Statement of the head of quality center:

Thanks God and peace and blessings be upon the Messenger.

The objective of the center is to achieve high quality and academic accreditation in the college departments and to ensure ongoing developments aiming at achieving high academic performance. The high academic performance allows the departments to compete among other colleges at the local and international levels in light of the norms and local standards presented by the national commission for assessment and academic accreditation. To make the work of the center more efficient inside the college, restructuring and new authorities are given in order to organize the work process in the center. Duties are assigned in a way that realizes the work objectives in the college. The most prominent assignments are appointing a coordinator of quality in the departments of female students, renewing the center units including the academic accreditation unit, the strategic plan unit, the assessment and measurement unit, the statistics and data unit and quality units inside each academic department in the college. The most important tasks carried out by the quality center are the following:

1. The spread of concepts and knowledge culture related to quality and academic accreditation.
2. The preparation of periodic reports related to the performance level of the college and its departments.
3. The provision of necessary information for the activities of quality in the college.
4. The consistent assessment of the performance of graduates to check the satisfaction of those who benefit from them.
5. The implementation of the strategic plan of the college over a period of three years (1432-1435).
6. The constant check of assessment and academic accreditation of all the college departments.

**The tasks of the head of quality center:** Among them

- Making the plans and training programs to make quality more effective in the college.
- Making reports on the work of quality at the departments and submitting them to the vice chancellor.
- Check of the quality plans outside the work system to know about the beneficiary’s satisfaction with the college programs.
- Supervision of all the data related to the work of quality in the college.
- Preparing the academic file related to rehabilitating programs for institutional and academic accreditation.
- Check of the work of committees specialized in quality and academic accreditation at the level of college programs.
- Implementation of self-assessment work in all the departments.
- Implementation of plans and programs for institutional and academic accreditation.

Head of Quality Center

Dr. Abdelhakim Radwen
1. The vision, mission and goals of the center

a) The vision of the Center:

The quality center attempts to develop the performance of the college of education of Zulfa to be able to have creative graduates who are qualified with skills that enable them to compete regionally and internationally in light of the national committee standards of evaluation and academic accreditation.

b) The mission of the Center:

The mission of the center is to make the college ready to meet the requirements and criteria of the national committee for assessment and academic accreditation. This can be achieved through spreading the culture of quality and constant development at the professional, organizational and ethical levels. It can also be achieved through self assessment, doing research and various trainings, and making enhancement plans to prepare the college for academic accreditation.

c) The strategic goals of the center:

The Center works to achieve the following strategic goals:

1. Lending credence to the graduates by the Saudi society and the international community and developing higher education and community services.

2. Spreading the culture of quality among college staff including administrators, teachers, employees and students.
3. Providing mechanisms for assessment and quality assurance at the level of academic and administrative departments of the college.

4. Working on community and scientific partnership to develop the college performance and promote its role in community service and advancement of educational field.

5. Making plans for constant development to achieve quality standards and objectives of the educational operation.

6. The provision of technical requirements and resources needed to achieve the desired goals and focusing on the college staff's competency to benefit from them and optimally use them.

7. Cooperation with the academic and professional community to establish a system of standards and measurement strategies. The system is consistent with the criteria set by the national committee to ensure the quality of education and accreditation.

2. The organizational structure of the Center:
3. Center units

The center units are divided into:

a) Unit of Quality Assurance and Academic Accreditation.

b) Unit of Assessment and Measurement.

c) Unit of statistics and Data.

d) Unit of Training and Development.

e) Unit of Strategic Plan.

4. Models:

Pre-existing models.

5. Reports:

**First report: Statement of the work done by the quality Centre at the College during the academic year 1433/1434 (MP).**

1) Implementation of a questionnaire to determine whether the college is ready to welcome students during the first and second weeks at the beginning of the first semester of the academic year 1433/1434 (MP).

2) Holding a training session for the college staff entitled: "activating Smart board inside classrooms" in hall F124 on Monday, 24/10/1434 (MP).
3) Holding a training session entitled "Mechanisms for using e-learning system in the college of ALmajma'ah" in the Computer Lab. The aim is to train coaches who are appointed by the deanship of e-learning during the period from 15/11/1433 to 15/11/1433.

4) Holding a training session entitled "Defining the e-learning system" at the computer lab in the department of female students. The objective of the session is to train a selected coach from each department to effectively use the e-learning system in teaching in the period from 16/11/1433 to 17/11/1433 (MP).

5) Holding individual training sessions for a coach from each department to promote the skill of using the e-learning system in teaching at the e-learning unit in the departments of female students during the period from 20/11/1433 to 1/12/1433 (MP).

6) Holding a training session for the faculty staff entitled "promoting the teaching performance of the faculty staff in light of the quality of higher education". It takes place at the training halls in the departments of female students on Sunday, 28/11/1434 (MP).

7) Holding a training session for the faculty staff entitled "Operations of quality and improving the work outcome on Monday, 29/11/1434 (MP).

8) Holding a training session entitled "Mechanisms for the use of e-learning system in the university complex" at the computer lab. It aims at training the new teachers in the period from 29/11/1433 to 1/12/1433.

9) Quality Center holding a meeting with the heads of departments presided by the vice chancellor of studies and developments. The meeting discusses the departments' readiness for academic accreditation on Wednesday, 22/12/1434 (MP).

10) Holding training sessions for the faculty staff entitled "Liberating the energy of self-directed learning" at the training hall of ALmajma'ah, in the departments of male students on Saturday, 25/12/1434.

11) Holding a training session entitled "Spreading the Culture of e-learning" for the candidates among the faculty staff from each department at the computer labs in the departments of male and female students.

12) Head of quality center and program coordinators attending a workshop entitled "Criteria of academic programs for academic accreditation". The workshop takes place at the training hall in the quality deanship on Sunday, 4/1/1434 (MP).

13) Holding a training session for the faculty staff and employees entitled "Persuasion techniques" at the training hall in the departments of female students during the period from 28/12/1434 to 29/12/1434 (MP).
14) Holding a training session for the faculty staff entitled "Liberating the energy of self-directed learning" at the training hall in the complex, in the departments of female students on Saturday, 5/01/1434 (MP).

15) Holding a training session for the faculty staff and female employees entitled "Speeding up the work on roses" at the training hall in the departments of female students on 5/01/1434 (MP).

16) Participation of the college by displaying its achievements and activities in the exhibition accompanying the first scientific conference in the college of Almajma’ah (the scientific disciplines) in the period from 04/1/1434 to 06/01/1434 (MP).

17) Holding a training session for the faculty staff and male employees entitled "Liberation of Arabic Discourse" in the Almajma’ah amphitheatre of Zulfa on Saturday, 10/01/1434.

18) Holding a training session for the faculty staff and female employees entitled "Liberation of Arabic Discourse" through TV network in the departments of female students on Sunday, 11/01/1434 (MP).

19) Holding a training program entitled "Right and wrong study habits" in the Almajma’ah amphitheatre on Sunday, 11/01/1434 (MP).

20) Holding a training session for teacher staff, female employees and mothers entitled "Pronunciation, speech and voice disorders and treatment programs" through TV networks in the departments of female students on Monday, 12/01/1434 (MP).

21) Holding a workshop entitled "Raising students' motivation" in the Almajma’ah amphitheatre of Zulfa on Tuesday, 13/01/1434 (MP).

22) Delivering a lecture for faculty staff in the Almajma’ah theatre of Zulfi entitled "Linguistic reviews of some Qur'anic verses" on Saturday, 17/01/1434 (MP).

23) Delivering a lecture for female faculty staff at the training hall in the departments of female students entitled "Linguistic reviews of some Qur'anic verses" on Sunday, 17/01/1434 (MP).

24) College participation in presenting a workshop entitled "Criteria of educational design of the content of learning process" in the college of education of Almajma’ah in line with the tenth discussion course organized by the National Centre of e-learning and distance learning entitled "E-learning in emerging colleges: Issues and aspirations" in the period from 24/01/1434 to 25/01/1434 (MP).

25) Holding an introductory meeting in the fourth national conference for male and female students in the presence of the head of Quality Center. It aims at stressing the participation of male and female students in the conference. It is on Monday, 26/01/1434 (MP).
26) The preparation of a special file of the tests of the current works that the college held starting from 26/12/1432 as well as the final tests which the college will hold starting from 16/02/1434 (MP).

27) Establishing a database for the member of the faculty staff and administrators.

28) Welcoming the women's team coming from the deanship of quality and skill promotion to make an internal check of chemistry department under the program entitled "The readiness of the departments for academic accreditation" on Wednesday, 28/01/1423 (MP).

29) The application of a questionnaire of assessment decision and writing reports of the decisions after exams correction.

30) Preparing to complete a questionnaire about the quality of tests with the participation of teams including different departments. They start working on 16/02/1434 (MP) and they finish by writing a detailed report on the quality of tests and submitting it to the deanship of quality and skill promotion.

31) Holding a training session for the faculty staff entitled "Basic skills for the use of smart board" in hall 134 in the department of male students on 17/03/1434 (MP).

32) Holding a training session for female faculty staff entitled "Introduction to the study of fiction" in the department of male students on Tuesday, 17/03/1434 (MP).

33) Holding a training session about "Standards of quality and accreditation in academic guidance" in the quality hall of Almajma'ah and the training hall in the departments of female students on Sunday, 22/01/1434 (MP).

34) Holding a training session entitled "Spreading awareness of the use of e-learning in education" in hall F134 in the departments of female students and in the quality hall in the departments of male students on Tuesday, 02/04/1434 (MP).

35) Holding a training session entitled "Basic skills for the use of smart board" in the computer lab in the departments of female students and in hall F143 in the department of male students in the period from 02/04/1434 to 02/04/1434 (MP).

36) Participation of the college by displaying its achievements and activities in the exhibition accompanying the first forum in the college entitled "Our colleges are the path to our development" held in the period from 08/04/1434 to 09/04/1434 (MP).

37) Holding a training session for the faculty staff entitled "The basics of an efficient teacher" at the quality and training halls in the departments of female students on Saturday, 13/04/1434 (MP).

38) Holding a training session entitled "Effective Presentation Skills" in the college amphitheatre, in the departments of female students on Tuesday, 13/04/1434 (MP).
39) Holding a training program entitled "The use of modern encyclopedias in forensic science" at the quality hall in the departments of male students and in the training halls of the departments of female students on Tuesday, 16/04/1434 (MP).

40) Holding a workshop entitled "The effectiveness of academic guidance" among the faculty staff in the complex amphitheatre of Zulfa. Special bulletins about the effectiveness of academic guidance are distributed on Tuesday, 23/04/1434 (MP).

41) Holding a workshop entitled "Spreading the culture of quality among male and female students, the faculty staff and the local community" in ALmajma'ah amphitheatre in the departments of female students and in the ALmajma'ah amphitheatre in the departments of male students on Tuesday, 30/04/1434 (MP).

42) Holding a training session for the faculty staff entitled "Effective use of the electronic systems of committees and councils" at quality hall in the ALmajma'ah amphitheatre for male students and at the training hall in the departments of female students on Saturday, 04/05/1434 (MP).

43) Holding a meeting with students of English department and the faculty staff about Academic guidance and exchanging questions on Sunday, 05/05/1434 (MP).