



**The report of following up the implementation of some plans of improving the fourth standard concerning the recommendations of external reviewers**

**Name of College: Sharourah College of Arts and Sciences**

**Programs: Chemistry**

**Note:** The activity/targeted that is fully completed is referred to as "achieved". Implementation of an activity is in progress is referred to as "Not achieved".

S	Targeted	Name of Program (2) Chemistry		Notes
		Achieved	Not achieved	
1	Forming committees in the academic programs in cooperation with colleges' strategic planning committees to review the program's mission with the possibility of being restricted only to the educational aspect without the scientific research and community service aspects.	Achieved		The committee of updating the Mission and the Objectives of Chemistry program was formed on 1/5/1437. The updated Mission was approved by the Department Council on Wednesday, 8/5/1437h – 16/2017g. Decision no 8/6/3/35/3. <u>The Mission of the Educational Chemistry department:</u>

**The template should be repeated in case there are more than three programs at the College**

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
				Preparation of scientifically and educationally highly efficient teachers in the field of Chemistry according to the Islamic values and Quality criteria. .
2	Linking the program mission and objectives to the program Learning Outcomes.	Achieved		The Mission was divided into three items that are linked to the objectives and the Learning Outcomes
3	The research activities and community services should be involved in the missions of departments and colleges, not in the programs' missions..	Achieved		A committee was formed in the department including three domains: Educational, Researching ,and Community Service Domains. <u>The Mission of Chemistry department:</u> Preparation of scientifically and educationally highly efficient teachers in the field of Chemistry according to the Islamic values and Quality criteria -It was approved by the Department Council.

\*The template is replicated if there are more than three programs at the College

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
4	Forming the internal review committees in the academic programs.	Achieved		<p>A committee was formed to review and evaluate the specification and content of the Exam paper of the Chemistry department by the decision no 7/2/3/35/37.</p> <p>A committee was formed to review the learning outcomes of the Chemistry program and the academic courses. The minutes of the ninth meeting of the department council in the academic year 1434/1435 by decision no 2/8/3/35/35 on Wednesday 6/8/1435h – 1/5/1437h</p> <p>A committee was formed to review the mission and objectives of the program on 1/5/1437h</p>
5	Reviewing all program specifications by internal review committees - in light of the program modified mission - to be consistent with the NCAAA form, ensuring that the programs' Learning	Achieved		A committee was formed to review the specifications of the program and were distributed to the members of the committee for reviewing in light of the

**\*The template is replicated if there are more than three programs at the College**

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
	Outcomes are written by using action verbs and stated as measurable competences in the Learning Outcomes domains that cope with the program and are no more than 14 Learning Outcomes, ensuring that they are complete, consistent and accurate.			recommendations of NCAAA and a report was prepared for reviewing.(enclosed)
6	Reviewing all course specifications by the Internal review committees to be consistent with the NCAAA form, making sure that the programs' Learning Outcomes are written by using action verbs and stated as measurable competences in the Learning Outcomes domains that cope with the course content and are no more than 8 Learning Outcomes, ensuring that they are complete, consistent and accurate.	Achieved		

\*The template is replicated if there are more than three programs at the College

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
7	Reviewing the program and course specifications and writing reports on the reviewing processes by the College Technical Support provider.	Achieved		The reviewing was done and the reports of reviewing the specification of the program and the specification of courses by the Technical Support Provider of the College are enclosed.
8	Reviewing program and course specifications by External Reviewers who must be an expert in the development and quality programs which did not accomplish this step (included in program review)	Achieved		The specification of the program and its courses was reviewed by the External Reviewer(Prof. Abdullah Asiri) The Dean of the College of Science at King Abdul Aziz University and approved the report of the External Reviewer at the seventh department council on Monday,27/5/1434h0-9/4/2013 with the decision no 3/7/3/35/34. The specification of the program and its courses was reviewed by Prof. Soad Saad Al Din ,the Technical Support Provider at the College of Science Arts I Sharurah (The reviewing reports are enclosed)
9	Ensuring getting the benefit from reports of reviewing and evaluating the program	Achieved		

\*The template is replicated if there are more than three programs at the College

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
	specification in all the reviewing stages by the program Coordinator			
10	The course teacher should review and modify the course specification based on the reports of reviewing the course specification in all stages of reviewing under the supervision of the program Coordinator	Achieved		
11	Discussing reports of reviewing and the modified specifications in the Departments' Councils and in the meetings of the Advisory Committees.	Achieved		The report of reviewing the course specifications was approved at the sixth meeting of the department council on Thursday.15/6/1437by decision no 15/7/3/35/3. The report of reviewing the specification of the program is being approved at the department council.
12	Sending the program specifications and all review reports to Teaching and Learning Unit at the Deanship of Development and	Achieved		The program specifications with all reviewing reports were sent to the Teaching and Learning unit at the

\*The template is replicated if there are more than three programs at the College

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
	Quality for evaluation.			Deanship of Development and Quality for evaluation
13	Tackling the minor and major changes in the program according to the University system and NCAAA criteria (in case of major changes, the program must be accredited by Vice-Rectorship for Academic Affairs).	Achieved		Based on the major changes ,the plan of the program changed and the specifications of the new plan were reviewed from the unit of Development and Quality at the College and the University to be approved.
14	Preparing a “program File” which includes the program current files and its modified ones; all processes inside the Program File must be documented in the Program File	Achieved		The “Program File” is available in the Quality corner of the department which is relevant to reviewing and updating the program-files are available with the Quality Coordinator in the program.
15	Conducting training programs for the Faculty Members, specially the novice ones, in all academic programs, such as "Program Specifications and "Course Specifications"..	Achieved		A report of the percentages of training the Faculty Members in the Chemistry program in the male and female sections in the academic year 1436/1437h

\*The template is replicated if there are more than three programs at the College

		Name of Program (2) Chemistry		
S	Targeted	Achieved	Not achieved	Notes
16	Preparing an action plan in every program to accomplish all processes of revision and modification under the supervision of the college Technical Support Provider at the Deanship of Development and Quality –The reviewing and modification processes should end by 21 Jumadal-Awwal1437-1 <sup>st</sup> March 2016.	Achieved		An action plan was prepared to finalize all the reviewing processes of the program with clear description of the required activities ,implementation responsibility ,and the time plan of implementing the activities by the Technical Support Provider at the College

\*\*Percentage of achievement of the Chemistry program:

$$\frac{\text{Number of accomplished activities (16)}}{\text{Total number of accomplished activities (16)}} = 100 \%$$

\*The template is replicated if there are more than three programs at the College



Approved by,  
Dean of College

-----

**\*The template is replicated if there are more than three programs at the College**