

تقرير

زيارة المراجعة الداخلية لكلية : علوم الحاسب والمعلومات

تاريخ الزيارة : 30 جمادى الثانية - 1 رجب 1436

Introduction:

For the sake of implementing the plans of the Deanship for Quality and Skills Development in the current academic year, with the support and personal interest of the University Rector_ Dr. Khalid Sa'ad Al-Mugren and follow-up from the University's Deputy for Educational Affairs, Dr. Ahmed Ibn Ali Al Rumaih, the first visit of the Internal Review evaluating the Faculties and academic programs at the University has started, in conformity with the norms of national accreditation, which the National Body for Correction and Academic Accreditation validates. This step is considered to be a specific new stage, which the University will establish during its journey towards assuring quality and meeting the requirements for academic accreditation. During the previous period, the Deanship for Quality and Skills Development worked on preparing a guide, relating to the University's Internal Review, in order to ensure the accurate correction of the Faculties and programs and to ascertain how far they fulfil the norms for quality. The group responsible for reviewing the Faculty of computer and information Science, and its two active programs: Computer science and information technology for both female and male students.

A brief description of the visit:

On Sunday 19-4-2015, a team headed by Dr. Tawfeeq AlKanhil, visited the College of Computer and Information Sciences – Male section, in Majmaah. The team consisted of Dr. Mahmoud Azmi, Dr. Abdurrahman Alqwasmī and Dr. Sameh Ahmed. At the same time, Both Dr. Sawsan Omr and Dr. Sarah Alrwaished visited the college – female section. At 8:30 sharp, the team commenced the visit with a 15 minutes meeting with Dr. Hisham AlSagheir, Dean of the college, where Dr. AlKanhil explained the aims of the visit and pointed out the main visit schedule and procedures. Immediately after the short meeting, the team started his job as planned before. Dr. Alqwasmī took care of the Computer Science (CS) program, and Dr. Sameh checked the Information Technology (IT) program. Prior to the quality documents investigation, A quick tour in the college has been done to get an idea about its infrastructure including classrooms, labs, administration offices, ..etc. The college was absolutely well prepared for the visit as all the required reports and documents were organized and made available. Dr. AlKanhil and Dr. Azmi inspected the college points with the college vice dean and the heads of the two programs.

The team head was in frequent contact with team partners at the female section. All the aimed inspection matters that planned to be done on the first day have been done on time.

The visit proceeded in the second day between 8:30 and 2:30 where interviews with, Staff, Administrators, and students were conducted in the meeting room and again, the team maintained the agenda time.

The following is the overall evaluation report for the IT program.

It should be mention that; the program has two sections, both in Majmaah city but in two different places: the two sections are:

- 1) Male section, just behind the Yahiya Building.
- 2) Female section, inside the city.

With one dean, one department head and a coordinator for the female section, many things were set to be identical in both sections, so this report reveals the overall evaluation of the (IT) program. In case of any difference between the two sections, or in the evaluation rates, this will be highlighted as a note under each standard.

Primary Data on the Faculty:

College of Computer and Information Sciences Al-Majmaa

Date: Sunday and Monday 19-20/4/2015

- The college became under supervision of Majmaah University in 28 /11/ 1432 H
- The college has four departments: Computer Engineering, Information system, Computer science and information technology. Two programs are activated: Computer science and information technology for both female and male students

The Visiting Team:

الرقم	الاسم	الصفة	جهة العمل
1	د. توفيق بن عبد الله الكنهل	رئيساً	كلية الهندسة
2	د. محمود ثروت عزمي	عضواً	عمادة الجودة
3	د. سامح سعد الدين احمد	عضواً	كلية الهندسة
4	د. عبد الرحمن القواسمي	عضواً	كلية الهندسة
5	سارة عبد الله الرويشد	عضواً	كلية العلوم والدراسات بالحوطة
6	سوسن محمد عمر	عضواً	كلية التربية بالمجمعة

Goals of the Visit:

1. To publish a report on the culture of quality (the Internal Review).
2. To ensure that the Faculty is ready to meet the German accreditation body.
3. To identify how far the Faculty can fulfill the requirements for national accreditation.
4. To evaluate the performance of the Faculty according to the questionnaire on the performance of the Faculties.
5. To recognize how far the Faculty's programs are ready, according to the criteria for program accreditation set out by the National Body for Correction and Academic Accreditation.

The Strengths:

1. The group notices that there is a good caring to the quality operations in the college.
2. The Group believes that the Faculty's administration has rather succeeded in providing an attractive working environment, which will help promote excellence in performance.
3. The Group believes that most members of the Faculty have the efficiency, desire and enthusiasm to perform their work to an appropriate standard.
4. The students state that the Faculty and its academic programs cater for their needs and endeavor to respond to their suggestions for improvement.

Priorities for Improvement:

1. The college should develop a strategy plan.
2. The college should create an action plan based on annual programs report.
3. The college should employ " Attracting " faculty who has good qualification " at least has PhD" for working in the college.
4. The college has to move to a suitable place for education operations or teaching.

5. The college should offer specialized labs for all activated programs .
6. The college building for male students is not suitable for academic operations or teaching.
7. We notice that the college has general computer labs only.
8. The ratio of faculty to students needs to improve.
9. All of faculty members in female section, they don't have PhD.

تقييم أداء الكلية

تقويم العناصر الأساسية للجودة .

م	عناصر التقويم	الدرجة				
		*****	****	***	**	*
1	رسالة وأهداف الكلية واضحة لمنسوبي الكلية ويتم الالتزام بها.			✓		
2	يوجد تواصل بين مركز الجودة وجميع منسوبي الكلية.			✓		
3	يوجد لجنة لضمان للجودة تشمل أعضاء من جميع الأقسام والوحدات الرئيسية للكلية .				✓	
4	يتم دعم مركز الجودة ماليا وإداريا حتى يتمكن من أداء عمله بفاعلية .			✓		
5	تم تحديد مهام جميع العاملين بمركز الجودة و اللجان الفرعية بصورة واضحة وتم إعلانها لمنسوبي المؤسسة.				✓	
6	يعمل طاقم العمل بالمركز بروح الفريق لتحسين الجودة.	✓				
7	يتوفر نظام جيد لتوثيق أعمال الجودة بالكلية.	✓				
8	يوجد أنشطة واضحة لمركز الجودة لمنسوبي الكلية (مطبوعات – ورش عمل – ندوات – استبيانات – ..)	✓				
9	يوجد خطة مفعلة لتحسين الجودة بالكلية مبنية على الدراسة الذاتية للعام السابق – التقرير السنوي للكلية.				✓	
10	تشكل الكلية لجان للمراجعة الداخلية لأعمال الاختبارات بكل برنامج			✓		
11	اتخذ كل برنامج علامة مرجعية محددة للمؤسسة وواضحة لكل منسوبي المؤسسة.			✓		
12	تم توصيف جميع البرامج وفق نماذج الهيئة الوطنية للتقويم والاعتماد الأكاديمي.	✓				

13	تم توصيف جميع المقررات وفق نماذج الهيئة الوطنية للتقويم والاعتماد الأكاديمي.	✓			
14	تم عمل جميع تقارير المقررات وفق نماذج الهيئة الوطنية للتقويم والاعتماد الأكاديمي .	✓			
15	تم عمل التقرير السنوي للبرامج وفق نماذج الهيئة الوطنية للتقويم والاعتماد الأكاديمي.	✓			
16	تقدير الطلاب العام لجودة المقررات (متوسط تقديرات الطلاب) (برامج - كلية)	✓			
17	التقييم الكلي للطلبة لجودة خبرات التعلم في المؤسسة. (متوسط تقديرات الطلاب).	✓			
18	يناسب عدد أعضاء هيئة التدريس مع أعداد الطلاب طبقا لمعايير الهيئة الوطنية للتقويم والاعتماد الأكاديمي.	✓			
19	تلتزم المؤسسة بعملية التقويم المبنية على المعايير القياسية المرجعية ويتم التحقق من صحة عملية التقويم.	✓			
20	تم استكمال جميع إجراءات التقييم الذاتي و كتابه التقرير	✓			

- يراعى عند تقدير عناصر التقويم مراجعة مقاييس التقويم الذاتي لبرامج التعليم العالي (مقاييس التقدير) استخدام النجوم التقويم .
- يراعى الاتساق بين درجات التقويم في ثالثا: العناصر الأساسية للجودة وثانيا الأنشطة الدورية ويراعى استخدام الاستبيانات الصادرة من الهيئة في أعمال التقييم.

تقرير المراجعة الداخلية لبرنامج تقنية المعلومات (1)

اسم البرنامج : تقنية المعلومات نوعه: طلاب.... – طالبات.....**طلبة.....**
منسق البرنامج: د. اياد حاج سعيد. يوم و تاريخ الزيارة 2015/4/20-19

اعضاء الفريق المراجع للطلاب : د. سامح سعد الدين

اعضاء الفريق المراجع للطالبات: سارة عبد الله الرويشد

المعيار الأول : الرؤية والرسالة والغايات والأهداف (التقدير الإجمالي ***) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-1	مناسبة رسالة البرنامج	***	Short and accurate statement, however there is the word "department" has to be replaced with the word "program" so the mission statement starts as " The mission of the IT program is".... The statement does not include "Ethics."
2-1	فائدة صيغة رسالة البرنامج	***	The mission provides good guidance to draw the objectives of the program. keywords in the statement refer to "Education, Community, Labour market needs, and Research.
3-1	وضع الرسالة ومراجعتها	****	Development and review of the program mission have been done in professional way and passed all the required steps
4-1	استخدام الرسالة	***	Use Made of the Mission: The accreditation committee formatted the program objectives and SLO based on the Mission statement, IT program used the mission in planning their Research work, and to support decision.
5-1	العلاقة بين الرسالة، والغايات، والأهداف	***	Relationship between Mission, Goals, and Objectives - Consistency between Missions (University, College, and Program) studied well mapped. - Relation between the Program Educational Objectives (PEOs) and its mission is also consistence.

أبرز نقاط القوة:

- The mission of the program is consistent with college mission and university mission.
- Considering the mission as a base for program revision and making decisions (example: planning establishing of new units .(
- The mission of the program is available on-line and in building for the students and visitors .
- Approval of the IT mission and Objectives in the department council.
- Establishing advisory council for the program that includes professionals from leader companies in the KSA and US.

أولويات التحسين:

- The strategic plan of the IT program is not available.
- Participation in modifying the program mission
- Enhance local market involvement in the future development of program mission.

مقترحات التحسين:

- Ask both the students, and graduates '(if any) in writing the mission
- Develop the program strategic plan based on the program mission.

- Get the labour market opinion, and
- Ensure that the program is working in the right way to do his mission.

المعيار الثاني : إدارة البرنامج (التقدير الإجمالي ***) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-2	القيادة	***	Leadership: The college consists of two branches (one for male and the other for female students) both are controlled by one dean. Regarding the leadership of the IT program, there is a head for the program and a coordinator for the female section. Several committees were formed in each campus. The program selected an advisory board but it is just established without, yet, any activities. But its rule and objectives are determined.
2-2	عمليات التخطيط	***	Planning process: Planning process is not available at department level, and there is no strategic plan even for the college. The reason maybe as the college is only one and half year old. Current plans involve only gathering information regarding the departments need from number of students, staff, and infrastructure.
3-2	العلاقة بين قسمي الطلاب والطالبات	****	Relationship between the male and female sections: <i>Both sections have the same privileges, resources and care. Course studied at the same level in both sections use to be checked and the head of the department ensures that they are taking the same topics and finish the same syllabus. One can say there is a good and well organized relationship between the two sections.</i>
4-2	الالتزام الأخلاقي	***	Ethics and Integrity: This part wrote at college level, and focused on the regulations and informs both the staff and students about their duties and what are expected from them. Others points were setting policies for examinations, lab rules, and attendance policies. <ul style="list-style-type: none"> - The above are regulations more than ethics codes, which should be given to the students even through indirect methods to prepare them to be merged to the labor market with good behavior and being aware with the ethics of their work.
5-2	السياسات واللوائح التنظيمية	***	Internal Policies and Regulations: <ul style="list-style-type: none"> - IT program is caring about documentation of all the committee meetings. The SSR-IT listed 8 committees, 4 of them are college committee. - The effectiveness of those Policies and Regulations will appear after implementation. - Evidences were available for 2 committees only.

أبرز نقاط القوة:

- Responsibilities made clear using organizational hierarchy chart.
- SLO and CLO were done and recommendations were taken.
- IT program is caring and working to ensure that both sections receive the same SLO and both work on the same syllabi and are taught the same topics for each week.
- Policies for examinations, Lab rules and regulations..
- The terms of reference and operating procedures for major committees are specified.

أولويات التحسين:

- Form an Advisory board for the program.
- Student participation in program plans.
- There is a need to increase the Teaching staff.
- Policies and regulations.
- Coordination between the two sections.
- Verbal decisions should be converted to documented decisions.

مقترحات التحسين:

- Develop a Strategic Plan and Operational plan for the program.
- Develop a delegation of authority.
- Form a student committee and take their opinion in the program plans.
- Activate the advisory board
- Increase the teaching staff (only 3 Phd holders in the male section.)
- Complete program regulations.
- Establish a quality unit at the female section and get coordination between both sections.
- Prepare a Policy handbook.

المعيار الثالث: إدارة ضمان جودة البرنامج (التقدير ***)

تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-3	الالتزام بتحسين الجودة في البرنامج	****	Commitment of Quality Improvement in the Program: <ul style="list-style-type: none"> - Having Vision, mission, objectives - Participation of all teaching staff in self-assessments and cooperates with reporting and improvement processes . - Educational evaluation by measuring various performance indicators. - Follow up the improvements in quality. However, yet you cannot ensure if these improvements have been achieved or recognized.
2-3	نطاق عمليات ضمان الجودة	***	Scope of Quality Assurance Process: <ul style="list-style-type: none"> - -T program is following ABET - -Mapping the Course Learning Outcomes with the SLO. - Leaving the responsibility of mapping the Course Learning Outcomes to one Teaching staff. - Ensure the availability of facilities and learning services. (Note: yet there is no library in the College) - Evaluation of all reports regarding courses, students, SLO
3-3	إدارة عمليات ضمان الجودة	***	Administration of Quality Assurance Processes: <ul style="list-style-type: none"> - This section was written as general statements, the only good part is there is a committee for quality administration which involves the dean of the college and one consultant (Dr Reda Ammar). Having meeting minutes is helping in documentation and follows up process. Educate and statistical analysis of student results is a routine work in all programs in MU. - There is no well structural quality unit with subunits to the program level, it is belongs to the quality centre at the college level.
4-3	استخدام مؤشرات الأداء ونقاط المقارنة المرجعية	**	Use of Performance Indicators and Benchmarks: <p>The program is following ABET criterion's to get accredited, so KPI's were adopted mainly after a-k of ABET. Benchmarks not set yet. also no comparison study has been conducted yet, as this is might be the first SSR .</p> <p>Note: the word "institution means MU" but it is used to mean the college!</p> <p>It is not how are you going to use KIP's rather than How did you use them?</p>
5-3	التحقق المستقل	**	Independent Verification of Evaluations:

Not done "There is no Self Evaluation Report" Only the evaluation forms were designed and examined.		من التقييم	
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أبرز نقاط القوة:

- Following ABET from early stage might lead to accreditation in easy way.
- Preparing CLO Assessment matrices.
- Participation of all teaching staff in the assessment process.
- Planned steps for improvement of the quality.
- Using standards for quality assurance processes.

أولويات التحسين:

- Provide a description of the process for investigation and preparation of report.
- To establish Benchmarks for comparing quality of performance (for example with past performance or comparisons with other institutions (
- Conducting Self Evaluation Study for the Program every 2 or 3 years prior to doing the SSR.
- Make use of the KPI's and analysis the results.

مقترحات التحسين:

- Start working in getting Benchmarks for comparing quality of performance .
- Do Self Evaluation Study for the Program before filling the SSR.
- Deep analysis of the KPI's implementation .
- Do not provide analysis about things that not done yet, unless you mean by the Independent verification the consultant team.

المعيار الرابع: التعلم والتعليم (التقدير الإجمالي ***) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-4	نواتج تعلم الطلبة	****	<p>Student Learning Outcomes</p> <ul style="list-style-type: none"> - IT program is using ABET outcomes and considering NCAAA as well - The program added additional 3 outcomes (l, m, n) especially for IT program. - Feedback / Response form from students is taken on yearly basis for program improvement (early to judge accurately as the program is only one and half year age). - Assessment and quality assurance are planned and introduced very well. - Analysis of scores is introduced in Bar charts with a comparison between the two sections. - Learning barriers defined and learning issues studied based on statistical analysis.
2-4	عمليات تطوير البرنامج	***	<p>Program Development Processes:</p> <ul style="list-style-type: none"> - Plans for program delivery and evaluation were set out in the program specification. - Course files are in process. - Study plan for the program is approved and has clear follow of the courses with their pre-requisites. - The academic study plan started in 2013-2104, and yet not evaluated or modified.
3-4	عمليات تقويم البرنامج ومراجعته	***	<p>Program Evaluation and Review Processes:</p> <ul style="list-style-type: none"> - The quality of the program will be monitor and review regularly, but they did not say how often? - The program designed a plan for revision of the program and the courses, the introduced chart is clear and well if implemented. - IT has one annual report; the next annual report will help in developing the evaluation processes. - Evaluation is mainly relay of: samples of some courses – sample of course report – examination assessment and a copy of the program course grades. This is not sufficient as external evaluation is also needed and Self Evaluation Study must be carried out.
4-4	تقييم الطلبة	****	<p>Student Assessment :</p> <ul style="list-style-type: none"> - It is using two methods for assessment of the SLO: Direct by (teaching staff) and Indirect (Students questionnaires). - Assessment process is demonstrated using Statistical tables

and Charts. (well done)			
- No clear presentation of how the results have been used to develop the educational process.			
Educational Assistance for Students:	***	المساعدات التعليمية للطلبة	5-4
<ul style="list-style-type: none"> - Academic Advisory based on assigning students to faculty staff. (It would be better if the selected advisories understand the policies and nature of student behaviors. {Students appreciated the cooperation of some staff and denied the help of others. - Students in need for better infrastructure in the college like. Canteen, Study rooms, library, labs, and parking area). - Students ask for courses to improve their English but yet no action taken. 			
<i>Note : Keep the sharing area of each student during lab session at minimum 2m² per student</i>			
Quality of Teaching:	***	جودة التدريس	6-4
<ul style="list-style-type: none"> - The description of all the program courses is available in the College web site. - Using English in teaching. - Student attendance is monitored though out the semester. - Visits to random classes and labs revealed the following: <ol style="list-style-type: none"> 1. Some facilities are there but not functioning due to faults or the teacher did not get training to use it. 2. Class rooms are adequate for the current number of students but not if they increased by 50%. 3. Disks, wall painting, lighting, whit board, and arrangements are not to level in the classes. 4. 20% of the students did not follow the teacher, did not record any notes, and were using mobiles during lecture. 5. Only two labs in the college for CS and IT and both have the same instruments, no specialist labs. 6. No library or books in the college. 7. Students complain about their rights to take their midterms exams after corrections (in some courses). 			
<i>Analysis based on a visit to Dr Ahmed Raza Khan, Class #4 from 8:45 to 9 on Monday 20-4-2015 (Number of attended students = 15.)</i>			
Support for Improvements in Quality of Teaching:	***	دعم جهود تحسين جودة التدريس	7-4
<ul style="list-style-type: none"> - A plan to establish an effective system for providing training to faculty and staff in modern teaching methods. - Staff training is get carries out by the University, Program efforts towards this point is not stated. 			
Qualifications and Experience of Teaching Staff:	***	مؤهلات هيئة	8-4
- Number of current teaching staff in IT program is only 4 of			

PhD, their CV,s are available and they were well qualified, however, there is large number of lecturers who participation in delivering lectures (teaching better rely on PhD holders). - Most of the teaching staff came from teaching background (University).		التدريس وخبراتهم	
Field Experience Activities: - There is a Summer Training Committee who prepared itself for following the Summer Training for the students, but students in the program did not reach this point yet (highest level up to 1436-2 is level 6). - Evaluation of summer Training is set out.	**	أنشطة الخبرة الميدانية	9-4
Partnership Arrangements with other Institutions/Organizations - Cooperation in teaching/learning is limited as the department started in 2013-2014.	**	ترتيبات الشراكة مع مؤسسات أخرى	10-4

أبرز نقاط القوة:

- Student Learning Outcomes (SLO) are specified based on the program mission and after considering of relevant academic and advices.
- Intended learning outcomes are consistent with the Qualifications Framework and covering all the domains of learning.
- A clear process for the program outcome and assessment of the courses. (SSR-IT, page 76).
- Freedom of work is available to all faculty and staff.
- Student faculty ratio is adequate. (Up till now).
- Academic Advising has been formed for advice.
- Course reports and Course File are compiled each semester and contain the necessary information.
- Student assessment and evaluation continuous improvement mechanisms have been made clear using the chart in Figure 4.15, SSR (Page 79).
- Assessment processes are clearly communicated to students at the beginning of each course.
- Good use and presentation of both the direct and indirect assessment methods.
- Entry /Eligibility requirements are in place.
- Academic advising is available to all students and there is a special committee assigned to students facing difficulties.
- Students are fully informed about course requirements, learning outcomes and assessment procedures in the beginning of lectures.
- Teaching staff is involved in research activities.
- The Summer Training Committee has established strong ties with major IT Companies in KSA.

أولويات التحسين:

- Adjust the charts dispelling the summary of the average scores, and make clear comparison study between the two sections.
- Teaching resources (books, computers, labs, using of smart board probably, benefit from Data show and other facilities) should be in place.
- More attention to Soft skills including communication and language skills.
- The plans for the delivery of programs and for their evaluation are set out in detailed program specifications that include knowledge and skills to be acquired, and strategies for teaching and assessment, (Good but not to see the impact of this).
- Library is a must for undergraduate students and on-line book are not enough, even if they are trustable. (Currently, there is no library at all).
- Overcome the expected problems regarding the times for the organization of training sessions.
- There should be a balance between these three spheres (teaching, research and administrative work).
- New staff members better to attend a workshop about the best use of the class during lecturing, especially those who came from non-university teaching platform.
- Filed exposure and real life experiences must be encouraged.
- Give hand to the students to improve their English language, as they suffer from gab in this point.
- No PhD doctors detected for the female section.

مقترحات التحسين:

- Statistical analysis unit in the program must work in a vision and follow up from the program quality unit. Results must be interpreted by expertise or senior staff in the program.
- Communications should start to future employers to receive their feedback on the quality of learning process and the program learning outcomes
- Changes in the program or course specifications should be made after a thorough evaluation of the new academic plan. (You won't be able to this good without having a strategic plan, annual report, and reliable self evaluation study).
- Find the way to sort the lack in the infrastructure facilities especially the labs and the books). Or Urge the college move to the new permanent building.
- Students were complain about the time they ask to fill the questionnaires (during the final exam and they do not find sufficient time to understand the questions and thus give correct opinion.
- Revise the course outcomes by expert committee as it has been noted that some courses intended to give more than 8 outcomes! Just check and revise.

المعيار الخامس : إدارة شؤون الطلاب والخدمات المساندة

(التقدير ***)

تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-5	قبول الطلبة	****	Student Admission: <ul style="list-style-type: none"> - Mainly done at institutional level. - Student admissions are performed electronically through the university web site. - Admission grade is set at 3.75/5 - Dismiss and leave of Absences are defined and announced. - Student transfer among the departments are defined but without limits.
2-5	سجلات الطلبة	***	Student Records: <ul style="list-style-type: none"> - Student records are available in secured and protected on the Edugate academic system. . - A hard copy of the student records is available in the academic advising file. - Upon the interview with the students, they do not see their midterm exams papers after correction (in some courses).
3-5	إدارة شؤون الطلبة	***	Student Management: <ul style="list-style-type: none"> - No independent student administration unit for the program, all belongs to one college unit. - The information provided in the SSR-IT about this point is not to the point. (Consider revise this part in the report). - It has been noted that the semester time table is not announced in a clear place for the students. - There is a committee for student's appeals.
4-5	خدمات التوجيه والإرشاد الطلابي	***	Student Advising and Consulting Services: <ul style="list-style-type: none"> - Students are divided into groups, where each group assigned a faculty member for advising. - We have not seen the list of the group on the front door of the faculty office. - Academic guidance and student advisory not only through the direct contact with the supervisors or advisories.

The overall evaluation of this section in the female section scored ****
Additional Star was given for points (5.2 – 5.3 and 5.4).

أبرز نقاط القوة:

- Student's admission policies including; acceptance grades, conditions of dismissing from the university, case of leave of absence, withdrawal, probation and transfer (courses, universities, within MU, Departments) are set very clear to the students.
- The high level of security and privacy of student records.
- The clarity and availability of program information, and rules of admission.
- Well defining of the responsibilities of both the advisories and the students in the farm of advising process.
- Conducting orientation meeting for freshman students.

أولويات التحسين:

- No space is available for student activities in the building. (Student interview revealed their hope to have such facilities).
- Extend the student advising rules and activities further than the direct contact between the student and his advisory.
- The professional career services is not available
- (Instruct the teaching staff Not for all but for who does not do) to give back the corrected midterm exams to the students to understand their mistakes.

مقترحات التحسين:

- Establishing student activity room space to facilitate social interaction among students.
- The provision of library services for students.
- Make the time table visible to all the students, and work in providing better services for their need (exams feedback, books, study rooms, social activities).

المعيار السادس : مصادر التعلم
(التقدير الإجمالي ***)
تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-6	التخطيط والتقييم	***	Planning and Evaluation: <ul style="list-style-type: none"> - At the college level, a proposal for adopting different methods for learning resources including: <ul style="list-style-type: none"> o Interactive learning o Cooperative learning o E-learning - Developing graduation projects booklet. - Make use of electronic testing system. - Evaluation methods for Learning Resources not explained in the provided SSR-IT.
2-6	التنظيم	***	Organization: <ul style="list-style-type: none"> - Books: using the University central library. - No fund for Student books - There is no library in College or free labs for students to facilitate individual and/or group studying. - (Written but not shown in practice): Providing Printers and photocopy machines for the students. - Organization might mean, how does the program organize the learning resources? (Re-write this part on this concept).
3-6	دعم المستخدم مين	**	Support for Users Management: <ul style="list-style-type: none"> - Development of University libraries employees' skills project. - Deanship of Library Affairs site at the University. - IT program or department support for users not explained. The report listed some courses organized by MU Library deanship. - Consider point the role of IT regarding this standard.
4-6	الموارد والمرافق	***	Resources and Facilities: <ul style="list-style-type: none"> - Classrooms and computer labs equipped with various means and facilities on the process of teaching and learning facilities are adequate for the time being. But not all of the facilities are in use, and an abuse of the smart board has been noticed during the site visit.

- College lectures are available and equipped with visual display devices Data Show and Smart Boards in addition to modern lecture hall control system. **But** some of these need repairing or maintenance services.
- Only two labs for the current two programs (CS and IT).

أبرز نقاط القوة:

- Sufficient number of computers in the labs with almost 1 PC/ 1 Student.
- Action taken in e-learning.
- Using the electronic testing system.
- Education patterns conform to targeted learning outcomes.

أولويات التحسين:

- There are no documented plans to improve student satisfaction.
- Student's results are not analyzed at any levels to take advantage of them in the development of educational programs.
- The number of classrooms (4) and laboratories (2) is not suitable to accommodate the increase in the number of students for the years to come.
- Lack of scientific research tools and specialized laboratories.
- No student gathering places to help students study individually or in groups between lectures or different lessons.
- No library in the IT department or even in the college.
- The section organization needs revision.

مقترحات التحسين:

- Creating a center for quiet study halls and team work booths for students to help them on individual and/or group studying.
- Working to increase the teaching labs and student classrooms.
- Establishment of specialized laboratories.
- Provide a place for student activities or some kind of sporting tools.



المعيار السابع: المرافق والتجهيزات (التقدير الإجمالي **) تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكو د
Policy and Planning: <ul style="list-style-type: none"> - Currently, this point is governing by the University; however, the department has to have his policies and planning at least about their needs of instruments and labs. - Faculty members for are not being consulted before buying equipment. 	**	السياسة العامة والتخطيط	1-7
Quality and Adequacy of Facilities and Equipment: <ul style="list-style-type: none"> - The allocated perimeter for the College is sufficient for the time being. - Survey of College building in terms of design and space to make sure the suitability of the educational process - Report of the College building and equipments 	***	جودة المرافق والتجهيزات وكفايتها	2-7
Management and Administration of Facilities and Equipment: <ul style="list-style-type: none"> - Not stated. - Two labs, one was clean and well arranged, but the second was mess with wires on the floor. 	**	الإدارة والشؤون الإدارية للمرافق والأجهزة	3-7
Information Technology: <ul style="list-style-type: none"> - Internet (wireless is available). - Computers as PC's are sufficient for the student capacity. 	**	تقنية المعلومات	4-7

أبرز نقاط القوة:

- Sufficient number of computers for the students.
- The main building has only one exit point.
- Make the labs tidy.

أولويات التحسين:

- Safety instructions are not announced in the labs.
- The main building has only one exit point.
- Make the labs tidy
- Emergency exit points.
- No plan for regular maintenance of the equipment (has been noticed in the Lab #2).
- Faculty members are not being consulted before buying equipment's necessary for learning.
- There is no approved plan for or a specific timetable for the procurement and maintenance.
- There are no plans for emergency evacuation in the event of natural disasters,

- No signs showing the entrances and emergency exits.
- There is no plan for regular maintenance of the facilities and equipment and the lack of adequate facilities for people with special needs.

مقترحات التحسين:

- Safety instructions should be visible and read by the students
- Urge the College transfer to the new building where classrooms and laboratories will be fit.
- Make the computers available for students in between classes in places different than the
- Computer labs, so they can study and perform their exercises.
- Develop periodic maintenance plan for all devices to ensure the continuity of their work Satisfactorily.

لمعيار الثامن : التخطيط والادارة المالية

(التقدير الإجمالي *)

تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
Financial Planning and Budgeting: <ul style="list-style-type: none"> - New college, so the plans are not clear until now. - Program needs are rising to the University for Decision. - No certain budget assigned to the program. 	*	التخطيط المالي وإعداد الميزانية	1-8
Financial Management: <ul style="list-style-type: none"> - Not clear. 	*	الإدارة المالية	2-8

أبرز نقاط القوة:

- Almost Nil

أولويات التحسين:

- No certain budget assigned to the program.
- No pre planned budgeting and no clear protocol for funding.

مقترحات التحسين:

- Thinking of rising additional funding for the program.
- Asking the university to allocate separate budget for the program.
- Once the budget is known, the department can set its plans over the year.

المعيار التاسع: عمليات التوظيف (التقدير الإجمالي ***) تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
Recruitment: <ul style="list-style-type: none"> - Last year (1435), the college has made big steps in the employment of new qualified faculty members either with the Saudi nationality or from other countries. - The college established a fair and good recruitment system where the criteria or picking the suitable TA is defined. 	****	التوظيف (والتعين)	1-9
Personal and Career Development: <ul style="list-style-type: none"> - Based mainly on the training and developing skills arranged by the University. - Nothing written about the staff promotion - Provided evidences are: TA manual, and list of staff attended Workshops. 	***	التطوير الشخصي والوظيفي	2-9

أبرز نقاط القوة:

- Establishment o a fair recruitment system where the criteria or picking the suitable TA is defined. Last year the department received 14 applications for IT Program.
- Keeping eye on the Faculty/Student ration to maintain the ratio within the standards.
- Procedures for TA recruitments.

أولويات التحسين:

- Procedures and policies for recruiting non-Saudis are not set.
- Increase the number of teaching staff (PhD holders) as the program has only three PhD's.
- Attention should be paid for the possible gab that might appear if most of the Saudi TA is leaving for PhD studies (many of them will leave next year. [This will affect the female section more than the male section.
- Study of the needed course for faculty members and staff should be conducted either by a survey or by and external body.

مقترحات التحسين:

- Find a way for encouraging the staff for attending all the seminars, workshops and courses that lead to improve their teaching or career
- Preparing report on the needs of the staff when it comes to knowledge and skills needed.

المعيار العاشر : البحث العلمي (التقدير الإجمالي **) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-10	مشاركة هيئة التدريس والطلبة في البحث العلمي	***	Teaching Staff and Student Involvement in Research: <ul style="list-style-type: none"> - The college has a research committee (headed by the dean) consists of 5 doctors - Student contribution in scientific student conferences did not appear yet. - The college staff got two funded projects in the last two years.
2-10	المرافق والتجهيزات البحثية	*	Research facilities and Equipment: <ul style="list-style-type: none"> - Almost no research facilities are available, but there is a plan for the preparation of research facilities. - No library.

أبرز نقاط القوة:

- The percentage of Staff participation in conferences and producing journal papers is reasonable and accepted if compared with the number of staff.
- Two funded projects :
 1. Project #1: funded by Engineering and Applied Science Research Centre of MU, SAR 36000 (2013 -2014)
 2. Project #2: funded by King Abdulaziz City for Science and Technology, KSA. SAR 177000.
- There is research strategic plan.

أولويات التحسين:

- Adding more services to each research theme.
- Advanced labs for research
- Research facilities (library, equipment, funds, supporting participation in international conferences).
- More attention to the student researches and presentations in conferences.

مقترحات التحسين:

- Early study for the need of postgraduate program in the field of IT.
- Put waits for contract renewable based on the research activities.
- Forming a small research groups.
- Cooperating with other departments for multi-disciplinary projects.

المعيار الحادي عشر: العلاقات مع المجتمع (التقدير الإجمالي **) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-11	السياسات حول العلاقات بالمجتمع	**	Polices of Community partnership: <ul style="list-style-type: none"> - Despite the few teaching staff in the department, IT program introduced one academic program to the community (Tjseer).
2-11	التفاعل مع المجتمع	*	Interaction with the community: <ul style="list-style-type: none"> - Only via the Tajseer program

أبرز نقاط القوة:

- The program presents one program to the local community.

أولويات التحسين:

- There is no action plan to present services for local community based on the NCAAA or ABET.
- .There is no plan for continuous communication with program alumni
- There is no database for services presented to the community.

مقترحات التحسين:

- Encourage faculty members to participate and in community services and consider it in the promotion criteria.
- Develop database for services presented to the community.
- Open link with the secondary schools and those who are in need for IT.

أعضاء فريق الزيارة الميدانية :

SaMeH
Sarah

التوقيع
التوقيع

الاسم د. سامح سعد الدين أحمد
الاسم أ. سارة عبد الله الرويشد

تقرير المراجعة الداخلية لبرنامج علوم الحاسب (2)

اسم البرنامج : تقنية المعلومات نوعه: طلاب.... – طالبات.....**طلبة.....**
منسق البرنامج: د.عبد الله الحسين. يوم و تاريخ الزيارة 2015/4/20–19

اعضاء الفريق المراجع للطلاب : د. عبد الرحمن القواسمي
اعضاء الفريق المراجع للطالبات: د سوسن محمد عمر

General Report of Academic Program

1- Sort description of the visit:

- With that program is new, a great work and development is observed.
- The administration and faculty members are interested in the quality issues.
- The Billboards do not reflect the the program identity
- The building is almost one floor and the place is limited for the students and the staff.
- Classrooms suited with means of education and tidy and clean
- Good labs, but need to rearrange because the current arrangement is inconvenient for the students to follow the explanation and the application.
- Everyone works as a team.
- There are no signboards at the entrance to the building to the department.
- There are no billboards of the vision and mission and goals of the program

2- Main observations and Comments

- With that program is new, a great work and development is observed.
- The administration and faculty members are interested in the quality issues.
- The Billboards do not reflect the the program identity
- The building is almost one floor and the place is limited for the students and the staff.
- Classrooms suited with means of education and tidy and clean
- Good labs, but need to rearrange because the current arrangement is inconvenient for the students to follow the explanation and the application.
- Everyone works as a team.
- There are no signboards at the entrance to the building to the department.
- There are no billboards of the vision and mission and goals of the program

3- Suggestions and Recommendations:

- There is no strategic and action plans of the college (program)
- More attention should be given to the facilities and learning resources.
- Teaching strategies should be discussed and analyzed.
- The students appeal process should be clear and announced.
- The vision and mission and goals of the college and the program should be announced in the building.
- The establishment of library.
- The staff rooms should be arranged since they are not comfortable and small.
- The establishment of Bookshop for student services.

المعيار الأول : الرؤية والرسالة والغايات والأهداف التقدير الإجمالي (***) تقييم المعايير الفرعية :

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-1	مناسبة رسالة البرنامج	**	<ul style="list-style-type: none"> Mission did not clearly defined the research skills. Written that "The latest knowledge and advanced skills" is related to research keyword. As well as the program mission has been reviewed and accredited
2-1	فائدة صيغة رسالة البرنامج	***	<ul style="list-style-type: none"> The usefulness of the mission is well defined. The importance of the mission in providing guidance to develop and to evaluate program is written.
3-1	وضع الرسالة ومراجعتها	**	<ul style="list-style-type: none"> The mission was reviewed On August 2014 by the Dean of college of Computer Sciences and Information established the accreditation committee for IT and CS program that includes some Written about the revision made to mission and objectives and using surveys but no analysis about the changes made and no comparisons between the old and the new one. Especially it is mentioned that the committee found out that the mission is partially consistent with college and University mission.
4-1	استخدام الرسالة	***	<ul style="list-style-type: none"> The use made of mission based on general statements and not on specific facts. There is a confusing between the usefulness of the mission and the use made of the mission.
5-1	العلاقة بين الرسالة، والغايات، والأهداف	**	<ul style="list-style-type: none"> The consistency made for objectives with Program, college and University missions. Table 1.5.1 should be revised.

أبرز نقاط القوة:

- The mission partially consistent with the mission of the College and University
- The analysis provided are informative and detailed
- The importance of mission and its role in writing objectives and development of the program well defined and explained.

أولويات التحسين:

- The mission is not published in english language in the english university website.
- The research skills are not included clearly in the Mission.

- The consistency of the objectives with College and University should be revised.
- Long statement of the mission
- The department mission and Program mission are used describe the same mission.
- Put billboards inside the building for the program and the college mission and the university mission.

مقترحات التحسين:

- Shorting the mission and Adding the research skills in the mission
- Using "Mission of Program" and not "Mission of Department"
- Publishing the English version of the mission on the english version of the university website.
- Defining the internal and the external benchmarks
- Writing a clear process of revision and improving process of the mission
- Develop strategic plan for program on basis program mission.
- Enhance labour market involvement in the future development of program mission and the strategic plan

لمعيار الثاني : إدارة البرنامج

التقدير الإجمالي (**)

تقييم المعايير الفرعية

مبشرات التقدير	التقدير النجمي	المعيار الفرعي	الكود
<ul style="list-style-type: none"> - The leadership is defined in the SSR as a historical overview of the establishment of the college and programs. -Nothing specific about the leadership of the program. -The advisory board is formed at college level . -There is no Advisory board at the program level. A Survey has been conducted to measure the satisfaction level for the faculty members, which shows that the accessibility to the departments' heads and how do they handle the recommendations , complaints, and remarks 	**	القيادة	1-2
<ul style="list-style-type: none"> - There is no strategic or action plans. - Students learning outcomes and course learning outcomes are done and reviewed multiple times and recommendations from meetings are handled with care. 	**	عمليات التخطيط	2-2
<ul style="list-style-type: none"> - The relation between Male and Female sections is well defined Still the process of cooperation and the procedure of achieving work are missing. - To further support the relation, most committees have included a representative from the female section including the college council, admission committee, documentation committee, exam committee, and all the departments' councils 	***	العلاقة بين قسمي الطلاب والطالبات	3-2

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
<ul style="list-style-type: none"> - The program adopted the turnitin service for checking the similarity - There are examination and, disciplinary Committees 	***	الالتزام الأخلاقي	4-2
<ul style="list-style-type: none"> - Policies and regulations are defined through committees and forms. 	**	السياسات واللوائح التنظيمية	5-2

أبرز نقاط القوة:

- Adopting the turnitin services for checking paralogism
- Well defined the relation between male and female sections

أولويات التحسين:

- No strategic o action plans
- No Undergraduate handbook containing policies and regulations
- No Program advisory board

مقترحات التحسين:

- To work on the strategic and actions plans
- Policies and regulations should be summarized in a handbook and clearly announced.
- Pursuing the full organizational hierarchy though recruitment and spreading responsibilities according to a policy and procedures for the college.
- Work on a college strategic plan and from it the program strategic plans can be established
- Make a formal table/matrix to give teaching feedback.
- Create documents for the state about the delegation of authority to Program Managers and make it available to program managers.
- Create documents specifying the regulations governing delegations of authority and make it available to program managers

المعيار الثالث: إدارة ضمان جودة البرنامج

(التقدير الإجمالي **)

تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
<ul style="list-style-type: none"> - No action plans for program quality improvement -The process of improving directed on creating forms and templates 	**	الالتزام بتحسين الجودة في البرنامج	1-3
<ul style="list-style-type: none"> - The scope of Quality Assurance Processes is concentrated on the feedback from learning outcomes assessment. 	**	نطاق عمليات ضمان الجودة	2-3

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
• -No evidences about the specific evaluation process of the program			
• - There is a quality center for all college • -There is no quality unit formed for the program.	**	إدارة عمليات ضمان الجودة	3-3
No internal or external benchmarks.	*	استخدام مؤشرات الأداء ونقاط المقارنة المرجعية	4-3
• There is no independent verification of Evaluations.	*	التحقق المستقل من التقييم	5-3

أبرز نقاط القوة:

- The existence of of forms and templates for helping of achieving the quality work in the program.
- There is a quality center
- The process of evaluation the course learning outcome assessment.

أولويات التحسين:

- No Program quality Unit formed
- No internal or external benchmarks
- The process of quality evaluation is not complete
- No action or operational quality plans

مقترحات التحسين:

- Determining the internal and external benchmarks
- Forming a quality unit in the program
- Working on an action plan for quality improving process
- The format for indicators and benchmarks should be consistent with that adopted for the institution as a whole.
- Documentation for the meetings consisting of the agenda and a report of the decisions.

المعيار الرابع: التعليم والتعليم

(التقدير الإجمالي (***)

تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-4	نواتج تعلم الطلبة	****	<ul style="list-style-type: none"> - The ABET learning outcomes used and mapped with NCAAA outcomes. -Summary and analysis of Direct and indirect assessment methods are introduced. -There are comments and recommendations regarding the analysis results.
2-4	عمليات تطوير البرنامج	***	<ul style="list-style-type: none"> The program Evaluation and Review process are presented in general manner. -No action plan for evaluating processes.
3-4	عمليات تقويم البرنامج ومراجعته	***	<ul style="list-style-type: none"> - Students Surveys (Program and experience) are used to evaluate and reviewing the program -
4-4	تقييم الطلبة	***	<ul style="list-style-type: none"> - Analysis of direct and indirect assessment method for several courses are written. -Delivery of Learning outcomes is checked using Rubrics -Mapping between ABET and NCAAA LO for each course is presented.
5-4	المساعدات التعليمية للطلبة	*	<ul style="list-style-type: none"> - There are several classrooms and two labs for the program -The number of teaching staff and teaching assistants is adequate.
6-4	جودة التدريس	**	<ul style="list-style-type: none"> The quality of teaching is not of the high level. The teaching strategies observed is traditional and may not suitable for specific courses.
7-4	دعم جهود تحسين جودة التدريس	**	<ul style="list-style-type: none"> Number of instructors participated on training courses.
8-4	مؤهلات هيئة التدريس وخبراتهم	***	<ul style="list-style-type: none"> There are two Ph.D. Holders and four lecturers specialized in computer science
9-4	أنشطة الخبرة الميدانية	*	<ul style="list-style-type: none"> There is no any regulations or field experience form.
10-4	ترتيبات الشراكة مع مؤسسات أخرى	****	<ul style="list-style-type: none"> There is number of partnerships with Oracle Academy and CISCO

أبرز نقاط القوة:

- Using ABET learning outcomes mapped with NCAAA
- The detailed analysis of methods of assessments for courses and score summary.
- The partnership with Oracle Academy and CISCO

أولويات التحسين:

- No library in the building
- The teaching strategy observed is no effective
- The Program specifications needs revision
- The course file is not well organized: data missing
- Course specifications , course report are partially filled with errors
- No annual evaluation report
- No self-evaluation report presented.

مقترحات التحسين:

- Revising the program documentations : Program specifications, course specifications and course reports.
- Checking the teaching strategies used and make analysis about their effectiveness on the assessment result and delivery of intended LO to achieve goal and objectives.
- Develop a special committee to students facing difficulties.
- provide effective orientation and training programs for new teaching staff
- Develop more industry / corporate relationships/Tie-Ups.
- start cooperation agreement with selected institution in the field of education & research.

المعيار الخامس : إدارة شؤون الطلاب والخدمات المساندة (التقدير الإجمالي ***) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-5	قبول الطلبة	****	<ul style="list-style-type: none"> The students admission rules and regulations are presented and clear.
2-5	سجلات الطلبة	****	<ul style="list-style-type: none"> The university uses the edugate academic system for students record.
3-5	إدارة شؤون الطلبة	**	<ul style="list-style-type: none"> - The students management includes students disputes and appeals. -There is no procedure and regulations of appealing process.
4-5	خدمات التوجيه والإرشاد الطلابي	**	<ul style="list-style-type: none"> - There an advising process and guide. -The students are distributed among instructors.

أبرز نقاط القوة:

- The admission rules are clear and well defined
- There is an advising guide for students and instructors.

أولويات التحسين:

- The appealing process is not clear.
- Establishing student activity room space to facilitate social interaction among students.
- Presenting professional career service in addition to academic advising

مقترحات التحسين:

- Working on he appealing procedure and to be announced for students.
- The provision of a social worker for the students.
- The provision of library services center.

المعيار السادس : مصادر التعلم

(التقدير الإجمالي *)

تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
<ul style="list-style-type: none"> • The college (program) trying to use the interactive learning . 	**	التخطيط والتقويم	1-6
<ul style="list-style-type: none"> • No College library is considered. 	*	التنظيم	2-6
<ul style="list-style-type: none"> • The College (program) working on using Libraries system KOHA as a digital library. 	**	دعم المستخدمين	3-6
<ul style="list-style-type: none"> • - The classrooms are equipped with smart boards and smart controlling system. • -There are two labs 	*	الموارد والمرافق	4-6

أبرز نقاط القوة:

- The classroomis equipped with smart boards.

أولويات التحسين:

- The smart boards are not used in the appropriate way.
- Labs suffers from the invisibility for some angles of the room.
- The safety requirements are not hanged in the Labs.

مقترحات التحسين:

- The Labs should be reorganized and safety requirements should be hanged
- Library should be established.
- More effective using teaching aids.

- Customize a hall for reading (books and scientific journals...etc).

المعيار السابع: المرافق والتجهيزات (التقدير الإجمالي **) تقييم المعايير الفرعية

مخرجات التقييم	التقدير النجمي	المعيار الفرعي	الكود
<ul style="list-style-type: none"> No strategic or action plans. The college now concentrated on operational aspect. Faculty members are not being consulted before buying equipments necessary for learning. - There is no approved plan or a specific timetable for the procurement and maintenance. -The number of halls and laboratories is not suitable to accommodate the increasing number of students for the years to come 	*	السياسة العامة والتخطيط	1-7
<ul style="list-style-type: none"> - Classrooms are long and not suitable for learning -Labs suffers from the absence of line of sight and no safety requirements are hanged . -There is a rest room and kitchen There are no plans for emergency evacuation in the event of natural disasters, and there are no maps showing the entrances and emergency exits. - There is no plan for the maintenance, restoration, renovation and ensure safety of all building departments. - No student gathering places to help students study individually or in groups between lectures or different lesson 	**	جودة المرافق والتجهيزات وكفايتها	2-7
<ul style="list-style-type: none"> Administrative rooms are good. 	***	الإدارة والشؤون الإدارية للمرافق والأجهزة	3-7
<ul style="list-style-type: none"> Computers and other facilities are provided to employers. 	***	تقنية المعلومات	4-7

أبرز نقاط القوة:

- The administration facilities are good
- There are enough computers for all faculty members.
- Computers available for students are sufficient for the time being to enable them to study and perform exercises.

- Existence of a unit for information technology to take care of all the technical aspects of the College

أولويات التحسين:

- Classrooms and Labs are not in very good conditions
- No cafeteria for students

مقترحات التحسين:

- Classrooms and labs should be given more attention
- Working on a Cafeteria for students
- Provide student gathering places for activities
- Provide maps showing the building entrances and emergency exits

المعيار الثامن : التخطيط والادارة المالية (التقدير الإجمالي *) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-8	التخطيط المالي وإعداد الميزانية	*	Nothing •
2-8	الإدارة المالية	*	Nothing •

أبرز نقاط القوة:

- Nothing

أولويات التحسين:

- Nothing

مقترحات التحسين:

- Nothing

المعيار التاسع :عمليات التوظيف (التقدير الإجمالي **) تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-9	التوظيف (والتعيين)	***	• The employment process is defined.
2-9	التطوير الشخصي والوظيفي	*	• - Instructors participated in some training courses and workshops held by the quality deanship. • -There is no statistic about personal and career development.

أبرز نقاط القوة:

- The employment process is defined

أولويات التحسين:

- No clear personal and career development plan for instructors.
- Inform the staff members of the determinants of performance, procedures and the criteria used to evaluate them.
- Documentation of the training processes for all staff members.

مقترحات التحسين:

- The career development of the program members should maintained through a clear procedures. And it should take in the account needs, specializations and duties.
- A Study of the needed training courses for faculty members and staff should be conducted by a survey.
- The performance evaluation for faculty members and administrative staff should be clear.

المعيار العاشر : البحث العلمي

(التقدير الإجمالي **)

تقييم المعايير الفرعية

الكود	المعيار الفرعي	التقدير النجمي	مبررات التقدير
1-10	مشاركة هيئة التدريس والطلبة في البحث العلمي	***	<ul style="list-style-type: none"> • Number of instructors are participated in the research and published several articles • There are funded research projects • There is a strategic research plan for 5 years • Nothing mentioned about the participation of students in research activities
2-10	المرافق والتجهيزات البحثية	*	<ul style="list-style-type: none"> • Not observed.

أبرز نقاط القوة:

- Publications of research articles
- Existing of funded research project
- The strategic research plan

أولويات التحسين:

- No research action plan
- The absence of research facilities and equipments.
- No participations of students in the research activities

مقترحات التحسين:

- Working on a research action plan
- Encouraging students to participate in the research activities through a predefined research plan intended for students.
- Establish center of research with the latest technology and facilities.
- Make service contract with top Universities / research institutions

المعيار الحادي عشر: العلاقات مع المجتمع

(التقدير الإجمالي *)

تقييم المعايير الفرعية

مبررات التقدير	التقدير النجمي	المعيار الفرعي	الكود
No policy is defined	*	السياسات حول العلاقات بالمجتمع	1-11
The college offers Diploma program but not in computer science.	*	التفاعل مع المجتمع	2-11

أبرز نقاط القوة:

- The CS program serving society through teaching as any program in the university.
- Partnership with IT companies

أولويات التحسين:

- No social activities
- No action plan to serve society

مقترحات التحسين:

- Working on an action plan to serve society.
- Develop a database for services presented to the community
- Encourage faculty members to participate in community services and consider it in promotion criteria

