCR tools (for DNA amplification), Fluorescent Microscope (for analysis cellular structure), DNA and Protein Electrophoresis (for DNA and protein identification), Laminar Air Flow, and CO2 Incubator (for animal cell culture). The Joint Laboratory (Central) consists of Nanoparticles sub-lab, Micro-Analysis sub-lab, Geophysical sub-lab, and is equipped with important tools such as Scanning Electron Microscopy (SEM), EDAX, X-Ray Diffraction (XRD), Forrie Transform Infra Red (FTIR), Total Organic Carbon Analyser, Gas Chromatography and Mass Spectroscopy (GCMS), X-Ray Fluorescent (XRF), PCR and RFPCR, Nanovoltmeter, AC/DC Current Source and LCZ Meter, Ground Penetrating Radar (GPS). All of the Central Lab equipment is very essential in supporting research activities, especially research in the field of Nanotechnology. In addition to the mentioned facilities, FMIPA also has a Workshop and Experimental Lab.

The Faculty of Economics (FE) has laboratories, namely the Computer Laboratory for Management Department, Computer Laboratory for Accounting Department, Computer Laboratory for Development Economics Department, Micro Teaching Laboratory, Tax Center Laboratory, Creative Center Laboratory, Indonesian Stock Exchange Laboratory (BEI), Business Data Center Laboratory (PDB), Sharia Banking Laboratory, Capital Market Laboratory, Language Laboratory, Mini Office Laboratory, Mini Market Laboratory, Manual Accounting Laboratory, Office and Library Technology Laboratory.
The laboratories owned by the Faculty of Engineering (FT) are Mechanical Engineering Laboratory, Civil Engineering Laboratory, Electrical Engineering Laboratory, and Industrial Technology Laboratory.

The Faculty of Sports and Science (FIK) has two types of laboratories, which are closed laboratories and open laboratories. The closed laboratory consists of Aerobic Laboratory, Fitness Laboratory, and Massage, Gymnastics, Badminton, Pencak Silat, Judo, Table Tennis Laboratory, and Weight Training. The open laboratory consists of a Field and Stadium. The field is utilized for: Tennis, Beach Volleyball, Basketball, Volleyball, while the Stadium is utilized for: Athletics, Football, Handball, Softball, Traditional Games, and Swimming Pools.

The Faculty of Social and Sciences (FIS) has a Law and Citizenship Laboratory (HKn) consisting of laboratories of law, politics, social, and culture; History Laboratory consisting of laboratories of historiography, museology, multimedia; Geography Laboratory consisting of laboratories of cartography, remote sensing and geographic information systems, physical geography, human geography, education, and social studies education laboratory.

The Faculty of Psychology Education has a Psychology Laboratory and Psycho Center Laboratory which is utilized for psychological consulting, psychological testing, and therapy services, and training.

Given the large number of equipment, facilities, and activities contained in each laboratory, workshop, studio, and experimental garden (until now there is ± 271 unit), a description of this matter is not presented exhaustively in this catalog, but can be seen in detail in the catalog of every faculty and Postgraduate School.

Institute of Research and Community Services (LP2M)

Following the Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 30 of 2012 concerning Organization and Work Procedure of Universitas Negeri Malang, Article 70 paragraph 1, the Institute of Research and Community Service (LP2M) is the academic implementer below Rector who carries out some of the duties and functions in the field of research and community service. The duties of LP2M following Article 71 are to carry out, coordinate, monitor, and evaluate the implementation of research and community service activities. Meanwhile, the functions of LP2M according to Article 72 are stated as follows: (1) preparation of institutional plans, programs, and budgets; (2) carrying out pure and applied scientific research and; (3) implementation of community service; (4) publication of research results and community service; (5) increasing the relevance of research programs and community service according to community needs; and (6) implementation of institutional administration affairs.

Institutional duties concerning coordination include the coordination of implementation, monitoring, evaluation, and control of research and community service activities (P2M), whether it is carried out in faculties, departments, laboratories, or by research and community service centers at LP2M. The administrative function aims to provide administrative services related to implementation and ensuring orderly management of P2M, so that these activities can be formally accounted for. The publication of P2M results is aimed to collect information and disseminate research results so that they are beneficial to society and reduce the possibility of unnecessary duplication. The mentioned activities are carried to create a good synergy between two aspects of P2M which are research and community service.

P2M activities at UM can be held by individuals and/or groups funded by the faculty, university, ministry, or self-funded. Faculties, departments, laboratories, and UPT held
Monodisciplinary P2M activities oriented to the development and application of certain science/technology that is specifically related to the UPT. Research centers and teams specifically organize multidisciplinary P2M activities (Cross Fields) oriented to problem-solving and development related to development needs. LP2M collects data on KBK (*Kurikulum Berbasis Kompetensi* or Competence-Based Curriculum) and lecturer expertise to maximize P2M performance. All the performance data will then be recorded in Litabmas (Platform for faculty members to record their research projects). In addition to that, LP2M has HKI (Intellectual Property Rights or IPR) and INBISTEK (Inkubator Bisnis Teknologi or Business Incubator Technology) centers to manage the output from P2M results. LP2M has their UPM (Quality Assurance Unit) to guarantee the quality of P2M.

In 2019, based on the Rector Decree of the Universitas Negeri Malang number 22.1.25/UN32/OT/2019 dated 22 January 2019 concerning the Dissolution and Formation of Centers in Institutions at Universitas Negeri Malang, research centers under LP2M are divided into 9 (nine) research and community service centers, namely:

1. **Pusat Material Maju untuk Energi Terbarukan/PM2ET** (Advanced Materials for Renewable Energy Center);
2. **Pusat Halal/PH** (Halal Center);
3. **Pusat Pendidikan/PP** (Education Center);
4. **Pusat Sosial, Humaniora, dan Pariwisata/PSP** (Social, Humanities, and Tourism Center);
5. **Pusat Gender dan Kesehatan/PGK** (Gender and Health Center);
6. **Pusat Kebencanaan, Mitigasi, dan Lingkungan/KML** (Disaster, Mitigation, and Environment Center);
7. **Pusat Sumber Daya Wilayah dan Kuliah Kerja Nyata/PSWKKN** (Development Center of Local Resources and Coordinator of Community Service Fieldwork);
8. **Pusat HakI, Inkubasi Bisnis, Komersialisasi, dan Afiliasi Industri** (Intellectual Property Rights, Business Incubation, Commercialization, and Industry Affiliation);
9. **Pusat Publikasi Akademik** (Academic Publication Center);

At the end of 2019, a new center was added within the scope of work of LP2M, namely the Rating Center. Thus, there are ten research centers at LP2M UM.

**Vision**

To achieve the status of an excellent and standard research and community service institution in the development and application of science and technology and pedagogy.

**Mission**

The strategic mission plans of the research and community service of LP2M UM are as follows.

1. To conduct research to develop science and technology and pedagogy that brings benefit to the development of science and social welfare.
2. To carry out community service programs that focus on empowering society through the use of science, technology, and pedagogy.
3. To exercise an autonomous, accountable, and transparent governance that guarantees a sustainable quality improvement.

**Purpose**

The purpose of research and community service of LP2M UM is as follows.

1. To increase excellent academic works of the highest quality in science, technology, and pedagogy.
2. To improve the quality of community service based on the results of studies and research to support the development of pedagogy, advance the welfare of the community, and elevate the nation’s intellect.

3. To build an autonomous, accountable and transparent governance that guarantees a sustainable quality improvement.

The functions of the ten centers of LP2M are as follows.

1. **Advanced Materials for Renewable Energy Center (PM2ET)**
   
The Center for Advanced Materials for Renewable Energy (PM2ET) conducts research and community service in the field of advanced materials, both from natural and synthetic materials for the development of renewable energy products. Its main focus is excellence in the development of science and technology in the fields of solar cell, smart grid, energy storage, and biomass. The focus of this center is to support higher education performance, among others: 1) to become Center of Excellence in Higher Education Science and Technology (PUI-PT) that is recognized nationally and internationally; 2) to increase the number of reputable national and international publications; 3) to increase IPR acquisitions; 4) to enhance the quality of research and community service; 5) to improve research collaboration with domestic and overseas institutions; and 6) to produce excellent research works on advanced materials and their application in the industry.

2. **Halal Center (PH)**

   As a part of research and community service institution, the activities Halal Center carries out are as follows: 1) conducting research and community service to improve science and technology, and improve the welfare of the community in the field of halal product assurance that has regional, national, and international recognition; 2) publishing results of research and community service through various publication media at regional, national, and international levels; 3) performing sustainable cooperation with the government, domestic, and international universities, and the business and industry field to work together to achieve halal products assurance; 4) managing Halal Inspector Agency; and 5) managing international halal journals in English. Research field and community service managed by the Halal Center are sharia business management, scientific investigation of the halal level of products (food, non-food, services) which enter, are traded, and circulate in the territory of Indonesia, education and assistance of UMKM regarding halal products, service of the halal product certification process, and development of halal tourist destinations, as well as preparing human resources to support the assurance of the halal products.

3. **Education Center (PP)**

   The Education Center conducts research and community service in the field of teaching and learning, conducts studies, development, and dissemination of pedagogy training models, publishes results of pedagogy research, conducts studies and develops exemplary school, build partnerships with policy-making institutions in the education and learning field, and carry out sustainable cooperation with government agencies, domestic and international universities, and the business and industry field to work together to improve the quality and quality of the education sector.

4. **Social, Humanities, and Tourism Center (PSP)**

   The Social, Humanities, and Tourism Center (PSP) conducts research and community service, publication, and dissemination of research and community service results, and initiates cooperation with research institutions, both national and international in the social, humanities,
and tourism field. PSP also builds collaborations with government agencies, domestic, and international universities, and business and industry fields to work together to improve the field of tourism.

5. Gender and Health Center (PGK)

The Gender and Health Center (PGK) conducts research and community service in the field of gender and health to achieve welfare and health of the community with the perspective of gender justice and social inclusion. PGK implements the development of gender-responsive learning, empowering women and marginalized groups, strengthening family resilience, premarital education, and gender-responsive budget planning and planning assistance.

6. Disaster, Mitigation, and Environment Center (KML)

The Disaster, Mitigation, and Environment Center (KML) conducts research and service in the field of disaster and environmental education through educational trainings concerning disaster and environment in schools, education and training in writing scientific papers at disaster and environment subject, Adiwiyata Program assistance, capacity building of the Community, disaster management, and research collaboration in the field of disaster and environment.

7. Development Center of Local Resources and Coordinator of Community Service Fieldwork (PSWKKN)

PSWKKN is one of the ten centers within the LP2M scope that deals with activities of research and community service in the field of local resources and community service fieldwork (KKN). This center is a platform for the management and facilitation of research and service conducted by lecturers and students with its two main duties, which are (1) conducting regional research and community service in the forms of empowerment and provision of innovative services in various strategies for regional (villages and subdistricts) and certain government and private institutions improvements based on the results of the study of the internal needs and potentials of UM. (2) managing academic activities of community service lectures (PkM) in the form of Community Services (KKN) for all UM students to provide community learning experiences for students and synergize with community service programs carried out by UM academics, as well as to contribute to strengthening efforts and exploring the potential of partners. Since 2014, PSWKKN has pursued the efforts to improve community service activities (PkM) with the partner villages and institutions model with the purpose of sustainable village assistance. The types of KKN include 1) Regular KKN, 2) Thematic KKN, 3) Independent KKN, 4) Back to Hometown KKN, and 5) Integrated KKN. Themes that have been developed through thematic KKN include the development of an Independent Prosperous Village in collaboration with the Indonesian Ministry of Social Affairs, Astra Prosperous Village as a collaboration with PT Astra International Tbk, Development of KB (Family Planning) villages, Tourism villages assistance, strengthening entrepreneurship and SMEs, modernizing village administrations, empowerment and strengthening management of Islamic boarding schools, cultural and language villages, and post-disaster rehabilitation. The implementation time can be in the form of Blok, which is carried out for 45 days continuously at the location, or in the form of Sinambung which is carried out every weekend (Friday, Saturday, and Sunday) for +15 weeks at the location. Currently, KKN is held continuously (Continuous KKN). This form is also in line with the sustainable partner assistance program. The location of student placements is not limited to the area of Malang Raya, but it also extends to most areas of East Java and outside Java. For this
arrangement, Back to Hometown KKN was introduced, that is a KKN program that sends regional students to serve in their respective regions in collaboration with regional student organizations. In addition, to accommodate the dedication of lecturers and students both from internal and external UM, PSWKKN currently manages two community service journals, namely the Karya Innovation journal (KARINOV) and the Graha Pengabdian Journal (JGP).

8. Intellectual Property Rights, Business Incubation, Commercialization, and Industry Affiliation (PHIKA)

PHIKA conducts research and service to the community that has the potential of intellectual properties, business incubators, commercialization, and industry affiliation, that is to improve the quantity, quality, and skills of the academic community in achieving intellectual property. PHIKA utilizes internal and external potentials in achieving intellectual property and developing business, commercialization, and industry affiliation. Growing and doing business incubation consists of several processes, which are coaching, service, mentorship, guiding, and development of an amateur business unit to be profitable and sustainable. PHIKA develops and actualizes the commercialization of innovations from the academic community of UM. In addition, PHIKA also collaborates with the government, society, and industry in implementing science and technology in an integrated and sustainable manner for the welfare of the society.

9. Academic Publication Center (Publika)

The Academic Publication Center (Publika) works to (1) increase the quantity and quality of reputable international publications, (2) proofread manuscripts, (3) assist in the process of international publication, (4) check plagiarism, (5) coordinate international journals with conferences, and (6) initiate the development of a research ethics committee.

The Service Center that leads to Academic Publication (Publika) works to (1) increase the quantity and quality of reputable international publications, (2) proofread manuscripts, (3) assist in the process of international publication, (4) check plagiarism, (5) coordinate international journals with conferences.

10. Rating Center

The duties of the Rating Center are as follows:

a. Developing user interaction designs for the 2020 version of the E-Monev application.
b. Developing a rating system framework for UM internal

c. Preparing suggestions for the need for additional features in E-monev supporting applications.
d. Developing a performance measurement guide based on e-monev

e. Managing the entry process of innovation performance.
f. Managing the entry process of student performance.
g. Managing the entry process of community service performance.
h. Managing the entry process of research performance.
i. Monitoring MU data on other supporting applications of DIKTI’s ranking, and formulate recommendations for performance improvement.
j. Managing the registration process for Rankings Entry Evaluation service at QS WUR

k. Initiating an effort to enter the Impact based ranking on Times Higher Education University Ranking.
Table 1 List of Journals and Periodic Scientific Publication

<table>
<thead>
<tr>
<th>No</th>
<th>Name of Journal</th>
<th>Faculty</th>
<th>Accreditation Category</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>TEFLIN Journal</td>
<td>FS</td>
<td>Scopus Q2</td>
</tr>
<tr>
<td>2</td>
<td>Jurnal Kajian Bimbingan dan Konseling</td>
<td>FIP</td>
<td>Sinta 2</td>
</tr>
<tr>
<td>3</td>
<td>Jurnal Ekonomi dan Studi Pembangunan</td>
<td>FE</td>
<td>Sinta 2</td>
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<tr>
<td>4</td>
<td>JPBM (Jurnal Pendidikan Bisnis dan Manajemen)</td>
<td>FE</td>
<td>Sinta 2</td>
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<tr>
<td>5</td>
<td>Jurnal Pendidikan : Teori, Penelitian, dan Pengembangan</td>
<td>PPs</td>
<td>Sinta 2</td>
</tr>
<tr>
<td>6</td>
<td>Bahasa dan Seni: Jurnal Bahasa, Sastra, Seni, dan Pengajarannya</td>
<td>FS</td>
<td>Sinta 2</td>
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<tr>
<td>7</td>
<td>Knowledge Engineering and Data Science</td>
<td>FT</td>
<td>Sinta 2</td>
</tr>
<tr>
<td>8</td>
<td>Jurnal Ilmiah Pendidikan Pancasila dan Kewarganegara</td>
<td>FIS</td>
<td>Sinta 2</td>
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<tr>
<td>9</td>
<td>Jurnal Ilmu Pendidikan</td>
<td>LP2M</td>
<td>Sinta 2</td>
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<tr>
<td>10</td>
<td>Jurnal Akuntansi Aktual</td>
<td>FE</td>
<td>Sinta 3</td>
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<tr>
<td>11</td>
<td>Journal of ICSAR</td>
<td>FIP</td>
<td>Sinta 3</td>
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<tr>
<td>12</td>
<td>Sekolah Dasar: Kajian Teori dan Praktik Pendidikan</td>
<td>FIP</td>
<td>Sinta 3</td>
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<tr>
<td>13</td>
<td>Jurnal Pendidikan Humaniora</td>
<td>PPs</td>
<td>Sinta 3</td>
</tr>
<tr>
<td>14</td>
<td>Journal of Mechanical Engineering Science and Technology (JMEST)</td>
<td>FT</td>
<td>Sinta 3</td>
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<tr>
<td>15</td>
<td>Jurnal Pendidikan Geografi: Kajian, Teori, dan Praktek dalam Bidang Pendidikan dan Ilmu Geografi</td>
<td>FIS</td>
<td>Sinta 3</td>
</tr>
<tr>
<td>16</td>
<td>Sejarah dan Budaya : Jurnal Sejarah, Budaya, dan Pengajarannya</td>
<td>FIS</td>
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<tr>
<td>17</td>
<td>Jurnal Sosiologi Pendidikan Humanis</td>
<td>FIS</td>
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<tr>
<td>18</td>
<td>Jurnal Sains Psikologi</td>
<td>FPPSi</td>
<td>Sinta 3</td>
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<tr>
<td>19</td>
<td>JPSE (Journal of Physical Science and Engineering)</td>
<td>FMIPA</td>
<td>Sinta 3</td>
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<tr>
<td>20</td>
<td>JMSP (Jurnal Manajemen dan Supervisi Pendidikan)</td>
<td>FIP</td>
<td>Sinta 3</td>
</tr>
<tr>
<td>21</td>
<td>J-PEK (Jurnal Pembelajaran Kimia)</td>
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<tr>
<td>22</td>
<td>Ilmu Pendidikan: Jurnal Kajian Teori dan Praktik Kependidikan</td>
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<td>Sinta 3</td>
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<tr>
<td>23</td>
<td>JAMP : Jurnal Administrasi dan Manajemen Pendidikan</td>
<td>FIP</td>
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<tr>
<td>24</td>
<td>Jurnal Penelitian dan Pengembangan Pendidikan Luar Biasa</td>
<td>FIP</td>
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<tr>
<td>25</td>
<td>Jurnal Pendidikan Sains</td>
<td>PPs</td>
<td>Sinta 3</td>
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<tr>
<td>26</td>
<td>Teknologi dan Kejuruan: Jurnal Teknologi, Kejuruan, dan Pengajarannya</td>
<td>FT</td>
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<tr>
<td>27</td>
<td>Jurnal ORTOPEDAGOGIA</td>
<td>FIP</td>
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<tr>
<td>28</td>
<td>Edcomtech Jurnal Kajian Teknologi Pendidikan</td>
<td>FIP</td>
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<tr>
<td>29</td>
<td>Jurnal Pendidikan Biologi</td>
<td>FMIPA</td>
<td>Sinta 3</td>
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<tr>
<td>30</td>
<td>JABE (JOURNAL OF ACCOUNTING AND BUSINESS EDUCATION)</td>
<td>FE</td>
<td>Sinta 3</td>
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<tr>
<td>31</td>
<td>ISLLAC : Journal of Intensive Studies on Language, Literature, Art, and Culture</td>
<td>FS</td>
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<td>No</td>
<td>Name of Journal</td>
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<tr>
<td>32</td>
<td>BASINDO : jurnal kajian bahasa, sastra Indonesia, dan pembelajarannya</td>
<td>FS</td>
<td>Sinta 4</td>
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<td>33</td>
<td>Letters in Information Technology Education (LITE)</td>
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<td>34</td>
<td>Jurnal Pendidikan Ekonomi (JPE)</td>
<td>FE</td>
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<td></td>
<td>Jurnal Teori dan Praksis Pembelajaran IPS</td>
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<tr>
<td>36</td>
<td>JINOTEK (Jurnal Inovasi dan Teknologi Pembelajaran):</td>
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<tr>
<td></td>
<td>Kajian dan Riset Dalam Teknologi Pembelajaran</td>
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<td>37</td>
<td>Jurnal Pendidikan Sejarah Indonesia</td>
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<td>38</td>
<td>TEKNO : Jurnal Teknologi Elektro dan Kejuruan</td>
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<td>39</td>
<td>Wahana Sekolah Dasar</td>
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<tr>
<td>40</td>
<td>Jurnal Kajian Teknologi Pendidikan</td>
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<td>41</td>
<td>Gelanggang Pendidikan Jasmani Indonesia</td>
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<td>44</td>
<td>Preventia : The Indonesian Journal of Public Health</td>
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<td>45</td>
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<td>48</td>
<td>Al-Arabi : Jurnal Bahasa Arab dan Pengajarannya</td>
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<td>Jurnal Riset Pendidikan Fisika</td>
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<td>Jurnal Kajian Pembelajaran Matematika</td>
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<td>51</td>
<td>BIBLIOTIKA : Jurnal Kajian Perpustakaan dan Informasi</td>
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<td>52</td>
<td>JC-T (Journal Cis-Trans): Jurnal Kimia dan Terapannya</td>
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<td>53</td>
<td>Jurnal Pembelajaran Sains</td>
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<td>54</td>
<td>JADECS (Journal of Art, Design, Art Education and Culture Studies)</td>
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<tr>
<td>55</td>
<td>Journal of English Language, Literature, and Teaching (J-ELLiT)</td>
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<td>56</td>
<td>Jurnal PAUD: Kajian Teori dan Praktik Pendidikan Anak Usia Dini</td>
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<td>Indonesia Performance Journal</td>
<td>FIK</td>
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**Educational and Learning Development Institute (LP3)**

In 1999, IKIP Malang received an extension of its mandate through Presidential Decree No. 93 of 1999 dated 4 August 1999 and transformed into Universitas Negeri Malang (UM). In line with this broadening of the mandate, the governance system and organization of UM underwent a restructuring in all of its units, from the smallest to the largest, and from the
administrative unit to the academic implementing unit. As a form of transformation and also a commitment towards education, UM established an institution dealing with the field of education and learning. The institution in question is Educational and Learning Development Institutions (LP3), which since 1973 has been called the Learning Resources Center (LRC), this institute complements two existing institutions, namely the Research Institute (Lembaga Penelitian/Lemlit) and Community Service Institutions (Lembaga Pengabdian Masyarakat/LPM).

The existence of LP3 UM is established through (a) IKIP MALANG Rector Decree Number: 0103/KEP/PT.28.H /O/99, dated 22 March 1999 concerning the Establishment of the Educational and Learning Development Institute, (b) IKIP MALANG Rector Decree No. 0102/KEP/PT.28.H/O/99, dated 19 March 1999 concerning Guidelines for the Implementation of Educational and Learning Development Institute. Then the position was further strengthened by the inclusion of LP3 on the inside Statute and OTK (Organisasi dan Tata Kerja or Organization and Work Procedure) of Universitas Negeri Malang (Kepmendiknas Number: 270/0/1999, 14 October 1999). According to Article 38 of the Statute and OTK UM, LP3 is one of the academic units in the field of education and learning. The unit carries the institutional mission to develop teaching staff’s teaching competence and professionalism, to support the curriculum development in each study program, to conduct evaluations of teaching staff’s professional development programs and curriculum implementation, and facilitates efforts to improve and develop learning media. This regulation of LP3 institutional function lasted until 2012.

In 2012, the LP3 UM Organizational Structure was based on the Regulation of the Minister of Education and Culture Number 30 of 2012 concerning the Organization and Work Procedure of Universities Negeri Malang, LP3 UM has 7 (seven) centers, 1 (one) Head of Division and 3 (three) Subdivisions.

In 2019, based on the Rector Decree of Universitas Negeri Malang Number: 28.1.147152/UN32/KP/2019, dated 28 January 2019 concerning the Appointment of the Head of the Center, LP3 UM has a total of 6 (six) Centers and based on Rector Decree of Universitas Negeri Malang Number: 2.1.402/UN32/KP/2020, dated 2 January 2020 concerning Appointment of the Implementing Team of Center for Excellence in Higher Education Disruptive Learning (PUI-PT DLI), and based on the Rector’s Letter for Assignment Number 4.1.27/UN32/KP/2021, dated 4 January 2021, regarding the Appointment of 2 (two) Heads of the LP3 UM Sub-Center, include:

1. Center for Curriculum and Education Development (P2KP);
   • Sub Center for Transdisciplinary Learning Development (P3T);
2. Innovation and Learning Resource Center (P2ISB);
   • Center for Excellence in Higher Education Disruptive Learning Innovation (PUI-PT DLI);
3. Center for Interfaith Relationship and University Life Development (P2KBKU);
4. Center for Development of Fieldwork Program (P2PKPL);
5. Center for Development of Educational Instrumentation, Selection, and Evaluation (P2ISEP);
6. Counseling Center for Student Career and Academic Competence (P2BK3A);
   • Sub Center for Development and Services for Students with Special Needs (P2MBK).

In 2020, based on the Decree of the Chancellor of the State University of Malang Number: 30.12.206/UN32/KP/2020, dated December 30, 2020, regarding the Appointment of Coordinators and Sub-Coordinators within the State University of Malang, LP3 UM has 2 (two) Sub Coordinators, namely the Sub Coordinator of Program Subdivision and Sub Coordinator of Finance Subdivision.
Vision
To achieve the status of an excellent and standard Education and Learning Development Institution in Indonesia and recognized globally.

Mission
a. To conduct studies and development of curriculum and learning systems relevant to learning to produce quality graduates.
b. To develop learning innovations and learning resources that fit the development of science and technology.
c. To develop and coordinate the implementation of the practice of religious life and university lectures.
d. To develop and coordinate student work practices and field experiences.
e. To develop and implement career counseling guidance and increase student academic competence.
f. To develop measurement instruments and study the measurement results of education, learning, and personality.
g. To organize institutional governance that provides excellent service to improve services to lecturers, education staff, students, and the community.

Goals
a. To produce educational standards, standards for curriculum development and implementation, and guidelines for the performance of education and learning that are adaptive, effective and efficient, and relevant to the development of science and technology.
b. To produce the latest learning innovation products (learning resources, learning models/strategies, learning media) through studies and developments in accordance with science and technology development.
c. To produce models of practice of religious life and university lectures informing graduates with good character, multicultural insight, nationalist spirit, and Indonesian personality.
d. To produce models and practical fieldwork services informing competent graduates from valuable work experience at relevant institutions.
e. To produce career counseling guidance models and services as well as student academic competencies.
f. To produce learning evaluation studies and standardized test kits, selection models, learning evaluations, and personality.
g. To produce institutional governance that provides excellent service to improve services to lecturers, education staff, students, and the community.

Six Centers that complement LP3 UM has these functions:
1. Center for Curriculum and Education Development (P2KP)
   P2KP is a center that aims to improve the quality of education and learning in undergraduate, master’s, doctoral, and vocational programs, both for education and non-education programs at UM. To be specific, P2KP aims to (1) assess and develop guidelines for curriculum development, implementation, and evaluation in all study programs, (2) evaluate the implementation of the curriculum in all study programs, (3) develop guidelines and standards of learning devices at UM, (4) examine and develop systems and models of learning tools for learning, and (5) assess and develop learning models for theoretical and practical learning. Besides, P2KP UM also provides learning training services for the Skill Improvement Program for Instructional Technique (PEKERTI) and the Applied Approach (AA) program for UM lecturers and
partner institutions and carries out cooperation with partners/stakeholders for assessment and development of education and learning.

The Sub Center for Transdisciplinary Learning Development (P3T) is a Sub Center under P2KP whose roles are to (1) coordinate the activities of Independent Learning and transdisciplinary lectures at UM; (2) develop an ICT-based service system for Independent Learning BKP for UM students studying outside of UM and other university students studying at UM, and (3) serve students who take the Free Learning Activity Form (BKP) and coordinate with study programs and other related units.

2. Innovation and Learning Resource Center (P2ISB)

P2ISB is responsible for providing services to students regarding findings and implementing innovative learning development programs to improve the effectiveness of the implementation of the 2018 Curriculum. Innovative learning with technology networks, the latest information, and communication, has been accommodated into learning throughout UM in 2019 and will continue to grow by using “online tools” that are continuously updated. Various programs are made to accommodate and develop the lecturers’ creativity in teaching while strengthening character and creating excellent attitudes for prospective graduates who will enter the professional world.

P2ISB services are also strengthened by online communication, by utilizing the latest digital and big data-based learning resources. Making digital-based learning resources, especially those that are the result of research, is the flagship program of P2ISB. Various trainings are also given to lecturers to provide the best service to students, in the form of innovative learning that complies with the needs and demands of employment in the IT era. Expanding access to a database of learning resources as well as scientific research and development is also the main program of P2ISB for several years forward.

Center for Excellence in Higher Education Disruptive Learning Innovation (PUI-PT DLI) is a Center under P2ISB. PUI-PT DLI is a center for developing research and innovation of tech products in the social humanities field that contributes to three service aspects, namely: (1) organizational governance for disruptive learning innovation development, (2) Academic Excellence with superior research on educational technology 4.0, and (3) commercialization of digital learning technology products is a future trend. PUI-PT DLI is under the Indonesian Ministry of Education and Culture’s guidance, supported by IsDB (Islamic Development Bank) since 2019. The focus of developing DLI’s leading research includes four areas, namely: (1) Online Learning based on Artificial Intelligence; (2) Chat-based Collaboration Learning Platform; (3) Competency-based Education with Big Data; and (4) Future Media Learning-based Interactive Mobile, AR/VR, and Smart Sensor (5) Research roadmap for 2021 – 2023 with the target of learning innovation products applied locally and globally/internationally towards learning in the digital transformation era (6) Development of excellent programs in the form of Smart Learning Creativity Bootcamp, International Conference on Learning Innovation, Journal of Disruptive Learning Innovation, DLI Talks Webinars, DLI Expo & Business Matching, DLI Edu Venture (7) Development of DLI Partnerships with PUI-PT communities throughout Indonesia, PUI-PT Lima Merdeka, Orbit Future Academy, and various Researchers and Experts in the Field of Learning Innovation at home and abroad.

3. Center for Interfaith Relationship and University Life Development (P2KBKU)

P2KBKU is one of LP3 UM organs which aims to strengthen faith and the characters of students and other academic members to become a religious individual with commitment,
consistency, and tolerance for the practice of belief in their lives. Programs organized by P2KBKU that aim to foster religious life are (1) seminars and religious studies to strengthen faith and harmony in religious life, and love to religion, country, and nation while still respecting other religions, (2) in-depth religious studies, (3) development of religious studies with the principle of multicultural harmony. Character development activities are carried out by organizing (1) life-based university courses that combine educational theories with the latest science and technology (IPTEK) updates, (2) various seminars and character education studies, and (3) the development of learning innovations in terms of religious and patriotic character improvement.

4. Center for Development of Fieldwork Program (P3PKPL)
   P3PKPL is a center for student fieldwork program regarding mastery of their scientific skills in the form of implementing academic expertise in real institutions outside the campus related to their respective study programs, both study programs for education and non-education, including PPG students. The support for field work programs given by this center to the students is in the form of briefing and training on campus, namely: (1) Training and Guidance for Field supervisors of the Work Practice, KPL, and PPL, (2) Training for Pamong Teachers (teachers in schools where students are assigned at to guide students do their fieldwork program) of Work Practice, KPL, and PPL, (3) Training of Lesson Study for Students, Field Supervisors, and Pamong Teachers, (4) Coordination of the implementation of Work Practices, KPL and PPL with parties from the field. P3PKPL has collaborated a lot with external parties to support the programs being implemented, namely schools, private companies and state-owned enterprises, vocational training centers, language centers, education and training centers, Education and Culture Offices throughout Indonesia. Also, cooperation is carried out with Indonesian schools located overseas, such as Singapore, Malaysia, Thailand, and Philippines.

5. Center for Development of Educational Instrumentation, Selection, and Evaluation (P2ISEP)
   P2ISEP is a center at LP3 UM that aims to assist institutions in developing a variety of innovative instruments and analysis of various evaluation data of education and learning, human resources (lecturers and staff), and institutional management to achieve maximum work performance. In terms of Instrument Development, P2ISEP has the responsibility to develop a variety of instruments for students, lecturers, staff, and instruments for model and assessment of work performance. Instruments for students include a Pre-Test, Personality Test, Independent Admission Test, Standardized Instruments for University Courses, and Development of a Life-Based Assessment Model in All Subjects. Instruments for lecturers and staff are in the form of Non-PNS Lecturer/Staff Admission Test, Staff Competency Test, and Staff Promotion Tests. P2ISEP also develops Model Instruments in the form of an Indonesian Language Proficiency Test Instrument (UKBI), Indonesian Proficiency Test for Foreign Speakers (UKBIPA), Critical Literacy Test, Personality Test Model, Affirmation Admission Test Model for Remote Area Students, Media Literacy Test, and Innovative Models of Standardized Tests for Assessment in elementary school, junior high school, and senior high school.

6. Counseling Center for Student Career and Academic Competence (P2BK3A)
   P2BK3A is one of LP3’s centers which acts as an institutional support system, which provides guidance and counseling services to lecturers, staff, and students of Universitas Negeri Malang. The main objective of P2BK3A is to provide guidance and counseling (BK) services as an effort to facilitate optimal individual development, in aspects of career development, academic, and personal life by developing models, media and instruments that can support the
The target of P2BK3A is students and lecturers, staff, and students who have problems related to studies, self-potential development, career development and preparation for work. Career counseling services and academic competence are carried out by counselor lecturers and psychologists who are members of P2BK3A and prepared Academic Advisors that are provided by each study program for each student. Besides, P2BK3A also provides counseling services through peer counseling Corner (PCC), which is one of the counseling branches from P2BK3A.

The Sub-Development and Services for Students with Special Needs (P2MBK) is a Sub-Center under P2BK3A. Sub P2MBK functions provide support or facilitation for the implementation of learning for students with special needs. UM has accepted students with disabilities with various disabilities, namely visual impairments, hearing impairments, physical-motor barriers, psycho-social barriers, and intellectual barriers. The facilitation carried out included socialization to lecturers about the learning characteristics of students with special needs, Sipejar training for students with special needs, student assistance services, accessibility studies, and application development to identify and assess student learning profiles with special needs.

**Facilities**

LP3 UM is located at Jalan Semarang No.5 Malang Graha Rektorat Building, 5th Floor. Building B-15 and B-17, Tel/Fax (0341) 587944 (direct line), or (0341) 551312, ext. 1407, 1408; which consists of spaces of (1) Administrative Office; (2) Head's Office; (3) Secretary Room; (4) Heads of Centers Room; (5) Meeting Room; (6) Microteaching (7) Media Production; (8). Hall (Seminar); (9) Projection (Screening); (10) Shooting-Recording and Audio-Visual Studio (11) PUI (Science and Technology Center) Room; (12) Digital Laboratory Classrooms, etc.

**UPT Library**

UM Library is one of the technical executive units (unit pelaksana teknis or UPT) that supports UM in performing its visionary quest of Tri Dharma Perguruan Tinggi. UM library includes the Central Library which is at the university level and several faculty and institutional level libraries are available throughout the campus. Digital collections are also available in the digital library and can be accessed by all library users from any place. Meanwhile, the conventional one provides printed and audiovisual collections that can be used by library users. Thus, the UM Library is an integrated library (blended library) which is the academic infrastructure of higher education. Furthermore, it is in line with the UM RIP (Rencana Induk Pengembangan or Master Plan for Development) and the direction of higher education policy in the era of the Industrial Revolution 4. UM Library is also directed as an open green library (open eco library), which provides flexibility and convenience for visitors to carry out various productive and useful academic, educational, and intellectual activities.

For this reason, convenience, flexibility, and breadth of access to printed and digital collections owned by UM Libraries should be continuously improved by developing the Integrated Library Network (SIPADU) which integrates center, faculty, and other institution or work unit libraries. Apart from the central library, to this day, faculty and institutional libraries are continuously developed as an integral part of the UM library so that users get easy, fast, and satisfactory service. Various facilities have also been developed to gradually enable UM Library as a maker space, a co-working space, and a co-learning space that allows visitors to do productive and constructive activities.

Overall, UM Library includes the building and the open space which are integrated into one intact blended library and open eco library. The Central Library, as the name aptly suggests, is situated right in the middle of the campus and occupies a three-story building with a building area of 5,325 m2. Outside the building, there is a wide and shady garden landscape shaded by rare trees and green vegetation. Plazas, gazebos, and hallways are available outside the building.
and equipped with an internet connection can be used conveniently to access digital collections, making it useful in the studying process. Both in the building and the open space, the visitors can freely do various academic, educative, intellectual, and recreational activities.

UPT UM Library collects various types of documents as library collections, including textbooks, reference books, popular magazines, scientific magazines/journals, CD-ROM collections, and student academic works (final assignments, theses, dissertations). Until the end of 2020, the number of textbooks was 65,745 titles consisting of 163,891 copies. The number of local content scientific papers (MULOK)/Online Public Access Catalog (OPAC) UM is 87,344 titles. This MULOK UM contains scientific papers, final assignments, theses, dissertations, and professors’ speeches, both in the abstract and full text. Access to the work can be done through the internet network at the address http://lib.um.ac.id/;

The e-Library Service has been available since 2015 and continues to this day. In 2020, UM Library subscribed to electronic journals of international repute (e-journal) to become 11 publishers/providers, consisting of Emerald Education Subject which can be accessed at www.emeraldinsight.com; Springer with access address at http://www.springer.com/gp/products/journals/; Oxford Journals with access address at http://www.oxford scholarship.com; JSTOR Journal with access address https://www.jstor.org/subjects; Cambridge Journal with access address http://journals.cambridge.org/; Sage Journal with access address https://journals.sagepub.com/; Wiley with access address http://onlinelibrary.wiley.com/; Proquest with access address http://search.proquest.com/; Science Direct with access address https://www.sciencedirect.com/; Taylor & Francis at http://tandfonline.com/; and Nature with the access address https://www.nature.com/nature/. In addition to subscribing to more electronic journals, the UM Library also provides electronic books (e-books) from various well-known and reputable publishers and providers, including Oxford, Cambridge, Wiley-Blackwell, Routledge, Springer, World Scientific, and E-Book Central – Proquest databases. Overall, there are thousands of types of electronic journals of international repute with hundreds of thousands of articles that can be accessed via LAN or Wifi network in the UM campus environment with access addresses http://library.um.ac.id/, http://lib.um.ac.id/ or the single account of each user (UM academicians).

For the conventional library, UM Library provides 64.5 hours/week of service supported by a staff of 35 people consisting of librarians and administrative staff. Borrowing library materials are served from Monday - Friday, at 07.30-19.00, and 08.00-15.00 on Saturday. This amount has exceeded the Indonesian National Standard (SNI) for University Libraries which determines the minimum number of hours of service of 54 hours/week. On semester break, the library remains open with certain arrangements that do not reduce the convenience of library users. Up to now, among the services provided by the Library are UM local content, independent borrowing, access to an online journal, reference service, book of reserve service, serial services enabling the users to retrieve journals and scientific magazines; information tracking service, photocopy shop, interlibrary service, seminar/discussion room, short training service for utilization of electronic journals for library users at the department or study program or other work units; academic literacy activities combined with a cafe called Cafe Pustaka, free internet service and hotspots in the building (during working hours) and around the library building (for 24 hours); digital library service that can be accessed through the account of library user; inter-library service (MILL, FK2TN, and FPPTI); and seminar and limited academic meeting room facilities.

Apart from the listed services above, UPT Library developed the implementation of web-based UM Library with the web concept of the digital library. Until now, various collections of UM Library data have been uploaded on the web with the sites http://library.um.ac.id and http://lib.um.ac.id, with online service 7 X 24 hours/week. Thus, library collection data can be accessed via the web for 24 hours continuously. In 2020, the number of visitors who came directly to the central library was 80,656. The number of digital library visitors (the number of
ACADEMIC FACILITIES

In addition, to provide quality assurance of library services based on the National Standards for Higher Education Libraries, UPT UM Library has followed a series of library accreditation processes organized by the National Library of Indonesia in 2020 and accredited A as stated in the Indonesian National Library Accreditation Result Letter number 4017/4.1.2/PPM.02/XI.2020 dated November 17, 2020. Library accreditation is also carried out to determine the performance of the UPT UM Library as a source of scientific information and a learning resource centre for the UM academic community so that various inputs from the National library can be used for the development of UPT UM library as UM’s tridharma infrastructure.

Beyond its national-scale role, UM Libraries are also administrators for managing institutional data in WorldCat, a world master catalog site under OCLC (Online Computer Library Center). Until 2020, UM students’ theses and dissertations were automatically indexed via worldcat as many as 151,421 contents (items in WorldCat). UM library functions as an admin and
maintain server stability so that the data updating process runs accordingly. The integration between UM Libraries in Worldcat signifies that in the future, collections that belong to the UMLibrary, all will be indexed by Worldcat: https://www.worldcat.org/libraries/215151?backfrom=libraryProfile&searchTerm=perpustak an%20universitas%20negeri%20malang&start=1&count=10&libTypeNum=0&sortBy=rel. On the other hand, UM Libraries have a role of managing journals indexed via worldcat as has been done by the Department of Indonesian, Faculty of Letters, UM, with journals ISLLAC: Journal of Intensive Studies on Language, Literature, Art, and Culture.

UM Library continues to develop itself as a library that supports UM in performing its visionary quest of Tri Dharma Perguruan Tinggi. Following the digitization and development of digital learning, UM Libraries also strengthen digital services in addition to conventional services. Therefore, all library collection data has been uploaded on the web at http://library.um.ac.id/ and http://lib.um.ac.id. Thus, the library data collection can be accessed via the web for 24 hours continuously. During 2020, the number of visitors who came in person to the central library reached 80,656. As for the digital library, during 2019, the number of hits has reached 63,824,165 visitors, with 20,702,469 visiting library.um.ac.id; 10,152,662 visiting lib.um.ac.id; 12,785,333 visiting repository; 17,546,429 visiting mulok.library.um.ac.id; 2,632,671 visitors visiting opac.library.um.ac.id. The number of virtual conversations or online reference services is 4,601. (https://www.histats.com/viewstats/?act=2&sid=1747994; Google Webmaster Tool; dan Google Analytic)

**UPT Information and Communication Technology Center (Pusat TIK)**

Information Communication Technology Center was established based on The Rector’s Decree of Universitas Negeri Malang number 0117/KEP/H32/ KL/2008 dated 18 February 2008 and is an extension of the status improvement and development of the function of UPT Computer Center.

Based on Minister of Education and Culture Regulation Number 30 of 2012 concerning the organization and work procedures of Universitas Negeri Malang, UPT Information and Communication Technology Center (UPT PTIK) is a technical implementation unit in the field of development and management of information and communication technology, with daily tasks coordinated by the Vice Rector IV.

UPT PTIK has the task and function of conducting: (1) preparation of plans, programs, and budget for UPT PTIK, (2) development of information and communication technology, (3) management of information and communication technology, (4) providing information and communication technology services for the running of the university, and education, research and community service programs, and implementation of UPT PTIK administrative affairs.

In line with the development of the academic system and the development of UM as a university, UPT PTIK will continue to develop, refine and evaluate its programs that have been developed by ICT Developers. Development programs that will be carried out by PTIK include the development of information systems, electronic learning systems, digital library systems, ICT governance systems, and ICT support systems consisting of ICT infrastructure and facilities to cater to the needs of the academic members of UM.

**UPT Pancasila Studies Center (P2P)**

Pancasila Studies Center is a technical implementation unit in the field of Pancasila studies and development. Pancasila Studies Center used to be called the Pancasila Library which was
established on 5 July 1967 on the initiative of the Rector at that time, namely Prof. Colonel Dardji Darmodiharjo, S.H, and supported by 15 Pancasila Lecturers. The Pancasila Laboratory was later established by the Rector Decree of IKIP Malang Number: BUM.725/1967 dated October 12, 1967.

Initially, the Pancasila Laboratory was established to develop ideas and thoughts that support the implementation of Pancasila and UUD Negara RI Tahun 1945 (The 1945 Constitution of the Republic of Indonesia). As is well known, in the pre and post G30S/PKI rebellions, the notion of Marxism-Leninism-communism-atheism has developed and threatened the integrity and continuity of Indonesia as a nation. As a consequence, the Government along with the people were determined to develop thoughts and movements to implement Pancasila and the 1945 Constitution of the Republic of Indonesia in its true meaning and function. The Pancasila Laboratory of IKIP Malang was an institution that had the task and function of conducting studies, development, education, civilization, and preservation of the values of Pancasila and the 1945 Constitution. To carry out these functions, many Pancasila Laboratories have conducted a series of activities, including (1) Curriculum Development of Pancasila and Civic Education for all levels of education; (2) Writing of textbooks and books supporting Pancasila and Civic Education for all levels of education; (3) Providing services and consultations (clearing house) about Pancasila for teachers and lecturers of Pancasila and Civic Education and other parties both from the government and the general public; (4) Conducting strategic research and development cooperating with state institutions and government agencies; (5) Writing books in the field of Philosophy of Pancasila and the 1945 Constitution both for the general public and academic environment; and (6) Disseminating thoughts and ideas related to insight and patriotism through various scientific forums and consultations.

Along with the expansion of the mandate of IKIP Malang, based on the Presidential Decree of the Republic of Indonesia No. 93 of 1999, dated 4 August 1999, concerning the Expansion of the Mandate of the IKIP Malang to be transformed into Universitas Negeri Malang, the Pancasila Laboratory of IKIP Malang becomes the Pancasila Laboratory of Universitas Negeri Malang. Furthermore, based on the Regulation of the Minister of Education and Culture of the Republic of Indonesia No. 30 2012 concerning Organization and Work Procedure of Universitas Negeri Malang, Pancasila Laboratory of Universitas Negeri Malang was transformed into Pancasila Studies Center of Universitas Negeri Malang.

Vision

To achieve the status of an excellent and authoritative institution that conducts development and studies and preservation values of Pancasila and the 1945 Constitution of the Republic of Indonesia in its true meaning and function.

Mission

a. To study, develop, and preserve the philosophy of Pancasila as a system of the ideology of the Unitary State of the Republic of Indonesia;

b. To study, develop, and preserve the values of Pancasila and the 1945 Constitution of the Republic of Indonesia solemnly in aspects of life as a nation, and a state;

c. To study and build the character of Indonesian citizens to be loyal and proud of the nation and the State of the Republic of Indonesia;
d. To build education of character and national culture through studies and community service activities;

e. Build a healthy organization to strengthen governance transparency and public imaging towards a productive, innovative, and autonomous PAncasila Study Center.

**Organizational Structure**

Organizationally, the UPT Pancasila Studies Center falls under the responsibility of the Rector which is coordinated by the Vice-Rector I to carry out its daily tasks with guidance from the Supervisor Team. In carrying out its duties and functions, the Pancasila Studies Center is led by the Head of the UPT Pancasila Studies Center that also acts as a Development Team Leader and is assisted by all lecturers in Universitas Negeri Malang who are incorporated in 7 (seven) fields of study and development, namely Study and Development of Sectors of (1) Law and state administration; (2) Philosophy and Religion; (3) History and Culture; (4) Education and Learning; (5) Politics, Government, Public Policy; (6) Social Economy and Environment; and (7) Human Resources and Women.

**UPT Quality Assurance Unit (SPM)**

The Quality Assurance Unit (SPM) was originally called the Quality Assurance Agency (BPM). According to the Rector's Decree Number 003a/KEP/J36/HK/2006. SPM was formed in line with the new paradigm of higher education as outlined in the Long Term Higher Education Development Framework (KPPTJP). According to the Regulation of the Minister of Education and Culture Republic of Indonesia Number 30 of 2012 concerning Organization and Management of UM, institutionally, SPM is a Technical Implementing Unit (UPT) which has the duty of conducting activities regarding quality assurance of education, research, and community service at UM. The SPM Organizational Structure consists of a Head, Administration Subdivision, and a group of functional positions/technical personnel. To strengthen the performance of SPM, through the UM Rector Decree Number 20.1.51/UN32/KP/2020 the Year 2020 concerning Quality Assurance Unit of Universitas Negeri Malang, a secretary, and five field coordinators are added into the SPM team organization. The five field coordinators have responsibilities in 5 different fields, namely (a) National Accreditation, (b) International Accreditation, (c) Standardization, (d) Quality Audit, and (e) Data and Information. With the OTK, the Head of SPM is helped by Sub Coordinator of Administration Affairs Subdivision of UPT SPM, Secretary, five Field Coordinators, and four staff (PUMK, PPU, data, and general assistants).

In 2007, the quality assurance unit at the faculty level (UPM) and a quality assurance unit department level (GPM) were formed. Like SPM, UPM/GPM are academic functional units that aim for the implementation of quality assurance in the academic field.

The main duties of the internal quality assurance unit in the academic field are performed in the following mechanism (a) formulating quality standards based on the vision and mission, (b) implementing the standards, (c) conducting self-evaluation to find obstacles and obstructions of their program implementation, (d) conducting self-evaluation to identify objective conditions (strengths and weaknesses), (e) conducting internal audits to determine achievement standards, and (f) formulating corrective measures and or formulating new standards to improve quality consecutively. The quality assurance cycle that is carried out by quality assurance can be illustrated in the following figure.
The programs that have been implemented by SPM are (1) improvement of the implementation of the Competition Grant Program (PHK), including (a) internal M&E (Monitoring and Evaluation) for employment dismissal, (b) PIC assistance, (c) internal review of employment dismissal proposals, and (d) internal M&E workshops; (2) improvement of study program quality standards which includes (a) workshop of study program quality standards/preparation of specifications of study programs, competency maps, SOP, and Work Instructions for study programs/departments, (b) accreditation workshops of study program, and (c) internal review of study program accreditation proposals; (3) achievement and improvement of standards including (a) Internal Quality Audit (AMI) training and (b) AMI implementation; (4) improvement quality of learning which includes (a) M&E of learning, (b) M&E of graduation and judicium, and (c) training for M&E of learning; and (5) improving service satisfaction which includes (a) service satisfaction survey and (b) employee satisfaction survey. By implementing these programs, in 2008 UM received a certificate of appreciation from Directorate General of Higher Education Number 3512/D/T/2008 for the success of implementing the internal quality assurance system (SPMI) at UM.

In its development, SPM has implemented various programs including increasing human resources in the field of academic and administrative audits and increasing the implementation of quality assurance, by conducting: (1) monitoring and evaluation of learning and analysis of GPA at judicium; (2) academic audits at faculties, graduate school, institutions, and study programs; (3) public service satisfaction surveys in several service units, namely (a) UPT Library, (b) Polyclinic, (c) Registration and Statistics Subdivision, (d) Student Affairs Division, (e) Education and Evaluation Subdivision; (4) administrative audits at BUK and BAKPIK; (5) workshops for the preparation of study program accreditation forms for Diploma, Undergraduate and Graduate levels; (6) assistance and internal review of program study accreditation; (7) workshops on the preparation of 40 Study Program documents for (a) Self-Assessment Report (SAR) for Akkreditierungsagentur für Studiengänge der Ingenieurwissenschaften, der Informatik, der Naturwissenschaften und der Mathematik (ASIIN) and (b) Self Evaluation Report (SER) for the Agency for Quality Assurance through Accreditation of Study Programs (AQAS); (8) in assisting the preparation of Study Program Accreditation forms, UM has obtained 63 “A” ratings and 9 “Excellent” ratings; (9) development of the Roadmap of UM Bureaucratic Reform; (10) satisfaction surveys on students, lecturers, staff members, alumni, retirees, and (11) development of a Standard Operating Procedure (SOP).
UM Laboratory Schools

UM Laboratory Schools generally function as an educational unit that provides services to the public as what other schools do in general. In this context, UM Laboratory Schools are encouraged to become an excellent school in providing education and learning services and are consistent in producing graduates who are intelligent, faithful, pious, honorable, and competitive.

UM Laboratory Schools function as an educational laboratory for UM community and the school community. In this context, UM Laboratory School is encouraged to support the prospective teachers’ professionalism, develop educational and learning innovations, and consolidate learning resources for the school community within the framework of UM as The Learning University, as LPTK, and as a Center of Learning Innovation.

Several excellent programs are being developed at UM Laboratory Schools including: (1) International Class Program, in collaboration with the University of Cambridge International Examination, England; Pittsburgh University of the United States; and Jubilee International School Jakarta; and (2) Approaches, models, methods, and learning media include mastery learning, cooperative learning, lesson study, and module system.

The Education Laboratory of Universitas Negeri Malang includes the following schools:

1. PAUD Laboratorium UM (Pre-school) in Blitar is located at Jalan Kartini 17, Blitar and consists of 8 classes, 17 teachers and staff, and 113 students.
2. KB & TK Laboratorium UM (Playgroup and Kindergarten) is located at Jalan Magelang 2 Malang, and consists of 5 classes, 15 teachers and staff, and 79 students.
3. SD Laboratorium UM (Elementary School) is located at Jalan Bogor 19 Malang and consists of 22 classes, 47 teachers and staff, and 581 students.
4. SD Laboratorium UM (Elementary School) in Blitar is located at Jalan Ir. Sukarno 1 Kota Blitar consists of 10 classrooms, 24 teachers and staff, 202 students.
5. SLB Laboratorium UM (Special Needs School) is located at Jalan Surabaya 6 Malang consists of 14 classes, 17 teachers and staff, and 37 students.
6. SMP Laboratorium UM (Middle School) is located at Jalan Simpang Bogor T-7 Malang and consists of 25 Classrooms, 50 teachers and staff, and 709 students.
7. SMP Laboratorium UM (Middle School) in Blitar is located at Jalan Ir. Sukarno 1 Blitar and consists of 3 Classes, 15 teachers and staff, and 44 students.
8. SMA Laboratorium UM (High School) is located at Jalan Bromo 16 Malang and consists of 30 classes, 75 teachers and staff, and 884 students.

Center for Language and Culture (BBB)

The Center for Language and Culture (BBB) of UM’s Faculty of Letters is a special service unit in the fields of study, training, language learning, and cultural arts. This service unit is managed by a director who is assisted by two administrators under the direction and coordination of the Dean of Faculty of Letters. The academic personnel are Master’s graduates who are competent and experienced in teaching language. Services at BBB of UM’s Faculty of Letters are provided for UM’s academic community and general public. Open hours of BBB are Monday to Thursday 08.00-15.00, and Friday 08.00-14.30. The tests organized by BBB are held on Friday and Saturday.

The programs of BBB are:

a) Foreign Language Courses, including TOEFL Preparation, IELTS Preparation, General
English, Maharatul Lughah Al ‘Arabiayah, Deutsch.

b) Foreign Language Proficiency Tests, including IELTS Test, ITP TOEFL, English Proficiency Test, Ikhtibaratul Lughah Al ‘Arabiayah.

c) Translation of documents, including diplomas, transcripts, birth certificates, letters of recommendation, marriage certificates, etc.

d) Academic Writing Centre (AWC).

e) English Proficiency Test (UKBIng) for UM students.

f) Facilitating independent learning modules to prepare for the English Language Proficiency Test (UKBIng) for UM students.

BBB collaborates with several institutions in administering the test, such as IALF Bali for the IELTS Test and IIEF Jakarta for the ITP TOEFL. Such collaborations are the proof that BBB is one of the test providers with international standards.

**Archive Center**

The foundation of the establishment of the Archive Unit is Law Number 7 of 1971 and Decree of the Minister of Administrative Reform Number 09/KEP/M.PAN/2002. On 6 June 2006, with the Rector Decree Number 0398/KEP/J36/OT/2006, the University Archive Unit as an Active Archive and Static Archive Management Unit were established. In 2009, the UM Archive Unit received an award from the Minister of National Education as the best tertiary institution within the Ministry of National Education in the field of archives (SK Mendiknas No. 069/P/2009 dated 12 August 2009). It is only on 2 January 2014, with the Rector's Decree Number 17 of 2014, that the Archive Center was established as one of the Technical Implementation Units of Universitas Negeri Malang.

The Archive Unit has carried out various activities related to providing technical guidance for archiving management, supervision, restructuring (reducing archives), and work unit archives acquisitions, as well as providing archiving services to the academic community and the public in general which includes: Technical Guidance, Internships, Research, Observation, Consultation, PPL/PKL/Internship for university students and school students, archives/documents borrowing; with the hope of being able to prepare basic components to meet the criteria or minimum standards for University Archives as a response/fulfillment of Law Number 43 of 2009, Article 145 and the 2009 Ministry of National Education regulation that every PTN/PTS should establish a University Archive Center.

To prepare for the basic components and fulfillment criteria for the establishment of the UPT Archive Center, the management and organization of the archives of the Universitas Negeri Malang are as follows:

**Vision**

To make archives a source of information in the field of education, research, and application of science and technology.

**Mission**

a. To organize an excellent archive management to produce quality and efficient information in the field of education and non-education.

b. To conduct research and develop knowledge to achieve excellence in academic works that can serve as a model for educational and non-educational archive management.
c. To apply science and technology in archive management for the benefit of the nation.
d. To establish cooperation with various parties to improve the performance quality of archivist and work unit archive manager.
e. To empower archivists and work unit archive managers to improve the role and image of UM.
f. To establish a system of transparency, autonomy, and accountability of work units.

Goals
a. To provide academic and administrative services for the availability of data/information in documents/archives required by students, teaching staff, educational staff, and the public.
b. To actualize a university governance with the principles of good governance through centralized archive management.

Motto
Becoming prominence, and "Working for the Nation."

Institutional
The Universitas Negeri Malang Archive Center has been administratively formed based on the Rector’s Decree Number 17 of 2014 on the Establishment of the Technical Implementation Unit for the Archive Center. Nevertheless, this archiving institution has not been operating until now.

Primary Responsibilities and Functions of the Archive Center
The primary responsibilities and functions of the UM Archive Center are (1) to design a work plan for the development of archives; (2) to create Archival Human Resources (HR) development work plan; (3) to develop guidelines for archiving; (4) to optimize the archival information system; (5) to manage active, inactive, static, and/or permanent records; (6) Assessing the shrinkage and destroyed archives; (7) to improve the arrangement of archives and archives acquisition of work unit continuously: (8) to preserve activities, media transfer, and archive maintenance (inactive/static/permanent): (9) to provide service of lending the active, inactive, and static archives; (10) to guide and supervise the archives management of work units and the performance of archivists regularly; (11) to develop the Human Resources for archivists/Archives Administrator of Work Unit: (12) to enhance the competence and create high competitiveness for functional archivists and work unit archive administrators; (13) to conduct technical guidance activities, internships, workshops, seminars, education and training for higher education archives; (14) to coordinate the archiving with the Ministry of Research, Technology and Higher Education, the National Archives of the Republic of Indonesia (ANRI), and the Archives of East Java Province.

Archive Services
The Archive Center has provided services archives to the academicians of Universitas Negeri Malang and the public users such as Consultation, Internships, Technical Guidance, Student Research, Student Observation, PPL/PKL/Internship for university and Secondary school students, and borrowing archives/documents. The organizations, government/private institutions that have collaborated with UM archive center in archiving including, UB, UNS, UNAIR, UIN, POLTEK, VEDC, UNITRU, IPB, UNNES, UNJ, UNY, UNLAM, East Java Archives Agency, Central Java Archives Agency, East Java Private Universities, UM academicians, and the general public.

To support the success of document/archive management and storage at Universitas Negeri Malang, there are: (1) Archive building/room for guest services, reading room, archive loan service, and archive processing. (2) Facilities and Infrastructure.
Human resources that manage work unit archives at Universitas Negeri Malang are 141 people including: Bureau (20 people), Faculties and Postgraduate (86 people), Institutions (8 people), Technical Implementing Units (6 people), and Non-Structural Work Units (21 people). While the functional archivists are 13 members with levels of positions: archivist executor is 1-person, additional executive archivist 7 people, supervising archivist 1-person, young archivist 2 people, and 2 middle archivists.

Coaching and supervision of archives within UM has formed a team, including 1) Archive Acquisition Team, Development, and Supervision of Correspondence and Records Administration. 2) Coaching Archiving and Archivists. 3) Technical Team for Assessing Credit Score for Archivist Position.

**Archive Management**

Archive management covers (1) Archival Guidelines that hold the Dynamic Archive Management; Static Archives Management; Archive Acquisition; Use of Paper for High-value Archives; Substantive and Facilitative Retention Schedule (Jadwal Retensi Arsip/JRA); Finance and Employment Retention Schedule (JRA); Archival Appraisal; Archive Destruction; Archivist Code of Ethics; Correspondence. (2) Archival Information System website at http://unitarsip.um.ac.id. (3) The advance of archives and or acquisition of work unit archives for the period 2008 s.d. 2016 with 48 activities (23 work units). (4) The Archives at the University Archive Center is derived from the acquisition of work unit archives with the following classification: a) Law/Government Regulation /Central Government Decree/Circular. b) Rector’s Decree, Rector’s Directive Number, Rector’s Policy. c) Guidelines/operational guidelines (petunjuk pelaksanaan/Juklak)/technical guidelines (petunjuk teknis/Juknis). d) Report on the Implementation of the Three Pillars/Tri Dharma of Higher Education. e) Routine Reports and Development. f) Plans, Programs, and Development. g) Establishment Institutions/Work Units: University. Faculties, Institutions, Technical Implementation Unit (Unit Pelaksana Teknis/UPT), Non-Structural, Sub-Work Units, Foundations, Schools. h) Educators Files: Educator/Lecturer’s Files, Professor’s Files, Non-Permanent (temporary) Lecturer’s Files, Lecturer’s Retirement Files. i) Administrative and Functional Personnel Files. j) Partnerships between Higher Educations, Level I and II Regional Governments, Government and Private Institutions/Agencies. k) Initiation of Study Programs: Extension Program, Diploma 2 Program (DII), Diploma 3 Program (DIII), Undergraduate Program (S1), Master’s Program (S2), Doctoral Program (S3). l) Accreditation of Institutions and Faculties. m) Documents of IKIP Malang/UM students. n) Buildings Documents. o) Slide Film. p) Research Report. q) Documents archives of State-owned Assets. r) Building Documentation, University Activities, and Guests. s) Asset Ownership Documents (buildings and land). t) Decree of the Faculty and Postgraduate Dean. u) The Rector’s Speech. v) Inactive Archives and many others. (5) Archives Digitization process the types of archives that have high information, such as Formation of Institutions/Work Units, Initiation of Study Programs, Professors, Central Government Regulations/Decrees/Policies, Regulations/Decrees/Policies of Rector, Dean, Director of Postgraduate, Partnerships, Documents of educators, files of educational personnel, and other histories.

**Office of International Affairs (HI)**

International Affairs is in charge and has a function to assist universities internationalization processes through various programs, from collaborative programs
recommended by the government, such as joint degree programs and double degree programs, to other various alternative breakthrough activities. International Affairs manages its responsibilities and functions by designing, strategizing, and seeking additional funding and resources from inside and outside the country to arrange bilateral and multilateral universities of international partnerships. International partnerships involve academic and non-academic cooperation (GR No. 17/2010), that is the management of higher education, education, research, and community service (Permendiknas 26/2007).

Foreign Lecturers
Foreign lecturers are non-Indonesian lecturers who attain the higher education Tridharma program at UM for a certain period of time. The lecturer has to submit a recommendation application for Foreign Workers to the Indonesian Ministry of Education and Culture. After holding permission from the Ministry of Education and Culture, the applicant processes the IMTA helped by the UM International Affairs Office before teaching at UM. After that, they can submit an application for KITAS at the Immigration Office.

Foreign Researchers
Foreign researchers are non-Indonesian researchers who collaborate with academicians at UM to conduct research at UM. The foreign researcher must process a research permit application to the Indonesian Ministry of Education and Culture with a recommendation letter from UM beforehand.

UM Printing-Publisher
UM Publisher (UM Press) was established on 16 December 1988 and has published books for elementary schools, junior high schools, senior high schools, higher institutions, and the public. As a publishing institution, UM Press strives to disseminate knowledge by means of book publication with competent authors from UM and outside UM.

Since 27 June 1989, UM Press has been a member of the Indonesian Publisher Association (Ikatan Penerbit Indonesia/IKAPI) with the number 059/JTI/89 and a member of the College Publisher Affirmations (APPTI) with member’s number 002.103.1.09.2019.

In addition to publishing, UM Press established printing in 1992 as a production unit that has developed rapidly. Besides handling the printing of textbooks published by the Universitas Negeri Malang, UM Press can accommodate orders for printed materials from work units at UM, such as educational guidelines, scientific journals, brochures, lecture materials, calendars, invitations, leaflets, and others. Since 2014, UM Press has merged into the Business Center of the Universitas Negeri Malang, and based on Rector Regulation No. 5/2015, UM Printing and Publisher had officially become part of the Universitas Negeri Malang Business Center.

Over time, with the integration of Publisher and Printing at the State University of Malang (UM Press) into the management of the UM business centre, publishers and printers have improved themselves in all lines, such as enhancing performance, administration, inventory, environment, service improvement, adding machines, and improving the system so that the direction of development in the context of progress and service and optimization of the business unit of the Universitas Negeri Malang can be clear.
PUBLIC FACILITIES

Universitas Negeri Malang (UM) is one of the notable universities with 1,063 lecturers, 1,026 administrators, and 30,004 students, according to the statistics in May 2021. Several public facilities are required to support their daily duties on campus. The availability of these public facilities is expected to facilitate the assignments academicians have whether it's directly or indirectly. Some of the necessary public facilities available in UM include student dormitories, swimming pools, BNI UM Service Offices, BRI UM Cash Offices, BNI, BRI, and BTN ATMs, meeting halls (Sasana Krida, Sasana Budaya, Graha Cakrawala), canteen, Post Office, Hindu Dharma Student Family Activities, People Activities (Catholic and Protestant), Religious Life Development, Al-Hikmah Mosque, Polyclinic, art facilities, sports facilities, transportation facilities, parking lots and campus traffic, student cooperatives, shops and cooperatives, hotspots, and guest houses.

Student Dormitory
To help students find a place to live that can support their studies. UM provides a student dormitory on each campus. A student dormitory on Campus I Jalan Veteran Malang, 2nd Campus on Jalan Ki Ageng Gribig Malang, and 3rd Campus at Jalan Ir. Soekarno No. 1 Blitar, with a total capacity of 1,399 students. Student dormitories began to be managed by the Dormitory Division, Business Center Unit, Universitas Negeri Malang in 2017.

On Campus I, Student Dormitory has 6 (six) building units, which are:
(1) Edelweiss Dormitory with a capacity of 154 people,
(2) Aster Dormitory with a capacity of 80 people,
(3) Soka Dormitory with a capacity of 92 people,
(4) Tulip Dormitory with a capacity of 258 people,
(5) Lily Dormitory with a capacity of 123 people,
(6) Dahlia Dormitory with a capacity of 404 people,
Matahari Dormitory of Campus II (Sawojajar) has a capacity of 150 people, whereas Mawar Dormitory of Campus III (Blitar) has a capacity of 180 people.

The facilities available for students who live in dormitories are bedrooms, prayer rooms, living rooms, dining rooms, televisions, wi-fi, and parking lots.

Training for students in the dorm is organized by the dormitory management team altogether with dormitory mentors and administrators. The activities are sports, religious instruction, dawn lectures, cross-faculty discussions, arts, computer courses, workshops in writing scientific papers, journalism, community service, excursion, and local workcamps.

In addition to serving housing within one year (as dormitory residents), student dormitories also provide daily or monthly for UM or non-UM students and the general public.

BNI UM Service Office
BNI UM Service Office, established in 1986, is a collaboration between UM and BNI Malang Main Branch Office. In the beginning, this bank held a status as the IKIP Malang Cash Office, and it was only known to pay tuition fees by students. Furthermore, on August 10th, 1994, it was legalized as a UM Sub-Branch Office. Then, in 2011 it became BNI Service Office.
(Kantor Layanan/KLN) UM, which can serve tuition payments for UM students and other bank services. Close to the new academic year, BNI UM Service Office also serves SPMB Form payments and has been going on since 1988. BNI occupies an area owned by UM located at Jalan Surabaya No. 4 Malang. This place is strategic because it is close to the government and private agency offices. So it is very feasible to be accessed by parties outside the UM. BNI UM Service Office continues to develop its operational services. Various products that customers can get at this bank are (1) Saving Products: Current accounts, Deposits, Taplus, Business Tapluss, Education Savings (Tapenas), BNI Hajj, BNI Dollar, Employee Taplus (TAPPA), Taplus Muda, Taplus Anak Savings, Student Taplus/KTM, Deposit on Call (DOC), DPLK, and other derivatives. (2) Investment Products: BNI Life Multi Pro, BNI Life Cash Pro, Mutual Funds, ORI, SUKUK, etc. (3) Banking Services: Domestic remittances, Collection, SKB, Multi-Purpose Checks, Tax Payments, Fiduciary, Electricity Payments, Telephone Payments, SPP Payments, and entrance fees to universities throughout Indonesia through the means of H2H. (4) Foreign Transactions: Incoming Transfers, Outgoing Transfers, Travelers Check, Foreign Exchange, Export-Import, etc. (5) Electronic Channel Services: SMS Banking, Internet Banking, Phone Banking, Mobile Banking, etc.

Since 1990, following government policy, the BNI UM Service Office has also served payroll accounts for salaries at UM and other agencies both around campus and outside campus, also provide loan to lecturers and employees, which consists of:

- Consumer Credit:
  Unsecured loans (BNI Flexi), Home Ownership Loans (KPR), Research Loans, Student Achievement Loans, and S2 and S3 Scholarship Credits for educational expenses.
- Earning Credit:
  People’s Business Credit (KUR), Working Capital Credit (KMK), and Investment Credit (KI).

The BNI UM Service Office opens to the campus community and the general public starting at 08.00-16.00 every day from Monday to Friday.

**BRI UM Sub-Branch (Kantor Kas)**

BRI of sub-branch UM was established in October 2007 and is a collaboration between UM and BRI Main Branch Martadinata Malang. This BRI-UM Office is at Jalan Surabaya No. 4 Malang, the location is in the UM area. It is advantageous to access because there are government offices and schools outside. BRI has an online network of 6,000 work units across Indonesia (Branch Offices, KCP, KK, and Terrace).

The products are (1) Britama Rupiah or Dollar, Britama Plan, Business Britama and Junio, Giro, Time Deposit, Hajj Savings, Simpedes, BRI Credit Card, BRI DPLK, (2) Banking services include Domestic and foreign money transfers, Travelers Check Collection, (3) Other services cover Payments for telephone, electricity, and water, credit card payments for BRI, Standard Chartered Bank, Citibank, ANZ, HSBC, Motorbike installment payments: FIF, BAF, and SOF, Payroll for agencies and companies through payroll. Expenditure of SPP, SPSA, SPMB, starting from PAUD to University. And other facilities such as BRI internet banking, BRI Mobile Banking, BRI Phone Banking.

With savings from both Britama and Simpedes, there is a lottery managed every 6 months with gifts of houses, cars, and more. BRI Branch of sub-branch UM provides services to the community campus and the general public every weekday (Monday to Friday) from 08.00-16.00 WIB.
Meeting Halls

Universitas Negeri Malang (UM) has 3 (three) meeting halls with relatively large capacities, managed by Business Center Asset Management Team Universitas Negeri Malang since 2011 according to Rektor UM decree number 253 of 2011. In order to develop the business, in 2015, building management was included in the Facilities and Infrastructure Subdivision of the Property and Asset Optimization Division of UM Business Center under UM Rectorate Regulation number 15 of 2015. The meeting halls are Graha Cakrawala, Sasana Krida Building and Sasana Budaya Building.

The three buildings can be used for UM official activities, student affairs, internal activities by UM residents, UM partner institutions, and the general public who need facilities for meetings, seminars, workshops, graduations, weddings, exhibitions, musical performances/concerts, etc. For administrative services and information regarding the building’s availability, you can contact the staff of the Facilities and Infrastructure Subdivision of the Property and Asset Optimization Division of the UM Business Center by calling (0341) 551312 ext. 420, or 081357025041.

Graha Cakrawala Building is located on Jalan Cakrawala kompleks Kampus I UM, with an area of 4,356 m²; capacity: Main hall: 2,000 people (with seating arrangement), or 3,500 people (without seating arrangement), Tribune: 2,789 seats. Graha Cakrawala building is often used for graduation activities, wedding parties, gatherings, music concerts, seminars/workshops, job fairs, exhibitions, and various cultural arts events/performances on a large scale.

The available facilities include:

- Central AC
- Standing AC
- Generator 500 KVA (when the power goes out)
- Electricity 340 KVA
- Lighting standard
- Sound system 40,000 watt (output)

Other supporting facilities includes:

- 2 rooms counter area @ 8 counters
- Backstage area : 2 dressing room, 1 transit room
- Prayer room
- Kitchen
- Toilet (main hall, building lobby and basement)
- Parking lot (basement and central park)

Sasana Krida Building is located on Jalan Veteran in the Campus Complex I UM. Built on a land area of about 3,500 m². Can be used for various activities, including: seminars, meetings, weddings, exhibitions, cultural arts performances, job fairs, graduations, and others. The Sasana Krida building can accommodate around 1,000 – 1,200 people (with the use of the side terrace area). The following facilities are available:

- Split Wall AC
- Standing AC
- Sound system 4,000 watt (output), Microphone (wireless)
- LCD Projectors (infocus) 5,000 lumens, Screen 3 x 4 m
- Long big table
- Chairs 200 pieces
- Generator (when the power goes out)
The Sasana Krida Building is equipped with:
- Indoor and outdoor building
- Kitchen
- Dressing room 2 x 3 m
- Side terrace 10 x 12 m (right left)
- Parking lot

Sasana Budaya Building is located on Jalan Semarang in the campus complex I UM, with a building area of approximately 900 m², which can accommodate around 900-1,100 invitees. The building is used for meetings, graduations (various schools), seminars, workshops, lectures, and other activities such as weddings and exhibitions, art performances, etc. The available facilities are as follows:
- Split Wall AC
- Standing AC
- Sound system 4,000 watt (output), Microphone (wireless)
- LCD Projectors (infocus) 5,000 lumens, Screen 3 x 4 m
- Long big table
- Chairs 200 pieces
- Generator (when the power goes out)

The Sasana Budaya Building is equipped with:
- Dressing room (3 x 6 m)
- Toilets in the building
- Kitchen
- Parking lot

Canteen

UM has many offices with a lot of people, and with the working/study hours that end in the afternoon/evening, a canteen unit for food is a must. There are canteen units located at each faculty, such as FIP, FS, FMIPA, FE, FIK, FIS, and BUK. This canteen provides the need for meals, beverages, and snacks for everyone on campus. These canteen and cafeteria units are expected to support campus residents who are studying until the afternoon or for those who don’t have time to prepare food at home.

Post Office – UM Branch

The UM Branch Post Office is a form of improving services for the Academic Community of Universitas Negeri Malang to provide written-communication services, money transfers, and goods.

In January 1980, based on a cooperation agreement between the Malang Post Office at Jalan Merdeka Selatan No. 5 Malang 65119 with IKIP Malang at Jalan Surabaya No. 6 Malang 65145, at that time a postal service was operating under the name Additional Post Office Malang IKIP. The location was in IKIP Malang with a 3x3-meter room between the student activities building and the canteen. Later, they hope to provide better postal services. Not only academics on the campus but also people who live close to campus, government agencies, and the private sector near campus. Then, in 1991, a building was built on the land owned by IKIP Malang with an area of 200 m² located at Jalan Gombo No. 306 Malang 65145. Now the name is Post Office Malang State University 65114, located at Jalan Semarang No. 5 Building A 10 State University of Malang.
Several forms of services they serve at the State University Branch Office Malang, among others: Sales of Postal and Stamp Goods, Mail delivery, delivery of goods (Postal parcels), Shipping and money payments (Weselpos), Western Union, Savings e Batara Post and Shar-e, payment: PDAM, Telkomsel, FIF, ADIRA, OTO, Wow, BAF, Credit Card, Tax, Phone Account, and many more. Services are available for 5 (five) working days (Monday-Friday) with hours open the counter:

- **Monday-Friday**: 08.00 – 16.00 WIB
- **Saturday**: closed
- **Sunday/Holidays**: closed

**Al-Hikmah Mosque**

Al-Hikmah Mosque, on Jalan Ambarawa in Campus I UM, was initiated in the 1960s and officially established in 1981 so that it is possible to use adequately. This mosque area is about 3,000 m², with the main mosque building of 900 m² of total floor area (excluding the 2nd floor) and a 300 m² library. Nowadays, the management is right under the UM Rector.

This mosque has various activities, both routine and incidental ones. These activities are Quran studies and recitation for employees directed by the Quran recitation section of KORPRI, which is held once every two weeks on Thursday night. The recitation for women is organized by the recitation section of the Dharma Wanita UM. It is held every two weeks on Friday afternoons. In collaboration with Takmir and Executors of University Courses, Religious Life Administrators (Islamic Section) conduct TDI (tafaquh fi dinil islam) once a week on Saturday morning that students should attend for those who are taking Islamic studies. Takmir organizes routine activities, like Friday prayers and five daily prayers, regular lectures after each midday prayer, and the general studies on Tuesdays.

**Christian Student Activities (Catholic and Protestant)**

Protestant guidance is a routine activity, like weekly Bible Study Activities and Prayer Meeting. The service is at the KBK (Christian Families) building. Spiritual ministry can also be accessed online through the website at http://imakris.ukm.um.ac.id. Every year there are some incidental activities such as LKMO, Easter Celebration, Organization Gathering, Welcoming New Christian Students at Universitas Negeri Malang, Christmas celebrations, and Camp Regeneration for the newly formed team.

Catholic religious activities are meetings and celebrations. The meetings are monthly worship Activities or mass at the campus and meetings of deepening the faith (meditation, sharing, and discussion) once a month. Then the celebration of Christmas and Easter by worship/mass, the celebration of Easter together with Protestants, the routine pray the Rosary in May and October, joint ministry in orphanages or nursing homes in September, social service, and scientific seminars, as well as the welcoming ceremony for new Catholic students (Freshmen Pickup, Freshmen Performance, and CAMP).

**Hindu Dharma Student Family Activities (KMHD)**

The Hindu Dharma Student Family of Universitas Negeri Malang (KMHD UM) is one of the student activity units involved in the religious division, especially Hindu piousness. This organization aims to improve the spiritual quality of Hindu students at Universitas Negeri Malang.
The guidance of Hindus in UM embraces activities of dharma religion and dharma state. The implementation of religious dharma focuses on the Hindu belief (srada) in Ida sang Hyang Widhi (God Almighty) and His teachings. That is done by conducting a study of the scriptures through discussion (Dharmatula) and praying (Yadnya). Meanwhile, the implementation of state dharma is an effort to develop Hindu participation in national development. Cherishing and promoting an attitude of tolerance and the embodiment of tri harmony by demonstrating cooperation in socio-religious activities (Dharma Bhakti).

You can meet us at Kampung UKM-UM Lt. 2 No. 03 and you can also communicate with us on our social media with the username @kmhdum. We look forward to your presence. Thank you.

**Polyclinic**

The UM Polyclinic was established in 1969. The location is on Jalan Ambarawa in Campus I, with an area of 400 m². Not only medical services for UM buddies, but the Polyclinic is also open to the general public, especially residents around the campus. Most of the Polyclinic’s operating funds come from UM and some from the patients.

Students and employees in UM are free from the cost of medical treatment and health checks (request for a health certificate for academic activities). Apart from these two elements, registration fees are charged as follows

1. Families and retired administrative staff Rp. 3,000.00
2. Families and retired lecturers Rp. 3,000.00
3. General public Rp. 3,000.00
4. New registration plus the administration fee Rp. 5,000.00
5. Health Certificate Rp. 15,000.00

Treatment costs are based on the use of medicines and the use of other consumables. Medical services are supervised by three general practitioners, two dentists, two nurses, one midwife, one therapist, five administrators, and three honorary staff. Doctor services are on the working days. The Polyclinic service time is as follows:

1. **Registration**
   Monday-Friday : 07.00 – 14.00 WIB
2. **Service**
   Monday-Thursday : 08.00 – 14.30 WIB
   Friday : 08.00 – 14.00 WIB

The types of services that are available at the UM Polyclinic include:

1. General health
2. Dental health
3. Massage therapy
4. Maternal and child health, including:
   a. Pregnancy test;
   b. Family planning services (KB);
   c. Integrated Healthcare Center *(posyandu)* for toddlers on the first Wednesday of the week;
   d. Integrated Healthcare Center *(posyandu)* for the elderly on the second Wednesday of the week;
Posyandu services include health education, growth checks for toddlers, and health checks for the elderly.

5. Additional services:
   a. early detection of cervical cancer and breast cancer through Pap smear and CBE (Clinical Breast Examination);
   b. request for a doctor’s certificate for administrative purposes;
   c. a community to collect blood donors for humanitarian purposes into PMI Malang Branch;
   d. a place to collect blood donors for humanitarian purposes through the Malang Branch of PMI;

   UM Polyclinic also collaborates with UM Laboratory Elementary School, UM Autism Lab School, and UM TPA for health checks and growth for toddlers.

Art Facilities

Encouraging and expanding student interests and talents in arts are bridging through the Student Activity Unit that provides choir, musical, dance, music, fine arts and crafts/skills, and drama/theater. The programs encompass the education and training for new members, routine training, incidental training, and group performances. The technical supervision is managed by each division.

Students who want to join the Student Activity Unit in the arts can register at the Secretariat (Choir, Karawitan, Dance, Music, Fine Arts, and Drama in their respective Student Activity Units). The training schedule and activities of each art division are arranged by each UKM.

In another section; music, and singing, there is an art group whose members are lecturers and administrators.

Sport Facilities

UM provides several facilities to support the academic activities in the Faculty of Sports Science (FIK), sports activities for lecturers, staff, and students in general, such as a soccer field (Cakrawala Stadium), Cakrawala tennis court, basketball court, table tennis, soccer field, volleyball, beach volleyball field, badminton court, swimming pool, fitness center, and multipurpose building.

Two soccer fields on Campus I and Campus II. 3 (three) tennis courts are located on Campus I. 3 (three) basketball courts are located on campuses I, II, and III. There are 5 (five) volleyball courts, 2 (two) units located on Campus I, 2 (two) units on Campus II and 1 (one) on Campus III. There are 4 (four) badminton courts located on Campus I, 1 (one) of which is located in the Soka Building and 3 (three) in the FIP Joint Lecture Building.

The procedure of asking for permission to use sports facilities is no different from other public facilities, by submitting an application to the Rector c.q. Vice-Rector II in which are then arranged and adjusted to the schedule for using available sports facilities.

Coaching for talented students in various sports is carried out through the Student Activity Unit (UKM), coordinated by the Sports Science Faculty (FIK). Sports UKM includes the Representative of Martial Arts, football, basketball, volleyball, bridge, tennis, table tennis, badminton, softball, Sepak takraw, chess, and swimming. The training schedule is planned and decided by each technical coach.
No sports association is specifically joined by lecturers or educational staff. However, to maintain body fitness, there are Physical Fitness Gymnastics (SKJ), Fitness Center, badminton, and tennis. These four types of sports are intensively done and scheduled regularly and can be accompanied by students and the public.

UM residents who are interested in participating in the Tennis Court, which is located on Campus I, can contact the Business Center. Meanwhile, those who are outside UM residents can apply for an application to the Vice-Rector II.

The Fitness Center is located at Campus I of the Faculty of Sports Science (FIK), equipped with various facilities for the needs of members and doctor consultations. This fitness center can accommodate about 40 people. For the exercise, 5 (five) aerobics instructors and 5 (five) professional instructors and equipment are guided. Exercise time is held 3 (three) times a week. The training schedule is determined every Monday, Wednesday and Friday, 07.00-07.30.

Transportation Facilities
To support the meticulous official activities and social activities, UM accommodates various types of vehicles. These vehicles comprise of: 10 minivans with a capacity of 6-7 people each, 1 unit of a sedan with a capacity of 4 people, 4 units of minibuses with a capacity of 8-14 people, 2 units of buses with a capacity of 28-33 people, 1 unit of water tanker, 2 units ambulances, 2 units of garbage trucks, 1 unit of crane truck, and 3 units of pick-up cars.

Those transportations have been taken for official service operational activities such as seminars, workshops, workshops, education and training, KKN, study tours, sports activities and visits to other campuses, social and religious activities. People from or outside UM who want to use the vehicle can reach the Household, General Affairs, and Finance Bureau Subdivision (BUK) UM Phone (0341) 551312 ext. 1113 by filling out the form provided, following the procedure, and fulfilling the specified requirements.

Parking Lots and Campus Traffic
UM provides a costless parking area in several places for lecturers, education staff, students, and guests. The main parking lot with the largest capacity is in the south of the Graha Cakrawala, and the other smaller parking spaces are classified into 4-wheeled and 2-wheeled parking areas. The 4-wheeled parking areas are in the front of the Building A2 and behind it, in front of the Autistic School, in front of the Women's Dormitory, in front of D2 Building, in front of D4 Building, in front of G4 Building, between H7 and H8, in front of Graha Rectorate, the basement of Graha Rectorate, in front of Sasana Krida, in front of Sasana Budaya, in front of Mandarin Learning Center, and next to Building I2-I5. The 2-wheeled parking area is next to Building C1, in front of Graha Rectorate, behind A2, FIP, FE, behind D9 Building, next to the Mosque, MIPA, FIK and in front of the UM Car Garage.

Users should not park their cars, motorbikes, bikes, buses, and similar vehicles outside the space provided for security and management. Especially for bus vehicles, it is only allowed to park in the south of the Graha Cakrawala. This parking lot is patrolled by a security guard (satpam). Cars and motorbikes should not park on the streets of the campus area that may cause traffic jams.

Moreover, to maintain campus security and management, there are 4 (four) gates for the entrance access: Jalan Semarang, Jalan Surabaya, Jalan Veteran, Jalan Ambarawa, specifically for Jalan Ambarawa gate is only allowed two-wheeled vehicles and similar vehicles.
Shops and Cooperatives

There are two central cooperatives at UM, the UM Student Cooperative (KOPMA) and the Republic Indonesia Employee Cooperative (KPRI) UM. The services provided by the two cooperatives are not limited to their members but are also for the public.

KOPMA UM has business fields that include shops, services and production units, savings and loans, and education improvement. The shop unit sells books, clothing, and office stationery, while the service and production unit provide screen printing services, cafeterias, and photocopying service units. The Savings and Loans Unit is programmed to help students (members) who need assistance in paying tuition fees and living expenses (late money orders). The education improvement unit organizes cooperative education and training for members and supports cooperatives at schools, groups/organizations, state universities, and private companies both inside and outside Malang. In addition, KOPMA UM assigns members to participate in various activities organized by cooperative organizations outside the campus.

Furthermore, the Republic of Indonesia Employee Cooperative (KPRI) UM develops business units including savings and loans business units, shopping/self-service business units, collective payment of electricity, telephone, and water bills.

For the savings and loan business unit, the facilities provided for the members are: (1) loans up to Rp100,000,000.00 with a service of 0.96% reducing with a maximum installment period of 180 months; (2) interest-fee social loan with a maximum installment of Rp1,000,000.00 with a maximum installment of 20 months. Members who save at KPRI UM are given services per month at 0.30%, without any share (regular), and future savings (Tabungan Masa Depan/TMD) are flat services at 0.4% with a minimum period of 1 year (12 months) and can be extended. To expand the range of services and to provide convenience, members are welcome to shop for all the needs of members in all stores in Malang and outside Malang in cash then purchase receipts can be exchanged directly in the savings and loan section, then the goods can be paid in installments for a maximum of 180 months with a maximum credit of Rp100,000,000.00 with services of 0.96% reducing.

Shop/market units provide needs for members, school needs, other household needs, both primary and secondary. For cash transactions of Rp400,000.00 and above, they will get a 2% discount and delivery service to their home (Malang city only).

In the Social Sector, KPRI UM provides inpatient assistance for members of Rp500,000.00 and their families (wives/husbands/biological children) of Rp400,000.00. In a year, maximum support can be given twice. To provide security for family members, KPRI UM also provides collateral for loans made up to a maximum of Rp200,000,000.00.

Efforts to improve services to members are proceeding, such as collective payment of electricity, water, and telephone bills through KPRI UM. These facilities aim for members not to queue while paying. It is more economical, and for preventing dismissal to pay their bills. The additional fee is only Rp1,000.00 (one thousand rupiahs) per account and payment by deducting your salary.

For further information, please contact KPRI UM (0341) 553-921, 588-255. For shops or supermarkets, please dial 0812-3205-6065 (tel./WA).

Guest Houses

UM has 3 guest houses, located at Jalan TGP No. 9 and TGP No. 11 Malang, and the UM guest house is in the Campus I area. As the name intends, this guest house is for guests visiting UM.
The guest houses at Jalan TGP No. 9 and No. 11 extend over 1.137 m², building area of 350 m², with 2 living rooms, 10 bedrooms which can accommodate 20 guests. This building is fitted out with bedrooms and amenities, telephone, bathroom, living room, dining room, kitchen, TV, refrigerator, LCD and projector screen, table and meeting chairs. Meanwhile, the UM guesthouse in the Campus I area, facing Jalan Veteran No. 9 Malang, are available only for SM3T students under the coordination of LP3 UM.

To use the guest house, guests are required to submit an application letter to the Rector c.q. Vice-Rector II and copy to the Household, Bureau of General and Finance Subdivision (BUK) UM.
STUDENT AFFAIRS

The development of the student affairs as a UM subsystem is the responsibility of the entire academic community. Therefore, the educational interaction between supervisors (lecturers) and students must be in a facilitative atmosphere full of confidentiality following the principles of Tut Wuri Handayani. Student development programs cover the improvement of intellectual and science, talents, interests and skills, welfare, social care, and other supporting activities.

Following the Minister of Education and Culture Decree Number 155/U/1998 on General Guidelines for Student Organizations in Higher Education, the development of student life is provided through extracurricular activities.

Student Organizations

The student organizations (Ormawa) at UM are organized “from, by, and for” students. As the main person in charge (PIC) and the PIC in the faculty, the representatives are responsible to the university or faculty. This student organization is proposed as a place for self-development for students to broaden their horizons and enhance their intelligence and integrity. Ormawa activities at university, faculty, and department levels focus on improving students’ achievements.

Pursuant to the Rector of Universitas Negeri Malang Regulation Number: 13/KEP/UN32/KM/2012 of 2012, the student organization structure embodies Student Government Association (OPM) and Student Non-Government Association (ONPM). OPM has three levels, which are (1) University Level, consisting of the Student Representative (DPM), the Student Executive Board (BEM). (2) The Faculty Level has a Student Council (DMF) and the Faculty-Student Executive Board (BEMFA). (3) The Department Level is called the Department/Study Program Student Association, while the Student Non-Government Organization (ONPM) is a Student Activity Unit (UKM).

The status and functions of each level of the student organization are as follows:

The Student Government Association (OPM)

The University Legislative Institution (Lembaga Legislatif Universitas/LLU), also called the Student Representative Council (Dewan Perwakilan Mahasiswa/DPM), is a normative institution and the highest representative of student organizations within UM students. It is a non-structural institutional subsystem at the university level; as a part of norms initiator, bridging aspirations, planning, establishing GBPK, and supervising the activities of ormawa in UM, and formulating positive legal substances that are determined to maintain and enforce organizational norms and ethics.

The University Executive Institution (Lembaga Eksekutif Universitas/LEU) also called the Student Executive Board (Badan Eksekutif Mahasiswa/BEM), is an executive institution and a non-structural institutional subsystem at the university level. They assist and as the coordinator of student activities at the university level and implementing GBPK.

The Faculty Legislative Institution (Lembaga Legislatif Fakultas/LLF) or known as the Faculty Student Council (Dewan Mahasiswa Fakultas/DMF), is a normative and highest representative institution in the faculty. It is a faculty-level non-structural institutional subsystem that is responsible as a communication forum, leading aspirations, planners, GBPK
settlers, and supervising the faculty-student organization activities. Also, it has to perform positive legal substances to maintain and enforce organizational norms and ethics.

The Faculty Executive Board (Lembaga Eksekutif Fakultas/LEF) or the Faculty Student Executive Board (Badan Eksekutif Mahasiswa Fakultas/BEMFA) organizes student activities, and it is a non-structural subsystem at the faculty level. They are qualified as coordinators of student activities and initiator of GBPK at the faculty level.

The Department Student Association (HIMJ) or HMP is an executive organization at the department or study program level as the director of student activity work programs based on the department/study program. It is a non-structural institutional subsystem in the faculty that operates as a forum for describing, implementing, and developing student activities according to the department/study program. It has responsibility for coordination and synchronization of ormawa activities at the faculty level.

In line with the number of faculties at UM, there are 8 (eight) Faculty Legislative Institutions (LLF) and 8 (eight) Faculty Executive Institutions (LEF), while the Department/study program Student Association is following the number of departments/study programs in each Faculty in UM.

**Student Non-Governmental Organization (ONPM)**

Student Non-Governmental Organization (ONPM) is an organization that cultivates talents and interests outside OPM. Organize a forum in the form of a Student Activity Unit (UKM) for student activities. There were 34 types of UKM in 2019 and classified into six areas, (1) Cognition; (2) Arts; (3) Sports; (4) Special Interests; (5) Welfare; and (6) Religious activities.

**Student Development Program**

The student development program is designed according to the current changes of world developments that affect students from time to time. These program activities are cognition and scientific expertise, interests, and skills; welfare; social care; and supporting activities.

**Cognition and Science**

This student program aims to instruct in a scientific manner, stimulate creativity and innovation, increase the experience to research and write scientific works, professional understanding, and student teamwork, both at universities and between universities at home and abroad.

This activity can take the form of National Student’s Scientific Week (Pekan Ilmiah Mahasiswa Tingkat Nasional/PIMNAS); Student Creativity Program (Program Kreativitas Mahasiswa/PKM); National Best Achieving Students (Mahasiswa Berprestasi Tingkat Nasional/Mawapres); Cooperative education, Soft Skill Training, ESQ Network, and other similar activities.

**Talents, Interests, and Skills**

Student programs and activities that endeavor to enhance student abilities in practical management, organization, foster recognition of sports and arts, scouting, conscription Bela Negara, environmental and adventure activity, journalism, and social service.

This activity can take form of; Student Management Skills Training (LKMM), National Student’s Sports Week (POMNAS), POM ASEAN, Universiade; National Student’s Art Week (PEKSIMINAS); Student Scouts; Student Regiment; Student Association for Environmental and
Adventure Activity (Mapala); Campus Magazine; Student Volunteer Corp; Entrepreneurship; and other similar activities.

**Welfare**

Welfare is a program that aims to support students’ physical, mental and religious well-being. The projects are Scholarships, Student Apartment/Rusunawa, Student Canteen, Student Cooperative (Kopma); Polyclinic; Student Musabaqah Tilawatil Qur’an (MTQ); Ecclesiastical Choir Feast (Pesparawi); and other similar activities coordinated by P2KB-LP3, religious activities managed by students of each religion: Islam by the Al Hikmah Mosque Da’wah Association (BDM), and the Al-Quran Study Club (ASC) by the Christian Student Association (IMAKRIS), Catholicism by the Catholic Family Association (IKK), and Hinduism by the Hindu Dharma Student Family (KMHD).

**Social Care**

This program intends to grow community service, instill a sense of nationalism and integrity, nurture the love for the homeland and the environment, and dignify the awareness of social, national, and state.

The activities are Education and Training on Prevention of Drug Abuse and Prevention of the Spread of HIV/AIDS; Development of the Assisted Village; Indonesian Cruise Ship; Student Dialogue; and other similar activities.

**Supporting Activities**

Supporting activities in UM are:

1. Program that proposes to improve the attitudes and abilities of lecturers as a supervisor in guiding student activities. Student Affairs (PP-OPPEK); Student Management Skills Training of Supervisor (PP-LKMM); Student Cognition Advisor/Assistant Training (PPPM), and other similar activities; The activity can be Training for Trainer Orientation for Development of Mentors.

2. Programs that aim to upgrade facilities and infrastructure for student activities. The projects are: development of student information systems, procurement and maintenance of facilities and infrastructure for student activities, and other similar activities.

**Student Creativity Program**

DP3M Ditjen Dikti initiated this project in 2001. Student Creativity Program (PKM) integrates student programs, education activities, research, and community service with attentive students.

The mission of PKM is to lead students to enlightenment for creativity and innovation based on knowledge of science and technology.

Meanwhile, PKM tries to prepare students to become independent and wise leaders, to provide opportunities to implement skills, expertise, responsibility, build teamwork and develop creative movements in their fields of knowledge.

The PKM encompasses five types of activities: research, utilization of technology, entrepreneurship, community service, and scientific writing.

PKM participants are open to all students, both Diploma and Undergraduate programs, individually or in groups with one lecturer as a supervisor.

PKM teams that pass the selection will be monitored and evaluated by a team from Dikti during the activity. Those who are declared successful as finalists will be invited to presentations at PIMNAS to compete for the national level PKM championship. The training process and preparation of proposals at the university are held around March – September.
From October to November, the proposals are sent to the Simlitabmas website of the Directorate General of Learning and Student Affairs; Ministry of Research, Technology and Higher Education (Dirjen Belmawa Kemristek Dikti) to be selected. Every selected proposal gets funding a maximum of Rp6,000,000.00 – Rp10,000,000.00

The Most Outstanding Student Selection

The Most Outstanding Student Selection (Pilmapres) is aimed to introduce a scientific and a professional attitude to students, stimulate students to create innovative-productive activities, introduce study habits diligently and regularly, and give rewards to motivate students who excel to compete and achieve higher achievement. Outstanding student selection is carried out at the faculty level and university level for the Undergraduate program. Mawapres from Diploma 3 program is only at the faculty level (for faculties that hold the selection in Diploma 3 education levels). Qualifications to join the selection: active students (a maximum of six semesters for undergraduate programs and four semesters for Diploma programs), maximum age is 21 years old for Diploma programs and 22 years old for Bachelor program, good personality, writing scientific papers, English language skills both passive and active. The selection of Best Students is held in February – March. First Winner at the university level will participate in the National level selection in Jakarta. First Winner Mawapres at the university level receive cash prizes from UM Rp2,500,000.00, Mawapres II Rp2,000,000.00, and Mawapres III Rp1,500,000.00, and exemption of UKT for 1 (one) semester.

Scholarships

The types of scholarships for Diploma and undergraduate students (managed by the Student Affairs Division of BAKPIK) are Bidik Misi, Smart Indonesian Card (Kartu Indonesia Pintar/KIP) Tuition, Single Tuition Assistance (UKT) KIP-K Program, Education Affirmation Scholarship (Adik), Disability Scholarship (Beasiswa Difabel), Toyota Astra Foundation, PT. Adaro Foundation (A & A Rachmat Foundation), Bank Indonesia Scholarship, Djarum Scholarship, Bank Rakyat Indonesia Scholarship (Smart Scholarship) and National Amil Zakat Board Scholarship (BAZNAS).

The general requirement for scholarship candidates for Diploma and Bachelor programs; Toyota Astra regular; PT. Adaro Foundation (A & A Rachmad Foundation); Baznas Scholarship; Bank Indonesia Scholarship, etc. is a minimum GPA of 3.00. Several kinds of scholarships prioritize students from middle-lower economic level who are active in student organizations and are not currently receiving scholarships from other sources.

For further information of requirements, you can contact the Student Welfare Services Subdivision of the Student Affairs Division, BAKPIK UM Graha Rektorat 2nd Floor, telephone (0341) 551-312 ext. 1138.

Scholarship registrations are done online in the current fiscal year according to the registration of each type of scholarship. The selection of scholarship types depends on the schedule set by the sponsors. The amount of the scholarship per month is as follows:

1. Bidik Misi On Going and College KIP:
   a. Living expenses = Rp. 700,000.-
   b. Education costs = Rp. 400,000.-

2. UKT KIP-K Program Assistance = Rp. 2,400,000.-

3. Toyota Astra Foundation = Rp. 250,000.-

4. PT. Adaro Foundation (A & A Rachmat Foundation) Scholarship = Rp. 750,000.-

5. Bank Indonesia Scholarship = Rp. 1,000,000.-

6. Djarum Scholarship = Rp. 750,000.-
7. Educational Affirmation Scholarship
   a. Living Expenses = Rp. 1,000,000.-
   b. Education Costs = Rp. 400,000.-
8. Bank Rakyat Indonesia Scholarship (Smart Scholarship) = Rp. 500,000.-
9. National Zakat Board Scholarship (BAZNAS)
   a. UKT/ Semester = Rp. 4,000,000.-
   b. Allowance = Rp. 400,000.-

The requirements and schedule for Scholarships acceptance depend on the request from the sponsor.

**Student Social Fund**

Since the academic year of 2011, all students are covered by social assistance in case of an accident, illness, and death during their studies at Universitas Negeri Malang, in which they are registered as the students of Universitas Negeri Malang.

The amount of social assistant for students is arranged based on the Rectorate of Universitas Negeri Malang Decree on Other Input Expense Standards for 2021 Number 4.1.47/UN32/KU/2021, dated January 4, 2021 with details as follows:

1. Death due to accidents and funeral costs (on academic duties)
   Maximum Rp15,000,000.-
2. Permanent disability due to accidents (on academic duties)
   Maximum Rp25,000,000.-
3. Hospitalization costs due to accidents (on academic duties)
   Maximum Rp15,000,000.-
4. Death due to illnesses (causes other than academic duties)
   Maximum Rp5,000,000.-

Information and claims can be sent to the Welfare Services Subdivision of Student Affairs Division of BAKPIK (Graha Rektorat fl. 2), tel. 551-312 ext. 1138 by submitting relevant evidence.
EMPLOYEE AFFAIRS

The formation of staff at Universitas Negeri Malang consists of Civil Servants (PNS), non-PNS Permanent Employees as lecturers, and temporary employees or contract employees as educational staff. The regulation of Civil Servants is in Law Number 5 of 2014, Government Regulation number 11 of 2017, and Number 17 of 2020. Non-PNS Permanent Employees as lecturers are regulated in UM Rector Regulation Number 14 of 2017 and Number 11 of 2019, while non-permanent employees are stipulated under UM Rector Regulation Number 5 of 2013.

According to the function, UM employees are grouped into (1) teaching staff consisting of 908 civil servant lecturers and 155 non-civil servant permanent lecturers, and (2) education personnel with a total 513 civil servants, including 88 specific functional staffs and 502 non-permanent employees. They are needed to support the administration of education in achieving the goals of national education.

Accomplishing the needs of UM employees is inseparable from the national manpower requirements compilation system through the online Resource Management Unit (Satuan Manajemen Sumberdaya/SMS) facility and formation system. The formation is employees’ data according to position, class, area, gender, and age with the estimation of changes in composition, estimation of employee supply in 2021-2025, and the balance of needs and supplies for 2021-2025, all of which are compiled accordingly to position and the results of job evaluation using analysis calculation of workload and priority scale.

Procurement of Employees

The procurement of UM employees is executed using two online ways. Those are the general approach and the restricted approach. The general one is once a year and nationally conducted known as the selection of CPNS, while the restricted one is through the appointment of permanent employees and temporary employees who meet the criteria.

The general provisions state that those who can register (apply) as employees for the public program include: (1) Indonesian citizens; (2) Minimum age of 18 years and maximum 35 years; (3) Have specific accredited educational qualifications for good/best/cum laude graduates; (4) No criminal record; (5) Has never been dishonourably discharged; (6) Not having the status of a PNS or CPNS; (7) Is not under contract with other institutions/tertiary institutions; (8) Is having a good character; (9) Is physically and mentally healthy; and (10) Do not become administrators and/or members of political parties.

The general-provisions-applicant who passed administrative verification can take the Basic Competency Selection (SKD) and if the applicant passed the SKD they have to continue to take the 2nd phase exam, like Field Competency Selection (SKB) and other technical capabilities according to the qualifications and needs of the work unit. Applicants who are passed and accepted are asked to send the supporting requirements for their appointment as CPN to the Ministry of Research, Technology, and Higher Education.

Academic/Functional Ranks and Levels

Rank and class/area are the level of position of a civil servant in the personnel systems and used as the basis of salary, while the position shows the duties, responsibilities, authority, and rights of a civil servant. Rank and level of civil servants are Junior Clerk/ Juru Muda (I/a), First Class Junior Clerk/ Juru Muda Tk. I (I/b), Clerk/ Juru (I/c), First Class Clerk/ Juru Tk. I (I/d),
Junior Supervisor/ Pengatur Muda (II/a), First Class Junior Supervisor/ Pengatur Muda Tk. I (II/b), Supervisor/ Pengatur (II/c), First Class Supervisor/ Pengatur Tk. I (II/d), Junior Superintendent/ Penata Muda (III/a), First Class Junior Superintendent/ Penata Muda Tk. I (III/b), Superintendent/ Penata (III/c), First Class Superintendent/ Penata Tk. I (III/d), Administrator/ Pembina (IV/a), First Class Administrator/ Pembina Tk. I (IV/b), Junior Administrator/ Pembina Utama Muda (IV/c), Middle Administrator/ Pembina Utama Madya (IV/d), and Senior Administrator/ Pembina Utama (IV/e).

Every new officer of a specific department and rank following the level of education. According to the regulations of the rank level is determined as follows: (1) Class I/a space for those who at the time of applying at least have a Graduation Certificate on Primary School Degree (SD) or equivalent; (2) Class I/c for those who at the time of applying hold a Graduate Certificate of Lower Secondary School (SLTP) or equivalent; (3) Class II/a for those who at the time of applying hold a Graduate Certificate of Upper Secondary School (SLTA), Diploma 1, or equivalent; (4) Class II/b for those who at the time of applying have the Graduate Certificate from School of Special Education Teacher of Diploma; (5) Class II/c for those who at the time of applying for a minimum have a Bachelor’s Degree, Academic, or Diploma 3; (6) Class III/a for those who at the time of applying have a Certificate of Bachelor’s Degree (S1), or Diploma 4; (7) Class III/b for those who at the time of applying own Certificate of Doctor Degree, Pharmacist Degree and other equivalent Degree Master (S2), or Specialist Degree (1); (8) Class III/c for those who at the time of applying for a minimum have a Doctoral Degree (S3) or Specialist Degree. The next promotion is given an award for the service of the employee. The next order of rank is: First Class Superintendent (III/d), Administrator (IV/a), First Class Administrator (IV/b), Junior Administrator (IV/c), Middle Administrator (IV/d), and Senior Administrator (IV/e).

Regular promotion for civil servants is offered up to: (1) Junior Supervisor (II/a) for those with a Certificate of Primary School/SD, (2) Supervisor (II/c) for those who have a Certificate of Lower Secondary School/SLTP, (3) First Class Supervisor (II/d) for those who have STTB First Level Vocational School, (4) First Class Junior Superintendent (III/b) for those who have a Certificate of Upper Secondary School/Vocational School/SLTA, 4 Year High School, Diploma I Degree or Diploma II Degree, (5) Superintendent (III/c) for those who have a School of Special Education Teacher Degree, Diploma III Degree, Bachelor’s Degree, Academy Degree, (6) First Class Superintendent (III/d) for those who have a Bachelor’s Degree (S1) or Diploma IV degree, (7) Administrator (IV/a) for those with a Doctor, Pharmacist Degree, and other equivalent Degree, Master Degree (S2), (8) First Class Administrator (IV/b) for those who have a Doctoral Degree (S3).

The duties and responsibilities of lecturers include Tri Dharma Higher education, those are education, research, and community service. According to Permenpan and RB Number 17 and 46 of 2013, Joint Regulation of Mendikbud and Head of BKN Number 4/VII/PB/2014 and 24 of 2014, Permendikbud Number 92 of 2014, Operational Guidelines for Evaluation of Promotion Credit Numbers/Functional Department of Director General of Directorate General of October 2014, UM Rector Regulation number 11 of 2015 and other related regulations. The first promotion of the academic/functional department for the Master (S2) graduate lecturer in the position of Assistant Member of class III/b and for the Doctoral (S3) graduate lecturer in the Lecturer class III/c by including some credits required according to the academic department/functional to be achieved. Furthermore, lecturers can improve their academic positions when they have met the specified credit score. The positions of lecturers from the
lowest order to highest order are as follows: (1) Assistant Expert, (2) Lecturer, (3) Head Lecturer, and (4) Professor.

Education

In order to improve the quality, UM PNS are allowed to attend Master (S2) education both domestically and abroad, and abroad for Doctor (S3) for junior UM lecturers since their employment in 2008 who are obliged by an agreement for further study abroad. To support the program, the Directorate General DIKTI Ministry of Higher Education, Culture, Research and Technology, in collaboration with the Finance's Education Fund Management Institute (LPDP) provides funds, like Academic Higher Education Lecturer Education Scholarships for permanent university lecturers within the Ministry of Education and Culture who already have NIDN/NIDK to take postgraduate program. This program aims to accelerate the lecturers with S2 and S3 qualifications in institutions according to the 2020-2024 Renstra Universitas Negeri Malang. To support the lecturers who will continue their master/doctoral education, UM also facilitates scholarship and English/IELTS training, both held at UM Language Centre and in PTN outside UM.

Besides, the Ministry of Education and Culture also provides opportunities for lecturers who are taking in-country doctoral education program (S3) to do internships at international universities for at least 4 months through the International Publication Quality Improvement Program (Sandwich-like) to write international publications. Other programs offered by the Ministry of Education and Culture are the Bridging Program, Talent Scouting, Scheme for Academic Mobility and Exchange (SAME) which sends lecturers or doctoral lecturers (senior) to universities/research institutions abroad. This program, among others, aims to facilitate lecturers to develop research and publications in international journals, new teaching materials, and learning methods under the latest developments in the world of international education and so on. The basic principles of this activity are quality, partnership, and sustainability in international cooperation.

Meanwhile, lecturers who already have doctoral qualifications still have a chance to get professional guidance through various activities, for instance, the Post-Doctoral Program. Post-Doctoral Program is an activity from Directorate Resources, Directorate General of Higher Education to provide opportunities for young doctors to broaden their knowledge in doctoral studies through joint research and international publication activities with a senior mentor from a partner university overseas.

Through the Islamic Development Bank (IDB) Project, in 2016, UM plans to increase lecturer PNS competencies based on a selection process for lecturers to take part in the Doctoral program (S3) in 2017. It is in line with UM Rector's Regulation number 24 of 2016 about the obligation of study abroad in higher education for young lecturers at State University of Malang. Also, IDB funds are to facilitate education and training that support the learning innovations.

In order to support the S2/S3 education program, several programs are facilitated, such as English language training in improving IELTS, Bridging Program, and Talent Scouting. In general, education programs for civil servants are regulated in Permendiknas number 48 of 2009 about other applicable regulations.

Echelon

Echelon is the level of Structural Position held by Civil Servants. The present echelon applies based on statutory regulations, those regulated by Government Regulation Number
100 of 2000 in conjunction with GR 13 of 2002. Echelon Structural Positions in UM are (1) Echelon IIa (Head of Bureau), (2) Echelon IIIa (Head of Division), and (3) Echelon IVa Head of Subdivision. In addition, with the enactment of *Menpan* RB Number 13 of 2019 concerning Proposal, Determination, and Guidance of Functional Positions for Civil Servants, Administrative Positions, which in this case are echelon IIIa and IVa, are equalized to Certain Functional Positions of 50 people into 8 types of functional positions, namely 1) Budget Analyst; 2) State Budget Financial Management Analyst; 3) Public Relations Institutions; 4) Librarian; 5) Computer Institutions; 6) Archives; 7) Goods/Services Procurement Manager; and 8) Staff analyst.

The Presidential Decree of the Republic of Indonesia Number 199 of 1998 explains that besides implementing the Tri Dharma of Higher Education, lecturers can hold additional duties as Rector, Vice Rector, Dean, Deputy Dean, Head of Institution, Head of UPT, Central Head, Head of Department, Chair of Study Program, and Head of Laboratory. This additional task is not a structural position.

**Leave**

Civil servants leave is regulated by the Regulation of the State Personnel Agency of the Republic of Indonesia Number 24 of 2017, which consists of sick leave, annual leave, maternity leave, great holiday, urgent leave, and leave out of state liability. Sick leave is allowed for a civil servant who is ill and if more than two days there must be a statement from a doctor. Civil servants who are ill for one year may receive sick leave and can be extended for six months. If after one and a half years do not recover, then it must be checked by the Council of Civil Servants. Annual leave given to civil servants for 12 working days (including joint leaves), can be taken more than once. If the reason for the service cannot be abandoned, then the annual leave can be taken fully in the following year plus the current year. The unused allotment of annual leave is rollover to the following year for a maximum of 6 working days.

Maternity leave is only allocated to female civil servants, and at least three times after the person became a civil servant. Duration for maternity leaves is one month before and two months after giving birth. The fourth and later maternity must use the leave out of state liability.

A great holiday is given to civil servants who have worked for at least 5 years continuously by taking into account the annual leave concerned. Great holiday once for 3 months and can be used to fulfill religious obligations. Urgent leave is an important reason given to civil servants to manage heritage property: parents, in-laws, relatives who are seriously ill/passed away, and first marriage with a maximum leave for two months.

Leave outside the country’s liability is given to civil servants who are in dire need and have been serving the government for 5 years in a row. Leave out of the country’s liability is granted for a maximum of 1 year and can be extended for 1 year with the consent of the Head of BIT. Civil servants who have completed this leave must report to their agency for at least 1 month after taking the leave to be reactivated after obtaining the approval of the Head of BKN.

**Health Insurance**

Health Insurance is administered by the Health Insurance Agency (BPJS) and is provided to all civil servants/CPNS including retirees and their families registered in the Personnel
Division. Health insurance for non-permanent employees through BPJS Health and BPJS Employment.

To get health insurance services, each participant must have a BPJS Card (formerly ASKES). They can own the card by filling in the list of contents attached with a photocopy of the valid Population Card, black and white or colored photo size 2x3 cm, and the latest SK two pieces each. Changes/mutations of participants such as changes in residence, class, marriage, death, and birth, must be reported by filling out a form.

The health services for which the participant and his or her family are entitled to include: first-level outpatient, advanced/specialist outpatient, inpatient/outpatient, screening to enforce diagnosis, maternity care/care, DPHO-administered medication, restorative care equipment health, purchase of glasses, as well as dental protections, and limbs (specifically for participants). The health service is following the provisions of service standards and rates set by the Ministry of Health of the Republic of Indonesia.

Treatment through insurance/health insurance started from the Health Center or Family Doctor, can be referred to the nearest Government Hospital to be able to go overseas according to the hierarchy if treatment is required to go abroad.

To improve the quality of health services for its participants, BPJS provides opportunities for Civil servants, retirees, and their families to obtain First Level Outpatient services (RJTP} at the practice of Family Physicians, by filling out the Family Physician registration form. The registration form, and the filling list, can be taken in the Personnel, General Bureau and Graha Rectorate Finance Department 4th floor.

**Employee Development**

The eagerness to work and the sense of responsibility for all UM PNS are nourished through career systems and work performance. The annual assessment is made of each civil servant done by a direct supervisor including service orientation, integrity, commitment, discipline, cooperation, and leadership. One of the materials for career coaching and ensuring the objectivity of coaching is composed of a Rank Order *(Daftar Urut Kepangkatan/DUK)* that compromises information on rank, position, working time, job training, education, and age of all personnel in UM.

Efforts to encourage civil servants are carried out through: (1) organizing the selection of outstanding lecturers and outstanding educational staff every year. Best civil servants are employees who we completely obedient and loyal to Pancasila, the 1945 Constitution, the State, and the Government; obeying laws and regulations, carrying out official duties and upholding the secrets of office, being efficient, effective, authoritative, orderly, honest, united, passionate and responsible, towards the entrusted duties and having high loyalty and dedication at UM. The components of the performance assessment for outstanding lecturers include excellent achievement works and the work of Tridarma Higher education. The components of the performance appraisal for outstanding educational personnel include psychology tests, creative works of achievement, and self-descriptions. The selection of outstanding employees is also intended to reward those who excel so that they can become role models for their peers. Giving a token of appreciation and rewards to representative civil servants (in commemoration of National Education Day on May 2). The implementation is done on the Commemoration of Indonesian Independence Day on 17 August every year; (2) Satya Lancana Karya Satya award from the President of the Republic of Indonesia; (3) training to encourage non-official line PNS, that is KORPRI.
Employees’ Obligations and Rights

UM PNS Employees have rights and obligations under the applicable regulations. Besides their responsibilities, general obligations include: (1) being loyal and obedient to Pancasila, the 1945 Constitution, the state, and the government; (2) obeying all laws and regulations, (3) working the official duties with full dedication, awareness, responsibility, and become a model for the community; and (4) keeping the confidentiality of position.

Apart from the aforementioned obligations, every civil servant also has rights that have been regulated, including (1) the right to receive a salary according to his rank and class; (2) qualified to receive awards and promotion allowances/positions; (3) qualified to a remuneration allowance, profession and/or honorarium; (4) allowed to leave, that is no work within a certain period of time (5) has the right to receive treatment because an accident has occurred while carrying out their duties, and if the family passes away, the right to receive funds; (6) the right to retire if the predetermined conditions are met.
GENERAL INFORMATION

Accommodation and Living Costs

Students who come from outside Malang can choose one of the various types of housing located around Campus I or Campus II of UM. The types of residences that might choose are boarding houses, rented rooms/boarding houses, and rented houses.

Dorm/Pondok provides room and dining, while rented/boarding rooms only provide room without meals. The contract house is usually rented as a whole with a contract system for a certain period of time. The rates for lodgings, room renters, and rented houses vary depending on the location, quality, and the various facilities served. The following estimates: room rental per person is between Rp. 3,000,000.- to Rp. 3,500,000.- per year. For room tenants or residents of rented houses, various ways to get food: cooking meals individually/in groups, catering, or buying at stalls/canteens on campus. Meals are estimated to cost between Rp. 400,000.- to Rp. 600,000.- per month.

The cost of boarding (room rental) around Campus III UM (in the city of Blitar) is estimated to be between Rp200,000.- to Rp. 300,000.- per month, while the cost of meals per month is estimated at between Rp. 300,000.- to Rp. 500,000.-.

Public Transportation

Campus (Campus I) UM located at Jalan Semarang No. 5 is designed and organized to meet the needs of education. To facilitate people in Malang, the local government has provided a policy of public transportation with routes (JGL, LG, AL, AG, GA, DG, MM, GML, ADL, AT, GM, MK, CKL, AMG lines, AJGH, ABG, ASD, JDM, TST, JPK, ABB); Taxi (“Citra”, “Bima”, “Argo Mandala”, “Argo Perdana”, dan “Garuda”); Meanwhile, the bus terminal was designed in three places: Arjosari terminal is located in the northern part of Malang. Hamid Rusdi terminal used to be the Gadang terminal in the south, and Landungsari terminal is located in the western part. In addition, there is also a train station (KA) which is located in the middle of the city and not far from the City Hall building or Tugu Alun-Alun Bundar. The city transportation cost per route is Rp. 4,000.- for the public. while Rp. 2,500.- for students. To go to the UM Main Campus, the means of transportation can take are the city transportation facilities on the LG, AL, ADL, MK, ASD and GL lines or taxis.

Students from outside East Java can use land transportation, for those who use air transportation at Malang’s Abdul Rachman Saleh Airport or Surabaya’s Juanda Airport, and sea transportation through Surabaya city. The ride from Surabaya to Malang continues by using the bus, train, travel or taxi transportation. If you use the bus, you can choose regular bases or patas buses which usually provide more comfort (air-conditioned) at a rate of Rp. 15,000.- to Rp. 25,000.-. Meanwhile, students who live in Jakarta, Semarang, Solo, Yogyakarta, and other cities in the same direction can use the Night Bus, Train, or Travel directly to Malang.

Those who use the train, get off at the Malang City train station, followed by taking online/taxi or public transportation that passes through Campus I with the AL and ADL lines which can be found in front of the Malang City train station. If you use travel transportation, you can contact the local travel agency, and directly deliver to the destination or directly to the UM campus. Meanwhile, student who live outside Malang City and use transportation from the bus
terminal can take the city public transportation route that passes through Campus I UM as follows:

- From Arjosari bus terminal, located in the northern part of Malang City, use AL, ADL, and ASD.
- From Hamid Rusdi bus terminal, located in the southern part of Malang City, with the HML line get off the Kebonsari T-junction take LG, GL, dan LDG.
- From the Landungsari bus terminal, located in the western part of Malang City, can access the LG, AL, and GL.

Students who will go to Campus II UM (PP 2) which is located at Jalan Ki Ageng Gribig 45, Madyopuro, Kedungkandang, Malang, can use the following public transportation.

- From Arjosari bus terminal, take the AMG line, get off on Jalan Gatot Subroto (Carpentry area), then take the MK route.
- From Hamid Rusdi bus terminal, take the AMG or AJH line, get off on Jalan Gatot Subroto (Carpentry area), then take the MK route.
- From Landungsari terminal, take the LG or AL line, get off on Jalan Surabaya (Campus I UM), then take the MK route.

Students who will go to Campus III UM (PP 3) at Jalan Ir. Soekarno 3, Blitar, can use intercity buses or trains. From the Blitar bus terminal to Campus III, you can use bus or colt transportation to Malang, for Rp. 4,000.-. Meanwhile, from the train station, it can be reached by pedicab for approximately Rp. 6,000.-.

**UM Alumni Association (Ikatan Alumni/IKA)**

IKA UM was established on January 22, 1983; is an organization that is kinship scientific, and socially, located at Universitas Negeri Malang. This organization is a forum for alumni collaboration to advance and develop knowledge within the framework of the interests of alumni, alma mater, national development, and humanity.

Alumni membership consists of ordinary members, executive members, and honorary members. Regular members are active from all graduates or who have had a student identification number (NIM) of Higher Education (PTPG, FKIP, Univ Airlangga, IKIP Malang and their existing branches, and the State University of Malang) and register as IKA members.

The IKA organizational structure consists of the Central Board and Regional Administrators. The Central Board is located at Universitas Negeri Malang, Jalan Semarang 5 Malang, consisting of the Central Board of the University, the Management of the Faculty/Postgraduate Program, and the Management of the Department, Regional administrators are domiciled in cities/regencies in various regions in Indonesia.

Some of the activities held by IKA UM are alumni reunions/gatherings, providing scholarships, training to enter the world of work, job fairs/recruiting, healthy walks, seminars, and national deliberations (Musyawarah Nasional/Munas). The latest Munas which was held on June 15-17, 2007, succeeded in forming the central management of IKA UM 2007-2011. On 9-10 July 2011, a Munas was held, a grand reunion of all departments and all generations. and the Munas. The Munas succeeded in forming the central management of IKA UM in 2011-2015. Furthermore, the Central Board is in charge of carrying out the mandate of the munas in realizing the work program for the results of the munas. In 2012 IKA UM succeeded in publishing an IKA e-bulletin which is published every 3 months and can be enjoyed online.
through the website: http://ika.um.ac.id. For the continuity of the publication of the IKA UM bulletin, the management expects the participation of the alumni of FIKIP Unair/PTPG/IKIP MALANG/UM to provide information on alumni activities in each region, alumni profiles that are worthy displayed, and personal experiences that can inspire for alumni/UM students. Please send the manuscript contribution to the address ilca@um.ac.id. The Munas was again held by PP IKA UM on August 8 2015. The Central Board in collaboration with Student Affairs and SAC UM accommodated several IKA UM Hiring and Job Fairs. This activity was able to attract the attention of UM alumni because IKA partners with companies that also open job vacancies. IKA UM Hiring participants can directly interview the company after the event.

In 2019, a grand reunion, Munas, and IKA UM Fair were held at UM. This activity was attended by participants from all regions in Indonesia and all Faculties at UM. This activity was successful. Munas succeeded in forming the management of PP IKA UM for the 2019-2023 period.

IKA UM Hiring and Recruitment activities by PP IKA and Student Affairs also continue to be carried out, 10 January 2019 IKA UM Hiring In collaboration with PT WOM Finance, 29 March 2019 held IKA UM Hiring in collaboration with PT. Wijava Karim (Persero) Tbk. (Wika). Also, USM IKA provides alumni membership cards for graduates. The cards are distributed directly to the graduates during the graduation ceremony together with the awarding of certificates.

In 2020, PP IKA UM held several activities such as: Campus Hiring And Recruitment Pt Japan Solderless Terminal Indonesia in 2020, Job Fair Ika, Giveaway #BanggaJadiAlumni UM 2020, Establishment of Special Job Exchange for Alumni Association of State Universitas Malang (BKK IKA UM), Webinar #YukStudyAbroad in 2020 collaboration between PP IKA UM with Schoters, Virtual Gathering of the Central and Regional Management of IKA UM, Seminar in National (Sedaring) Network on the Impact of the Omnibus Law for the World of Education, Webinar IKA UM in collaboration with Harapan Bangsa School with the theme “Redefining Education: Pendidikan Indonesia, Apa Peran Saya?”, IKA UM Workshop with the theme “Metode Bibliometrik untuk Pengukuran terhadap Literatur Sebagai Upaya Menulis Proposal yang Bersaing untuk Mendapatkan Beasiswa Studi Lanjut”, Publishing articles by alumni on the IKA website, Webinars on Cooperation between IKA UM and PT. WOM Finance with the theme “Start Your Journey With Zero Experience”, Webinar with the theme “Build Innovative Youngpreneur with New Spirit and Creativity”, Virtual Meeting Discussion of cooperation from PT Nusa Talent (a subsidiary of the Salim Group) in the field of recruitment specifically for fresh graduates (Job Platform).

Despite the pandemic era, in 2021 PP IKA UM will still actively carry out online Webinar and Recruitment Hiring activities, including Talent and Competency Development to Realize Superior HR (30 January), Customer Success Specialist (23 February), Millennial Inspiring Talks (8 March), Prepare Your Career Goals in Pandemic Era, Human Recruitment Hacks BCA (23 April), Kick-Start Your Career In Edu Tech Start-Up (3 April), Niaga Hoster in Virtual Hiring (23 March), Smart Nad Manufacturing (22 April ), Dropshipping Webinar and Virtual Hiring (30 April).

Following the digital era, IKA UM promotes job vacancies through the website http://ika.um.ac.id. These job vacancies are visited by many users or job seekers from various regions as a facility provided by IKA UM.

Some of the activities that have been conducted by PP IKA UM after the 2007 Munas are as follows.
1. Formation of IKA Management Faculties/PPS/Departments (PP IKA Faculty of Education (FIP), Faculty of Letters (FS), Faculty of Mathematics and Natural Sciences (FMIPA), Faculty of Economics (FE), Faculty of Engineering (FT), Faculty of Sports Sciences (FIK), Faculty of Social Sciences (FIS), and Postgraduate (PPs). While the PP IKA at the Department Level that has been formed are: PP IKA Department of Education Technology (TEP), Counseling & Psychology Guidance (BKP), Outside School Education (PLS), Educational Administration (AP), Elementary and Preschool Education (KSDP), English Literature (ING), Indonesian Literature (IND), German Literature (JRM), Arabic Literature (ARA), Art Design (SED), Mathematics (MAT), Physics (FIS), Chemistry (KIM), Biology (BIO), Accounting (AKT), Management (MNJ), Development Economics (EKP), Civil Engineering (TS), Electrical Engineering (TE), Industrial Technology (IT), Engineering Machinery (TM), Sports Science (IK), Physical Education and Health (PJK), History (SEJ), Geography (GEO), Law and Citizenship (HKn).

2. The formation of Regional Management of IKA UM (Jakarta, Malang City, Malang Regency, Batu City, Lumajang, Tulungagung, Balikpapan, Bontang, East Seram Regency, Kediri, Pasuruan, Bojonegoro, Gorontalo, Jember, Mojokerto, Sampang, Bali, Sumenep, Sulselbar, North Sulawesi (Manado), Lamongan, Madiun, Magetan, Ponorogo, Ngawi, Pacitan, Pamekasan, NTB, Surabaya Sidoarjo, Gresik (SSG) and Probolinggo Raya. Several other areas are still in process (Blitar, Jombang, Pare Kediri, Banyuwangi, Trenggalek, Kaltim, Semarang, and Thailand.

IKA UM On-Line (Starting June 1, 2010, UM/IKIP/PTPG alumni can register themselves online via website http://ika.um.ac.id. For further information, please contact the PP IKA UM Secretariat via e-mail: ika@um.ac.id. Address: Graha Rectorate Fl. 7 UM.

**UM Civil Servants’ Wives Association/Dharma Wanita Persatuan UM**

Members of the Dharma Wanita Persatuan UM consist of the wives of UM Civil Servant/PNS. UM PNS women, UM Non-PNS Permanent Lecturers, women of Non-Permanent Employee/PTT UM, and UM retired wives. It is hoped that the role and progress of the Civil Servant’s wives Association UM will be able to adapt to the current and future needs of the community. Therefore, this association is demanded to be more creative and innovative following the era.

To be able to implement the program on an ongoing basis, apart from being divided into three major fields, namely the Education, Economic, and Socio-Cultural Sector, Dharma Wanita formed a Task Force. Each Task Force farms a committee that is valid for a certain period of time. Until now, the active task force is the Graduation Task Force, the Al Banjari Task Force, the Recitation Task Force, the National Holidays Task Force, the TPA (Child Care Center) Task Force, the Academic Plaza Task Force, the Kulintang Task Force, the Social Service Task Force, and the Family Protection and Development Advocacy Task Force.

In carrying out its duties, the Civil Servant’s wives Association UM collaborates with various parties, including HOTMA. KORPRI, PMI Malang Branch, BEM, UKM, and others. It is to create friendship, unity, and integrity between the UM family so that all parties can need each other.

The Civil Servant’s wives Association has a vision in developing according to existence, comfort, safety. and faith to improve the quality of member resources to realize the welfare of members.
Indonesian Civil Service Corps (KORPRI)

The general programs of the Indonesian Civil Service Corps (KORPRI) are the main activities of the implementation of the visions, missions, and functions of KORPRI, as stipulated in the KORPRI Articles of Association. They are a set of activities carried out continuously to actualize the success of public programs within the next five years, prioritizing the needs of the members. The KORPRI General Program was prepared based on the evaluation results of the implementation of the main KORPRI general programs for 2010-2015 and future perspectives following the development of a very dynamic strategic environment, both external and internal.

In the future, KORPRI will be persistent to build awareness of KORPRI members to have a strong sense of solidarity, forge unity and integrity as well as high solidity and cohesiveness so that it can function as the tool for the unity of the nation.

Currently, the government is facing a global economic crisis which has an impact on the condition of the government’s resources that has not been able to improve the level of welfare for KORPRI members. So KORPRI is required to participate in solving employee welfare problems through efforts that will not impede the state budget. On the other hand, the KORPRI organization must be able to build the professionalism of its members to the bureaucracy, develop welfare, and provide legal protection and protection of its members.

To achieve organizational goals, KORPRI faces various kinds of obstacles that must be resolved, including low solidarity among members, lack of pride and belonging, low levels of welfare, not optimal legal protection and protection for members.

KORPRI UM’s vision is the realization of KORPRI as a strong, neutral, independent, professional, and foremost organization in maintaining national unity and integrity, prospering members, society, and protecting the interests of members to be more professional in carrying out their duties to build good governance.

To achieve this vision, KORPRI has the following missions: (1) realizing the KORPRI organization as a means of unifying the nation and state; (2) strengthening the position, authority, and dignity of the KORPRI organization; (3) increasing the participation of KORPRI in the success of national development; (4) increase legal protection and protection for members; (5) increasing the devotion and professionalism of members; (6) improve the welfare of members and families; (7) enforcing the laws and regulations of the Republic of Indonesia Employees; (8) creating a sense of solidarity among KORPRI members; and (9) embody the principles of good governance.

Meanwhile the policy directions and objectives of the KORPRI General Program are (1) to strengthen and consolidate to create a strong, reliable and neutral organization; (2) fostering professionalism, morals, physically, and spirit of the corps with the aim of increasing the competence, morals, health, and spirit of the corps members; (3) increasing business and developing business potential with the aim of increasing the welfare of members; and (4) increasing awareness of social problems and legal protection for members with the aim of participating in helping to overcome social problems and providing legal assistance to members.

To improve the welfare of the UM KORPRI has held a meeting of retirees, both educational staff and lecturers. Held medical check-up by the Polyclinic Medical Team of UM, and the costs were supported by the KORPRI, plus a spiritual shower event. In certain periods, there will be repairs and changes to the KORPRI Management. Among the changes in the composition of the management in the position of Deputy Chairperson, Head of Organizational and Institutional Affairs as well as changes in the Chairperson of the Management of the KORPRI FIP, FIS, FE, and FT State University Management Sub-Unit.
Currently, the KORPRI office is located on the 3rd floor of the UM Rectorate Graha Building, Room 315.

**Automotive, Business, Industry, and Information Technology (Program Keterampilan Otomotif, Bisnis, Industri, dan Teknologi Informasi/PROBIS) Skills Program**

PROBIS is a vocational program (non-degree) under UM Rectorate Decree No. 1.7.4/UN31/KP/2015. PROBIS creates skilful and creative workers ready to work in automotive, business, industry, and information technology. It is something that should be considered by society. That is because the demand for skilled workers in the automotive, business, industrial, and information technology sectors has increased over the years. This program can be an alternative for the community to obtain quality education and training (expertise) services at affordable costs.

The vision of PROBIS UM is to actualize PROBIS as part of UM in providing quality education and training based on computers in English and Technology, involving multi-discipline that are relevant to the needs of business and industry today.

The mission of PROBIS UM is (1) providing qualified education and training to produce professionals of automotive, business, industry, and information technology; (2) providing services and products in the automotive, business, industrial, and information technology sectors; (3) collaborating with various parties to improve the quality of graduates; and (4) empowering alumni to enhance the role and image of PROBIS UM in society.

PROBIS aims to: (1) produce ready-to-work workers at the operator level with sufficient skills to fill the shortage of skilled and creative workers in society; (2) produce the useful product for society; (3) present graduates who have competitiveness and independence to compete at the national and international levels; and (4) make continuous improvements to the learning process.

Until now, the PROBIS-Information Technology (IT) 1 (one) year and 2 (two) year education program has produced more than 4,000 graduates, who generally have worked in several governments, private sectors, or run an independent business.

PROBIS – 4-wheeled Automotive 1 (one) year education program has 731 graduates. Nearly all of the training graduates have been completely employed as workers in the official Suzuki workshops, in total 616 people, while 89 people work outside the official Suzuki workshops such as Toyota, Nissan, Hino all of Indonesia.

**A. One- and Two-Year Education and Training Programs**

One year of education and training (40 credits) is held in 2 (two) semesters, while two years of Education and Training (80 credits) is held in four semesters. To equip students with adequate skills, the curriculum is designed with 30% theory and 70% practice. For the above purposes, PROBIS UM has collaborated with more than 100 business and industry players.

**B. Study Programs/Expertise**

PROBIS UM provides a wide selection of areas of expertise, such as:
1) Four-Wheeled Automotive
2) Informatics Technology (IFT)
3) Computers, English, and Banking (CEB)
4) Computer Accounting (CAC)
5) Graphic Design and Multimedia (DGM) with a concentration of expertise; (a) Graphic Design and Advertising; (b) Animation and Games; (c) Film and television program production.
6) Secretary, Public Relations and Digital Marketing (SPM), with a concentration of expertise: (a) Secretary, (b) Public Relation, (c) Digital Marketing
7) Travel, Tour and Travel (TNT) Business

C. **Place of Operation**
This education and training program is held at Universitas Negeri Malang, A24-A27 Building, Jalan Veteran.

D. **Supporting Activities**
Besides getting lecture material on campus, PROBIS UM students are also provided with other supporting activities. These supporting activities include:

a. This exhibition and training activity is intended for students to excel in their skills to be more supportive in facing the world of work later. Besides, it is hoped that with this activity PROBIS UM students will be more motivated to compete with graduates from similar programs in other places.

b. Field Work Practices (PKL). Fieldwork practice is a mandatory activity that PROBIS UM students (for all fields of expertise) must take before they graduate, especially for Four-Wheeled Automotive, IFT, CEB, CAC, DGM and SPM majors. This activity is intended so that PROBIS UM students have work experience and get to know more closely how the real world of work is. So far, PROBIS students have implemented street vendors in various business units both inside and outside Java.

c. IFT and DGM majors must produce a final project in the form of a real application in the field. It is to give experience for students to make various types of real applications in the world of work.

E. **Laboratory**
To support the achievement of student competence, PROBIS UM is supported by workshops and several laboratories, including:

a. Automotive Workshop
b. Multimedia and Internet Laboratory
c. Programming Laboratory
d. Graphic Design Laboratory
e. Accounting Laboratory
f. Computer Network Laboratory
g. Photography Laboratory

F. **Short-term Education and Training Programs**
Short-term training is carried out in a span of 7 days (one week) to three months. Included in training are (a) Certification Training, (b) Competency Training and (c) Competency Strengthening Training.

a. **Certification Training**
This type of training is suitable for teachers (all levels of school) who will get additional assignments for the Head of the School Laboratory, School Librarian, Administration Personnel, Prospective Principals, and Principals who are already on duty but do not have a certificate.
b. Competency Training

This type of training is suitable for students (especially vocational schools) to obtain competency certificates or expertise in certain types of skills/competencies. As well as for students who want to explore certain skills according to the type of training they join. In addition, training is also provided to improve the competence of school principal, vice principal, teachers, and general public.

This training will be for 6 (six) days of practice and theory, finishing with a competency test.

Various types of Competency Training prepared by PROBIS:

1. Automotive Competency Package (Four Wheel), Competency Field:
   a) Electrical System Competence
   b) Power Transfer Competence
   c) Machine Competence
   d) Steering System Competence
   e) Brake Competence
   f) Competence Overhaul

2. ICT Competency Package (Senior High School/Vocational School/University Students)
   a) Competence of Computer Technicians
   b) Competence of Network Technicians
   c) Competence of Network Administration
   d) Competence of Animation
   e) Competence of Videography
   f) Competence of Web Programming
   g) Public Relations
   h) Digital Marketing
   i) Android Application Design
   j) Interactive Multimedia Design
   k) Photography
   l) Public speaking
   m) Event Organizer
   n) Press and Printing
   o) Digital Content Graphic

3. Robotics Competency Package
   a) Basic Analog Lf Robot Competence (primary school: Class 3-6)
   b) Advanced Analog Lf Robot Competence (Junior High School)
   c) Microprocessor Lf Robot Competency (Senior High School/Vocational School/University Students)
   d) Microcontroller Microprocessor Technique Competence

4. Building Electrical Installation Competency Package
   a) Competency of Simple Building Electrical Installation Design (Senior High School/Vocational School/University Student)
   b) Competency of Building Electrical Installation Design (Senior High School/Vocational School/University Student)

5. Principal/Vice Principal Competency Package
   a) School Development Project and Partnership Building (48 JP)
   b) Superior Education System (48 JP)

6. Teacher/General Public Competency Package
a) Development of Pattern Online Learning Media (48 JP)
b) Writing Scientific Papers for Professional Teachers Pattern (48 JP)
c) Pattern Book Writing (48 JP)

In addition to Certificate Training and Competency Education and Training, the UM Education and Training Division also serves various forms of Competency Strengthening Training following community demand.

Legal Aid and Consultancy Agency (BKBH)

Universitas Negeri Malang (UM) as a large institution in carrying out its functions, might attain legal issues that occur, both legal issues of UM as an institution and legal issues including lecturers, educational staff, and students.

With the main aim of helping to solve existing legal problems, the Legal Aid and Consultancy Agency (BKBH) was formed. BKBH-UM functions to provide legal aid services, legal counseling, advocacy assistance (litigation and non-litigation), and provide legal advice outside and inside the court to the administration of Universitas Negeri Malang.
LIST OF OFFICERS AND PHONE NUMBERS OF
WORKING UNITS AT
UNIVERSITAS NEGERI MALANG

RECTORATE
Rector: Prof. Dr. AH. Rofi‘uddin, M.Pd, (GR 802.8) 1123; ốfice Fax 551-921,
E-mail: rektor@um.ac.id, rofiudin@um.ac.id, rofiudina@yahoo.com
Rector Special Staff: Drs. H. Sucipto, M.S, ; E-mail: sucipto.fip@um.ac.id
Rector Staff: Riski Arifiyanti, S.Pd; (GR.803.8) 1122; Office Fax 551-921,
E-mail: riskiarifiyanti@gmail.com;
Hadi Purnomo; E-mail: hadi.purnomo69@um.ac.id
Vice Rector I: Prof. Dr. Budi Eko Soetjipto, M.Ed., M.Si, (GR 823.8) 1124, ốfice Fax 562-778,
E-mail: wr1@um.ac.id, budi.eko.fe@um.ac.id, soetjiptobe@yahoo.com, budiekos@yahoo.com
Special Staff of VR I: (GR 822.8) 1106, Prof. Dr. Suyono, M.Pd, E-mail: suyono.fs@um.ac.id
Staff of VR I: (GR 821.8) 1144, Dra. Chalimatus Sha’diyah, E-mail: chalimatus.shadiyah@um.ac.id
Vice Rector II: Prof. Dr. Heri Suwignyo, M.Pd, (GR 809.8) 1126, ốfice Fax 562-776,
E-mail: wr2@um.ac.id, heri.suwignyo.fs@um.ac.id, weeg59@yahoo.com
Special Staff of VR II: (GR 807.8) 1105, Prof. Dr. Imam Supeno, M.S,
E-mail: imam.supeno.fmpia@um.ac.id, imamsupeno@yahoo.co.id
Staff of VR II: (GR 809.8) 1125, Karniati, E-mail: karniati@um.ac.id
Vice Rector III: Dr. Mu’arifin, M.Pd, (GR 817.8) 1127, ốfice Fax 562-774,
E-mail: wr3@um.ac.id, muarifin.fik@um.ac.id, muarifin_ikor@yahoo.com
Special Staff of VR III: (GR 807.8) 1105, Hendra Susanto, S.Pd, M.Kes, Ph.D.,
E-mail: hendrabio@um.ac.id, hendrafaal@yahoo.com
Staff of VR III: (GR 814.8) 1128, Lailatuz Zuhriyah, E-mail: lailatuz.zuhriyah@um.ac.id
Vice Rector IV: Prof. Dr. H. Ibrahim Bafadal, M.Pd (GR 818.8) 1151, ốfice Fax 587-582,
E-mail: wr4@um.ac.id, ibrahim.bafadal.fip@um.ac.id; ibrahim-bfd@yahoo.com
Special Staff of VR IV: Dr. Juharyanto, M.M., M.Pd;
(GR.820.8)1108, E-mail: juharyanto.fip@um.ac.id
Staff of VR IV: (GR 819.8) 1150, Fitri Firdausi, S.Pd, E-mail: kenziekyne19@gmail.com,
vfirdausi@yahoo.com

BUREAU OF ACADEMIC, STUDENT AFFAIRS, PLANNING, INFORMATION, AND COOPERATION
(BAKPIK), ốfice/Fax. 552-114
Ad int. Head of Bureau: Prof. Dr. Suyono, M.Pd; (GR.217.2) 1130; Office Fax 552-114;
E-mail: karo.akpik@um.ac.id
Staff of BAKPIK: Sigit Wahyudi, A.Md.; (GR.215.2) 1140,
Coordinator of Academic Division: Suwaskito Wibowo, S.E., M.M., (GR. 206.2) 1131, ốfice
556-720, E-mail: bwosam@gmail.com
Sub Coordinator of Academic and Evaluation Subdivision: Tomy Dwi Susanto, S.Kom;
(GR.209.2) 1415, E-mail: tomy.dwi@um.ac.id
Sub Coordinator of Registration and Statistics Subdivision: Djajusman Hadi, S.Sos, M.AB.; (GR.208.2) 1418, E-mail: djajusman05@yahoo.com
Coordinator of Student Affairs Division: Drs. Taat Setyohadi; (GR.222.2) 1136; Office Fax 556-775, E-mail: taat.setyohadi@um.ac.id, kemahasiswaan_um@yahoo.com
Sub Coordinator of Interest, Intellectual Activity, and Information of Student and Alumni Affairs Subdivision: Su'udi, A.Ma, S.Pd; (GR.220.2) 1137; E-mail: suudi@um.ac.id
Sub Coordinator of Student Welfare Services Subdivision: Wiwid Nurachmawati, S.P.; (GR.221.2) 1138; E-mail: wiwid.nurachmawati@um.ac.id, wiedz79@yahoo.com
Coordinator of Planning and Information System Division: -; (GR.205.2) 1132; Office Fax 580-277, E-mail:-
Sub Coordinator of Planning Subdivision: Dra. Marsia Palangan (GR.202.2) 1133; E-mail: marsia.palangan@um.ac.id
Sub Coordinator of Information System Subdivision: Indria Santy, S.E.; (GR.204.2) 1143; office 557-571, E-mail: indria.santy@um.ac.id
Coordinator of Cooperation and Public Relations Division: Dra. Hj. Komariyah; (GR.103.1) 1139; office 556-720, E-mail: komariyah@um.ac.id
Sub Coordinator of Cooperation Subdivision: Rahadi, S.Sos; (GR.101.1) 1134; office 507-4995, E-mail: rahadi1225@yahoo.com
Sub Coordinator of Public Relations Sub Coordinator: Ifa Nursanti, S.AP.; (GR.102.1) 1152; Office Fax 565-979, E-mail: ifa.nursanti@um.ac.id

BUREAU OF GENERAL AND FINANCIAL AFFAIRS (BUK), Φ/Fax. 587-580
Ad Int. Head of Bureau: Drs. Imam Supeno, M.S.; (GR.404.4) 1129; Office Fax 587-580, E-mail: karo.uk@um.ac.id
BPP: Ririn Widyaningsih, A.Md; (GR.402.4) 1148, E-mail: ririn.widyaningsih@um.ac.id
Coordinator of General, Legal, Administrative, and State Property Affairs Division: Drs. Purwanto; (GR.305.3) 1111, Office 584-758, E-mail: purwanto63@um.ac.id
Sub Coordinator of State Property Subdivision: Andriyan Nurman Effendi, S.T, (GR.318.3) 1112, E-mail: andriyan.nurman@um.ac.id
Sub Coordinator of Household Affairs Subdivision: Faul Hidayatunnafiq, S.Kom, (GR.319.3) 1113, E-mail: faul.hidayatunnafiq@um.ac.id
Sub Coordinator of Administration Subdivision: Slamet Hady Prayitno, S.Pd; (GR.304.3) 1114
University Archives Center (A2.1) 367
Sub Coordinator of Legal and Administrative Affairs Subdivision: Elfin Muljawati, S.Sos, (GR. 301.3) 1115, E-mail: elfin.muljawati@um.ac.id
Coordinator of Finance Division: Titin Sulastinah, S.E., (GR. 401.4) 1117, E-mail: titin.sulastinah@gmail.com
Sub Coordinator of Non-Tax State Revenue Subdivision: Hardi Sona Kurniawan, S. Kom, (GR. 406.4) 1163, E-mail: hardi.sona@gmail.com
Sub Coordinator of Tax State Revenue Subdivision: Sodiq, S.AP, (GR. 407.4) 1250, E-mail: sodiq@um.ac.id, sodiqeu.um@gmail.com
Sub Coordinator of Accounting and Reporting Subdivision: Kharisma Yuanita Mahanani, S.E., MSA, (GR. 408.4) 1121, E-mail: kharisma.mahanani@um.ac.id
Coordinator of Staff Affairs Division: Dwi Waluyo, S.Sos, (GR.426.4) 1118, office 557-371, E-mail: dwi.waluyo@um.ac.id
Sub Coordinator of Academic Staff Subdivision: Waris Eka Ratnawati, S.TP., M.A. (GR.420.4) 1142, E-mail: -
Sub Coordinator of Administrative Staff Subdivision: Sjamsul Bachri, S.AP, (GR.421.4) 1146, E-mail: sjamsul.bachri@um.ac.id

FACULTY OF EDUCATION (FIP), Φ/Fax. 566-962, Φ 551-312 ext. 1211
Dean Prof. Dr. Bambang Budi Wiyono, M.Pd., (D3.2) 1211; Office Fax 566-962, E-mail: dekan.fip@um.ac.id, bambang.budi.fip@um.ac.id
Vice Dean I: Dr. Adi Atmoko, M.Si.; (D3.2) 1212 E-mail: wd1.fip@um.ac.id; adi.atmoko.fip@um.ac.id, adias_65@yahoo.co.id
Vice Dean II: Dr. Maisyaroh, M.Pd; (D3.2) 1213 E-mail: wd2.fip@um.ac.id, maisyaroh.fip@um.ac.id
Vice Dean III: Dr. Henny Indreswari, M.Pd; (D3.2) 1214, E-mail: wd3.fip@um.ac.id, henny.indreswari.fip@um.ac.id
Coordinator of Administration Division: Ahmad Muam, S.Pd; (D3.1) 1215, E-mail: ahmad.muam@um.ac.id
Sub Coordinator of Academic Subdivision: Syamsul Irawan, S.E. (D3.1) 1364, E-mail: syamsul.irawan@um.ac.id
Sub Coordinator of General and State Property Subdivision: Bambang Susilo, S.T.; (D3.1) 1362, E-mail: bambang.susilo@um.ac.id
Sub Coordinator of Finance and Staff Subdivision: Dra. Usna Nurindrias Tutik; (D3.1) 1216, E-mail: usna.nurindrias@um.ac.id

Guidance and Counseling Department (D3.2) 1217
Head: Dr. Hj. Muslihati, S.Ag., M.Pd., E-mail: muslihati.fip@um.ac.id
Secretary: Dr. Arbin Janu Setiyowati, S.Pd, M.Pd., E-mail: arbinjs_rk@ymail.com, arbin.janu.fip@um.ac.id
Coordinator of S2 and S3 Study Programs of Guidance and Counseling: Prof. Dr. Hj. Nur Hidayah, M.Pd; E-mail: nur.hidayah.fip@um.ac.id

Educational Technology Department: (D3.2) 1218,
Head: Dr. Henry Praherdhiono, S.Si, M.Pd, E-mail: henry.praherdhiono.fip@um.ac.id
Secretary: Eka Pramono Adi, S.IP, M.Si, E-mail: eka.pramono.fip@um.ac.id
Coordinator of S2 and S3 Study Programs of Educational Technology: Dr. Dedi Kuswandi, M.Pd, E-mail: dedi.kuswandi.fip@um.ac.id

Non Formal Education Department: (D3.2) 1220
Head: Dr. Zulkarnain, M.Pd, E-mail: zulkarnain.fip@um.ac.id
Secretary: Dr. Sri Wahyuni, M.Pd, E-mail: sri.wahyuni.fip@um.ac.id, go.grin99@gmail.com
Coordinator of S2 and S3 Study Programs of Non Formal Education: Dr. M. Ishaq, M.Pd, E-mail: m.ishaq.fip@um.ac.id

Educational Administration Department: (D3.2) 1219
Head: Dr. Mustiningsih, M.Pd, E-mail: mustiningsih.fip@um.ac.id; mustiningsih.apfipum@yahoo.com
Secretary: Desi Eri Kusumaningrum, S.Pd, M.Pd, E-mail: desi.eri.fip@um.ac.id; desyeri@yahoo.com, desyeri@gmail.com
List of Officers and Phone Numbers of Working Units

Coordinator of S2 and S3 Study Programs of Educational Administration: Prof. Dr. Ali Imron, M.Pd, M.Si, E-mail: ali.imron.fip@um.ac.id, kangalinet@yahoo.co.id
Elementary and Pre-School Education Department: (D3.2) 1221
  Head: Dr. H. Sutarno, M.Pd, E-mail: sutarno.fip@um.ac.id, sutarnoum@yahoo.com
  Secretary: Retno Tri Wulandari, S.Pd, M.Pd, E-mail: retno_um@yahoo.co.id
Coordinator of Program Enactment (PP) 3 KSDP: Yuniawatika, S.Pd., M.Pd, E-mail: yuniawatika@gmail.com
Coordinator of S1 PGSD (Elementary School Teacher Education) Study Program: Dr. H. Sutarno, M.Pd, E-mail: sutarno.fip@um.ac.id, sutarnoum@yahoo.com
Coordinator of S1 PAUD (Early Childhood Education) Study Program: Retno Tri Wulandari, S.Pd, M.Pd, E-mail: retno_um@yahoo.co.id
Coordinator of S2 PAUD (Early Childhood Education) Study Program: Dr. Imron Arifin, M.Pd, E-mail: imron.arifin.fip@um.ac.id

Special Education Department
  Head: Prof. Dr. H. Mohammad Efendi, M.Pd., M.Kes., E-mail: efendi.plb@gmail.com
  Secretary: Drs. H. Abdul Huda, M.Pd, E-mail: abdulhuda.plb@yahoo.com
Coordinator of S2 Special Education Study Program: Dr. Asep Sunandar, M.AP, E-mail: asep.sunandar.fip@um.ac.id

Head of Counseling and Guidance Laboratory: Dra. Elia Flurentin, M.Pd, E-mail: elia.flurentin.fip@um.ac.id, eliaflurentin@gmail.com
Head of Educational Technology Laboratory: Drs. H. Zainul Abidin, M.Pd, E-mail: zainulabidin.fip@um.ac.id
Head of Educational Administration Laboratory: Wildan Zulkarnain, S.Pd, M.Pd, E-mail: wildan.zulkarnain.fip@um.ac.id
Head of Non Formal Education Laboratory: Edi Widianto, S.Pd., M.Pd, E-mail: edhiena_1981@yahoo.co.id, edi.widianto.fip@um.ac.id
Head of KSDP Laboratory: Drs. Goenawan Roebyanto, S.Pd, M.Pd, E-mail: goenawan.roebyanto.fip@um.ac.id
Head of Special Education Laboratory: Drs. M. Shodiq AM, M.Pd, E-mail: shodiqatmo1957@gmail.com

FACULTY OF LETTERS (FS), Φ/Fax. 567-475, 551-312 ext. 1231
Dean: Prof. Utami Widiati, M.A., Ph.D.; (D16.2) 1231
  E-mail: dekan.fs@um.ac.id, utami.widiati.fs@um.ac.id, uwidiati@yahoo.com
Vice Dean I: Dr. Primardiana Hermilia Wijayati, M.Pd, (D16.2) 1232, E-mail: wd1.fs@um.ac.id, ewijayati@yahoo.de, primardiana.hermilia.fs@um.ac.id
Vice Dean II: Dr. Moch. Syahri, S.Sos, M.Si, (D16.2) 1233, E-mail: wd2.fs@um.ac.id, moch.syahri.fs@um.ac.id, syahri71@yahoo.com, syahri45@yahoo.com
Vice Dean III: Prof. Dr. Yusuf Hanafi, S.Ag, M.Fil.I, (D16.2) 1234, E-mail: wd3.fs@um.ac.id, yusuf.hanafi.fs@um.ac.id
Coordinator of Administration Division: Waji, S.Sos, (D16.2) 1245, E-mail: waji@um.ac.id
  Sub Coordinator of Academic Subdivision: Mashuri, S.Pd, (D16.2) 1246, E-mail: mashuri@um.ac.id
  Sub Coordinator of General and State Property Affairs Subdivision: Yoga Galih Arraja, S.Kom, (D16.2) 1235, E-mail: yoga.galih.arraja@gmail.com
Sub Coordinator of Finance and Staff Subdivision: Hj. Nur Laily, S.Pd, (D16.2) 1236,
  E-mail: nur.laily@um.ac.id
Indonesian Literature Department: (D16.2) 238
  Head: Dr. Roekhan, M.Pd, E-mail: roekhan.fs@um.ac.id
  Secretary: Dr. Martutik, M.Pd, E-mail: martutik.fs@um.ac.id
Coordinator of S1 Indonesian and Regional Language and Literature Education Study
  Program: Dr. Roekhan, M.Pd, E-mail: roekhan.fs@um.ac.id
Coordinator of S1 Indonesian and Regional Language and Literature Education Study
  Program: Dr. Karkono, S.S., M.A., E-mail: karkono.fs@um.ac.id
Coordinator of S2 Indonesian Language Education Study Program: Dr. Yuni Pratiwi, M.Pd,
  E-mail: yuni.pratiwi.fs@um.ac.id
Coordinator of S3 Indonesian Language Education Study Program: Dr. Yuni Pratiwi, M.Pd,
  E-mail: yuni.pratiwi.fs@um.ac.id
Coordinator of S2 Language Education Study Program: Dr. Rizman, M.Pd,
  E-mail: rizman.fs@um.ac.id
Coordinator of S1 Librarianship and Science and D3 Librarianship Study Program: Dr.
  Martutik, M.Pd, E-mail: martutik.fs@um.ac.id
English Literature Department: (D16.2) 237
  Head: Dr. Suharyadi, S.Pd, M.Pd, E-mail: suharyadi.fs@um.ac.id
  Secretary: Anik Nunuk Wulyani, S.Pd., M.Pd., Ph.D., E-mail: anik.nunuk.fs@um.ac.id,
  anik_n_w@yahoo.com
Coordinator of S1 English Language Education Study Program: Dr. Suharyadi, S.Pd, M.Pd,
  E-mail: suharyadi.fs@um.ac.id
Coordinator of S1 English Language and Literature Study Program: Anik Nunuk Wulyani,
  S.Pd., M.Pd., Ph.D., E-mail: anik.nunuk.fs@um.ac.id, anik_n_w@yahoo.com
Arabic Literature Department: (D16.2) 239
  Head: Dr. Hanik Mahliatussikah, S.Ag, M.Hum, E-mail: hanik.mahliatussikah.fs@um.ac.id
  Secretary: Dr. Mohammad Ahsanuddin, S.Pd, M.Pd,
  E-mail: mohammad.ahsanuddin.fs@um.ac.id, dhieka_99@yahoo.com
Coordinator of S1 Arabic Language Education Study Program: Dr. Hanik Mahliatussikah, S.Ag,
  M.Hum, E-mail: hanik.mahliatussikah.fs@um.ac.id
Coordinator of S2 Arabic Language Education Study Program: Dr. Mohammad Ahsanuddin,
  S.Pd, M.Pd,
  E-mail: mohammad.ahsanuddin.fs@um.ac.id, dhieka_99@yahoo.com
German Literature Department: (D16.2) 249
  Head: Dr. Edy Hidayat, S.Pd, M.Hum, E-mail: edy.hidayat.fs@um.ac.id
  Secretary: Dr. Dewi Kartika Ardiyani, S.Pd, M.Pd., E-mail: dewi.kartika.fs@um.ac.id
Coordinator of S1 German Language Education Study Program: Dr. Edy Hidayat, S.Pd,
  M.Hum, E-mail: edy.hidayat.fs@um.ac.id
Coordinator of S1 Mandarin Language Education Study Program: Dr. Dewi Kartika
  Ardiyani, S.Pd, M.Pd., E-mail: dewi.kartika.fs@um.ac.id
Arts and Design Department: (D16.2) 240
  Head: Wida Rahayuningtyas, S.Pd, M.Pd, E-mail: wida.rahayuningtyas.fs@um.ac.id
  Secretary: Andy Pramono, S.Kom, M.T., E-mail: andy.pramono.fs@um.ac.id
Coordinator of S1 Visual Art Education Study Program: Dr. Iriaji, M.Pd  
E-mail: iriaji.fs@um.ac.id

Coordinator of S2 Visual Art Education Study Program: Dr. Robby Hidajat, M.Sn, E-mail: robbi.hidajat.fs@um.ac.id

Coordinator of S1 Dancing and Music Education Study Program: Dr. Wida Rahayuningtyas, S.Pd, M.Pd, E-mail: wida.rahayuningtyas.fs@um.ac.id

Coordinator of S1 Visual Communication Education and Coordinator of D3 Animated Game Study Program: Andy Pramono, S.Kom, M.T., E-mail: andy.pramono.fs@um.ac.id

Coordinator of S2 Language Education Study Program: Dr. Rizman, M.Pd, Email: rizman.fs@um.ac.id

Head of Arts and Design Laboratory: Mitra Istiar Wardhana, S.Kom, M.T.,  
E-mail: mitra.istiar.fs@um.ac.id

Head of Drama Laboratory: Teguh Tri Wahyudi, S.S., M.A., E-mail: teguh.tri.fs@um.ac.id

Head of Center for Language and Culture: Dr. Utari Praba Astuti, M.A.,  
E-mail: utari.praba.fs@um.ac.id, utari_pastuti@yahoo.com

FACULTY OF MATHEMATICS AND SCIENCE (FMIPA), Φ/Fax. 587-977, 551-312 ext. 1251,
Dean: Dr. Hadi Suwono, M.Si, (B20.2) 1251, Φ/Office Fax 562-180, 587-977,  
E-mail: dekan.fmipa@um.ac.id, hadi.suwono.fmipa@um.ac.id, hadisuwonodr@gmail.com
Vice Dean I: Dr. Sisworo, M.Si, (B20.2) 1253, E-mail: wd1.fmipa@um.ac.id,  
sisworo.fmipa@um.ac.i, sisworo_um@yahoo.com
Vice Dean II: Dr. Sudirman, M.Si, (B20.2) 1252, E-mail: wd2.fmipa@um.ac.id,  
sudirman.fmipa@um.ac.id, sudirman_um@yahoo.co.id
Vice Dean III: Dr. Sentot Kusairi, S.Pd., M.Si, (B20.2) 1254, E-mail: wd3.fmipa@um.ac.id,  
sentot.kusairi.fmipa@um.ac.id, skusairi@yahoo.com
Coordinator of Administration Division concurrently serving as the Sub Coordinator of Academic and Student Affairs Subdivision: Subur Hariono, S.Pd; (B20.1) 1255, E-mail: subur.hariono@um.ac.id, subur.hariono@yahoo.com
Sub Coordinator of General and State Property Subdivision: Tutut Boedyo Wibowo, S.Kom, M.T., (B20.1) 256, Φ office /Fax 562-180, E-mail: tutut.boedyo@um.ac.id
Sub Coordinator of Finance and Staff Subdivision: Kristina Hestiningsih, S.AP, (B20.1) 1266,  
Φ office 587-958, E-mail: kristina.hestiningsih@um.ac.id
Mathematics Department: (B24.2) 257; 552-182
Head: Dr. Sisiswo, M.Si, E-mail: susiswo.fmipa@um.ac.id
Secretary: Dr. Erry Hidayanto, M.Si, E-mail: erry.hidayanto.fmipa@um.ac.id,  
erryhidayanto@yahoo.co.id, erryhidayantoum@gmail.com
Coordinator of S1 Mathematics Education Study Program: Dr. Erry Hidayanto, M.Si,  
E-mail: erry.hidayanto.fmipa@um.ac.id, erryhidayanto@yahoo.co.id,  
erryhidayantoum@gmail.com
Coordinator of S2 and S3 Mathematics Education Study Programs: Prof. Dr. Cholis Sa’dijah, M.Pd, M.A., E-mail: cholis.sadijah.fmipa@um.ac.id
Coordinator of S1 Mathematics Study Program: Dr. Sisiswo, M.Si,  
E-mail: susiswo.fmipa@um.ac.id, susiswo@yahoo.co.id
Coordinator of S2 Mathematics: Dr. Hery Susanto, M.Si,  
E-mail: hery.susanto.fmipa@um.ac.id
Physics Department: (B21.1) 260; office 552-125
  Head: Dr. Hari Wisodo, S.Pd., M.Si, E-mail: hari.wisodo.fmipa@um.ac.id
  Secretary: Dr. Sunaryono, S.Pd, M.Si, E-mail: sunaryono.fmipa@um.ac.id
  Coordinator of S1 Physics Education Study Program: Dr. Hari Wisodo, S.Pd., M.Si,
  E-mail: hari.wisodo.fmipa@um.ac.id
  Coordinator of S2 and S3 Physics Education Study Programs: Prof. Dr. Sutopo, M.Si,
  E-mail: sutopo.fisika@um.ac.id
  Coordinator of S1 Physics Study Program: Dr. Sunaryono, S.Pd, M.Si,
  E-mail: sunaryono.fmipa@um.ac.id
  Coordinator of S2 Physics Study Program: Prof. Dr. Arif Hidayat, M.Si,
  E-mail: arif.hidayat.fmipa@um.ac.id

Chemistry Department: (B19.1) 258, office 557-382,
  Head: Dr. Sumari, M.Si, E-mail: sumari.fmipa@um.ac.id
  Secretary: Dr.Sc. Anugrah Ricky Wijaya, S.Si, M.Sc., E-mail: anugrah.rickyf.fmipa@um.ac.id,
  Coordinator of S1 Chemistry Education Study Program: Dr. Sumari, M.Si,
  E-mail: sumari.fmipa@um.ac.id
  Coordinator of S2 and S3 Chemistry Education Study Programs: Dr. Parlan, M.Si,
  E-mail: parlan.fmipa@um.ac.id
  Coordinator of S1 Chemistry Study Program: Dr.Sc. Anugrah Ricky Wijaya, S.Si, M.Sc.,
  E-mail: anugrah.rickyf.fmipa@um.ac.id, ric55@astaga.com
  Coordinator of S2 Chemistry Study Program: Dr. Suharti, S.Pd, M.Si, Email:
  suharti.fmipa@um.ac.id
  Coordinator of S1 Natural Science Education Study Program: Dr. Munzil, M.Si,
  E-mail: munzil.fmipa@um.ac.id

Biology Department: (B22.1) 259; 588-344
  Head: Dr. Sri Rahayu Lestari, M.S, E-mail: srirahayulestari@um.ac.id
  Secretary: Siti Imroatul Maslikah, S.Si, M.Si, E-mail: siti.imroatul.fmipa@um.ac.id,
  Coordinator of S1 Biology Education Study Program: Siti Imroatul Maslikah, S.Si, M.Si,
  E-mail: siti.imroatul.fmipa@um.ac.id, ika_biorep03@yahoo.com
  Coordinator of S2 and S3 Biology Education Study Programs: Dr. Ibrohim, M.Si,
  E-mail: ibrohim.fmipa@um.ac.id
  Coordinator of S1 Biology Study Program: Dr. Sri Rahayu Lestari, Dra., M.Si.,
  E-mail: srirahayulestari@um.ac.id
  Coordinator of S2 Biology Study Program: Dr. Fatchur Rohman, M.Si, E-mail:
  fatchur.rohman.fmipa@um.ac.id
  Coordinator of S1 Biotechnology Study Program (B18.2): Dr. Evi Susanti, S.Si, M.Si,
  E-mail: evi.susanti.fmipa@um.ac.id, esusanti.kim@gmail.com
  Head of Mathematics Laboratory: Dr. Abd. Qohar, M.T., E-mail: abd.qohar.fmipa@um.ac.id
  Head of Physics Laboratory: Dr. Eny Latifah, S.Si, M.Si, E-mail: eny.latifah.fmipa@um.ac.id
  Head of Chemistry Laboratory: Dr. Yudhi Utomo, M.Si, E-mail: yutomopbi@yahoo.com,
  yudhi.utomo.fmipa@um.ac.id
  Head of Biology Laboratory: Agung Witjoro, S.Pd, M.Kes, E-mail:
  agung.witjoro.fmipa@um.ac.id
Head of Natural Science Education Laboratory: Sugiyanto, S.Pd., M.Si,
E-mail: sugiyanto.fmipa@um.ac.id

FACULTY OF ECONOMICS (FE), Fax. 552-888, 551-312 ext. 1271
Dean: Dr. Cipto Wardoyo, S.E., M.Pd., M.Si., Ak., CA., (D7.2) 1271, E-mail dekan.fe@um.ac.id, cipto.wardoyo.fe@um.ac.id
Vice Dean I: Dr. Agus Hermawan, Grad Dip Mgt., M.Si, M.Bus., (D7.2) 1272,
E-mail: wd1.fe@um.ac.id, aher2@yahoo.com, agus.hermawan.fe@um.ac.id
Vice Dean II: Dr. Puji Handayati, S.E., Ak., M.M., CA., CMA., (D7.2) 1273,
E-mail: wd2.fe@um.ac.id, puji.handayati.fe@um.ac.id
Vice Dean III: Dr. Hadi Sumarsono, S.T., M.Si., (D7.2) 1274, E-mail: wd3.fe@um.ac.id,
sugeng.hadi.fe@um.ac.id, hadi.sumarsono.fe@um.ac.id
Coordinator of Administration Division concurrently serving as the Sub Coordinator of Academic Subdivision: Harinto, S.E, (D7.1) 1275, E-mail: harinto@um.ac.id
Sub Coordinator General and State Property Affairs Subdivision: Drs. Diding Kusumahadi, M.Si, (D7.1) 1276, E-mail: diding.kusumahadi@um.ac.id
Sub Coordinator of Finance and Staff Subdivision: Akidah Fitrah, S.T., (D7.1) 1276,
E-mail: akidah.fitrah@um.ac.id, qidahmalingi1984@yahoo.co.id
Management Department: (D7.2) 288, office 585-913
Head: Dr. Ely Siswanto, S.Sos, M.M., E-mail: elysiswanto2008@gmail.com,
eley.siswanto.fe@um.ac.id
Secretary: Dr. Wening Patmi Rahayu, S.Pd, M.M., E-mail: wening.patmi.fe@um.ac.id,
wening_umac@yahoo.com
Coordinator of S1 Management Study Program: Dr. Titis Shinta Dhewi, S.P., M.M.,
E-mail: titis.shinta.fe@um.ac.id
Coordinator of S2 Management Study Program: Prof. Dr. Sudarmiatin, M.Si,
E-mail: sudarmiatin.fe@um.ac.id
Coordinator of S2 Business and Management Education Study Program: Prof. Dr. F. Danardana Murwani, M.M., E-mail: f.danardana.fe@um.ac.id
Coordinator of S3 Management Science Study Program: Prof. Dr. Sudarmiatin, M.Si,
E-mail: sudarmiatin.fe@um.ac.id
Coordinator of D3 Marketing Management Study Program: Dr. Ely Siswanto, S.Sos, M.M.,
E-mail: elyesiswanto.fe@um.ac.id, elysiswantoB19008@gmail.com
Coordinator of S1 Commerce Education Study Program: Dr. Wening Patmi Rahayu, S.Pd,
M.M., E-mail: wening.patmi.fe@um.ac.id, wening_umac@yahoo.com
Coordinator of S1 Office Administration Education Study Program: Dr. Madziatul Churiyah,
S.Pd, M.M., E-mail: madziatul.churiyah.fe@um.ac.id
Accounting Department: (D7.2) 280, office 585-914
Head: Dr. Satia Nur Maharani, S.E., M.SA., Ak, E-mail: satia.nur.fe@um.ac.id
Secretary: Sulastri, S.Pd, M.S.A., E-mail: sulastri.fe@um.ac.id
Coordinator of S1 Accounting Study Program: Dr. Makaryanawati, S.E., M.Si, Ak,
E-mail: makaryanawati.fe@um.ac.id
Coordinator of S2 Accounting Study Program: Dr. Nurika Restuningdiah, S.E., M.Si, Ak, CA,
E-mail: nurikarestu@gmail.com, noer_dyah@yahoo.co.id
Coordinator of D3 Accounting Study Program: Dr. Satia Nur Maharani, S.E., Ak., M.SA., E-mail: satia.nur.fe@um.ac.id
Coordinator of S1 Accounting Education Study Program: Sulastri, S.Pd, M.SA., E-mail: sulastri.fe@um.ac.id

Economics and Developmental Studies Department: (D7.2) 281, Office 585-911
Head: Prof. Dr. Imam Mukhlis, S.E., M.Si, E-mail: imam.mukhlis.fe@um.ac.id
Secretary: Ro'ufah Inayati, S.Pd, M.Pd, E-mail: roufah.inayati.fe@um.ac.id
Coordinator of S1 Economics and Developmental Studies Study Program: Prof. Dr. Imam Mukhlis, S.E., M.Si, E-mail: imam.mukhlis.fe@um.ac.id
Coordinator of S1 Economics Education Study Program: Ro'ufah Inayati, S.Pd, M.Pd, E-mail: roufah.inayati.fe@um.ac.id
Coordinator of S2 Economics Study Program: Dr. Agus Sumanto, S.E., M.SA., E-mail: agus.sumanto.fe@um.ac.id
Coordinator of S2 and S3 Economics Education Study Programs: Dr. Djoko Dwi Kusumojanto, M.Si, E-mail: djokodwi_03@yahoo.com
Head of Management Laboratory: Lulu Nurul Istanti, S.E., M.M. Ak., E-mail: luluistanti@gmail.com, luluistanti@yahoo.com
Head of Accounting Laboratory: Dr. Dodik Juliardi, S.E. Ak, M.M., E-mail: dodik.juliardi.fe@um.ac.id
Head of Economics and Developmental Studies Laboratory: Dr. Grisvia Agustin, S.E., M.Sc, E-mail: grisvia.agustin.fe@um.ac.id

FACULTY OF ENGINEERING (FT), Φ/Fax. 565-307, Φ 551-312 ext. 1291
Dean: Prof. Dr. Marji, M.Kes., (B11.1) 291, Office Fax 565-307, E-mail: dekan.ft@um.ac.id, mardji.ft@um.ac.id
Vice Dean I: Prof. Arif Nur Afandi, S.T., M.T., Ph.D., (B11.1) 1292, E-mail: wd1.ft@um.ac.id, arif.nur.ft@um.ac.id
Vice Dean II: Dr. Eddy Sutadji, M.Pd, (B11.1) 1293, E-mail: wd2.ft@um.ac.id, eddy.sutadji.ft@um.ac.id
Vice Dean III: Dr. Tri Kuncoro, S.T., M.Pd., (B11.1) 1294, E-mail: wd3.ft@um.ac.id, kuncoro_um@yahoo.com
Coordinator of Administration Division: Khoiriyah, S.H., (B11.1) 1295, E-mail: khoiriyah@um.ac.id
Sub Coordinator of Academic Affairs Subdivision: Rudi Rahayu Widodo, S.Kom, (B11.1) 1296, E-mail: rudi.rahayu@um.ac.id, rudirahayuwidodo@gmail.com
Sub Coordinator of General and State Property Affairs Subdivision: Ronny Ardiansah, S.Kom, (B11.1) 1296, E-mail: ronny.ardiansah@um.ac.id, nadewa2004@gmail.com
Sub Coordinator of Finance and Staff Subdivision: Dima Vici Ariefianti, S.Si (B11.1) 1296, E-mail: dima.vici@um.ac.id
Sub Coordinator of Student and Alumni Affairs Subdivision: Teguh Warsono, S.H., (B11.1) 1296, E-mail: teguh.warsono@um.ac.id

Mechanical Engineering Department: (B11.3) 298, Office Fax 588-528
Head: Dr. Yoto, S.T., M.Pd, E-mail: yoto.ft@um.ac.id
Secretary: Marsono, S.Pd.T., M.Pd, Ph.D., E-mail: marsono.ft@um.ac.id
List of Officers and Phone Numbers of Working Units

Coordinator of S1 Mechanical Engineering Education Study Program: Dr. Yoto, S.T., M.Pd, E-mail: yoto.ft@um.ac.id
Coordinator of S1 Automotive Engineering Education Study Program: Drs. Sumarli, M.Pd, M.T., E-mail: sumarli.ft@um.ac.id, marlium@yahoo.com
Coordinator of S1 Mechanical Engineering Study Program: Dr. Retno Wulandari, S.T., M.T., E-mail: retno.wulandari.ft@um.ac.id
Coordinator of S1 Industrial Engineering Study Program: Larasati, S.T., M.T., MIM, Ph.D., E-mail: aisyah.larasati.ft@um.ac.id
Coordinator of S2 Mechanical Engineering Study Program: Dr. Retno Wulandari, S.T., M.T., E-mail: retno.wulandari.ft@um.ac.id
Coordinator of D3 Mechanical Engineering Study Program: Marsono, S.Pd.T., M.Pd, Ph.D, E-mail: marsono.ft@um.ac.id
Coordinator of D3 Automotive Engineering Study Program: Drs. Sumarli, M.Pd, M.T., E-mail: sumarli.ft@um.ac.id, marlium@yahoo.com

Civil Engineering Study Department: (B9.1) 297, Office 558-499
Head: Dr. Ir. B. Sri Umniati, M.T., E-mail: b.sri.umniati.ft@um.ac.id, sriumniati@gmail.com
Secretary: Anie Yulistyorini, S.T., M.Sc., Ph.D., E-mail: anie.yulistyorini.ft@um.ac.id, anieyulistyorini@yahoo.com
Coordinator of S1 Building Construction Education and D3 Civil Engineering and Building Construction Study Program: Dr. R. Machmud Sugandi, S.T., M.T., E-mail: r.machmud.ft@um.ac.id
Coordinator of S1 Civil Engineering Study Program: Anie Yulistyorini, S.T., M.Sc., Ph.D., E-mail: anie.yulistyorini.ft@um.ac.id, anieyulistyorini@yahoo.com
Coordinator of S2 Civil Engineering Study Program: Dr. Ir. B. Sri Umniati, M.T., E-mail: b.sri.umniati.ft@um.ac.id

Electrical Engineering Department: (B11.2) 304, Office Fax 573-090
Head: Aji Prasetya Wibawa, S.T., M.MT, Ph.D., E-mail: aji.prasetya.ft@um.ac.id, ajipw@yahoo.com
Secretary: Dr. Eng. Anik Nur Handayani, S.T., M.T, E-mail: anik.nur.ft@um.ac.id, handayani.aniknur@gmail.com
Coordinator of S1 Informatics Engineering Education Study Program: Dr. Yuni Rahmawati, S.T., M.T., E-mail: yuni.rahmawati.ft@um.ac.id, heryuni@yahoo.com
Coordinator of S1 Electrical Engineering Education Study Program: Dr. Yuni Rahmawati, S.T., M.T., E-mail: yuni.rahmawati.ft@um.ac.id, heryuni@yahoo.com
Coordinator of S1 Electrical Engineering Study Program: Aripriharta, S.T., M.T., Ph.D, E-mail: aripriharta.ft@um.ac.id
Coordinator of S2 Electrical Engineering Study Program: Aji Prasetya Wibawa, S.T., M.MT, Ph.D, E-mail: aji.prasetya.ft@um.ac.id, ajipw@yahoo.com
Coordinator of S1 Informatics Engineering Study Program: Ilham Ari Elbaith Zaeni, S.T., M.T., Ph.D, E-mail: ilham.ari.ft@um.ac.id
Coordinator of D3 Electrical Engineering Study Program: Aripriharta, S.T., M.T., Ph.D, E-mail: aripriharta.ft@um.ac.id
Coordinator of D3 Electrical Engineering Study Program: Dr.Eng. Anik Nur Handayani, S.T., M.T, E-mail: anik.nur.ft@um.ac.id, handayani.aniknur@gmail.com
Industrial Technology Department: (B16.1) 309

**Head:** Dr. Mazarina Devi, M.Si.,  **E-mail:** mazarina.devi.ft@um.ac.id

**Secretary:** Dr. Agus Hery Supadmi Irianti, M.Pd,  **E-mail:** agus.hery.ft@um.ac.id, agushery_um52@yahoo.co.id

**Coordinator of S1 Gastronomy Education Study Program:** Ir. Budi Wibowotomo, M.Si, Ph.D,  **E-mail:** budi.wibowotomo.ft@um.ac.id

**Coordinator of S1 Fashion Education Study Program:** Dr. Agus Hery Supadmi Irianti, M.Pd,  **E-mail:** agus.hery.ft@um.ac.id

**Coordinator of D3 Gastronomy Study Program:** Dr. Mazarina Devi, M.Si.,  **E-mail:** mazarina.devi.ft@um.ac.id

**Coordinator of D3 Fashion Study Program:** Dr. Agus Hery Supadmi Irianti, M.Pd,  **E-mail:** agus.hery.ft@um.ac.id

**Coordinator of S2 Vocational Education Study Program:** Didik Nurhadi, S.Pd, M.Pd, Ph.D,  **E-mail:** didik.nurhadi.ft@um.ac.id, didik_nurhadi@ymail.com

**Coordinator of S3 Vocational Study Education Study Program:** Didik Nurhadi, S.Pd, M.Pd, Ph.D,  **E-mail:** didik.nurhadi.ft@um.ac.id, didik_nurhadi@ymail.com

**Dean:** Dr. Sapto Adi, M.Kes; (C6), 1331,  **E-mail:** dekan.fik@um.ac.id, sapto.adi.fik@um.ac.id

**Vice Dean I:** Dr. dr. Moch. Yunus, M.Kes, (C6), 1333,  **E-mail:** wd1.fik@um.ac.id, moch.yunus.fik@um.ac.id

**Vice Dean II:** Dr. Supriyadi, M.Kes; (C6),  **E-mail:** wd2.fik@um.ac.id, supriyadi.fik@um.ac.id

**Coordinator of Administration Division:** - (C6), 1332

**Sub Coordinator of Academic and Student Affairs Subdivision:** Drs. Wahyudi Setiawan; (C6), 1336,  **E-mail:** wahyudi.setiawan@um.ac.id

**Sub Coordinator of General Affairs Subdivision:** Indra Hayati Rofi’ah, S.Kom; (C6)1479,  **E-mail:** indra.hayati@um.ac.id, indra_hayati@yahoo.co.id

**Physical Education and Health Department:** (C6)

**Head:** Dr. Lokananta Teguh Hari Wiguno, M.Kes,  **E-mail:** lokananta.teguh.fik@um.ac.id

**Secretary:** Febrita Paulina Heynoek, S.Pd, M.Pd,  **E-mail:** febrita.paulina.fik@um.ac.id, febyph@yahoo.com

**Sports Science Education Department:** (C6), 1332

**Head:** Dr. Slamet Raharjo, S.Pd, M.Or;  **E-mail:** slamet.raharjo.fik@um.ac.id

**Secretary:** Ahmad Abdullah , M.Kes,  **E-mail:** ahmad.abdullah.fik@um.ac.id

**Coordinator of S2 Sports Education Study Program:** Prof. Dr. M.E. Winarno, M.Pd,  **E-mail:** m.e.winarno.fik@um.ac.id
List of Officers and Phone Numbers of Working Units

Coaching Education Department: (C6), 1332/ext. 20
  Head: Drs. Supriatna, M.Pd, E-mail: ysupriatna42@yahoo.com
  Secretary: -

Community Health Science Department (C6), 1332/ ext. 21
  Head: drg. Rara Warhi Gayatri, S.KG, M.PH, E-mail: rara.warhi.fik@um.ac.id
  Secretary: Septa Katmawanti, S.Gz., M.Kes, E-mail: septakatma@gmail.com

Head of Physical Education and Health Laboratory: Dr. Ari Wibowo Kurniawan, S.Pd, M.Pd, E-mail: ar13_wibowo_k@yahoo.com

Head of Sports Science Laboratory: Olivia Andiana, S.Or, M.Kes, E-mail: olivia.andiana.fik@um.ac.id, olivia_a3@yahoo.co.id, olivia.a3@yahoo.co.id

Head of Coaching Education Laboratory: Dr. Imam Hariadi, M.Kes, E-mail: imam.hariadi.fik@um.ac.id

Head of Community Health Science Laboratory: dr. Hartati Eko Wardani, M.Si.Med, E-mail: hartati.eko.fik@um.ac.id, hartati_wardani@yahoo.co.id

FACULTY OF SOCIAL SCIENCES (FIS), Φ/Fax. 585-966, 551312 ext. 1371
Dean: Prof. Dr. Sumarmi, M.Pd, (A7.1), 1371, Φ/Fax/ office 585-966, E-mail: dekan.fis@um.ac.id, sumarmi.fis@um.ac.id
Vice Dean I: Prof. Dr. Sugeng Utaya, M.Si, (A7.1), 1372, E-mail: wd1.fis@um.ac.id, sugeng.utaya.fis@um.ac.id, sugengutaya@yahoo.com
Vice Dean II: Dr. Sri Untari, M.Si, (A7.1), 1373, E-mail: wd2.fis@um.ac.id, sri.untari.fis@um.ac.id
Vice Dean III: Dr. I Nyoman Ruja, S.U, (A7.1), 1374, E-mail: wd3.fis@um.ac.id, nyoman.ruja.fis@um.ac.id
Coordinator of Administration Division: Etatok Rindang Karjo, S.Kom; (A7.1), 1375; Office Fax 587-944, E-mail: etatok.rindang@um.ac.id
  Sub Coordinator of Academic and Student Affairs Subdivision: Dwi Astutik, S.AP, (A7.1), 1378, E-mail: dwi.astutik@um.ac.id
  Sub Coordinator of General Affairs Subdivision: Arif Wicaksono, S.T., M.M.; (A7.1), 1376, E-mail: arif.wicaksono@um.ac.id
Law and Civics Department: (A7) 277
  Head: Dr. Didik Sukriono, SH., M.Hum, E-mail: didik.sukriono.fis@um.ac.id, didik_sukriono@yahoo.com
  Secretary: Dr. Siti Awaliyah, S.Pd, M.Hum, E-mail: siti.awaliyah.fis@um.ac.id
Coordinator of S1 Pancasila and Civics Education Study Program: Dr. Siti Awaliyah, S.Pd, M.Hum, E-mail: siti.awaliyah.fis@um.ac.id
Coordinator of S2 Pancasila and Civics Education Study Program: Dr. Didik Sukriono, SH., M.Hum, E-mail: didik.sukriono.fis@um.ac.id

History Department: (A7), 230
  Head: Dr. Ari Sapto, M.Hum, E-mail: ari.sapto.fis@um.ac.id
  Secretary: Ulfatun Nafi’ah, S.Pd, M.Pd, E-mail: diafa2@gmail.com
Coordinator of S1 History Education Study Program: Dr. Ari Sapto, M.Hum, E-mail: ari.sapto.fis@um.ac.id
Coordinator of S1 History Education Study Program: Ulfatun Nafi’ah, S.Pd, M.Pd, E-mail: diafa2@gmail.com
Coordinator of S2 History Education Study Program: Dr. Dewa Agung Gede Agung, M.Hum, E-mail: dewa.agung.fis@um.ac.id

Geography Department: (A7.1), 284, 205
Head: Dr. Didik Taryana, M.Si, E-mail: taryana.fis@um.ac.id
Secretary: Dr. Satti Wagistina, S.P., M.Si., E-mail: satti.wagistina.fis@um.ac.id, satti_agis@yahoo.com
Coordinator of S1 Geography Study Program: Dr. Didik Taryana, M.Si, E-mail: taryana.fis@um.ac.id
Coordinator of S1 Geography Education Study Program: Dr. Satti Wagistina, S.P., M.Si., E-mail: satti.wagistina.fis@um.ac.id, satti_agis@yahoo.com
Coordinator of S2 and S3 Geography Education Study Programs: Syamsul Bachri, S.Si, M.Sc., Ph.D, E-mail: syamsul.bachri.fis@um.ac.id

Sociology Department: (A7.1), 284, 205
Head: Drs. Nur Hadi, M.Pd, M.Si, E-mail: nur.hadi.fis@um.ac.id, noorhy_d@yahoo.co.id
Secretary: Nanda Harda Pratama Meiji, S.Sos, M.A, E-mail: nanda.harda.fis@um.ac.id
Coordinator of S1 Sociology Education Study Program: Drs. Nur Hadi, M.Pd, M.Si, E-mail: nur.hadi.fis@um.ac.id, noorhy_d@yahoo.co.id
Coordinator of S1 Social Science Education Study Program: Neni Wahyuningtyas, S. Pd., M.Pd, E-mail: neni.wahyuningtyas.fis@um.ac.id

Head of Law and Civics Laboratory: Rusdianto Umar, S.H., M.Hum, E-mail: rusdianto.umar.fis@um.ac.id
Head of History Laboratory: Dr. R. Reza Hudiyanto, S.S., M.Hum, E-mail: r.reza.fis@um.ac.id, dindut21@gmail.com
Head of Geography Laboratory: Drs. Rudi Hartono, M.Si, E-mail: rudi.hartono.fis@um.ac.id, rudi2_san@yahoo.com
Head of Social Science Education Laboratory: Agus Purnomo, S.Pd, M.Pd, E-mail: agus.purnomo.fis@um.ac.id
Head of Sociology Education Laboratory: Elya Kurniawati, S.T.P., S.E., M.M., E-mail: elya.kurniawati.fis@um.ac.id

FACULTY OF PSYCHOLOGY EDUCATION (FPPsi), Φ/Fax. 579-700, 551-312 ext. 1181
Dean: Prof. Dr. Fattah Hanurawan, M.Si, M.Ed., (A1.1), 1181, Φ/Office Fax 579-700, E-mail: dekan.fppsi@um.ac.id, fattah.hanurawan.fppsi@um.ac.id, fhanurawan@yahoo.com
Vice Dean: Dr. Tutut Chusniyah, S.Psi, M.Si, (A1.1), E-mail: wd1.fppsi@um.ac.id, tutut.chusniyah.fppsi@um.ac.id, tututchusniyah@gmail.com
Coordinator of Administration Division: - (A1.1), 1185, E-mail: -
Sub Coordinator of Academic and Student Affairs Subdivision: Supangat, S.Pd (A1.1) 1186, E-mail: supangat69@um.ac.id
Sub Coordinator of General Affairs Subdivision: Iksan, S.Pd, (A1.1) 1186, E-mail: iksan@um.ac.id; mziksan@yahoo.com
Psychology Department: (A1.1)
Head: Nur Eva, S.Psi, M.Psi, E-mail: nur.eva.fppsi@um.ac.id, nuur_eva@yahoo.co.id, nur_eva2012@gmail.com
Secretary: - E-mail: -
List of Officers and Phone Numbers of Working Units

Coordinator of S3 Educational Psychology Study Program: Dr. Imanuel Hitipeuw, M.A., E-mail: imanuel.hitipeuw.fip@um.ac.id

Head of Psychology Laboratory: Aji Bagus Priyambodo, S.Psi, M.Psi, E-mail: aji.bagus.fppsi@um.ac.id

POSTGRADUATE, Ω/Fax. 551-334, 551-312 ext. 1317,
Director: Prof. Dr. Ery Tri Djamnika Rudijanto W.W., M.A., M.Si, (A21), Ω/Office Fax 551-334, E-mail: direktur.pasca@um.ac.id, ery.tri.fe@um.ac.id
Vice Director: Prof. Dr. Nurul Murtadho, M.Pd., (A21), Ω/Office Fax 551-334, E-mail: administrasi.pasca@um.ac.id
Sub Coordinator of Administration Affairs Subdivision. Awaludin Basuki, S.AB, (H1.118) 1317, Ω/Office Fax 551-334, E-mail: awaludin.basuki@um.ac.id

Coordinator of Elementary Education Study Program: Dr. Syamsul Hadi, M.Pd, M.Ed., E-mail: syamsulhadi@hotmail.com, syamsul.hadi.ft@um.ac.id

Coordinator of Teacher Education Study Program: Coordinator of: Dr. Makbul Muksar, S.Pd, M.Si, E-mail: makbul.muksar.fmipa@um.ac.id, mmuksar@yahoo.com

INSTITUTE OF RESEARCH AND COMMUNITY SERVICES (LP2M), Ω 557-655, Ω/Fax. 580-311
Head: Prof. Dr. Markus Diantoro, M.Si, (GR. 613.6) 1422, Ω 557-655, Ω/Office Fax 580-311, E-mail: Head.lpm2m@um.ac.id, markus.diantoro.fmipa@um.ac.id
Secretary: Dr. Ahmad Munjin Nasih, S.Pd, M.Ag, (GR. 611.6) 1423, E-mail: sekretaris.lpm2m@um.ac.id; munjin.nasih.fs@um.ac.id

Head of Education Center: Endah Tri Priyatni, M.Pd, (GR.601.6) 1433, E-mail: endah.tri.fs@um.ac.id, endahtri18@yahoo.com

Head of Disaster, Mitigation, and Environment Center (PKML): Abdul Kodir, S.Sosio, M.Sosio (GR.601.6) 1482, E-mail: abdul.kodir.fis@um.ac.id

Head of Center for Gender and Health: Dr. Azizatus Zahro, S.Pd, M.Pd, (GR.603.6) 1433, E-mail: azizatuz.zahro.fs@um.ac.id, azizah_z@um.ac.id, azizatuz@yahoo.com

Head of Halal Center (PH): (GR.604.6) 1434: Prof. Dr. Heri Pratikto, M.Si, (GR.604.6) 1434, E-mail: heripratikto@gmail.com

Head of Advanced Materials for Renewable Energy Center (PM2ET): Nandang Mufti, S.Si, M.T., Ph.D., (GR.604.6) 1432, E-mail: nandang.mufti.fmipa@um.ac.id

Head of Intellectual Property Rights, Business Incubation, Commercialization, and Industry Affiliation (PHIKA): Prof. Dr. Muhammad Alfian Mizar, M.P., (GR.603.6) 1432, E-mail: muhammad.alfian.ft@um.ac.id, fiaiamz@yahoo.com

Head of Center for Academic Publication (PUBLIKA): Dr. Ahmad Taufiq, S.Pd, M.Si, (GR.621.6) 1429, E-mail: ahmad.taufiq.fmipa@um.ac.id

Head of Center for Development of Local Resources and Community Service Fieldwork (KKN): Dr. H. Agung Winarno, M.M., (GR.621.6) 1483, E-mail: agwinarno@gmail.com

Head of Center for Social, Humanities, and Tourism (PSP): Dr. Joko Sayono, M.Pd, (GR.621.6) 1434, M.Hum, E-mail: joko.sayono.fis@um.ac.id

Head of Rating Center: (GR.603.6) 1432: Utomo Pujianto, S.Kom, M.Kom;, E-mail: utomo.pujianto.ft@um.ac.id, utomo.pujianto@yahoo.co.id

Coordinator of Administration Affairs Division: - (GR. 614.6) 1482, E-mail: -
Sub Coordinator of Program Subdivision: Yusniawati, S.Pd; (GR.616.6) 1484,
E-mail: yusniawati@um.ac.id, yusniawp2m@gmail.com
Sub Coordinator of Finance Subdivision: Prihatini Retnaningsih, S.E.; (GR.618.6) 1427,
E-mail: prihatini.retnaningsih@um.ac.id, retno.rifai74@gmail.com

EDUCATIONAL AND LEARNING DEVELOPMENT INSTITUTE (LP3), Φ/Fax. 587-169
Head: Drs. I Wayan Dasna, M.Si, M.Ed., Ph.D., (GR. 513.5) 1409, Φ/Office Fax 587-169, 587-944,
E-mail: ketua.lp3@um.ac.id, idasna@um.ac.id
Secretary: Dr. Hardika, M.Pd, (GR.511.5) 1404,
E-mail: sekretaris.lp3@um.ac.id, hardika.fip@um.ac.id

Head of Center for Curriculum and Education Development (P2KP): Dr. Lia Yuliati, M.Pd, (GR. 517.5) 1454,
E-mail: lia.yuliati.fmipa@um.ac.id, liayuliati_um@yahoo.com

Head of Innovation and Learning Resource Center (P2ISB): Dra. Surjani Wonorahardjo, Ph.D.,
(GR. 516.5) 1455, E-mail: surjani.wonorahardjo@um.ac.id

Head of Center for Interfaith Relationship and University Life Development (P2KBKU):
Dr. H. Moh. Khasairi, M.Pd, (GR. 519.5) 1278, E-mail: moh.khasairi.fs@um.ac.id

Head of Center for Development of Fieldwork Program (P3KPL): Dr. Ahmad Yusuf Sobri, S.Sos,
M.Pd, (GR. 517.5) 1447, E-mail: ahmad.yusuf.fip@um.ac.id

Head of Center for Development of Educational Instrumentation, Selection, and Evaluation
(P2ISEP): Dr. Hj. Titik Harsiati, M.Pd, (GR. 517.5) 1447, E-mail: titik.harsiati.fs@um.ac.id

Head of Counseling Center for Student Career and Academic Competence (P2BK3A): Dra. Ella Faridati Zen, M.Pd, (GR. 516.5) 1451, E-mail: ella.faridati.fip@um.ac.id

Coordinator of Administration Division: - (GR. 504.5) 1405, Φ/Office Fax 587-944,
Sub Coordinator of Program Subdivision: Dendi Pristiwanto, S.Pd, (GR.501.5) 1407,
E-mail: dendypris@yahoo.com
Sub Coordinator of Finance Subdivision: Liza Retnowulan, S.E., (GR.503.5) 1408,
E-mail: liza.retnowulan@um.ac.id

LIBRARY, (F1), Φ/Fax. 575-035
Head: Prof. Dr. Djoko Saryono, M.Pd, (C3.1), 1436 Φ/Office Fax 571-035,
E-mail: djoko.saryono.fs@um.ac.id, saryono@hotmail.com, saryonodjoko@yahoo.co.id
Sub Coordinator of Administration Affairs Subdivision: Aa Kosasih, S.Sos, (C3.1) 1438, E-mail:
aa.kosasih@um.ac.id, perpustakaanpusat.um@gmail.com

Head of Librarian Group for Procurement, Processing, and Maintenance of Collection:
Rokhmad Priyono, S.I.Pust (C3.1) 1438 ext 14., Φ/Fax 571-035, E-mail:
rokhmad.priyono@um.ac.id

Head of Librarian Group for Circulation, Reserve, and Series: Ali Mas’ud, S.Sos, M.M. (C3.1) 1438
ext 17-18, Φ/Fax 571-035, E-mail: ali.masud@um.ac.id

Head of Librarian Group for Reference and Scientific Work: Nining Nugrahini, S.E., (C3.1) 1438
ext.22, Φ/Fax 571-035, E-mail: nining.nugrahini@um.ac.id

CENTER OF INFORMATION AND COMMUNICATION TECHNOLOGY (PTIK), (G1.2), Φ/Fax 551-280
Head: Mahmuddin Yunus, S.Kom, M.Cs., (B5.2) 1601, E-mail:
mahmuddin.yunus.fmipa@um.ac.id,
Sub Coordinator of Administration Affairs Subdivision: Eko Wahyu Setiawan, S.S (B5.2)  
1441/468 ext 22, *E-mail:* ekowahyus@um.ac.id

PANCASILA STUDIES CENTER (GR. 705.7) 1469, ☏ 551-169  
*Head of Board of Patrons:* Prof. Dr. Suko Wiyono, S.H., M.H., *E-mail:* sukowiyono.fis@um.ac.id  
*Vice Head:* Prof. Dr. H. Budi Eko Soetjipto, M.Ed., M.Si, ☏ 575-593, Fax. 552-888, ☏ office 551-169  
*Head:* Drs. Slamet Sujud Purnawan Jati, M.Hum, 1469 ☏ 722-710, Fax 567-475,  
*E-mail:* slamet.sujud.fis@um.ac.id  
*Sub Coordinator Administration Affairs Subdivision:* Abd. Wahed, S.T.; (GR.706.7) 1469,  
*E-mail:* wahed@um.ac.id

QUALITY ASSURANCE UNIT (SPM), (GR. 605.6) 1161, ☏/Fax. 558-466  
*Head:* Dr. Imam Agus Basuki, M.Pd, (GR. 605.6) 1161, *E-mail:* imamagus@um.ac.id  
*Sub Coordinator of Administration Affairs Subdivision:* Doni Irwanto, S.Kom, (GR. 606.6) 1161,  
*E-mail:* doni.irwanto@um.ac.id
LIST OF SENATE MEMBERS OF UNIVERSITAS NEGERI MALANG

Head concurrently serving as a member: Prof. Dr. Sukowiyono, S.H., M.Hum (Academic Staff Representative of FIS)

Secretary concurrently serving as a member: Dr. Ahmad Munjin Nasih, S.Pd, M.Ag. (Academic Staff Representative of FS)

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Commissions:

I. Research, Science Development, and Community Service Commission

*Head:* Prof. Dr. Markus Diantoro, M.Si

*Secretary:* Dr. Cipto Wardoyo, S.E., M.Pd, M.Si. Ak., CA

*Members:* Prof. Dr. Ibrahim Bafadal, M.Pd; Dr. Ahmad Yusuf Sobri, S.Sos, M.Pd; Dra. Elia Flurentin, M.Pd; Prof. Dr. Yazid Basthomi, M.A.; Dr. Robby Hidayat, M.Sn; Dr. Pujiyanto, M.Sn.; Dr. Yuni Pratiwi, M.Pd.; Prof. Dr. agr. Mohamad Amin, S.Pd., M.Si; Prof. Dr. Siti Zubaidah, S.Pd., M.Pd; Dr. Agung Haryono, S.E., M.P., Ak.; Dr. Agung Winarno, M.M.; Dr. Nurika Restuningdiah, S.E., M.Si., Ak, CA; Apif Miptahul Hajji, S.T., M.T., M.Sc, Ph.D.; Dr. Sukami, S.T., M.T.; Dr. Siti Nurrochmah, M.Kes; Dr. Dewa Agung Gede Agung, M.Hum

II. Education, Learning, and Student Affairs Commission

*Head:* Drs. I Wayan Dasna, M.Si, M.Ed., Ph.D

*Secretary:* Drs. Moh. Ishom, M.Pd

*Members:* Dr. Mu'arifin, M.Pd; Prof. Dr. Hadi Suwono, M.Si; Drs. Sucipto, M.S.; Dr. Blasius Boli Lasan, M.Pd.; Dr. Rosyidah, M.Pd; Prof. Dr. Bambang Sugeng, M.A., M.M.; Dr. Djoko Dwi Kusumojanto, M.Si.; Prof. Dr. Ir. Djoko Kustono, M.Pd; Drs. Sumarti, M.Pd, M.T.; Dr. Nunung Nurganah, M.Kes.; Dr. Muladi, S.T., M.T.; Prof. Dr. Waras, M.Pd.; Prof. Dr. Ir. Syaad Patmanthara, M.Pd.; Dr. Mahmud Yunus, M.Kes.; Drs. Slamet Sujud Purnawan Jati, M.Hum; Dr. I Komang Astina, M.S.

III. Academic Performance and Ethics Commission

*Head:* Prof. Dr. Ery Tri Djamakika Rudijanto Wahju Wardhana, M.A., M.Si.

*Secretary:* Prof. Dra. Utami Widiati, M.A., Ph.D

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IV. Professor Commission

*Head:* Prof. Dr. Ibrahim Bafadal, M.Pd

*Secretary:* Prof. Dr. Budijanto, M.Sos.

*Members:* Prof. Dr. Sukowiwoyo, S.H., M.Hum; Prof. Dr. AH. Rofiuuddin, M.Pd; Prof. Dr. Budi Eko Soetjipto, M.Ed., M.Si.; Prof. Dr. Herti Suwignyo, M.Pd; Prof. Dr. Bambang Budi Wiyono, M.Pd; Prof. Dra. Utami Widiati, M.A., Ph.D; Prof. Dr. Marji, M.Kes; Prof. Dr. Sumarmi, M.Pd; Prof. Dr. Fattah Hanurawan, M.Si, M.Ed.; Prof. Dr. Ery Tri Djamakika Rudijanto Wahju Wardhana, M.A., M.Si.; Prof. Dr. Markus Diantoro, M.Si; Prof. Dr. Mohammad Zainuddin, M.Pd; Prof. Dr. Ali Imron, M.Pd, M.Si; Prof. Dr. Dawud, M.Pd; Prof. Dr. Yazid Basthomi, M.A.; Prof. Dr. Nurul Murtadho, M.Pd; Prof. Dr. Toto Nusantara, M.Si.; Prof. Dr. Cholis Sa’djah, M.Pd, M.A.; Prof. Dr. Arif Hidayat, M.Si; Prof. Dr. Sutopo, M.Si.; Prof. Dr. Mohamad Amin, S.Pd., M.Si; Prof. Dr. Siti Zubaidah, S.Pd., M.Pd; Prof. Dr. Bambang Sugeng, M.A., M.M.; Prof. Dr. Sri Umi Mintarti Widjaja, S.E., M.P., Ak.; Prof. Dr. Ir. Djoko Kustono, M.Pd; Prof. Dr. Dr. Waras, M.Pd.
LIST OF ACADEMIC STAFF
IN ALPHABETICAL ORDER

Note:
The abbreviations of the working units are explained in the Abbreviation List

Agus Purnomo, M.Pd: FIS, Pendidikan IPS
Agus Sholah, Drs., M.Pd, Dr., H.: FT, TM
Agus Sumanto, S.E., M.SA., Dr.: FE, EKP
Agus Sunandar, S.Pd, M.Sn: FT, TI
Agus Suyetno, S.Pd, M.Pd: FT, TM
Agus Suyudi, Drs., M.Pd: FMIPA, FIS
Agus Timan, Drs., M.Pd., Dr.: FIP, AP
Agus Tomi, Drs., M.Pd: FIK, PJK
Agus Wedi, S.Pd., M.Pd., Dr.: FIP, TEP
Agusta Rakhmat Taufani, S.T., M.T.: FT, TE
AH. Roﬁ’uddin, Drs., M.Pd, Dr., Prof., H.: FS, IND
Ahmad Abdulllah, M.Kes: FIK, IK
Ahmad Arif Widianto, S.Sos, M.A.: FIS, Sosio
Ahmad Atif Fikri, S.T., M.Eng: FT, TM
Ahmad Fahmi, S.T., M.T., H.: FT, TE
Ahmad Fawaid Suwahan, S.E., M.Si.: FE, EKP
Ahmad Heki Sujiatmoko, M.Pd., Dr.: FS, ING
Ahmad Munjun Nasih, S.Pd, M.Ag, Dr.: FS, ARA
Ahmad Mursyidan Nidhom, S.Pd, M.Pd: FT, TE
Ahmad Nurabadi, S.Pd., M.Pd.: FIP, AP
Ahmad Samawi, Drs., M.Hum. Dr., H.: FIP, PAUD
Ahmad Taufiq, S.Pd, M.Si, Dr.: FMIPA, FIS
Ahmad Yusuf Sobri, S.Sos., M.Pd., Dr.: FIP, AP
Ahmad, S.Pd., M.Pd, Dr.: FIP, PAUD
Ahsan Romadlon Junaidi, M.Pd., Dr.: FIP, PLB
Aiga Ventivani, S.Pd, M.Pd: FS, JRM
Aisyah Larasati, S.T., M.T., M.IM., Ph.D.: FT, TM
Ajeng Dania, S.Si, M.Si.: FMIPA, BIO
Aji Bagus Priyambodo, S.Psi., M.Psi.: FPPsi, PSI
Aji Prasetya Wibawa, S.T., M.Pd, Dr.: FT, TE
Alan Sigit Fibrianto, S.Pd, M.Sos: FIS, Sosio
Alif Sahrina, S.Pd, M.Pd: FIS, GEO
Aliyanda Kurnia Putra, S.Pd, M.Pd: FIS, GEO
Ali Imron, Drs., M.Pd., M.Si., Dr., Prof.: FIP, AP
Ali Ma’sum, S.Pd, M.A.: FS, ARA
Alif Mudiono, Drs., M.Pd., Dr.: FIP, KSDP
Amalia Nurma Dewi, M.Hum: FS, IND
Aman Santoso, Drs., M.Si, Dr.: FMIPA, KIM
Amat Nyoto, Drs., M.Pd, Dr.: FT, TM
Aminuddin, S.T., M.T., Dr.: FT, TM
Amira Eza Febrian Putri, S.Pd, MTCSOL: FS, JRM
Amy Tenzer, Dra., M.S.: FMIPA, BIO
Anak Agung Gde Rai Arimbawa, Drs., M.Sn: FS, SND
Ananda Dwitha Yuniar, S.I.Kom, M.A.: FIS, Sosio
Anang Santoso, Drs., M.Pd, Dr., Prof.: FS, IND; Pasca, PDs
Andhika Putra Herwanto, S.Sn., M.Sn: FS, SND
Andhika Yudha Pratama, S.Pd., M.Sc: FIS, HKn
Ani Wilujeng Suryani, S.E., Ak., M.Acct.Gin, Ph.D.: FE, AKU
Arda Purnama Putra, S.Pd., M.Pd: FIP, KSDP
Ardisya Hanatan, S.Pd., M.Sc.: FMIPA, FIS
Arhythay Tanjung, S.Pd, M.Pd: FIS, GEO
Ari Sapto, Drs., M.Hum, Dr.: FIS, SEJ
Ari Wibowo Kurniawan, S.Pd, M.Pd, Dr.: FIK, PKJ
Arief Darmawan, S.Pd., M.Pd., ALFO., Dr.: FIK, PKJ
Arif Hidayat, Drs., M.Si, Ph.D., Prof.: FMIPA, FIS
Arif Nur Afandi, S.T., M.T., MIAEng., Ph.D., Prof.: FT, TE
Arif Subekti, S.Pd, M.A.: FIS, SEJ
Arif Subiyanto, Drs., M.A.: FS, ING
Arif Subrianso, S., M.Ds.: FS, SND
Arif Wahyudiono, S.T., M.T.: FT, TM
Aripriharta, S.T., M.Th., Ph.D.: FT, TE
Ariva Lucindia, S.Pd., M.Pd: FS, IND
Arum Prasasti, S.E., M.Sc.: FT, TM
Ary Fawzi, S.Pd, M.Pd: FS, IND
Arya Kusumawardana, S.Pd, M.T: FT, TE
Aryudho Widyatno, S.Psi, M.A.: FPPsi, Psi
Asep Sunandar, S.Pd., M.AP., Dr.: FIP, AP
Aris, M.Pd, Dr., H.: FIK, PKJ
Asmianto, S.Si., M.Si.: FMIPA, MAT
Asti Anindyari, S.T., M.T.: FT, TS
Atsnaita Yasrina, S.Si, M.Sc: FMIPA, FIS
Aulia Azzardina, S.E., M.Sc: FE, AKU
Aulia Herdiyan, S.Pd, M.Pd, M.S: FE, AKU
Avin Riza Dwir Kurnia, S.P., M.Pd, Dr.: FMIPA, BIO
Avita Ayu Permanasari, S.T., M.T.: FT, TM
Ayu Dyah Hapsari, S.Psi, M.A.: FPPsi, Psi
Azhar Ahmad Sinaragdina, S.Pd, M.Pd: FT, TE
Azizah, S.Pd., M.Si.: FMIPA, MAT
Azizatus Zahro', S.Pd, M.Pd, Dr.: FS, IND; Pasca, PPG

B

B. Sri Umniati, Ir., M.T., Dr.: FT, TS
Bagus Priambodo, S.Si, M.Sc: FMIPA, BIO
Bagus Setiabudi Wiwoho, S.Si, M.Si: FIS, GEO
Bagus Shandy Narmaditya, S.Pd, M.Pd: FE, EKP
Bakhirul Rizky Kurniawan, S.Pd, M.Pd: FMIPA, FIS
Balqis, S.Pd, M.Si., Dr.: FMIPA, BIO
Bambang Budi Wiyono, Drs., M.Pd., Dr., Prof.: FIP, AP
Bambang Djatmiko, Drs., S.T., M.B.A., M.T., H.: FT, TS
Bambang Sugeng, Drs., M.A., M.M., Dr., Prof.: FE, AKU
Bambang Supriyanto, Drs., S.T., M.T., H.: FT, TS
Bambang Yudi Cahyono, Drs., M.Pd., M.A., Ph.D., Prof.: FS, ING
Basuki, Drs., M.Pd: FT, TM
Bayu Kurniawan, S.Pd, M.Pd: FIS, Pendidikan IPS
Betty Lukia, Dra., M.S., Dr.: FMIPA, BIO
Bety Nur Achiya, S.Pd, M.Sc: FE, AKU
Blasius Bol Lasan, Drs., M.Pd., Dr.: FIP, BK
Blasius Suprapta, Drs., M.Hum, Dr.: FIS, SEJ
Boedi Rahardjo, Drs., M.Pd, M.T.: FT, TS
Boedy Djamika, Drs., S.T., M.T.: FT, TS
Budi Eko Soetjipto, Drs., M.Ed., M.A, Dr., Prof.: FE, MNJ
Budi Handoyo, Drs., M.Si, Dr.: FIS, GEO
Budi Wibowotomo, Ir., M.Si, Ph.D.: FT, Ti
Budijanto, Drs., M.Sos, Dr., Prof.: FIS, GEO
Bunga Hidayati, S.E., M.E., Ph.D.: FE, EKP
Burhan Indriawan, S.Si, M.Si: FMIPA, FIS
Burhanuddin, Drs., M.Ed., H., Ph.D.: FIP, AP
Buyung Adi Dharma, S.AP, M.AP: FE, MNJ

C
Cahyo Aji Hapsoro, M.Si, Dr.: FMIPA, FIS
Cesya Rizkika Parahiyanti, S.E., MBA.: FE, MNJ
Cholis Sa’dijah, Dra., M.Pd, M.A., Dr., Prof.: FMIPA, MAT
Chusnana Insjaf Yogiati, Dra., M.Si: FMIPA, FIS
Cicik Tri Jayanti, S.Pd, M.A: FS, IND
Cipto Wardoyo, Drs., S.E., Ak., CA. M.Pd, M.Si, Dr., H.: FE, AKU
Citra Kurniawan, ST., M.M, Dr.: FIP, TEP
Cynthia Permata Dewi, S.T., M.T., M.Sc.: FT, TS

D
Daeng Achmad Suaidi, S.Si., M.Kom.: FMIPA, FIS
Dahlidul Hasanah, S.Si, M.Math.Sc.: FMIPA, MAT
Danar, S.Si., M.Sc.: FMIPA, KIM
Dani Irawan, S.Pd, M.Pd, Dr.: FT, TM
Daratu Eviana Kusuma Putri, S.Si., M.Sc.: FMIPA, KIM
Darmawan Satyananda, S.T., M.T.: FMIPA, MAT
Dawud, Drs., M.Pd, Dr., Prof., H.: FS, IND
Daya Negri Wijaya, S.Pd, M.A: FIS, SEJ
Deddy Kurniawan, S.Pd, M.A.: FS, JRM
Dedek Sukriangingsih, Dra., M.Pd, M.Si: FMIPA, KIM
Dedi Kuswandi, Drs., M.Pd., Dr.: FIP, TEP
Dedi Prestiadi, S.Pd, M.Pd: FIP, AP
Dediek Tri Kurniawan, S.E.: FE, MNJ
Della Ayu Zonna Lia, S.AB, M.M.: FE, MNJ
Denik Ristya Rini, S.Pd, M.Pd: FS, SND
Denis Eka Cahyani, S.Kom.: FMIPA, MAT
Deny Setiawan, M.Pd: FMIPA, BIO
Deny Wahyu Apriyadi, S.Ant., M.A.: FIS, Sosio
Deny Yudo Wahyudi, S.Pd, M.Hum: FIS, SEJ
Dest Arwiwanti, dr., M.P.H: FIK, IKM
Desi Ariwinanti, dr., M.P.H: FIK, IKM
Desi Eri Kusumaningrum, S.Pd, M.Pd: FIP, AP
Desi Rahmadani, S.Si, M.Si, Dr.: FMIPA, MAT
Desiena Marrawai, Dra., M.S.: FIK, IK
Desinta Dwi Rapi, S.Pd, S.H.: FIK, HKn
Desta Nur Aini, S.S., M.Pd: FS, JRM
Desy Santi Rozakiah, S.Pd., M.Pd: FIS, Sosio
Devy Probowati, S.Pd, M.Pd: FIP, BK
Dewa Agung Gede Agung, Drs., M.Hum, Dr.: FIS, SEJ
Dewi Ariani, S.S., M.S., M.Pd: FS, IND
Dewi Kartika Ardiyani, S.Pd, M.Pd, Dr.: FS, JRM
Dewi Pusposari, S.Pd, M.Pd: FS, IND
Dhara Alim Cenckia, S.Sn., M.Ds: FS, SND
Dhian Kartikasari, dr., S.Ked, MMRS.: FIK, IKM
Dhika Maha Putri, S.Pd, M.Acc: FE, AKU
Dian Arestadi, Ir., M.T., Dr.: FT, TS
Dian Mawarni, S.K.M., M.P.H.: FIK, IKM
Dian Mawarni, S.K.M., M.P.H.: FIK, IKM
Dian Nugrahani, S.Pd, M.Sc: FMIPA, Pendidikan IPA
Dian Rachmawati, S.Pd, S.E., M.Pd: FE, EKP
Dian Syariat, SE., M.S.A, Ak: FE, AKU
Diana Tien Irafahmi, S.Pd, M.Ed.: FE, AKU
Didiek Rahmanadi, S.Pd., M.Pd: FS, SND
Didik Dwi Prasetya, S.T., M.T.: FT, TE
Didik Nurhadi, S.Pd, M.Pd, Ph.D.: FT, TM
Didik Sukriono, Drs., S.H., M.Hum, Dr.: FIS, HKn
Didik Taryana, Drs., M.Si, Dr.: FIS, GEO
Didin Widyarto, S.S., S.Pd, M.Pd, Dr.: FS, IND
Didin Zakriyana Lubis, S.Pd, M.Eng: FT, TM
Dila Umnia Soraya, S.Pd., M.Pd.: FT, TE
Dimas Arif Dewiantoro, S.Pd., M.Pd: FIP, PLB
Dimas Ritqi Novica, S.Sn., M.Ds: FS, SND
Diniy Hidayatur Rahman, S.Pd., M.Pd., Dr.: FIP, BK
Diyah Sulistiyorini, S.Psi, M.Psi: FPPsi, PSI
Djoko Budi Santoso, Drs, M.Pd, Dr.: FIP, BK
Djoko Dwi Kusumoanto, M.Si, Dr.: FE, MNJ
Djoko Kustono, Ir., M.Pd., Dr., Prof., H.: FT, TM
Djoko Saryono, Drs., M.Pd, Dr, Prof.: FS, IND
Djoko Soelistijo, Drs., M.Si: FIS, GEO
Djum Djum Noor Benty, Dra, M.Pd.: FIP, AP
Dodiak Julliard, S.E., Ak., M.M., Dr.: FE, AKU
Doni Sandy Yudasmara, S.Pd, M.Or.: FIP, PLS
Dudung Ma’ruf Nuris, S.Pd., M.Pd.: FT, TM
Dwi Listyorini, Dra., M.Si, D.Sc: FMIPA, BIO
Dwi Narullisa, S.E., M.S.A.: FE, AKU
Dwi Nikmah Puspitasari, S.Psi, M.Psi.: FPPsi, PSI
Dwi Novita Ernaningsih, S.Sos, M. Hum: FS, IND
Dwi Sulistyorini, S.S., M.Hum., Dr.: FS, IND
Dwi Wulandari, S.E., M.M., Dr.: FE, EKP
Dwiyono Hari Utomo, Drs., M.Pd, M.Si, Dr.: FIS, GEO
Dyah Lestari, S.T., M.Eng.: FT, TE

E

Eddy Budiono, Drs, M.Pd, Dr.: Pasca, PPG
Eddy Budiono, Drs, M.Pd, Dr.: FMIPA, MAT
Eddy Rudiyanto, Drs., M.Pd: FT, TM
Eddy Sutadji, Drs., M.Pd, Dr.: FT, TM
Edi Santoso, Ir., M.T.: FT, TS
Edi Suhartono, Drs., S.H., M.Pd, Dr., H.: FIS, HKn
Edi Supriyana, Dr., M.Si., H.: FMIPA, FIS
Edi Widianto,S.Pd., M.Pd.: FIP, PLB
Ediyanto, S.Pd.,M.Pd.,Ph:D: FIP, PLB
Edy Hidayat, S.Pd, M. Hum, Dr.: FS, JRM
Eka Ananta Sidharta, S.E., Ak., M.M., Dr., H: FE, AKU
Eka Pramono Adi, S.I.P., M.Si: FIP, TEP
Ekaning Dewanti Laksmi, Dra., M.Pd, M.A., Dr.: FS, ING
Eko Hariyanto, Drs, M.Pd, Dr.: FIK, PJK
Eko Setyawan, Drs., S.T., M.T.: FT, TS
Eko Suwarno, Drs., M.Ed., M.Pd: FT, TS
Elfia Nora, S.E., M.Psi, FE, MNJ
Eli Hendrik Sanjaya, S.Si, M.Si, Ph.D.: FMIPA, KIM
Elia Flurentin, Dra., M.Pd: FIP, BK
Ella Faridati Zen, Dra, M.Pd, Hj.: FIP, BK
Ellyn Sugeng Desyanty, S.Pd., M.Pd, Dr.: FIP, PLS
Elvira Rosyida MR, S.Pd., M.Pd: FS, ING
Ely Siswanto, S.Sos, M.M., Dr.: FE, MNJ
Ema Novita Deniati, S.K.M., M.KM.: FIK, IKM
Emma Yunika Puspasari, S.Pd, M.Pd: FE, EKP
Ence Surahman, S.Pd, M.Pd.: FIP, TEP
Endah Tri Priyatni, Dra., M.Pd, Dr.: FS, IND
Endang Ciptawati, S.Si, M.Si: FMIPA, KIM
Endang Prabakusuma, Dra., M.Pd: FT, TI
Endang Prastuti, Dra., M.Si, Dr.: FPPsi, PSI
Endang Purwaiyati, Dra., M.Si, Dr.: FMIPA, FIS
Endang Sri Andayani, Dra., S.E., M.Si, Ak., Dr., Hj.: FE, AKU
Endang Sri Redjeki, Dra., M.S., Dr.: FIP, PLS
Endang Wara Suprihatin Dyah P., Dra., M.Pd, Hj.: FS, SND
Endro Wahyuno, Drs., Ir., M.Si: FIP, PLB
Eny Latifah, S.Si, M.Si, Dr.: FMIPA, FIS
Eny Nur Aisyah, S.Pd.I, M.Pd.: FIP, PAUD
Eva Budi Prayekti, S.Pd., M.Pd.: FMIPA, FIS
Eriahto Fanani, dr., S.Ked: FIK, IKM
Eri Afidhianto, S.Pd,M.Pd.,Dr: FIP, KSDP
Ermita Yusida, S.E., M.E.: FE, EKP
Erni Yulianti, S.Pd, M.Pd: FMIPA, Pendidikan IPA
Erry Hidayanto, Drs, M.Si, Dr.: FMIPA, MAT
Erri Hamimi, S.Pd, M.Sc: FMIPA, Pendidikan IPA
Erwin Komara Mindarta, S.Pd, M.Pd: FT, TM
Ery Tri Djatmika Rudijanto W.W., M.A., M.Si, Dr., Prof.: FE, MNJ; Pasca, PDs
Esin Sintawati, Dra., M.Pd, Hj.: FT, TI
Eti Untari, S.Pd., M.Pd: FIP, KSDP
Ety Tejo Dwi Cahyowati, Dra., M.Pd: FMIPA, MAT
Eva Yafe, S.Pd, M.Pd.: FIP, PAUD
Evi Eliyana, S.S., M.A., Ph.D.: FS, ING
Evi Susanti, S.Si, M.Si, Dr.: FMIPA, KIM
Evynurul Laily Zen, S.S., M.A.: FS, ING
F

F. Danardana Murwani, Drs., M.M., Dr., Prof.: FE, MNJ
Fadia Zen, S.E., M.M., Hj.: FE, MNJ
Fahriam Amiq, S.Or, M.Pd: FIK, PJK
Farah Farida Tantiani, S.Psi, M.Psi, Psikolog: FPPsi, Psi
Farah Paramita, S.Gz, M.P.H.: FIK, IKM
Farid Akhsani, S.Si, M.Si.: FMIPA, BIO
Farida Rahmawati, S.E., M.E., Dr. Hj.: FE, EKP
Faris Khoirul Anam, Lc, M.H.I.: FS,ARA
Fariza Wahyu Arizal, S.Sn, M.Sn.: FS, SND
Fatchur Rohman, Drs., S.Si, Dr.: FMIPA, BIO
Fatiy Rosyida, S.Pd., M.Pd: FIS, GEO
Fattah Hanurawan, Drs., M.Si, M.Ed, Dr., Prof.: FPPsi, Psi
Fauzi Akhbar Anugrah, S.Si, M.Si: FMIPA, BIO
Fauziatul Fajaroh, Dra., M.S., Dr., Prof.: FMIPA, KIM
Febri Taufiqurrahman, S.Hum., M.Hum.: FS, IND
Febrita Paulina Heynoek, S.Pd, M.Pd: FIK, PJK
Febry Wijayanti, S.E., M.E.: FE, EKP
Fenny Rochbeind, S.Pd, M.Sn: FS, SND
Ferby Mutia Edwy, S.E., M.Ak.: FE, AKU
Ferril Irham Muzaki, S.Pd, M.Pd: FIP, KSDP
Ferry Masitoh, S.Si, M.Si.: FIS, GEO
Fikri Aulia, M.Pd, Dr.: FIP, TEP
Fitri Purnamasari, S.E., MSA.: FE, AKU
Firsi Wahyuni, M.Pd,Dr.: FIP, BK
Fitriana, S.Pd., M.M.: FE, MNJ
Francisca Maria Ivone, S.Pd, M.A., Ph.D.: FS, ING
Frida Kunti Setiowati, S.T., M.Si: FMIPA, BIO
Fuad Indra Kusuma, S.Pd, M.Pd: FT, TM
Furaidah, Dra., M.A.,Dr.: FS, ING; Pasca, PDs

G

Gamma Rahmita Ureka Hakim, S.Psi, M.Psi: FPPsi, Psi
Gatut Susanto, Drs., M.M, M.Pd, Dr.: FS, IND
Gema Fitriady, S.Pd, M.Pd.: FIK, PJK
Gilang Idfi, S.T., M.T.: FT, TS
Goenawan Roebyanto, Drs., S.Pd., M.Pd.: FIP, KSDP
Grace Tjandra Leksana, S.Psi, M.A., Dr.: FIS, SEJ
Gres Dyah Kusuma Ningrum, S.Pd., M.Pd: FT, TE
Grisvia Agustin, S.E., M.Sc, Dr.: FE, EKP
Gunawan Susilo, S.Sn, M.Sn: FS, SND

H

Habiddin, S.Pd, M.Pd, Ph.D.: FMIPA, KIM
Hadi Soekamto, Drs., S.H., M.Pd, M.Si.: FIS, GEO
Hadi Sumarsono, S.T., M.Si, Dr.: FE, EKP
Hadi Suwono, Drs., M.Si, Dr., Prof.: FMIPA, BIO
Hadi Wasito, Drs., Dip.Ed., M.Pd: FT, TS
Hakkun Elmunisyah, S.T., M.T., Dr., H.: FT, TE
Handri Dian Wahyudi, S.Pd, M.Sc.: FE, MNJ
Hanik Mahliatiussikah, S.Ag, M.Hum, Dr.: FS, ARA
Hanjar Ikrima Nanda, S.Pd, M.Akun: FE, AKU
Hanumi Oktiyani Rusdi, S.Pd, M.Si: FMIPA, KIM
Hapsari Kusumawardani, Dra., M.Pd, Hj.: FT, TI
Hardika, Drs., M.Pd, Dr.: FIP, PLS
Hari Putranto, Drs., M.Pd.: FT, TE
Hari Wahyono, Drs., M.Pd, Dr.: FE, EKP; Pasca, PDs
Hari Wisodo, S.Pd, M.Si, Dr.: FMIPA, FIS
Harits Ar Rosyid, S.T., M.T., Ph.D: FT, TE
Harits Masduqi, S.Pd, M.Ed., M.Pd: FS, ING
Hariyanto, Drs., M.Hum, Dr.: FS, SND
Hariyoko, M.Pd, Dr.: FIK, PJK
Harifono, Drs., M.Pd, Dr., Prof.: FIS, SEJ
Hartati Eko Wardani, dr., M.Si, Med: FIK, IKM
Hartatiek, Dra., M.Si: FMIPA, FIS
Harti Kartini, Dra., M.Pd., Hj.: FIP, KSDP
Hartono, S.Sn, M.Sn: FS, SND
Hary Suswanto, S.T., M.T., Dr.: FT, TE
Hasan Ismail, S.Pd, M.Sc.: FT, TM
Hasti Rahmaningtyas, S.Pd, M.A: FS, ING
Hasti Rahmaningtyas, S.Pd, M.A: FS, ING
Hayuni Retno Widarti, Dra., M.Si, Dr.: FMIPA, KIM
Helianti Utami, S.E, M.Si, Ak., Ph.D.: FE, AKU
Helmi Muzaki, S.Pd, M.Pd.: FS, IND
Hendra Susanto, S.Pd, M.Kes, Ph.D.: FMIPA, BIO
Hendra Permadi, Ir., M.T., Dr.: FMIPA, MAT
Henri Mursyid, S.Pd, M.Sc.: FIS, GEO
Henny Indreswari, Dra., M.Pd, Dr.: FIP, BK
Henri Siswanto, Ir., M.T., Dr.: FT, TS
Henry Praherdhiono, S.Si, M.Pd, Dr.: FIP, TEP
Henry Kusdiyanti, S.Pd, M.M., Dr.: FE, MNJ
Heppy Jundan Hendrawan, S.Sn, M.Ds: FS, SND
Herawati Susilo, Dra., M.Sc., Ph.D., Prof.: FMIPA, BIO
Herditya Wahyu Widodo, S.S., M.A.: FS, ING
Heri Pratikto, Drs., M.Si, Dr., Prof. H.: FE, MNJ
Heri Suwigno, Drs., M.Pd, Dr., Prof.: FS, IND
Heriyanoto, S.Pd, M.Si: FMIPA, FIS
Herrin Pujianti, M.Si, Dr.: FMIPA, FIS
Herlinika Ike Oktaviani, M.Pd: FIP, TEP
Herri Akhmad Bukhori, Drs., M.A.: FS, JRM
Heru Suryanto, S.T., M.T., Dr., Prof.: FT, TM
Heru Wahyu Herwanto, S.T., M.Kom: FT, TE
Herunata, S.Pd, M.Pd: FMIPA, KIM
Hery Susanto, S.Psi, M.Si, Dr.: FMIPA, MAT
Hetti Rahmatawati, S.Psi, M.Si, Dr.: FPPsi, Psi
Husni Wahyu Wijaya, S.Pd, M.Si, Ph.D.: FMIPA, KIM

I Dewa Putu Eskasasnanda, S.Ant., M.A.: FIS, Pendidikan IPS
I Komang Astina, Drs., M.S., Ph.D.: FIS, GEO
I Made Sulandra, M.Si, Dr.rener.nat.: FMIPA, MAT
I Made Wirawan, S.T., S.ST, M.T.: FT, TE
I Nengah Parta, S.Pd., M.Si, Dr.: FMIPA, MAT
I Nyoman Rujia, Drs., S.U., Dr.: FIS, Pendidikan IPS
I Nyoman Sudana Degeng, Drs., M.Pd., Dr., Prof.: FIP, TEP
I Nyoman Suputra, Drs., M.Si: FE, MNJ
I Wayan Dasna, Drs., M.Si, M.Ed., Ph.D.: FMIPA, KIM; Pasca, PDs
I Wayan Sumberartha, Drs., M.Sc.: FMIPA, BIO
I Wayan Sutama, Drs., M.Pd.: FIP, PAUD
Ibnu Samsul Huda, S.S., M.A.: FS, ARA
Ibrahim Bafadal, Drs., M.Pd., Dr., Prof., H.: FIP, AP
Ibrohim, Drs., M.Pd, Dr.: FS, ARA
Ibrohim, Drs., M.Si, Dr.: FMIPA, BIO
Ica Purnamasari, M.Pd., Dr.: FIP, PLS
Ida Bagus Suryadjarma, Drs., M.S.: FMIPA, KIM
Idah Hadijah, Dra., M.Pd: FT, TI
Idris, S.S., M.M.: FIS, Pendidikan IPS
Ifan Deffinika, S.Si, M.Sc: FIS, GEO
Ihsan Budi Rachman, S.Si, M.Sc: FMIPA, KIM
Ika Andrini Farida, S.Psi, M.Si, Dr.: FPPsi, Psi
Ika Putri Larasati, S.Psi, M.Si, Dr.: FPPsi, Psi
Ika Wahyu Widyawati, S.Pd, M.Pd: FS, SND
Ika Zutiasari, S.Pd., M.Pd.: FE, MNJ
Ike Dwistuti, S.Psi, M.Psi: FPPsi, Psi
Ike Ratnawati, S.Pd, M.Pd.: FS, SND
Ike Sari Astuti, SP, M.Nat. Res.St., Ph.D.: FIS, BIO
Iham Ari Elbaith Zaeni, S.T., M.T., Ph.D.: FT, TE
IM Hambali, Drs., M.Pd, Dr. Prof., H.: FIP, BK
Ima Kusumawati Hidayat, S.Sn., M.Ds: FS, SND
Imam Agus Basuki, Drs., M.Pd, Dr., H.: FS, IND
Imam Alfiananto, S.T., M.T., Dr.: FT, TS
Imam Asrori, Drs., M.Pd, Dr., Prof., H.: FS, ARA
Imam Bukhori, S.Pd, M.M., M.Pd, H: FE, MNJ
Imam Gunawan, S.Pd., M.Pd.: FIP, AP
Imam Hariadi, Drs., M.Kes, Dr.: FIK, PKO
Imam Muda Nauri, Drs., S.T., M.T.: FT, TM
Imam Mukhlis, S.E, M.Si, Dr., Prof.: FE, EKP
Imam Nawawi, Drs., M.Si.: FIP, KSDP
Imam Sudjono, Drs., M.T.: FT, TM
Imam Supeno, Drs., M.S., H.: FMIPA, MAT
Imam Suyitno, Drs., M.Pd, Dr., Prof.: FIS, IND
Imanuel Hitipeuw, Drs., M.A., Dr.: FPPsi, Psi
Irsyam Arifin, Drs., M.Pd., Dr. H., Prof.: FIP, AP
Inanda Shinta Anugrahani, S.E., M.A.: FE, AKU
Inawati, S.IP., M.M: FS, IND
Indah Wahyu Puji Utami, S.Pd., M.Pd.: FIS, SEJ
Indah Yasminum Suhanti, S.Psi, M.Psi: FPPsi, Psi
Indra Fardhani, S.Pd., M.Sc,M.I.L., Ph.D.: FMIPA, Pendidikan IPA
Indra Kurniawan Saputra, S.Si., M.Si: FMIPA, BIO
Indra Kurniawan Saputra, S.Si., M.Si.: FMIPA, BIO
Indra Suherjanto, S.Pd, M.Sn: FS, IND
Indriati Nurul Hidayah, S.Pd, M.Si: FMIPA, MAT
Indriyana Rachmawati, S.Pd, M.Pd, Dr.: FIP, BK
Intan Chairun Nisa, S.Si., M.Biotech: FMIPA, BIO
Ira Maria Fran Lumbanbatu, S.Pd., M.Hum.: FS, ING
Irawan Dwi Wahyono, S.T., M.Kom: FT, TE
Irawan, Drs., M.Hum: FIS, Sosio
Irene Maya Simon, S.Pd, M.Pd: FIP, BK
Irham Fadlika, S.T., M.T.: FT, TE
Irmahni, Drs., M.Pd, Dr.: FS, ARA
Irja, Drs., M.Pd., Dr.: FS, SND
Irma Kartika Kusumaningrum, S.Si, M.Si, Dr.: FMIPA, KIM
Ismail Lutfi, Drs., M.A.: FIS, SEJ
Ismarand, Drs., M.T., Dr., H.: FT, TS
Isnanik Juni Fitriyah, S.Pd., M.Si.: FMIPA, Pendidikan IPA
Issutarti, Ir., M.P.: FT, TI
Ipa Prihatining Wilujeng, S.E., M.M., Hj.: FE, MNJ
Iwa Sobara, S.Pd, M.A.: FS, JRM

J
Jamaliaut Badriyah, S.Pd, M.Si: FMIPA, MAT
Januar Kustiandi, S.Pd, M.Pd: FE, EKP
Jefry Aulia Martha, S.Pd, M.Pd: FE, MNJ
Joan Hesti Gita Purwasih, S.Pd, M.Si: FIS, Sosio
Johannes Ananto Prayogo, Drs., M.Pd, M.Ed., Dr.: FS, ING
Joko Samodra, S.Kom, M.T.: FS, SND
Joko Sayono, Drs., M.Pd, M.Hum, Dr.: FIS, SEJ
Joko Utomo, S.Si, M.Sc: FMIPA, FIS
Joni Agung Sudarmanto, S.Sn., M.Ds.: FS, SND
Juharyanto, Drs., M.M., M.Pd., Dr.: FIP, AP

K
Karina Fefi Laksana Sakti, S.Pd, MTCSOL: FS, JRM
Karkono, S.S., M.A.: FS, IND
Kartika Candra Kirana, S.Pd, M.Kom: FT, TE
Karyadi, Drs., S.Pd, M.P., M.T., Dr.: FT, TS
Kasimanuddin Ismain, Drs., M.Pd: FIS, SEJ
Kennis Rozana, S.Pd, M.Si.: FMIPA, BIO
Khofifatu Rohmah Adi, M.Pd: FIS, Pendidikan IPS
Khoirudin Asfani, S.Pd, M.Pd: FT, TE
Kholisin, Drs., M.Hum, Dr., H.: FS, ARA
Khusaini, S.Pd, M.Ed.: FMIPA, FIS
Khusnul Khotimah, S.Pd, M.Pd: FIP, KSDP
Kridha Pusawidjayanti, S.Si, M.Si.: FMIPA, MAT
Kukuh Miroso Raharjo, S.Pd, M.Pd: FIP, PLS
Kukuh Prayitno Subagyo, Drs., M.A.: FS, ING
Kun Sila Ananda, S.I.Kom., M.A.: FIS, Sosio
Kurniati Rahayuni, S.Psi, M.Psi: FIK, PKO
Kusubakti Andajani, S.Pd, M.Pd, Dr.: FS, IND

L
Laili Hidayati, S.Pd, M.Si: FT, TI
Laily Maziyah, S.Pd, M.Pd: FS, ARA
Langlang Gumilar, S.ST, M.T.: FT, TE
Lasi Purwito, Drs., M.S.: FIP, PLS
Lathiful Anwar, S.Si, M.Sc: FMIPA, MAT
Latifah Mustofa Lestyanto, S.Si, M.Pd: FMIPA, MAT
Laurent Octaviana, S.Pd, M.Si: FMIPA, KIM
Leni Gonadi, S.Pd, M.Pd: FIP, PAUD
Lestari Setyowati, M.Pd., Dr.: FS, ING
Lia Yuliati, M.Pd, Dr.Prof.: FMIPA, FIS
Lidya Amalia Rahmania, S.Kom, M.Kom.: FS, IND
Lilik Bintartik, Dra., M.Pd.: FIP, KSDP
Lilik Indrawati, Dra., M.Pd: FS, SND
Lilik Nur Kholidah, S.Pd, M.Pd.I, Dr.: FS, ARA
Lilis Afifah, S.Pd., M.Pd: FS, JRM
Linda Seprillina, S.E., M.E.: FE, EKP
Lisa Rokhmani, Dra., M.Si, Hj., Dr.: FE, EKP
Lisa Sidiyawati, S.Pd, M.Pd: FS, SND
Lisman Animatul Chisbiyah, S.Pd, M.Pd: FT, TI
Listyo Yudha Irawan, S.Pd, M.Pd, M.Sc: FIS, GEO
Lohana Juariyah, S.E., M.Si: FE, MNJ
Lokananta Teguh Hari Wiguno, Drs., M.Kes, Dr.: FIK, PJK
Lucky Radita Alma, S.KM., M.Kes: FIK, IKM
Lucky Tri Oktoviana, S.Si, M.Kom: FMIPA, MAT
Ludi Wishnu Wardana, S.T., S.E., S.Pd, M.M, Dr.: FE, MNJ
Luhung Achmad Perguna, S.Sos, MA.: FIS, Sosio
Lukluk Ul Muyassaroh, S.Pd, MTCSOL: FS, JRM
Lulu Nurul Istanti, S.E., M.M. Ak.: FE, MNJ
Lustina Fajar Prastiwi, S.E., M.Ec.Dev: FE, EKP
Lutfi Fauzan, Drs., M.Pd.: FIP, BK
Lutfiah Ayundasari, S.Pd, M.Pd: FIS, SEJ

M
M. Ihwanudin, S.Pd, M.Pd: FT, TM
M. Ishaq, Drs., M.Pd, Dr., H.: FIP, PLS
M. Kharis, S.Pd, M.Hum: FS, JRM
M. Misbahul Amri, Drs., M.A.: Dr.: FS, ING
M. Muchson, S.Pd, M.Pd: FMIPA, KIM
M. Ramlid, Drs., M.A., Dr., H.: FIP, BK
M. Shodiq AM, Drs., M.Pd.: FIP, PLB
M. Zainal Arifin, S.Si, M.Kom: FT, TE
M. Anas Thohir, M.Pd: FIP, KSDP
M. E. Winarno, Drs., M.Pd, Dr., Prof.: FIK, PJK
Made Duananda Kartika Degeng, S.Pd., M.Pd., Dr.: FIP, TEP
Made Wena, Drs., M.Pd, M.T.: FT, TS
Madziatul Churiyah, S.Pd, M.M., Dr.: FE, MNJ
Maftuchin Romlie, Drs., M.Pd, H.: FT, TM
Magistyro Purboyo Priambodo, S.E., M.E.: FE, EKP
Mahfud Jiono, S.Pd., M.Eng (Tenaga Dosen, III/b): FT, TE
Mahmud Yunus, Drs., M. Kes, Dr., H.: FIK, IK
Mahmudin Yunus, S.Kom, M. CMs.: FMIPA, MAT
Maisyarah, Dra., M.Pd., Dr.: FIP, AP
Makaryanawati, S.Si, M.Si.: FMIPA, BIO
Margono, Drs., M.Pd, M.Si: FIS, HKn
Marhadi Slamet Kistiyanto, Drs., M.Si.: FIS, GEO
Maria Hidayati, S.S., M.Pd: FS, ING
Marji, Drs., M.Kes, Dr., Prof., H.: FT, TM
Markus Diantoro, Drs., M.Si, Dr., Prof.: FMIPA, FIS
Marsono, S.Pd.T., M.Pd, Ph.D.: FT, TM
Marsudi, Drs., M.Hum: FIS, SEJ
Murtutik, Dra., M.Pd, Dr.: FS, IND
Maryaeni, Drs., M.Pd, Dr., Prof.: FS, IND
Masculine Muhammad Muqorobin, S.E., M.Si.: FE, AKU
Mazarina Devi, Dra, M.Si, Dr.: FT, TI
Megasari Noer Fatanti, S.I.Kom, M.I.Kom: FIS, Sosio
Meid'i Saputra, M.Pd: FIS, HKn
Metri Dian Insani, S.Si., M.Pd.: FMIPA, Pendidikan IPA
Meyga Evi Ferama Sari, S.Si., M.Si: FMIPA, KIM
Mieke Alvionita, S.Pd, M.Si: FMIPA, KIM
Mifdal Zusron Alfaqi, S.Pd, M.Sc: FIS, HKn
Mimien Henie Irawati, Dra., M.S., Dr., Prof., Hj.: FMIPA, BIO
Miranti Puspaningtyas, S.Pd, M.Akun: FE, AKU
Mirjam Anugerahwati, Dra., M.A., Dr.: FS, ING
Mitra Istiar Wardhana, S.Kom, M.T.: FS, SND
Moh. Abdul Rohman, S.Sn, M.Sn: FS, SND
Moh. Nurfarhul Lukmanul Khakim, S.Pd, M.Pd: FIS, SEJ
Moh. Syahri, S.Sos, M.Si, Dr.: FS, IND
Moch. Wahib Dariyadi, S.Pd, M.Pd: FS, ARA
Moch. Yunus, dr., M.Kes, Dr., H.: FIK, PKO
Mochamad Nasrul Chotib, S.S., M.Hum: FS, ING
Mochammad Hafizh, S.Pd, M.Si, Ph.D.: FMIPA, MAT
Mochammad Rizal Ramadhan, S.Pd.I., M.Pd.: FS, ARA
Mochammad Sa'id, S.Psi, M.Si: FPPsi, Psi
Moeljadi Pananta, Drs., M.Pd, Dr.: FS, SND
Moh. Ainin, Drs., M.Pd, Dr., Prof.: FS, ARA
Moh. Fauzan, S.Pd, M.Pd.I: FS, ARA
Moh. Ishom, Drs., M.Pd, H.: FIP, PLS
Moh. Khasairi, Drs., M.Pd, Dr., H.: FS, ARA
Moh. Safii, S.Kom, M.Hum: FS, IND
Mochammad Amin, S.Pd, M.Si, Dr.agr., Prof.: FMIPA, BIO
Mamad Rodhi Faiz, S.T., M.T.: FT, TE
Mamad Yasin, S.Kom, M.Kom: FMIPA, MAT
Mamad Agung, S.Pd, M.Sc: FMIPA, MAT
Mamad Ahsanuddin, S.Pd, M.Pd, Dr.: FS, ARA
Mamad Arief, Drs., M.Si, H.: FE, MNJ
Mamad Efendi, Drs., M.Pd, M.Kes, Dr., Prof.: FIP, PLB
Mamad Hari, Drs., M.Si: FE, MNJ
Mamad Iqbal Firdaus, S.A., M.Ak.: FE, AKU
Mamad Mustofa Al Ansyorie, S.Pd, M.Pd: FT, TS
Mamad Sultan, S.T., M.T.: FT, TS
Mamad Zainuddin, Drs., M.Pd, Dr., Prof., H.: FIP, KSDP
Mokh. Sholihul Hadi, S.T., M.Eng, Dr. Eng.: FT, TE
Mokhamad Nurruddin Zanky, S.Pd, M.Pd: FE, MNJ
Muakibatul Hasanah, Dra., M.Pd, Dr.: FS, IND; Pasca, PPG
Mu'arifin, Drs., M.Pd, Dr.: FIK, PJK
Muchamad Irvan, S.Pd., M.Pd.: FIP, PLB
Muchamad Harly, S.T., M.T., Dr.: FT, TM
Muchtar, S.Pd., M.Si.: FIP, KSDP
Mudzakir Dwi Cahyono, Drs., M.Hum: FIS, SEJ
Muh. Ade Artasasta, S.Si., Dr.: FMIPA, BIO
Muh. Arafik, S.Pd., M.Pd. Dr: FIP, KSDP
Muhadjir Effendy, Drs., M.AP, Dr., H., Prof.: FIP, PLS
Muhaiban, Drs. Prof.: FS, ARA
Muhammad Afnan Habibi, S.T., M.T., M.Eng: FT, TE
Muhammad Alfan, S.Pd., M.Pd., Dr.: FS, ARA
Muhammad Alfian Mizar, Drs., M.P., Dr., Prof., H.: FT, TM
Muhammad Al-Irsyad, S.K.M., M.P.H.: FIK, IKM
Muhammad Andry Prio Utomo, S.Si., M.Si: FMIPA, BIO
Muhammad Aris Ichwanto, S.Pd., M.A., Ph.D.: FT, TS
Muhammad Ashar, S.T. M.T., Ph.D.: FT, TE
Muhammad Fajar Marsuki, S.Pd., M.Sc: FMIPA, Pendidikan IPA
Muhammad Hasym Ibnu Abbas, S.E., M.Sc: FE, EKP
Muhammad Iqbal Akbar, S.ST. M.MT: FT, TE
Muhammad Jauharul Fuady, S.T. M.T.: FT, TE
Muhammad Lukman Arifianto, S.S., M.A.: FS, ARA
Muhammad Mujtaba Habibi, S.Pd., M.AP: FIS, HKn
Muhammad Nurwiseso Wibisono, S.Kom, M.T: FS, SND
Muhammad Reza Arief Taqwa, M.Pd: FMIPA, FIS
Muis Muhtadi, S.T., M.T., M.Sc, Ph.D: FT, TE
Mujiyono, Drs., M.Pd: FT, TS
Mukhammad Suhermanto, S.Pd., M.Eng: FT, TM
Muwandi, S.T., M.T., Dr.: FT, TE
Munaisra Tri Wirdiansih, S.Pd, M.Pd: FIP, PAUD
Muntholib, S.Pd, M.Si, Dr.: FMIPA, KIM
Munzil, S.Pd, M.Si, Dr.: FMIPA, Pendidikan IPA
Murni Sapta Sari, Dra., M.Si, Dr.: FMIPA, BIO
Muslihati, S.Ag., M.Pd., Dr., Hj.: FIP, BK
Mustofa Kamal, S.Pd, M.Sn: FS, IND
Mustiningsih, Dra., M.Pd., Dr.: FIP, AP

N

Nabhan Fuad Choiron, S.S., M. A: FS, ING
Nailul Insani, S.Pd, M.Sc: FIS, GEO
Najib Jauhari, S.Pd, M.Hum: FIS, SEJ
Nanang Tri Wahyudi, dr.Sp.K.O: FIK, IK
Nanang Zubaidi, S.S., M.A., Ph.D: FS, ING
Nanda Harda Pratama Meiji, S.Sos, M.A: FIS, Sosio
Nandang Mufti, S.Si, M.T., Ph.D.: FMIPA, FIS
Nani Farida, S.Si, M.Si, Ph.D.: FMIPA, KIM
Nasikh, S.E, M.P, M.Pd, Dr.: FE, EKP
Nasikhudin, S.Pd, M.Sc, Dr.: FMIPA, FIS
Naswan Suharsono, M.Pd., Dr., Prof.: FE, MNJ
Nazriati, Dra., M.Si, Dr.: FMIPA, KIM
Neena Zakia, S.Si, M.Si: FMIPA, KIM
Nemesius Bambang Revantoro, Drs., S.T., M.T.: FT, TS
Neni Wahyuningtyas, M.Pd: FIS, Pendidikan IPS
Neo Adhi Kurniawan, S.Pd., S.H., M.H.: FIS, HKn
Ni Luh Sakinah Nuraini, S.Pd., M.Pd.: FIP, KSDP
Ni'matul Istiqomah, S.Pd, M.Pd: FE, EKP
Niamika El Khoiri, S.Pd, M.A., Dr.: FS, ING
Nihayati, Dra., S.Pd., M.Pd.: FIP, KSDP
Nindyawati, S.T., M.T., Dr.: FT, TS
Ninik Harini, Dra., M.Sn: FS, SND
Ninik Setiyowati, S.Psi, M.Psi: FPPsi, Psi
Nita Widiati, Dra., M.Pd, Dr.: FS, IND
Nonny Aji Sunaryo, S.Pd., M.Par.: FT, TI
Norman Yoshi Haryono, S.Si., Dr.: FMIPA, BIO
Nova Ariani, S.Pd., M.Ed: FS, ING
Novi Eka Susilowati, S.Pd., M.Pd.: FS, IND
Novian Wahyu Firmansyah, S.Sn., M.Sn.: FS, SND
Novida Pratiwi, S.Si, M.Sc: FMIPA, Pendidikan IPA
Nugrahani Warini Utami, S.Pd., M.Pd.: FIP, BK
Nugroho Adi Pramono, S.Si, M.Sc: FMIPA, FIS
Nujmatul Laili, S.Pd, M.SA: FE, AKU
Nuning Wulandari, S.Si, M.Si: FMIPA, BIO
Nunung Nurjanah, Dra., M.Kes, Dr.: FT, TI
Nunung Suryati, Dra., M.Ed., Ph.D.: FS, ING
Nur Anisa, S.Pd., M.Pd: FIP, KSDP
Nur Anisah Ridwan, Dra., M.Pd, Hj.: FS, ARA
Nur Anita Yunikawati, S.Pd, M.Pd: FE, EKP
Nur Atikah, S.Si, M.Si: FMIPA, MAT
Nur Candra Eka Setiawan, S.Pd., M.Pd.: FMIPA, KIM
Nur Endah Purwaningsih, Dra., M.Pd, Dr.: FT, TI
Nur Eva, S.Psi, M.Psi, Dr.: FPPsi, Psi
Nur Faizin,Lc.MA, M.Philo., Dr.: FS, ARA
Nur Hadi, Drs., M.Pd, M.Si: FIS, Sosio
Nur Hayati, S.Pd, M.Ed.: FS, ING
Nur Hidayah, Dra., M.Pd., Dr., Hj., Prof.: FIP, BK
Nur Mukminati, M.Pd, Dr., Prof., Hj.: FS, ING
Nur Rohmah Hidayatul Qoyyimah, S.Psi., M.A.: FPPsi, Psi
Nur Wahyu Rochmadi, Dqrs., M.Pd, M.Si, Dr.: FIS, HKn
Nur’aini Kartikasari, S.Si, M.Sc.: FMIPA, BIO
Nurchasnah, Dra., M.Pd, Dr.: FS, IND
Nureenia Yannuar, S.S., M.A.Ph.D: FS, ING
Nurhadi, Drs., M.Pd, Dr., H.: FS, IND
Nurhidayati, Dra., M.Pd., Dr.: FS, ARA
Nurika Restungdiah, S.E., Ak., M.Si, Dr.: FE, AKU
Nuri Mulfaridah, S.Pd, M.Pd.: FMIPA, FIS
Nurmaningsih Herya Ulfah, S.KM, M.Kes: FIK, IKM
Nurrul Riyad Fadhli, S.Pd., M.Or: FIK, PKO
Nursasy Handayani, Dra., M.Si: FMIPA, BIO
Nuruddin Hady, S.H., M.H., Dr.: FIS, HKn
Nurul Aini, Dra., M.Pd: FT, TI
Nurul Hidayati, S.Pd., M.Si: FMIPA, FIS
Nurul Hidayati, S.Pd, M.Sn: FT, TI
Nurul Murtadho, Drs., M.Pd, Dr., Prof.: FS, ARA; Pasca, PDs
Nurul Ratnawati, S.Pd: FIS, Pendidikan IPS
Nurul Ulfatin, Dra., M.Pd., Dr., Prof., Hj.: FIP, AP

O

Octi Rjeky Mardasari, B.A., MTCSOL: FS, JRM
Oktavia Sulistina, S.Pd, M.Pd: FMIPA, KIM
Olivia Andiana, S.Or, M.Kes: FIK, IK
Oni Bagus Januarto, Drs, M.Kes: FIK, PJK

P

Parlan, Drs., M.Si, H. Dr.: FMIPA, KIM
Parno, Drs., M.Si, Dr.Prof.: FMIPA, FIS
Partono, Drs., M.Pd: FT, TM
Paryono, Drs., S.T., M.T., H.: FT, TM
Petir Pudjantoro, Drs., M.Si: FIS, HKn
Pideksdo Adi, Drs., M.Pd: FS, IND
Ponimin, Drs., M.Hum, Dr.: FT, SNd
Pramono, S.Pd., M.Or. Dr.: FIP, PAUD
Pranoto, S.T., M.T.: FT, TS
Pranti Sayekti, S.Sn, M.Si: FS, SNd
Pravissi Shanti, S.Psi, M.Psi: FPPsi, Psi
Prawinda Putri Anzari, S.Kom., M.Si.: FIS, Sosio
Prih Hardinto, Drs, M.Si: FE, EKP
Prihanto Trihutomo, S.T., M.T., Dr.: FT, TM
Priyono Bagus Susanto, Drs., S.T., M.T.: FT, TS
Primadiana Hermilla Wiyayati, Dra, M.Pd, Dr.: FS, JRM
Primasa Minerva Nagari, S.Pd., M.Pd: FE, AKU
Priska Widiawati, S.Pd., M.Pd.: FIK, PKO
Priyono, Drs., M.Pd: FT, TS
Puji Handayati, S.E.Ak, M.M., CA, CMA., Dr.: FE, AKU
Pujiyanto, Drs., M.Sn, Dr.: FS, SND
Punaji Setyosari, Drs., M.Pd, Dr., Prof., H.: FIP, TEP
Puput Risdanarenri, S.T., M.T.: FT, TS
Purbo Suwasono, Drs., M.Si: FMIPA, FIS
Puri Selfi Cholifah, S.Pd, M.Pd: FIP, KSDP
Purnomo, Drs., S.T., M.Pd, Dr., Prof., H.: FT, TM
Purwanto, Drs., Ph.D., Prof.: FMIPA, MAT
Purwanto, S.Pd, M.Si.: FIS, GEO
Puteri Aridta Nurisida Mawangi, M.Pd.: FT, TM
Putra Hilmi Prayitno, S.Pd, M.Pd: FE, EKP
Putri Mahanani, S.Pd., M.Pd: FIP, KSDP

Q

Quota Alief Sias, S.T., M.T.: FT, TE

R

R. Anggia Listyaningrum, S.Pd., M.Pd.: FIP, PLS
R. Machmud Sugandi, Drs., S.T., M.T., Dr.: FT, TS
R. Reza Hudiyanto, S.S., M.Hum, Dr.: FIS, SEJ
Rachmad Hidayat, S.Pd, M.Pd: FE, MNJ
Raden Bambang Sumarsono, S.Pd., M.Pd, Dr.: FIP, AP
Rahmati Putri Yaniafari, S.Pd., M.Pd: FS, ING
Rahmi Masita, S.Si, M.Sc: FMIPA, BIO
Raisa Fitri, S.AB, M.M: FE, MNJ
Rakhmaditya Dewi Nooriziki, S.Psi., M.Si.: FPPsi, Psi
Rama Kurniawan, S.Pd, M.Pd: FIK, PJK
Rani Prita Prabawangi, S.Hub.Int., M.Si.: FIS, HKn
Rany Ekawati, S.K.M., M.P.H.: FIK, IKM
Rara Warith Gayatri, drg, S.KG, M.PH: FIK, IKM
Ratna Juwita, S.Si, M.Si, M.Sc, Ph.D.: FMIPA, BIO
Rayie Tiararanie Wiraguna, S.E., M.M.: FE, MNJ
Redyarsa Dharma Bintara, S.T., M.Sc: FT, TM
Retno Sulistyaningsih, S.Pd.I., M.Si.: FPPsi, Psi
Retno Tri Wulandari, S.Pd., M.Pd: FIP, PAUD
Retno Wulandari, S.T., M.T., Dr.: FT, TM
Rezka Arina Rahma, S.Pd., M.Pd.: FIP, PLS
Ria Zulkha Ermayda, S.S.T., M.Si: FE, AKU
Riana Nurmalasari, S.Pd., M.Pd.: FT, TM
Rias Gesan Kinanti, dr., M.Kes: FIK, IK
Ridoni Fardeni Harahap, S.E., M.Ak: FE, AKU
Ridwan Joharmawan, Drs., M.Si, Dr.: FMIPA, KIM
Rifka Fachrunnisa, S.Pd., M.Ed: FMIPA, BIO
Rina Rifqi Mariana, Dra., M.P.: Dr.: FT, TI
Rini Nurhakiki, Dra., M.Pd: FMIPA, MAT
Rini Retnosari, S.Pd., M.Si.: FMIPA, KIM
Riskyana Prihatiningsih, S.Pd., M.Pd.: FIP, BK
Rissa Asdianti, S.Si, M.Si: FMIPA, MAT
Rista Ayu Mawarti, S.Pd, M.Pd: FIS, HKn
Rizka Apriani, S.Pd, M.Pd: FIP, BK
Rizki Yulianingrum Pradani, S.Pd, M.Pd: FT, TI
Rizky Dwi Putri, S.E., S.Pd, M.Pd: FE, EKP
Rizky Firmansyah, S.E., M.SA.: FE, AKU
Rizman, Drs., M.Pd, Dr.: FS, JRM
Rizqi Fajar Pradiputra, S.Pd, M.Pd: FIP, PLB
Rizza Megasari, S.Pd, M.Pd: FE, EKP
Robby Hidayat, Drs., M.Sn, Dr.: FS, SIND
Robi Kurniawan, S.Si, M.T.: FMIPA, FIS
Ronald Ridhoi, S.Hum, M.A.: FE, AKU
Roesdianto, Drs., M.Kes, Dr.: FIK, PKO
Ronal Ridhoi, S.Hum, M.A.: FIS, SEJ
S. Samsul Hidayat, S.Si, M.T.: FMIPA, FIS
Sangita Prabанг, S.Pd, M.Pd: FE, AKU
Sapti Wahyuningsih, Dra., M.Si, Hj.: FMIPA, MAT
Sapto Adi, Drs., M.Kes, Dr.: FIK, IK
Sari Karmina, S.Pd., M.Pd, Ph.D: FS, ING
Sarjono, Drs., M.Sn: FS, SIND
Satia Nur Maharani, S.E., Ak., M.SA., Dr.: FE, AKU
Satti Wagistina, SP, M.Si, Dr.: FIS, GEO
Sawitri Dwi Prastiti, S.E., Ak., M.Si: FE, AKU
Sawitri Retnawati, S.Pd., M.Pd, Dr.: FS, JRM
Selia Septiana Pratiwi, S.Pd, M.Pd.: FIS, SOSIO
Sendhi Tristanti Puspitasari, dr., M. Kes: FIK, IKM
Setiawan, S.Sos, M.IP: FS, IND
Setya Ayu Rahmawati, S.E., M.SA: FE, AKU
Sheila Febriani Putri, S.Pd, M.Pd, FE: AKU
Shofiyah Al Idrus, S.Pd, M.Pd: FT, TE
Singgih Susilo, Drs., M.Si, Dr.: FIS, GEO
Sinta Yuni Susilawati, S.Pd., M.Pd.: FIP, PLB
Sintia Thresnadewi, Dra., M.Pd, Dr.: FS, ING
Siswoyo, S.Pd, M.Si, Dr.: FMIPA, MAT
Siti Awaliyah, S.Pd, M.Hum, Dr.: FIS, HKn
Siti Imroatul Maslikah, S.Si, M.Si: FMIPA, BIO
Siti Marlufa’ah, Dra., M.S., Dr.: FMIPA, KIM
Siti Mas’ula, M.Pd, Dr.: FIP, KSDP
Siti Muniroh, S.Pd, M.A., Ph.D: FS, ING
Siti Nur Rahmah Anwar, ST., M.T., Dr.: FT, TS
Siti Nurrochmah, Dra., M.Kes, Dr.: FIK, PJK
Siti Nurul Muthmainnah, Dra., M.A.: FS, ING
Siti Sendari, S.T., M.T., Dr. Eng.: FT, TE
Siti Umayaroh, Dra., S.Pd, M.Pd, FIP, KSDP
Siti Zubaidah, S.Pd, M.Pd, Dr., Prof.: FMIPA, BIO
Siti Zulaikah, S.Pd, M.Si, Dr.: FMIPA, FIS
Sitoresmi Prabangningtyas, S.Si, M.Si: FMIPA, BIO
Siusana Kweldju, Dra., M.Pd, Dr., Prof.: FS, ING
Slamet Fauzan, S.Pd, M.Pd: FE, AKU
Slamet Raharjo, S.Pd, M.Or, Dr.: FIK, IK
Slamet Sujud Purnawan Jati, Dra., M.Hum: FIS, SEJ
Slamet Wibawanto, Drs., M.T.: FT, TE
Slamet, Drs., M.Si, Dr.: FMIPA, MAT
Soenar Soekopitojo, Ir., M.Si., Dr.: FT, TI
Soerjo Wido Minarto, Drs., M.Sn: FS, SIND
Sofia Ery Rahayu, S.Pd, M.Si: FMIPA, BIO
Sokhibu Anser, S.Sos, M.Hum.Dr., H.: FS, IND
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<th>Name</th>
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<td>Sri Andreani, Dra.</td>
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<td>M.Ed., Ph.D.: Prof.: FMIPA, KIM</td>
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<td>Prof.: FMIPA, BIO</td>
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Swastika Dhesti Anggriani, S.Sn., M.A.: FS, SND
Syad Patmanthara, Ir., M.Pd, Dr., Prof., H.: FT, TE
Syahrul Munir, S.Pd, M.Pd: FE, EKP
Syafif Hamzah Nasution, S.Si., M.Pd.: FMIPA, MAT
Syaidul Imam, Drs., S.Pd, H., M.Pd: FIP, KSDP
Syamsul Bachri, S.Si, M.Sc., Ph.D.: FIS, GEO
Syamsul Hadi, Drs., M.Pd, M.Ed., Dr.: Pasca, PDs
Syamsul Hadi, Drs., M.Pd, M.Ed., Dr., H.: FT, TM
Syarif Suhartadi, M.Pd, Dr.: FS, IND
Syiahbuhdin, S.E., M.Si, Dr.: FE, MNJ

T
Tatok Sugiarto, Drs., S.Pd, M.Pd: FIK, PJK
Taufik Dermawan, Drs., M.Hum, Dr.: FS, IND
Taufik Ikhsan Slamet, S.Pd., M.Pd.: FIP, TEP
Taufiq, S.Pd, M.Or: FIK, PKO
Teguh Tri Wahyudi, S.S., M.A.: FS, IND
Teguh Triwiyanto, S.Pd., M.Pd.: FIP, AP
Teti Setiawati, Dra., M.Pd, Dr., Hj.: FT, TI
Thomas Soseco, S.E., M.Sc: FE, EKP
Tika Dwi Tama, SKM., M.Epid: FIK, IKM
Tikspo Widowatoko, D.s., M.A.: FS, JRM
Titi Mutiarini Kiranawati, Dra., M.P., Dr.: FT, TI
Titi Rahayuningsih, Ir., M.Si: FT, TS
Titi Harsiatni, Dra., M.Pd, Dr., Hj.: FS, IND
Titis Angga Rini, S.Pd., M.Pd.: FIP, KSDP
Titis Shinta Dhevi, S.P., M.M., Dr.: FE, MNJ
Titik Rizky Izzalqurni, S.E., M.A. : FE, AKU
Tjang Daniel Chandra, D.s., M.Si, Ph.D.: FMIPA, MAT
Tomas Iriyanto, D.s., M.Pd.: FIP, PAUD
Tomy Rizky Izzalqurni, S.E., M.A. : FE, AKU
Toto Nusantara, M.Si, Dr., Prof., H.: FMIPA, MAT
Tri Atmadji Sutikno, Drs., M.Pd, Dr., Prof., H.: FT, TE
Tri Kuncoro, Drs., S.T., M.Pd, Dr., H.: FT, TS
Tri Murti, Dra., S.Pd., M.Pd.: FIP, KSDP
Tri Wahyuningsih, S.Pd, M.Si: FS, SND
Triadi Agung Sudarto, S.E., Ak, M.Si: FE, AKU
Triannah Eni Lestari, S.Si, M.Si: FMIPA, MAT
Triastono Imam Prasetyo, Drs., M.Pd: FMIPA, BIO
Trisetia Wijijayanti, S.E., Ak., M.BA.: FE, MNJ
Triyanna Widiyantiningtyas, S.T., M.T.: FT, TE
Triyono Widodo, Drs., M.Sn: FS, SND

Tutut Chusniyah, S.Psi, M.Si, Dr.: FPPsi, Psi
Tutut Pristiati, S.Sn, M.Pd: FS, SND
Tuwoso, D rs., M.P., Dr.: FT, TM

U
Ubed Sonai Fahruddin Arrozi, S.Pd, M.Si, Ph.D., Dr.: FMIPA, KIM
Ulfatun Naf’ah, S.Pd, M.Pd: FIS, SEJ
Umi Dayati, Dra., M.Pd, Dr., Hj.: FIP, PLS
Umi Fitriyati, S.Pd, M.Pd.: FMIPA, BIO
Umi Nuraini, S.Pd, M.Pd: FE, AKU
Umi Safiul Ummah, S.Pd, M.Pd: FIP, PLB
Ummi Rohajatien, Ir., M.P., Dr., Hj.: FT, TI
Usen Kustiawati, Drs., M.Sn: FIP, PAUD
Usman Wahyudi, S.Pd, M.Pd: FIK, PJK
Utami Sri Hastuti, Dra., M.Pd, Dr., Prof.: FMIPA, BIO
Utami Widiati, Dra., M.A., Ph.D. Prof., Hj.: FS, ING
Utari Praba Astuti, Dra., M.A., Dr.: FS, ING
Utomo Pujianto, S.Kom, M.Kom: FT, TE

V
Vega Wafaretta, S.E., M.SA.: FE, AKU
Vertic Eridani Budi Darmawan, S.T., M.Sc: FT, TM
Vidya Purnamasari, S.E., M.Sc: FE, EKP
Vika Annisa Qurrata, S.E., M.E.: FE, EKP
Viola Malta Ramadhani, S.T., M.Ars.: FT, TS
Vita Ayu Kusuma Dewi, S.T., M.Si.: FT, TS
Vita Kasumasari, S.Si, M.Pd, Ph.D.: FMIPA, MAT
Vita Ria Mustikasari, S.Pd, M.Pd.: FMIPA, Pendidikan IPA
Vivi Novianti, S.Si, M.Si, Dr.: FMIPA, BIO

W
Wahjoedi, D r., M.E., Dr., Prof., H.: FE, EKP
Wahono, Drs., S.T.T., M.Pd: FT, TM
Wahyu Djoko Sulistyow, M.Pd: FIS, SEJ
Wahyu Nur Hidayat, S.Pd, M.Pd: FT, TE
Wahyu Sakti Gunawan Irianto, D rs., M.Kom: FT, TE
Wahyudi Siswanto, D rs., M.Pd, Dr., Prof.: FS, IND
Waras, Drs., M.Pd, Dr., Prof.: FT, TM
List of Academic Staff

Wasis Djoko Dwiyogo, Drs., M.Pd, Dr.: FIK, PJK
Waskito, S.Sos, M.Hum: FIS, Sosio
Wening Patmi Rahayu, S.Pd, M.M., Dr.: FE, MNJ
Wida Rahayuningtyas, S.Pd, M.Pd, Dr.: FS, SND
Widyanti, Dra., M.Pd, Dr., H.: FT, TM; Pasca, PPG
Widya Multisari, S.Pd, M.Pd: FIP, BK
Wildan Zulkarnain, S.Pd., M.Pd.: FIP, AP
Winarto, Drs, M.Pd., H: FMIPA, FIS
Windhi Chusniah Rachmawati, S.KM., M.Kes.: FIK, IKM
Windra Irdianto, S.Pd, M.Pd: FT, TM
Wira Eka Putra, S.Si., M.Med.Sc.: FMIPA, BIO
Wiwik Dwi Hastuti, Dra., S.Pd., M.Pd.: FIP, PLB
Wiwik Wahyuni, Dra., M.Pd: FT, TI
Wuri Astuti, S.Pd., M.Pd.: FIP, PAUD

Y

Yahmin, S.Pd, M.Si, Dr: FMIPA, KIM
Yana Respati Dewi, S.E., M.M.: FE, MNJ
Yanuar Rohmat Aji Pradana, S.T., M.Sc.: FT, TM
Yayuk Mulyati, S.Si, SPd, M.Si: FMIPA, Pendidikan IPA
Yazid Basthomi, S.Pd, M.A., Dr, Prof: FS, ING
Yerry Soepriyanto, S.T., M.T., Dr: FIP, TEP
Yessi Affriyenni, S.Pd, M.Sc: FMIPA, Pendidikan IPA
Yogi Dwi Mahandi, S.Pd., M.T.: FT, TE
Yogi Dwi Satrio, S.Pd, M.Pd: FE, EKP

Yohanes Hadi Soesilo, Drs., Ir., STh., M.Div, M.E.: FE, EKP
Yon Ade Lose Hermanto, S.Sn., M.Sn.: FS, SND
Yoto, Drs., S.T., M.Pd, M.M., Dr, H.: FT, TM
Yoyok Adiseto Laksono, Drs., M.Si: FMIPA, FIS
Yudhi Utomo, Drs., M.Si, Dr.: FMIPA, KIM
Yudi Tri Harsono, S.Psi, M.A.: FPPsi, Psi
Yudithia Dian Putra, M.Pd., M.M., Dr., FIP, KSDP
Yudyanto, Drs., M.Si: FMIPA, FIS
Yuli Agustina, S.E., M.M.: FE, MNJ
Yuli Soesetio, S.E., M.M.: FE, MNJ
Yulia Linguistika, S.Pd, M.Ed: FIP, KSDP
Yuliati Hotifah, S.Psi., M.Pd.: FIP, BK
Yuliati, Dra., M.Hum: FIS, SEJ
Yulingga Nanda Hanief, M.Or.: FIK, PKO
Yuni Pratiwi, Dra., M.Pd, Dr., Hj.: FS, IND
Yuni Rahmahwati, S.T., M.T., Dr.: FT, TE
Yuniastuti, Hj, Dr, SH., MPd: FIS, HKn
Yuniastuti, Hj, Dr, SH., MPd: Pasca, PDs
Yuniawatika, S.Pd., M.Pd.: FIP, KSDP
Yunita Rakhmawati, S.Gz, M.Kes.: FMIPA, BIO
Yurina Gusanti, S.Sn., M.Sn: FS, SND
Yusnita Febrianti, S.Pd., M.A., Ph.D: FS, ING
Yusuf Hanafi, S.Ag, M.Fil.I, Dr., Prof.: FS, ARA
Yusuf Suharto, Drs., M.Pd: FIS, GEO
Yuswanti Ariani Wirahayu, Dra., M.Si.: FIS, GEO

Z

Zainul Abidin, Drs., M.Pd., H.: FIP, TEP
Zihan Novita Sari, M.Pd, Dr.: FIK, PJK
Zulkarnain, Dres., M.Pd, M.Si, Dr.: FIP, PLS
LIST OF EDUCATION PERSONNEL
IN ALPHABETICAL ORDER

Keterangan:
The abbreviations of the working units are explained in the Abbreviation List

A

A Taufani Irawan, S.Pd: BUK, ULPBJ
AA Kosasih, S.Sos: UPT, Perpustakaan
Abd. Qodir, H.: UPT, Perpustakaan
Abdian Setianto: BUK, Barang Milik Negara
Abdul Karim: BUK, RT/Umum
Abdul Khamid Khusaini, S.T.: FE, Umum dan Barang Milik Negara
Abdul Syukur: BUK, RT/Keamanan
Abdul Wahed, S.T.: UPT, PP Pancasila
Abdullah: LP2M, Keuangan
Abdurraysid: BUK, RT/Keamanan
Ach. Yogi Setiawan, S.S: BAKPIK, Hubungan Internasional
Achirul Chamimmudin: FT, Kemahasiswaan dan Alumni
Achmad Fadilah, S.AP: LP3, Keuangan
Achmad Farchan: BAKPIK, Registrasi dan Statistik
Achmad Nasrudin: BUK, RT/Kendaraan
Achmad Nurdomo: FE, Umum dan Barang Milik Negara
Achmad Qorni Novianto, A.Md: UPT, Perpustakaan
Achmad Rifai: FIP, Umum dan Barang Milik Negara
Achmad Safi'i, S.Pd: FT, Teknisi/ Pengadministrasi Teknik Elektro
Achmad Sugiono: FS, Umum dan Barang Milik Negara
Achmad Suhadak: PUSBIS, Divisi Penerbit
Achmad Suyanto: UPT, RT/Keamanan
Achmad Syaihu: BUK, RT/Halaman dan Taman
Adcha Maziyah: FIP, Keuangan dan Kepegawaian
Adi Andriansyah: FE, Keuangan dan Kepegawaian
Adhik Susanto: BUK, RT/Keamanan
Adhitya Ari Wicaksono: PUSBIS, Divisi Sarana dan Prasarana
Adi Cahyono: BUK, RT/Halaman dan Taman
Adi Mulya: LP3, Program
Adi Sulistiono: UPT, Perpustakaan
Adila Ramadhan Utama Pamungkas: BUK, RT/Keamanan
Adistra Candra Pamungkas, A.Md: FE, Umum dan Barang Milik Negara
Aditia Nur Rizki: BUK, RT/Keamanan
Aditya Yudha Pratama, S.Pd: FIK, Umum
Afif Yuhu Abidin: BUK, RT/Keamanan
Agung Budi Darmawan: FT, Teknisi/ Pengadministrasi Teknik Mesin
Agung Cahyo Wibowo: BUK, RT/Halaman dan Taman
Agung Haryono, S.E., Ak., M.P., Dr.: Satuan Pengawas Internal
Agung Septya Naya Putra: FT, Umum dan Barang Milik Negara
Agung Setiyawan: BUK, RT/Keamanan
Agung Triono, A.Md: FS, Keuangan dan Kepegawaian
Agus Dwi Irawan K: PUSBIS, Divisi Penerbit
Agus Hartono, S.Pd: PUSBIS, Divisi Asrama
Agus Hermanto: BUK, RT/Daya dan Jasa
Agus Kasiyadi: BUK, RT/Halaman dan Taman
Agus Khoirul: PUSBIS, Divisi Asrama
Agus Prasetyo: FIP, Umum dan Barang Milik Negara
Agus Siswanto: UPT, Perpustakaan
Agus Sudiono: BUK, PNBP
Agus Sukrianto: FT, Umum dan Barang Milik Negara
Agus Triwono: BUK, RT/Umum
Agustinus Sulistyo, S.Kom: FMIPA, Akademik
Agustiyo Puspita Hadi Putri, S.E.: FT, Teknisi/ Pengadministrasi Teknik Elektro
Ahmad Alfian Mahfudhin Syah, S.E.: BUK, ULPBJ
Ahmad Ali Muhaifir: PUSBIS, Divisi Asrama
Ahmad Kholil: PUSBIS, Divisi Sekolah Laboratorium
Ahmad Muam, S.Pd: FIP
Ahmad Priyono, S.E: FE, Akademik
Ahmad Sony: FE, Keuangan dan Kepegawaian
Ainun Nikmah, S.Si, M.Si: FMIPA, Umum dan Barang Milik Negara
Akham Ismail: BUK, RT/Keamanan
Akhmad Kanafi, S.Pd: FIK, Akademik dan Kemahasiswaan
Akhmad Khoiri: BAKPIK, Registrasi dan Statistik
Akhmad Munir: LP2M, Program
Akhmad Zunaidi: BUK, RT/Keamanan
Akhmad Zunaidi: BUK, RT/Keamanan
Akhmad Zunaidi: BUK, RT/Keamanan
Ali Akbar Suheriayimin: LP2M, Program
Ali Mas'ud, A.Ma, S.Sos: UPT, Perpustakaan
Ali Rohmad: BUK, Tenaga Administratif
Ali Wafa: PUSBIS, Divisi Sekolah Laboratorium
Aldo Raafi Ilman, S.Kom: UPT, PTIK
Amaalia Istiqomah, S.Pd: BAKPIK, Registrasi dan Statistik
Amin Prasetyo: FT, Umum dan Barang Milik Negara
Amin Syafifuddin: FE, Akademik
Ana Ulfaisah: FMIPA, Umum dan Barang Milik Negara
Andi Basuki Lestari, S.AP: PUSBIS, Divisi Sekolah Laboratorium
Andi Iswadi, S.Kom: FT, Umum dan Barang Milik Negara
Andik Setiawan, S.Pd: FE, Akademik
Andik Widianto: FIP, Umum dan Barang Milik Negara
Andono, SE: Pascasarjana
Andreas Arman Wahyudi: BUK, RT/Daya dan Jasa
Andri Jamaludin, S.AP: BUK, ULPBJ
Andri Sutrisno: FE, Akademik
Andriana Yuda, S.Pd: UPT, Perpustakaan
Arif Amanu Billah, S.Kom: PUSBIS, Divisi PROBIS TI
Arif Andoyo, A.Md: BUK, ULPBJ
Arif Doni Efendi: BUK, RT/Keamanan
Arif Nur Rahman: BUK, RT/Keamanan
Arif Prabowo, S.Sos: UPT, Perpustakaan
Arif Triyantoro: BUK, RT/Kendaraan
Ariska Andriana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: BUK, RT/Keamanan
Arista Sitiwulan, S.Pd: FE, Akademik
Armita Ekowati: FPPsi, Umum
Arisman Yusak Rasibi: BUK, RT/Halaman dan Taman
Arista Ardiana, S.Pd: BUK, ULPBJ
Arizal fatur Rohman: BUK, RT/Umum
Arifin Prabowo: BUK, RT/Umum
Arif Priyo Widodo: FT, Akademik
Arif Wicaksono, S.T., M.M.: FIS, Umum
Arif Wijaya: BUK, RT/Halaman
Arifin Prabowo: FT, Teknisi/ Pengadministrasi Teknologi Industri
Armita Ekowati: FPPsi, Umum
Arrijal Nagara Yanottama, S.Kom: UPT, PTIK
Ari Wahyudi: BUK, RT/Keamanan
Ari Wahyudi: BUK, RT/Keamanan
Ari Priyono: FT, Umum dan Barang Milik Negara
Ari Priyono: FT, Umum dan Barang Milik Negara
Ari Priyono: FT, Umum dan Barang Milik Negara
Ari Priyono: FT, Umum dan Barang Milik Negara
Ari Priyono: FT, Umum dan Barang Milik Negara
Andi Arman Wahyudi: BUK, RT/Daya dan Jasa
Andri Jamaludin, S.AP: BUK, ULPBJ
Andri Sutrisno: FE, Akademik
Andriana Yuda, S.Pd: UPT, Perpustakaan
Arif Amanu Billah, S.Kom: PUSBIS, Divisi PROBIS TI
Arif Andoyo, A.Md: BUK, ULPBJ
Arif Doni Efendi: BUK, RT/Keamanan
Arif Nur Rahman: BUK, RT/Keamanan
Arif Prabowo, S.Sos: UPT, Perpustakaan
Arif Prastian: FIP, Umum dan Barang Milik Negara
Arif Triyantoro: BUK, RT/Kendaraan
Arif Wicaksono, S.T., M.M.: FIS, Umum
Arif Wijaya: BUK, RT/Kendaraan
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Arista Ardiana, S.Pd: FT, Keuangan dan Kepegawaian
Aristol Putra: FT, Teknisi/ Pengadministrasi Teknologi Industri
Armita Ekowati: FPPsi, Umum
Arrijal Nagara Yanottama, S.Kom: UPT, PTIK
Arwan Santosa, S.Kom: BAKPIK, Hubungan Internasional
Arwin Yudi Hendrawan, S.E.: FT, Keuangan dan Kepegawaian
Asep Masoth, S.Pd: FT, Teknisi/ Pengadministrasi Teknik Elektro
Asti Ratna Kanyaka Rahayu, S.Pd: PUSBIS, Divisi Penerbit
Astutik: FMIPA, Umum dan Barang Milik Negara
Astutik: FMIPA, Umum dan Barang Milik Negara
Astutik: FMIPA, Umum dan Barang Milik Negara
Astutik: FMIPA, Umum dan Barang Milik Negara
Astutik: FMIPA, Umum dan Barang Milik Negara
Astutik: FMIPA, Umum dan Barang Milik Negara
Aulia Nur Firdausi, S.Pd: FIP, Akademik, Kemahasiswaan dan Alumni
Awaludin Basuki, S.AB: Pascasarjana
Azis Susanto: BUK, RT/Umum

B

Badrus Zaman Habibie, S.E.: UPT, Satuan Penjaminan Mutu
Bagaskara Khatulistiwa, S.T.: LP2M, Program
Bagus Indra Yudayananta: BAKPIK, Kerjasama
Bagus Prianggono: BUK, RT/Keamanan
Bagus Rozi Maulana: BUK, RT/Bangunan Gedung
Bambang Adi Wahyudi, S.T.: FT, Laboran/PLP
Teknik Mesin
Bambang Arie Nugroho Murtiyoso, A.Md: FPPsi, Umum
Bambang Eko Saputro: BUK, RT/Keamanan
Bambang Harijono: UPT, Perpustakaan
Bambang Purwanto, S.E.: UPT, PTIK
Bambang Susilo: FIP, Umum dan Barang Milik Negara
Bambang Sutanto: BAKPIK, Akademik dan Evaluasi
Bambang Tahan Sungkowo: BUK, RT/Kendaraan
Bambang Trihasto: FS, Umum dan Barang Milik Negara
Basori: FMIPA, Umum dan Barang Milik Negara
Basuki Rachmad, S.Pd: FMIPA, Laboran Jurusan Fisika
Bayu Didik Supriyadi: BUK, RT/Keamanan
Bayu Koen Anggoro, S.S., M.M.: LP2M Program
Bayu Kristiawan: BUK, RT/Umum
Bayu Widodo: FIS, Umum
Benny Eka Atmojo, S.Kom: UPT, PTIK
Bertina Dewi Hertiningtyas, S.Pd: FE, Akademik
Betty Masruroh, S.Si: LP2M, Program
Binti Nurul Qomariyah, A.Md: FS, Keuangan dan Kepegawaian
Buang: FE, Akademik
Budi Purwanto: BUK, RT/Keamanan
Budi Setiawan, A.Md: BUK, RT/Umum
Budi Wardoyo: FMIPA, Laboran Jurusan Fisika
Budiarto, S.Pd: BAKPIK, Hubungan Masyarakat
Budiono, A.Md: BUK, RT/Kendaraan

C

C. Guntur Hari Santoso: FMIPA, Umum dan Barang Milik Negara

Candra Kurnia Putra, S.Pd: FIS, Akademik dan Kemahasiswaan
Candra Murjianto: BUK, RT/Umum
Candra Setyabudi: Registrasi dan Statistik
Chalimatus Sha’diyah, Dra.: BUK, Tata Usaha
Choirul Anwar: FIP, Akademik, Kemahasiswaan dan Alumni
Choirul Arfan: UPT, Satuan Penjaminan Mutu
Choirul Fitrianto: BUK, RT/Keamanan
Choirul Huda: BUK, RT/Keamanan
Choirul Rizal: BUK, RT/Umum
Choirul Susanto, S.AP: BAKPIK, Dep. Perencanaan
Citra Wahyu Puspasari, S.Pd: FIP, Akademik, Kemahasiswaan dan Alumni

D

Dandega Aldilaga, S.E.: FIP, Umum dan Barang Milik Negara
Danny Ajar Baskoro, S.E.: FE, Akademik
Darmawan, S.AP: BAKPIK, Akademik dan Evaluasi
Dasar: BUK, RT/Umum
Deddy Setiawan: PUSBIS, Divisi Penerbit
Dedi Tiarno, S.Kom: Pascasarjana
Dedi Haris Mulyadi: BUK, RT/Keamanan
Defi Dwita, S.Pd: FIP, PP II KSDP
Deka Miftalia Anugrah Putri, dr: FIK, Akademik dan Kemahasiswaan
Dendi Pristiwanto, S.Pd: LP3, Program
Denky Adityo Dwi Wibowo, A.Md: UPT, PTIK
Deny Putirey: FIP, Umum dan Barang Milik Negara
Deny Sumadi: BUK, RT/Umum
Desy Rochmatussiah, S.Si: PUSBIS, Divisi Asrama
Dessy Syilvia Ratnasari: FE, Keuangan dan Kepegawaian
Devy Dewanyani, S.Sos: FE, Keuangan dan Kepegawaian
Devi Ratna Handayani, S.Pd: FIK, Akademik dan Kemahasiswaan
Dhiauddin Aridhowi: FMIPA, Laboran Jurusan Biologi
Diah Ayu Eka Fitriana, S.Pd: FMIPA, Umum dan Barang Milik Negara
Diah Retno: BUK, RT/Keamanan
Dian Indra Sanjaya: BUK, RT/Keamanan
Dian Mintaraga: BUK, RT/Keamanan
Dicky Arinta, S.Pd: FIS, Akademik dan Kemahasiswaan
List of Educational Personnel in Alphabetical Order

Didik Anggi Antoro: BAKPIK, Sistem Informasi, ; BUK, RT/Keamanan
Didik Harianto: BUK, RT/Halaman dan Taman
Didik Suryanto: FMIPA, Umum dan Barang Milik Negara
Didik Suyanto, S.AP.: FMIPA, Umum dan Barang Milik Negara

Diding Kusumahadi, Drs., M.Si: FE, Umum dan Barang Milik Negara
Didit Nur Fajar: PUSBIS, Divisi Asrama

Dimas Galih Wijaya, S.E: Satuan Pengawas Internal
Dimas Virdana, S.Pd.: UPT, PTIK
Djo Lingga Purwodani, S.Pd: LP3, Program
Dita Eka Cahyani, S.Psi: BUK, RT/Umum
Djajasman Hadi, S.Sos, M.AB.: BAKPIK, Registrasi dan Statistik

Djarot Mardijanto, Drs.: FMIPA, Laboran Jurusan Kimia
Djoko Prasetyo: BUK, NonPNBP
Djoko Pudjianto, S.AP.: BAKPIK, Akademik dan Evaluasi
Djoko Saryono, Drs., M.Pd, Dr., Prof.: UPT, Perpustakaan
Djoko Soesilo: BUK, RT/Umum

Djoko Umbaran Supriadi: UPT, PP Pancasila
Djoko Wahyudi Eriawan, S.Sos: FIK, Akademik dan Kemahasiswaan

Djumasat: BUK, RT/Halaman dan Taman
Djumains: BUK, Staf Korpri

Dodi Rachmanto: BUK, RT/Halaman dan Taman
Doni Anggara: BUK, RT/Keamanan

Dona Anggra: BUK, RT/Keamanan
Doni Darmawan, S. AP.: BUK, Barang Milik Negara

Doni Irwanto, S.Kom: UPT, Satuan Penjaminan Mutu
Doni Prabowo: FIS, Akademik dan Kemahasiswaan

Dr. Rina Rifqie Mariana, M.P.: Lembaga Sertifikasi Profesi Pihak Perta
Dul Kodir: PUSBIS, Divisi Penerbit

Dulhari: BUK, RT/Keamanan
Dwi Aji SetyoPranoto: FPPsi, Umum
Dwi Arif S.P: BUK, RT/Keamanan

Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan
Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan
Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan
Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan
Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan
Dwi Astutik, S.AP: FIS, Akademik dan Kemahasiswaan

Dwi Larasati: FT, Teknisi/ Pengadministrasi Teknik Mesin
Dwi Mulyono: BUK, RT/Keamanan
Dwi Socia Baskara, S.Pd: LP3, Program
Dwi Susilo, S.AP: Pascasarjana

Dwi Waluyo, S.Sos, M.AP.: BUK, Kepegawaian
Dwijo Winarto: BUK, RT/Halaman dan Taman
Dyah Ayu Dwi Kusuma Ningrum, S.Sn: FE, Umum dan Barang Milik Negara
Dyah Palupi, A.Md: FPPsi, Akademik dan Kemahasiswaan

Dyah Triajeng P.P.R., S.E: FS, Keuangan dan Kepegawaian

Dwi Waluyo, S.Sos, M.AP.: BUK, Kepegawaian
Dwijo Winarto: BUK, RT/Halaman dan Taman
Dyah Ayu Dwi Kusuma Ningrum, S.Sn: FE, Umum dan Barang Milik Negara
Dyah Palupi, A.Md: FPPsi, Akademik dan Kemahasiswaan

Efendi Joko Purnomo: FMIPA, Umum dan Barang Milik Negara
Effendi Hartono: BUK, RT/Halaman dan Taman
Eka Andriyanto: BUK, RT/Keamanan
Eka Fauzia Anwar: BUK, RT/Umum
Eka Susi Purwanti: FT, Akademik
Eka Wahyudi: FIK, Umum
Eko Junaedi: FMIPA, Umum dan Barang Milik Negara

Eko Onni Saputro: BUK, RT/Keamanan
Eko Pramudya Laksana, S.Pd: LP2M, Program
Eko Sulistyow: BUK, RT/Keamanan
Eko Suyanto: BUK, RT/Keamanan
Eko Wahyu Setiawan, S.S.: UPT, PTIK

Elinda Rosana: BUK, RT/Umum

Elsa Prisma Dinata, A.Md: BAKPIK, Minat Penalaran Informasi Kemahasiswaan dan Alumni
Elfin Muljawati, S.Sos: BUK, Kumtala
Elinda Rosana: BUK, RT/Umum

Endang Pratiwi, S.Si: FMIPA, Umum dan Barang Milik Negara
Endra Ubaidillah, S.Pd.: FIP, Akademik, Kemahasiswaan dan Alumni
Eni Oktafia, A.Md.: FIK, Umum
Erchammud Adhar: FIP, Akademik, Kemahasiswaan dan Alumni
Erfan Prasetyo: BUK, RT/Halaman dan Taman

Erasaen: BUK, NonPNBP
Eri Sri Martono: BAKPIK, Registrasi dan Statistik
Erianto Fanani, S.Ked, dr.: FIK, Akademik dan Kemahasiswaan
Erik Fidianto: BUK, RT/Keamanan
Erik Susanto: BUK, RT/Keamanan
Erna Sunarwulan, A.Md.Ak: BUK, PNBP
Ervan Yulistio Budi: BUK, RT/Keamanan
Erwin Budi Suhono: BUK, NonPNBP
Erwin Sasmito: BUK, RT/Kendaraan
Etatok Rindang Karjo, S.Kom: FIS

Eti Kardiwati, S.S.: BUK, Barang Milik Negara
Evi Eliyanah, S.S., M.A., Ph.D.: BAKPIK, Hubungan Internasional

Fadjar Suryono, A.Md: BAKPIK, Akademik dan Evaluasi
Fadkul Muin: BUK, RT/Keamanan
Fahmi Ulil Albab: BUK, RT/Operator
Fajar Budhi Prasetyo, A.Md: UPT, PTIK
Fajar Istanto: FT, Umum dan Barang Milik Negara
Fandi Achmad Saputra, S.Pd: FIK, Akademik dan Kemahasiswaan
Fandiari Azal: FIP, Keuangan dan Kepegawaian
Fani Leonard, A.Md: FMIPA, Keuangan dan Kepegawaian
Fantoni: BUK, Barang Milik Negara
Farida: BUK, RT/Umum

Farida Ariyan, S.AB.: BAKPIK, Hubungan Internasional

Fathul Muin: BUK, Tata Usaha
Fatika Floressya Arifin, S.Kom: BUK, Tenaga Administratif
Faul Hidayatunnafiq, S.Kom: BUK, RT
Febri Dwi Hariyanto, S.Pd: Pascasarjana
Febri Imam Fauzi: FS, Umum dan Barang Milik Negara
Febri Yohanes Aldi Wicaksono, S.Kom: UPT, PTIK
Febrianto Alqodri, S.Pd: FT, Teknisi/Pengadministrasi Teknik Elektro
Feranda Oktorani, S.Pd.: FIP, Akademik, Kemahasiswaan dan Alumni
Ferdiansyah: FMIPA, Umum dan Barang Milik Negara
Ferdianto Bagus Pribadi: BUK, RT/Keamanan
Feri Kusdianto: BUK, RT/Halaman dan Taman
Feri Setiawan: BUK, RT/Bangunan Gedung Tanah
Ferdy Aditya Kristyanto: FPPsi, Umum

Ferry Ferdianto: PUBSIS, Divisi Asrama

Firman Syaifuddin Zuhri: BUK, RT/Bangunan Gedung Tanah
Fitri Firdausi, S.Pd: BUK, Tata Usaha
Fitria Puji Harmini, S.Kom: BAKPIK, Perencanaan
Fitria Yuliati W., S.E: FIP, Akademik, Kemahasiswaan dan Alumni
Frandi Ari Ardana: BUK, RT/Keamanan
Fuady Maysa: BUK, RT/Keamanan

Gandhi Dwi Mardianto, S.Kom: FIP, Umum dan Barang Milik Negara
Gatot Subrata, S.Kom: UPT, Perpustakaan
Gembong Wiyono, S.Sos: BUK, Tenaga Administratif
Gidion: BUK, RT/Halaman dan Taman
Gigih Renaning Tyas, S.T.: FT, Teknisi/Pengadministrasi Teknik Sipil
Gilang Aripta, S.S: BAKPIK, Akademik dan Evaluasi
Giovanni Ronaldo Fabiono, S.Pd: FT, Keuangan dan Kepegawaian
Gita Mulyawan: BUK, RT/Keamanan
Gloria Hardiningsih, S.Sn: BAKPIK, Hubungan Internasional
Gunawan: BUK, RT/Keamanan
Gunawan Wibisono: FMIPA, Akademik
Gunoyo: BUK, RT/Keamanan

Hadi Astama: BUK, RT/Halaman dan Taman
Hadi Mulyono: BAKPIK, Minat Penalaran Informasi dan Kemahasiswaan

Hadi Purnomo: BUK, RT/Keamanan, BUK, Tata Usaha
Hadi Purnomo, S.AP.: FIS, Akademik dan Kemahasiswaan
Hadi Sucipto: BUK, RT/Keamanan
Hadi Sukarno: FIP, Keuangan dan Kepegawaian
Hadi Supangat, S.AP.: FIK, Umum
Hadi Winarno: FMIPA, Umum dan Barang Milik Negara
Halimahtus Sahdiah, S.Si: FMIPA, Umum dan Barang Milik Negara
Hanafi Setiawan: BUK, RT/Keamanan
Hanafi, S.Pd: FIS, Akademik dan Kemahasiswaan
Hanif Tri Hardiansyah: UPT, Perpustakaan
Hardi Sona Kurniawan, S. Kom: BUK, PNBP
Hari Purwanto: FMIPA, Umum dan Barang Milik Negara
Hari Suryono: BUK, RT/Keamanan
Hariadi: FE, Akademik
Harianto: FIK, Umum
**Harinto, S.E.:** FE, ; FE, Akademik
Haris Gus Dewanta., S.H., M.H: BUK, ULPBJ
Haris Prasetyo Nyoto: BUK, RT/Halaman dan Taman
Haris Sudarsono, S.Pd.: BUK, RT/Umum
Harmunanto: BUK, RT/Keamanan
Harnadi: FIS, Umum
Harris Ferdiansyah: BUK, RT/Umum
Harwoko Adila Ramadhan: BUK, RT/Keamanan
Hasan Sujarwo: FT, Umum dan Barang Milik Negara
Helmi Ainusrosid: BUK, RT/Halaman dan Taman
Hendra Ferry Gunawan: BUK, RT/Keamanan
Hendri Firmanzah: FMIPA, Umum dan Barang Milik Negara
Heni Arifiono: FIP, Akademik, Kemahasiswaan dan Alumni
Heni Siswanto: BUK, RT/Keamanan
Henry Hardika: FIK, Umum
**Hari Eko Purwanto: BUK, Kumtala**
Heri Santosa: FMIPA, Umum dan Barang Milik Negara
Heri Suyanto: BUK, RT/Umum
Herlina Agustin, S.Pd.: LP2M, Program
Hermawan: BUK, RT/Halaman dan Taman, ; BUK, RT/Keamanan
Herry Andriyani: BUK, Tata Usaha
Herry Setiyo Widodo: FE, Akademik
Herry Setya Budi, A.Md: FPPsi, Akademik dan Kemahasiswaan
Herry Andriyani: Lembaga Sertifikasi Profesi Pihak Pertama
Hidayatul Khoiriyah, A.Md: FT, Teknisi/ Pengadministrasi Teknik Sipil
Hilma Tsurayya Iftitahurroza, dr: FIK, Akademik dan Kemahasiswaan
Holili: BUK, RT/Halaman dan Taman
Hudan Aulia Sina: BUK, RT/Operator

Ida Nuraini R.F., S. Pd: LP3, Keuangan
Iffa Mufida, dr.: BUK, RT/Poliklinik
**Iifa Nursanti, S.AP.:** BAKPIK, Hubungan Masyarakat
Iis Murtini, Dra.: FS, Akademik dan Kemahasiswaan
Ika Mifa Geriarti, S.Pd: FE, Umum dan Barang Milik Negara
Ike Sulaili Sofiayanti, S.E.: BUK, Akutansi dan Pelaporan
Ikhtiarto: BUK, RT/Keamanan
Ikshan, S.Pd., M.M., H.: FPPsi, Umum
Ilham Mulya Putra Pradana: Pascasarjana
**Imam Agus Basuki, Drs., M.Pd, Dr.:** UPT, Satuan Penjaminan Mutu
Imam Kuswiyono: BUK, RT/Halaman dan Taman
Imam Moh Ikhsan: FS, Umum dan Barang Milik Negara
Imam Safi’i, S.Pd.: FIP, Akademik, Kemahasiswaan dan Alumni
**Imam Subandi:** BUK, Tata Usaha
Imam Supeno, Drs., M.S., H.: BUK
Imam Wahyudi: BUK, RT/Keamanan, ; BUK, RT/Kendaraan
Indah Kusumawati, S.H.: BUK, Kumtala
Indah Lestari, S.E.: Pascasarjana
Indarti Adininggar, A.Md: LP2M, Keuangan
Indra Dwi Oktavianto: PUSBIS, Divisi Penerbit
Indra Haris Syaifullah, S.T: PUSBIS
Indra Hayati Rofi’ah, S.Kom: FIK, Umum
Indra Prihatma Hertrianto, A.Md: BUK, Akutansi dan Pelaporan
Indra Zafriat Yusuf Putra: BUK, RT/Keamanan
Indri Trisnowati: BUK, RT/Keamanan
**Indria Santy, S.E.:** BAKPIK, Sistem Informasi
Inggit Dewi Wulaningtyas: Pascasarjana
Intan Febriana Nur Hamida, S.T: BUK, ULPBJ
Intan Kafitasari, S.S: BAKPIK, Kerjasama
Iqbal El Sidiq, S.Pd: BAKPIK, Pelayanan Kesejahteraan Mahasiswa
Ira Kumalasari, S.Pd.: FT, Teknisi/ Pengadministrasi Teknik Elektro
Irwan Andrianto, S.AP.: BUK, RT/Poliklinik
Irwan Subiantara: FMIPA, Umum dan Barang Milik Negara
Isrom Imam Wahyudi: BAKPIK, Registrasi dan Statistik
Iswandi: BUK, RT/Keamanan
Iswayudi Setyo Puji Santoso, S.T: BUK, RT/Umum
Ivan Heru Tricahyono, S.Kom: BUK, Tenaga Akademik
Iwan Budiono: BAKPIK, Akademik dan Evaluasi
Iwan Harianto: BUK, RT/Umum
Iwan Setiawan: BUK, RT/Keamanan
Iwan Setiyawan: BUK, RT/Keamanan
Iwan Susanto: Satuan Pengawas Internal
Iyan Hadinata, S.Pd: FIS, Umum
Izzatul Laily, S.S: Pascasarjana

Jaenuri: BUK, RT/Daya dan Jasa
Jainul Anfig: BUK, RT/Halaman dan Taman
Jami’an: FS, Umum dan Barang Milik Negara
Jayanti Eka Sari: BUK, RT/Keamanan
Jazilatul Rizkiyah, S.E.: FE, Akademik
Jeanny Dian Kashi Lestari, S.Or: LP3, Program
Jefri Kusdiyanto: BUK, RT/Keamanan
Johan Iriawan Akbar, S.Pd: FT, Akademik
Joko Sugeng Prayitno: BUK, Tenaga Akademik
Joko Wibowo: BAKPIK, Hubungan Masyarakat
Jumadi: FE, Umum dan Barang Milik Negara
Jumadi Slamet Rejeki: BAKPIK, Akademik dan Evaluasi
Junaedi: BUK, Tenaga Administratif

Karina Nilasari, dr.: FIK, Akademik dan Kemahasiswaan
Kariyono: LP3, Program
Karniati: BUK, Tata Usaha
Kartika Lazuardi, S.AP: BAKPIK, Hubungan Masyarakat
Kawi: BUK, RT/Halaman dan Taman
Kayoman: BUK, RT/Halaman dan Taman
Khalid Mawardi, S.AP: BUK, RT/Kendaraan
Kharisma Yuanita Mahanani, S.E., MSA: BUK, Akutansi dan Pelaporan
Khoiriyah, S.H.: FT
Khoirul Muanam, S, ST: FE, Umum dan Barang Milik Negara
Kholid Rohmanto, S.Pd: FMIPA, Umum dan Barang Milik Negara
Khumaaidah: UPT, Perpustakaan
Khusnul Khotimah, A.MK: BUK, RT/ Poliklinik
Kiki Mariana: BUK, RT/Umum
Kiki Martha Ariyasa, dr.: FIK, Akademik dan Kemahasiswaan
Kodir Zaelani: BUK, RT/Kendaraan
Koes Suhartini: BAKPIK, Akademik dan Evaluasi
Komariyah, Dra., Hj.: BAKPIK, Kerjasama dan Hubungan Masyarakat
Komsin: BUK, RT/Keamanan
Kristiawan Yustanto: BU, RT/Keamanan
Kristina Hestiningsih, S.AP.: FMIPA, Keuangan dan Kepegawaian
Kunanto: BUK, Tata Usaha
Kuntari Ani Syambika: FIP, Akademik Kemahasiswaan dan Alumni
Kusnadi: BUK, RT/Keamanan
Kustiono: UPT, Perpustakaan
Kustriaman: PUBSIS, Divisi Sekolah Laboratorium
Kuswadi: BAKPIK, Sistem Informasi
Kuswandono: BUK, RT/Keamanan

Laelatul Ngafiyah: BUK, Akutansi dan Pelaporan
Laila Machmudah, A.Md: FT, Keuangan dan Kepegawaian
Lailatuz Zuhriyah: BUK, Tata Usaha
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Laksmono Budiarto, S.Kom: LP2M, Program
Lamidi: FT, Teknisi/ Pengadministrasi Teknologi Industri
Lamiran: FS, Umum dan Barang Milik Negara
Larasati Wahyuni Santi, S.Pd: PUBSIS
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Lestari Handayani, S.Pd: FIP, Akademik, Kemahasiswaan dan Alumni
Liarsori: BUK, RT/Keamanan
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Liqanatul Putri Sholihah, S.Si: FMIPA, Umum dan Barang Milik Negara
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Lisman: BUK, RT/Halaman dan Taman
Listiani, Dra.: BAKPIK, Akademik dan Evaluasi
Liza Retnowulan, S.E.: LP3, Keuangan
Louis Ida Farianti, Dra.: FIS, Akademik dan Kemahasiswaan

Luk Luk, S.Pd.: FS, Keuangan dan Kepegawaian
Lusti Mustikasari, A.Md: FT, Teknisi/ Pengadministrasi Teknik Sipil
Lusy Fina Tursiana: BUK, NonPNBP

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M Arrafiq: BUK, RT/Umum
M Abd. Rohman Efendi: BUK, RT/Umum; PUSBIS, Divisi Asrama
M Abdul Ghofur, S.Pd: FIP, PP II KSDP
M Abdurachman Panoto Gomo, A.Md: FT, Laboran/ PLP Teknologi Industri
M An’im Ubaidillah: UPT, PTIK
M Eko Budi P., S.Pd: FIP, Akademik, Kemahasiswaan dan Alumni
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M Geotofa Shobran, S.E: PUSBIS, Divisi Asrama
M Ilyas, S. Kom: UPT, Perpustakaan
M Rifqi Fahmi: BUK, RT/Keamanan
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Makhfudz Isrofi: BUK, RT/Keamanan
Mahmud: BUK, RT/Halaman dan Taman
Mahmuddin Yunus, S.Kom, M.Cs.: UPT, PTIK
Mailinda Ayu Hana Margareta, S.Si: FMIPA, Umum dan Barang Milik Negara
Makmuri: FMIPA, Umum dan Barang Milik Negara
Manda Ayu Farhana, S.E: Satuan Pengawas Internal
Mario Yanuar Dadang Pria Sembada: BUK, RT/Umum
Mariotosi Arisbowo: FMIPA, Umum dan Barang Milik Negara
Marsia Palangan, Dra.: BAKPIK, Perencanaan
Marsiti: BUK, RT/ Pusat Bisnis Asrama
Mas’ud Zainuri: BUK, RT/Keamanan
Mashuri, S, Pd.: FS, Akademik dan Kemahasiswaan
Maskur Efendi, S.T., M.T.: FT, Laboran/ Teknik Sipil
Mat Rohman: FIP, Umum dan Barang Milik Negara
Mawan Wibowo: BUK, RT/Halaman dan Taman
Maya Valentin, S.Kom: BUK, Tenaga Akademik
Mega Anastasia Widyati, A.Md: BUK, PNBP
Mei Rismawati, S.Pd: LP2M, Program
Mei Surianto, S.Sos: LP3, Keuangan
Meisa Isnaini, S.Pd: LP2M, Program
Meivida Medyastanti, S.E: Satuan Pengawas Internal
Mentari Wijayanti , S.E: Pascasarjana
Miftahul Alim: FT, Keuangan dan Kepegawaian
Minarti, S.Pd: FIS, Akademik dan Kemahasiswaan
Misbakhul Khoir: BUK, RT/Keamanan
Miskan: FT, Teknisi/ Pengadministrasi Teknik Sipil
Misnadi: BUK, RT/Operator
Miswanto,: BUK, RT/ Pusat Bisnis Asrama
Moch. Chusnul: FS, Umum dan Barang Milik Negara
Moch. Hadi Mulyono: BUK, RT/Keamanan
Moch. Ismail: BUK, RT/Keamanan
Moch. Jaenuri: BUK, RT/Halaman dan Taman
Moch. Kholik: FT, Umum dan Barang Milik Negara
Moch. Mahfuzd Yahya: UPT, PTIK
Moch. Sholeh: BUK, RT/Keamanan
Mochamad Achyat: BUK, RT/Keamanan
Mochamad Arif: FE, Umum dan Barang Milik Negara
Mochamad Basori, S.AP: FPPsi, Umum
Mochamad Farihur Rozi: BUK, ULPBJ
Mochamad Hudha Kurniawan: BUK, RT/ Pusat Bisnis Otomotif, ; PUSBIS, Divisi PROBIS Otomotif
Mochamad Siamb: FT, Teknisi/ Pengadministrasi Teknologi Industri
Mochamad Sulimin: BUK, RT/Umum
Mochamad Yunus: BUK, RT/Keamanan
Mochammad Adi Santoso: BAKPIK, Minat Penalaran Informasi Kemahasiswaan dan Alumni
Mochammad Arifin: PUSBIS, Divisi Penerbit
Mochammad Churzul Uam: FIS, Umum
Mochammad Luqman Hakim Roﬁ’i, S.Pd., M.Pd: FS, Akademik dan Kemahasiswaan
Mochammad Samsul: BUK, RT/Halaman dan Taman
Mochammad Sukarno: LP3, Keuangan
Mochammad Wahab: BUK, Tenaga Administratif
Mochammad Yusuf: FMIPA, Umum dan Barang Milik Negara
Mochammad Zakaria: BUK, RT/Keamanan
Moh. Agus: BUK, Kumtala
Moh. Agus Lestari: BUK, RT/Keamanan
Moh. Aluar: LP3, Program
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Moh. Ikhwan: FS, Umum dan Barang Milik Negara
Moh. Juchainim Lubis, S.E: FE, Akademik
Moh. Pebrianto, S.Pd: FIS, Akademik dan Kemahasiswaan
Moh. Syamsul Arif: PUSBIS, Divisi PROBIS TI
Moh. Zainal Abidin: PUSBIS, Divisi Asrama
Mohammad Arif, S.Si: FIS, Akademik dan Kemahasiswaan
Mohamad Chusowan: PUSBIS, Divisi Penerbit
Mohamad Eko Hadi Suprapto: BUK, RT/Keamanan
Mohamad Harianto: BUK, Tenaga Akademik
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<td>R. Moh. Ismail Fahmi</td>
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Sulis Ngasimin: Satuan Pengawas Internal
Sulistyowati Salma: BUK, Tata Usaha
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Sugi Setiyo Budi: FE, Umum dan Barang Milik Negara
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Supriadi: BUK, RT/Umum, ; FMIPA, Laboran
Jurusan Kimia

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