هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

اعتماد
NCAAA

T16
2019

Annual Program Report
(Postgraduate Degree)

Program Name:	
Qualification Level:	
Department:	
College:	
Institution:	
Academic Year:	
Main Location:	
Branches offering the Program:	• …………………………………………….. • …………………………………………….. • ……………………………………………..

VISION 2030 رؤية
المملكة العربية السعودية
KINGDOM OF SAUDI ARABIA

تميز NCSEE
مسار MASAR
اعتماد
قياس QIYAS

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Table of Contents

A. Implementation of Previous Action Plan

Considering the recommendations of the previous year annual report, list the planned actions and their status.

Priorities for Improvement	Planned Actions	Responsibility of Action	Planned Completion Date	Level of Completion		If Not Completed	
				Completed	Not Completed	Reasons	Proposed Actions
1.							
2.							
3.							
4.							

B. Program Statistics

1. Students Statistics (in the year concerned)

No.	Item	Results
1	Number of students enrolled at all levels of the program	
2	Number of students who started the program	
3	Number of students who graduated	
4	Number of students who completed major tracks within the program (if applicable)	
	a.	
	b	
	c.	
5	Number of students who completed an intermediate award specified as an early exit point (if any)	

2.Analysis of Program Statistics
(including strengths, areas for improvement, and priorities for improvement)

Strengths :
Areas for Improvement:
Priorities for Improvement:

C. Program Learning Outcomes Assessment

1. Program Learning Outcomes Assessment Results.

#	Program Learning Outcomes	Assessment Methods (Direct and Indirect)	Performance Target	Results
Knowledge and Understanding				
K1				
K2				
K3				
K4				
K..				
Skills				
S1				
S2				
S3				

#	Program Learning Outcomes	Assessment Methods (Direct and Indirect)	Performance Target	Results
S4				
S..				
Values				
V1				
V2				
V3				
V4				
V..				
Comments on the Program Learning Outcomes Assessment Results.				

* Include the results of measured learning outcomes during the year of the report according to the program plan for measuring learning outcomes

** Attach a separate report on the program learning outcomes assessment results for male and female sections and for each branch (if any)

2. Analysis of Program Learning Outcomes Assessment
(including strengths, Areas for Improvement:, and priorities for improvement)

Strengths :

Areas for Improvement:

Priorities for Improvement:

D. Summary of Course Reports
1. Teaching of Planned Courses / Units
List the courses / units that were planned and not taught during the academic year, indicating the reasons and compensating actions.

Course	Units/Topics	Reasons	Compensating Actions

2. Courses with Variations
List courses with marked variations in results that are stated in the course reports, including: (completion rate, grade distribution, student results, etc.), and giving reasons for these variations and actions taken for improvement.

Course Name &Code	variation	Reasons for variation	Actions taken

3. Analysis of Course Reports' Results
(including strengths, Areas for Improvement:, and priorities for improvement)

Strengths :
Areas for Improvement:
Priorities for Improvement:

E. Program Activities
1. Student Counseling and Support

Activities Implemented	Brief Description*
Comment on Student Counseling and Support**	

* including action time, number of participants, results and any other statistics.
** including performance evaluation on these activities

2. Professional Development Activities for Faculty and Supporting Staff

Activities Implemented	Number of participants		Brief Description*
	Faculty	Supporting Staff	
Comment on Professional Development Activities for Faculty and ~~Other~~ Supporting Staff**			

* including action time, number of participants, results and any other statistics.
** including performance evaluation on these activities

3. Scientific Research, Innovations and Inventions
a .Research Achievements (in the year concerned)

Scientific Production Source (Research Group/Research Chair/Individual Research/Research Project, etc.)	Number of Participants		Classification of Scientific Production (Research ,worksheets ,books , inventions, etc.)	Production Status (Published, accepted for publication, patented, etc.)
	Students	Teaching Staff		

Scientific Production Source (Research Group/Research Chair/Individual Research/Research Project, etc.)	Number of Participants		Classification of Scientific Production (Research ,worksheets ,books , inventions, etc.)	Production Status (Published, accepted for publication, patented, etc.)
	Students	**Teaching Staff**		
Total				

* Attach a research production statement of the faculty and students in the program including basic data such as (researcher's name ,research title ,publishing entity ,publishing date, etc.)

 ** In the case of multiple scientific production ,the program lists the numbers for each classification individually (Example in individual research :if the total number is (10) in the case of production (6) published ,and (4) acceptable for publication, etc.)

Comment on Research Achievements

b .Theses(approved during in the year concerned)

Thesis Title	Researcher's Name	Supervisor's Name	Grade

Comment on Theses

4. Analysis of Program Activities
(including strengths, Areas for Improvement:, and priorities for improvement)

Strengths :
Areas for Improvement:
Priorities for Improvement:

F. Program Evaluation

1. Evaluation of Courses

Course Code	Course Title	Student Evaluation (Yes-No)	Other Evaluations (Specify)	Developmental Recommendations

2. Evaluation of Scientific Supervision
a. Students Evaluation of Scientific Supervision

Evaluation Date :	Number of Participants:
Students Feedback	**Program Response**

Strengths: • •	
Areas for Improvement:: • •	
Suggestions for improvement: • •	

b. Other Evaluation of Scientific Supervision

Evaluation method :	Date:	Number of Participants :
Summary of Evaluator(s) Review		**Program Response**
Strengths: • •		
Points for Improvements:: • •		
Suggestions for improvement • •		

3. Students Evaluation of Program Quality

Evaluation Date :	Number of Participants:
Students Feedback	**Program Response**
Strengths: • •	
Areas for Improvement:: • •	
Suggestions for improvement: • •	

* Attach report on the students evaluation of program quality

4. Other Evaluations (if any)

(e.g. Evaluations by independent reviewer, program advisory committee, and stakeholders (e.g., faculty members, alumni, and employers)

Evaluation method :	Date:	Number of Participants :
Summary of Evaluator(s) Review		**Program Response**
Strengths: • •		
Points for Improvements:: • •		
Suggestions for improvement • •		

* Attach independent reviewer's report and stakeholders' survey reports (if any)

5. Key Performance Indicators (KPIs)

List the results of the program key performance indicators (including the key performance indicators required by the National Center for Academic Accreditation and evaluation)

No	KPI	Target Benchmark	Actual Value	Internal Benchmark	Analysis	New Target Benchmark
1						
2						
3						
4						
5						
6						
Comments on the Program KPIs and Benchmarks Results :						

6. Analysis of Program Evaluation

(including strengths, Areas for Improvement:, and priorities for improvement)

Strengths :
Areas for Improvement:
Priorities for Improvement:

G. Difficulties and Challenges Faced Program Management

Difficulties and Challenges	Implications on the Program	Actions Taken

*Internal and external difficulties and challenges

H. Program Improvement Plan

No.	Priorities for Improvement	Actions	Action Responsibility	Date		Achievement Indicators	Target Benchmark
				Start	End		
1							
2							
3							
4							
5							
6							

I. Report Approving Authority

Council / Committee	

Reference No.	
Date	

J. Attachments :

- **A separate cohort analysis report for male and female sections and for each branch (if any)**
- **A report on the program learning outcomes assessment results for male and female sections and for each branch (if any)**
- **A research production statement of the faculty and students in the program including basic data such as (researcher's name, research title, publishing entity, publishing date, etc.)**
- **A report on the students evaluation of program quality**
- **Independent reviewer's report and other survey reports (if any)**