



To

The Respected Dean/HOD/Quality Unit Head

College of Sciences and Arts Al-Majardah

King Khalid University**Quality Plan Report For September (2021-2022)****Semester-1-2 Year 1443-1444****The following tables present plan the topics Implementation of Quality Committee:**

Course code:		Course Name: Quality Control	
S. No	Quality Plan	Strategy	Status/Implement
1	Course specification faculty members	1 Week (30/8/21)	Done
2	Course Plan Format/Course Report- faculty members	2 Week (3/9/21)	Done
3	New Course Plan of Bachelor of Computer Science & Quality File- faculty members	3 Week (13/9/21)	Done
4	Course Lab manual ,Course file format- faculty members	3 Week (14/9/21)	Done
5	Course Report CS Dept. All summer session & Submission list	4 Week (18/9/21)	Done
6	Preparing a plan together new members for course in the field of teaching & learning	4 Week (18/9/21)	Done
7	Review programs specification and course on newest forms for commission and in accordance with the Saudi qualifications framework	4 Week	Done
8	Making a development plan for the activities of academic development & quality unit	4 Week (22/9/21)	Done



9	A review monthly report and results	5 Week (1/11/21)	done
10	Development courses for member and student training (5-Training Done 5 remain)	6 Week (8/11/21)	Done
11	Semester -1 all quality related documents Submitted	27/1/2022	Sent- Done
Second Semester 1443 (2022)			
1.	Couse Plan, Start Course, Monthly report format sent to faculty members	1 Week 24-28-1-21-	
2	Spreading the culture of measurement by holding courses & workshops that discuss how to control tests under e-learning	2 Week	
3	Recording the difficult or problems facing the development & quality programs and proposing solution for them	3 Week	
4	A file for measuring the performance indicators	4 Week	
5	Academic Accreditation Plan for the part	5 Week	
6	Annual report of programs and Courses File Sem-1-2	1-16 Week Sem-1-2	
7	Executing plans for academic programs and measuring the performance indicators of each plan	6 Week Sem-2	
8	Departments must document all activities, events and training courses help.	2-9 Week Sem-2	
9	Supervising the educational process	3-12 Week Sem-2	
10	Paying attention to development training course female students, provided that they are implemented in the form of initiatives or training courses advertise it for all levels of the program	2-16 Week Sem-2	
11	What comes new of businesses? (Minimum 9 Research Papers and Training events) Semester -2 all quality related documents Submission	16 Week Sem-2	



**Academic Development and Quality Committees at the college level
:(Program development and quality coordinators computer science (Sem-2- 2022**

Date-27/1/22 Time- 6:00-7:00 PM

:Meeting Points

I would like to inform you that the important responsibility of our department committees. Supervision all activities, quality works and the academic approval on the faculty standard.

Discussion Points:

- 1- Discussing the learning outcomes for the first semester in a department council and submitting a copy from the council to the unit- **(Heads of programs & measurement and evaluation)** **(Done)**
- 2- Discussing course and program plans (the form is attached)- **(Heads of programs & the plans and curriculum committee)** **(Proposed)**
- 3- Ensure the descriptions of the courses on the latest forms of the Commission in the programs report and monthly report- **(Program Coordinators)**
- 4- Determining the actual start date for teaching and Monthly courses Report- **(Program Coordinators)**
- 5- Contacting members to submit course plans -**(Measurement and evaluation)**
- 6- Informing members that the training center is responsible for supervising any course held in the college and measuring satisfaction) Its beneficiaries) - **(Training and Measurement Center)**
- 7- Advice members to complete the Start here icon on the Blackboard - **(E-learning)**
- 8- Determine the second semester plan and present it to members so that they can participate in community service - **(Community service)**
- 9- Developing a plan to list the materials and educational needs of a traditional semester -**(Educational services)**



- 10- All Complete the first second semester reports- (**Program Coordinators**)
- 11- Complete everything related to the committees on the college website- (**Everyone**)
- 12- **Minimum 9 Research Papers and Training events (All)**
- 13- Reviewing the development and quality plan and adding or modifying it -(**All give Suggestions**)

Computer Science Department Quality Coordinator and Members

S.No	Quality unit	Name of Team	Signature
1	Quality Coordinator	Dr. Nirmla Sharma	
2	Member	Dr. Hosam	
3	Member	Dr. Olfa	
4	Member	Dr. Fatima	
5	Member	Ms. Sameera	
6	Member	Ms Fabiha	
7	Member	Ms. Galiha	
8	Member	Ms. Aswqua	

Quality Coordinator CS

Dr. Nirmla Sharma

Date: 27/1/22

KINGDOM OF SAUDI ARABIA

Ministry Of Education

King Khalid University

Majardah College of science and Literature
Academic Development and

Quality Unit



المملكة العربية السعودية
وزارة التعليم
جامعة الملك خالد
كلية العلوم والآداب بالمجاردة
وحدة التطوير الاكاديمي والجودة