Program Specification
(Bachelor)

Program:	**Bachelor of Science in Information Technology**
Program Code (as per Saudi university ranking):	**061303**
Qualification Level:	Level 6
Department:	Information Technology
College:	College of Computing and Informatics
Institution:	Prince Musaid Bin Abdulrahman University
Program Specification:	New ☐ updated* ☒
Last Review Date:	16/09/2025

*Attach the previous version of the Program Specification.

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A. Program Identification and General Information

1. Program's Main Location:

Riyadh

2. Branches Offering the Program (if any):

- Dammam
- Jeddah
- Medina
- Abha
- Qasim
- Jazan
- Tabuk
- Jubail
- Qurayyat
- Ula

3. Partnerships with other parties (if any) and the nature of each:

N.A

4. Professions/jobs for which students are qualified

1. Software Developer
2. Database administrator
3. Network Administrator
4. Web Administrator and Developer
5. Technical support specialist
6. Site programmer and developer
7. Security Analyst
8. IoT Developer/Analyst
9. Information system administrator
10. Cloud Developer
11. IT specialist

5. Relevant occupational/ Professional sectors:

1. Software Development
2. Database Management
3. Network Administration
4. Web Development
5. Technical Support
6. Information Systems
7. Information Technology

6. Major Tracks/Pathways (if any):

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Major track/pathway		Credit hours (For each track)	Professions/jobs (For each track)
1.	Cloud Computing	12	Cloud Developer
2.	Cyber Security	12	Security Analyst
3.	Internet of Things	12	IoT Developer/Analyst

7. Exit Points/Awarded Degree (if any):	
exit points/awarded degree	**Credit hours**
1. N.A.	N.A.

8. Total credit hours: (130)

B. Mission, Objectives, and Program Learning Outcomes

1. Program Mission:

Prepare qualified and skilled students to meet the needs of the labor market in the field of Information Technology and to pursue advanced degrees; by providing outstanding education with the latest and most sufficient knowledge, best practices, and skills in Information Technology.

2. Program Goals:

The main goals of the IT program are:

1. Develop a technically proficient workforce capable of carrying out IT solutions to the best practices.
2. Provide students with soft skills and values to effectively communicate and collaborate with others professionally, ethically and legally.
3. Improve students' experience by empowering them with the necessary entrepreneurs' skills to develop innovative IT solutions.
4. In addition, the IT program aims at building cadres able to:
5. Apply various and advanced IT solutions to contribute to the work development and assist establishment to realize their targets.
6. Properly manage the enterprise IT resources, both physical and human, to the fullest.
7. Cope with the rapid development in IT fields, evaluate and adopt useful methods in IT so as to contribute to the development of Saudi institutions.
8. Build, manage, and organize digital contents of IT systems in various Saudi institutions.
9. Apply problem-solving skills, and analyze problems to determine the necessary IT data to improve the quality.
10. Communicate effectively with team members in the institution and contribute to the decision-making processes.
11. Adhere by the rules and work standards, professional, ethical, and legal.

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12. The development of continuing professional education plans.
13. Conducting the scientific and practical research with IT specialists.

3. Program Learning Outcomes*

Knowledge and Understanding	
K1	Explain the concepts and technologies related to information technology.
K2	Recognize the evaluation and assessment of tasks performed as IT professionals.
K3	Describe and analyze the user needs and computing requirements appropriate to problems' solutions.
Skills	
S1	Apply the concepts, methods, tools and technologies mastered during the academic program.
S2	Apply theories in modelling and designing IT systems using cutting edge tools and technologies.
S3	Apply analysis, design, implementation, testing and evaluation principles of IT solutions to fit industrial requirements.
S4	Carry out the assigned tasks with quality of work in accordance with international standards.
S5	Communicate effectively, both orally and in written form, using appropriate media.
Values, Autonomy, and Responsibility	
V1	Identify the needs for continuous development of professional, legal and ethical skills with the ability to engage all group members.
V2	Function effectively on teamwork projects and activities to accomplish a common goal.

* Add a table for each track or exit Point (if any)

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C. Curriculum

1. Curriculum Structure

Program Structure	Required/ Elective	No. of courses	Credit Hours	Percentage
Institution Requirements	Required	10	34	26.15%
	Elective	-	-	-
College Requirements	Required	12	36	27.69%
	Elective	-	-	-
Program Requirements	Required	14	42	32.3%
	Elective	4	12	9.23%
Capstone Course/Project		2	6	4.61%
Total		**42**	**130**	**100%**

* Add a separated table for each track (if any).

2. Program Courses

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 1	CS001	Introduction to Artificial Intelligent and Computing	Required	-	3	Institute
	ENG001	English Language Skills	Required	-	16	Institute
	CI001	Academic Skills	Required	-	2	Institute
Level 2	MATH001	Fundamentals of Mathematics	Required	-	3	Institute
	COMM001	Communication Skills	Required	-	2	Institute
Level 3	IT231	Introduction to IT and IS	Required		3	Department Requirement
	IT232	Object Oriented Programming	Required		3	College Requirement
	IT233	Computer Organization	Required		3	Department Requirement
	MATH150	Discrete Mathematics	Required		3	College Requirement
	SCI101	General Physics 1	Required		3	College Requirement
	ISLM101	Islamic Culture 1	Required		2	University Requirement
Level 4	IT241	Operating Systems	Required	IT233	3	College Requirement
	IT244	Introduction to Database	Required	IT232	3	College Requirement

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Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
	IT245	Data Structure	Required	IT232	3	College Requirement
	ENG103	Technical Writing	Required		3	College Requirement
	MATH251	Linear Algebra	Required	MATH150	3	College Requirement
	SCI201	General Physics 2	Required	SCI101	3	College Requirement
Level 5	IT351	Computer Networks	Required		3	College Requirement
	IT352	Human Computer Interaction	Required	IT241	3	Department Requirement
	IT353	System Analysis and Design	Required	IT231؛IT245	3	Department Requirement
	IT354	Database Management Systems	Required	IT245	3	Department Requirement
	STAT101	Statistics	Required	IT244	3	College Requirement
	ISLM102	Islamic Culture 2	Required		2	University Requirement
Level 6	IT361	Web Technologies	Required	IT352؛IT244	3	Department Requirement
	IT362	IT Project Management	Required	IT353	3	Department Requirement
	IT363	Network Management	Required	IT351	3	Department Requirement
	IT364	IT Entrepreneurship and Innovation	Required	IT244	3	Department Requirement
	IT365	Enterprise Systems	Required	IT352	3	Department Requirement
	ISLM103	Islamic Culture 3	Required		2	University Requirement
Level 7	IT474	Introduction to Cyber Security and Digital Crime	Required	IT363	3	Track requirement
	IT478	Network Security	Required	IT363	3	Track requirement
	IT475	Decision Support Systems	Required	IT354	3	Department Requirement
	IT476	IT Security & Policies	Elective	IT351	3	Department Requirement
	IT479	Senior Project I	Elective	IT354؛ IT361	3	Department Requirement
	ISLM104	Islamic Culture 4	Required		2	University Requirement

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Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 8	IT484	Wireless Sensor Networks	Required	IT474	3	Track requirement
	IT488	Cyber Forensics	Elective	IT474	3	Track requirement
	IT485	Professional Ethics in IT	Required	IT362	3	Department Requirement
	IT487	Mobile Application Development	Required	IT361	3	Department Requirement
	IT489	Senior Project II	Required	IT479	3	Department Requirement
	IT499	Practical Training	Required	Pass 86 Credits	3	College Requirement

* Include additional levels (for three semesters option or if needed).
** Add a table for the courses of each track (if any)

3. Course Specifications:

Insert hyperlink for all course specifications using NCAAA template (T-104)

All course specifications are attached here.

4. Program learning Outcomes Mapping Matrix:

Align the program learning outcomes with program courses, according to the following desired levels of performance *(I = Introduced & P = Practiced & M = Mastered).*

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Course code & No.	Program Learning Outcomes									
	Knowledge and understanding			Skills					Values	
	K1	K2	K3	S.1	S.2	S.3	S.4	S.5	V1	V2
CS001	I(CLO1)		I(CLO2)				I(CLO3)	I(CLO4)	I(CLO5)	
ENG001	I(CLO1)			I(CLO2)			I(CLO3)	I(CLO4)		
CI001	I(CLO1)			I(CLO2, CLO3)						I(CLO4)
MATH001	I(CLO1)			I(CLO2, CLO4)	I(CLO3)					
COMM001			I(CLO1)				I(CLO3)	I(CLO2)	I(CLO4)	
IT231	I(CLO1)		I(CLO2)	I(CLO3)	I(CLO4)		I(CLO5)		I(CLO6)	
IT232	I(CLO1)				I(CLO2)		I(CLO3)			I(CLO4)
IT233	I(CLO1)			P(CLO2)		P(CLO3)	I(CLO4)		I(CLO5)	
MATH150	P(CLO1) P(CLO2)			P(CLO3), P(CLO4)						P(CLO5, CLO6)
SCI101										
ISLM101	I(CLO1), I(CLO2)			P(CLO3), I(CLO4)						I(CLO5, CLO6)
IT241	I(CLO1)		I(CLO2)	I(CLO3)	I(CLO4)	P(CLO5)				
IT244	I(CLO1)				P(CLO2)	P(CLO3)	I(CLO4)			
IT245	I(CLO1)			P(CLO2)		P(CLO3)	P(CLO4)			
ENG103	I(CLO1)			I(CLO2, CLO3, CLO4, CLO5)				I(CLO6)		
MATH251	P(CLO1)			P(CLO2, CLO3, CLO4, CLO5)				P(CLO6)		
SCI201										
IT351	I(CLO1), I(CLO2)	I(CLO3)				P(CLO4)	P(CLO5)			I(CLO6)
IT352	I(CLO1)			P(CLO2)	I(CLO3)	P(CLO4, CLO5)	P(CLO6)			
IT353			I(CLO1)		P(CLO2)	P(CLO3)	I(CLO4)			P(CLO5)
IT354	P(CLO1)					P(CLO2)	P(CLO3)			M(CLO4)
STAT101	I(CLO1)			I(CLO2, CLO3, CLO4, CLO5)						I(CLO6)
ISLM102	I(CLO1), I(CLO2)			P(CLO5)						P(CLO6)

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Course code & No.	Program Learning Outcomes									
	Knowledge and understanding			Skills					Values	
	K1	K2	K3	S.1	S.2	S.3	S.4	S.5	V1	V2
	CLO3, CLO4)									
IT361	P(CLO1)			P(CLO2)	P(CLO3)	P(CLO4)		P(CLO5)		P(CLO6)
IT362	M(CLO1)	P(CLO2)		I(CLO3)	M(CLO4)		M(CLO5)		P(CLO6)	
IT363	P(CLO1)			I(CLO2)		P(CLO3)	P(CLO4)		P(CLO5)	
IT364			P(CLO1), M(CLO2)				I(CLO3)		P(CLO4), P(CLO5)	
IT365			P(CLO1)		P(CLO2)	M(CLO3)	P(CLO4)			M(CLO5)
ISLM103	I(CLO1), M(CLO2), P(CLO3)			P(CLO4), M(CLO5)						M(CLO6)
IT474	I(CLO1)			I(CLO2), I(CLO3)		I(CLO4)			I(CLO5)	I(CLO6)
IT478	I(CLO1)	I(CLO2)		I(CLO3)					I(CLO4)	
IT475	P(CLO1)					P(CLO2)	M(CLO3)		M(CLO4)	
IT476	M(CLO1)			M(CLO2)	M(CLO3)	M(CLO4, CLO5)			M(CLO6)	
IT479			M(CLO1)		M(CLO2)	M(CLO3)	M(CLO4)			M(CLO5)
ISLM104	M(CLO1, CLO2, CLO3), I(CLO4)			M(CLO5)						P(CLO6)
IT484	M(CLO1)		M(CLO2)	M(CLO3)	P(CLO4)	M(CLO5)				P(CLO6)
IT488	M(CLO1)		M(CLO2)	M(CLO3)					P(CLO4)	
IT485	P(CLO1)	P(CLO2)		M(CLO3)	M(CLO4)		M(CLO5)		M(CLO6)	
IT487	M(CLO1)		M(CLO2)				M(CLO3)			M(CLO4)
IT489					M(CLO1)	M(CLO2)	M(CLO3)	M(CLO4)		M(CLO5, CLO6)
IT499	M(CLO1)			M(CLO2)		M(CLO3)	M(CLO4)	M(CLO5)		M(CLO6)

* Add a separated table for each track (if any).

5. Teaching and learning strategies applied to achieve program learning outcomes.

Describe teaching and learning strategies, including curricular and extra-curricular activities, to achieve the program learning outcomes in all areas.

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The IT program use several effective teaching strategies. The most used teaching strategies are:

- Group teaching (F2F Lectures)
- Virtual sessions
- Class discussions
- Active learning (group-work case studies and projects)
- Group based Senior Project 1 and Senior Project 2.
- Lab sessions

IT program is based on combining between traditional learning and online learning. All courses are designed to be conducted by using these two methods. The face to face learning is a traditional method. The instructor contacts directly with the students. During the face to face classes, the instructor explains the main concepts for the students. In virtual classes, the instructor communicates with the students by using Blackboard software. The Blackboard software offers online communication between the instructor and students. The instructor can use class discussion and active learning strategies in virtual and face to face classes. In addition, the college has various labs to support practical sides of the educational operation. Further, the college organizes many competitions periodically and encourages students to participate in outside activities such as workshops and conferences. The Deanship of Admission and Student Affairs provides extracurricular activities for All the University students according to a plan seeking to achieve the University educational goals.

6. Assessment Methods for program learning outcomes.

Describe assessment methods (Direct and Indirect) that can be used to measure the achievement of program learning outcomes in all areas.

The program should devise a plan for assessing Program Learning Outcomes (all learning outcomes should be assessed at least twice in the bachelor program's cycle and once in other degrees).

To measure the achievement of program learning outcomes, the IT program uses the following assessment methods:

Direct methods:

- Individual and Group assignments
- Project/Case Study presentation
- Senior projects evaluation
- Plagiarism check for assignments and senior projects
- Lab exams
- Midterm and final exams

Indirect methods:

- Course evaluation surveys
- Exit Survey of final year students
- Employers survey and feedbacks
- Field experience survey
- Employers' evaluation of the University graduates proficiency

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Program KPIs

D. Student Admission and Support:

1. Student Admission Requirements

- Applicants should have obtained secondary school certificate or equivalent.
- No limited period for obtaining the secondary school certificate is required.
- Admission is granted to applicants who satisfy all admission requirements and is based on the applicant's grades in secondary school.

2. Guidance and Orientation Programs for New Students

(Include only the exceptional needs offered to the students of the program that differ from those provided at the institutional level).

A full Orientation Course is available on Blackboard for new students. The course has complete information that will assist the students in getting to know what are they expected to do during their journey at the University, and what do they expect from the University. Full information on how to deal with the blended learning technique, how to use the online materials, and all assessment policies.

3. Student Counseling Services

(Academic, professional, psychological and social)
(Include only the exceptional needs offered to the students of the program that differ from those provided at the institutional level).

- Students of the IT Program have the right to use the health care provided in the health facilities of the University.
- Students of the IT Program take advantage of the available credit services and facilities such as electronic university books, sports facilities, basements, car parking, etc...
- Students of the IT Program can apply for training courses, programs, internal and external trips, as well as participate in cultural and community services.
- Every student of the IT Program receives the appropriate service and support for his/her needs if he/she has special needs.
- The periodic meeting for male and female students is held on a fixed basis at the beginning of each semester, where all students can send direct inquiries and raise inquiries to the Dean of the College through the virtual semester.
- An on-line Student Services icon is available on the University's website that offers tremendous support.
- The dean of the College of Computing and Informatics holds a meeting with students of the college at the branch level, in order to talk with students about electronic exams, and a number of aspects were discussed (method and type of questions, the duration of the exam). The dean also answers the students 'inquiries about everything related to electronic tests.

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- The college holds an awareness lecture for its students about graduation projects, project registration steps and project groups at the beginning of each semester
- A committee works on applying the highest standards and updating the academic curricula periodically in line with the development of technology and the needs of the labor market based on studying the labor market and following up developments in the technical field from scientific sources such as books and published scientific papers and analyzing student, faculty and coordinators' questionnaires regarding each Established. These committees are distributed at the departmental level under the supervision of the Main Quality Committee of the college as follows:
  - Quality Committee, Department of Information Technology.
  - Quality Committee, Department of Computer Science.

These committees work according to international quality standards:

- The College holds a number of internal meetings at the college level with faculty members to discuss the following:

1. Emphasis on the internal procedures and regulations followed for faculty members within the College of Computing and Informatics, in addition to specifying the tasks of the faculty members.
2. Develop plans for the course of academic subjects during the academic semester by making a course plan for each subject that the course coordinator performs and then submits it to the committee for approving study plans.
3. Meetings for electronic exams. The mechanism for conducting electronic tests and the correct way to put questions for such tests were discussed. The grading distribution mechanism was also discussed, and the tasks of the college's branch coordinators were discussed to conduct the tests in their branches.

- The university seeks to guarantee students' rights and seeks to educate them about their rights and responsibilities. Therefore, the university established two committees to protect students' rights
- Sub-Committee for the Protection of Student Rights:

o It considers all educational and administrative grievances and complaints of students, except for administrative matters outside the framework of the college

- Main Committee for Student Rights Protection:

o It considers all students 'grievances and complaints filed against the administrative authorities at the university and grievances coming from the sub-committees

- Students can get help on their academic plan, understand the pre-request courses and choosing their courses by emailing their branch coordinator, or chairman of their department.
- Faculty members announce their contact information as well as office hours on Blackboard. Therefore, students can easily contact them for any question.
- The department adopts an open-door policy, according to which a student is free to meet the department chair, Dean of Student Affairs, Dean or advisor at any time.
- The Student and academic Affairs Committee is responsible for handling students' issues and complaints as they arise.

On-line Da'am System is available to solve any technical issues faced by students

4. Special Support

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(Low achievers, disabled, gifted, and talented students).

In collaboration with the Deanship of Admissions and Students Affairs, Students with special needs are provided with dedicated programs designed to serve them on an individual basis. In addition, there is a specialized psychological and social counseling unit to provide help when needed (Email: pscu@seu.edu.sa).

The college believes in the difference abilities among students. The low achievers can get support through assigning an academic advisor to assist them to overcome their obstacles.

Outstanding students received financial incentives and rewards. Moreover, the collage is challenging talented students through different completions. This contribution aims to spread the spirit of competition among students and as a kind of motivation for them to excel and creativity. The college regularly holds a competition to select the best graduation projects at the level of all branches of the university and evaluated by a group of faculty members, as the competition includes educational and applied fields for undergraduate students and Masters. The college also encourages and supports students to participate in local and international conferences and competitions, such as cybersecurity conferences and competitions, programming competitions, artificial intelligence, and graduation projects. In order for the college to reach talented and distinguished students to develop their skills and involve them in extracurricular activities and local and international competitions, the college has developed a specific mechanism to reach these students.

E. Faculty and Administrative Staff:

1. Needed Teaching and Administrative Staff

Academic Rank	Specialty		Special Requirements / Skills (if any)	Required Numbers		
	General	Specific		M	F	T
Professor	-	**Cybersecurity**	-	**5**	**5**	**10**
Associate Professor	-	**Cybersecurity**	-	**4**	**4**	**8**
Assistant Professor	**Information Technology**	-	-	**27**	**26**	**53**
Lecturer	**Information Technology**			**9**	**8**	**17**

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		-	-			
Teaching Assistant	-	-	-	**0**	**0**	**0**
Technicians and Laboratory Assistant	-	-	-	**0**	**0**	**0**
Administrative and Supportive Staff	**Holding bachelor's degree**	-	-	**2**	**2**	**4**
Others (specify)	-	-	-	**0**	**0**	**0**

F. Learning Resources, Facilities, and Equipment:

1. Learning Resources

Learning resources required by the Program (textbooks, references, and e-learning resources and web-based resources, etc.)

The Blackboard system includes full course contents for faculties and students enrolled for any particular course. This includes all references needed. In addition, an access to Saudi Digital Library (SDL) for all the students and faculty alike is available. SDL is the largest academic gathering of information sources in the Arab world, with more than (310,000) scientific references and hundreds of databases, covering all academic disciplines. SDL is also providing advanced information services and digital resources, which can be benefited faculty and students.

In addition, online books are available from WileyPlus, in with the University has a contract with. The college also offers hard copies of textbooks to faculties. The entity responsible for planning and acquisition of textbook is the Learning Resource Committee at the college.

2. Facilities and Equipment

(Library, laboratories, classrooms, etc.)

The college has provided state of the art facilities to both faculties and students for imparting quality education. The campuses provide modern classrooms with electronic gadgets required for smooth execution of class hours. The students also avail the opportunities to interact with faculty during visiting hours who are required to be in their allocated office spaces which are also furnished with all facilities needed for blended learning environment including hardware and software which is needed.

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The most salient IT equipment includes:

- State of the art latest computing machines and laptops for faculty members.
- 24 hours uninterrupted high-speed internet provision at all the branches.
- Provision of the University portal accounts to all the students and faculty members.
- Blackboard system as teaching software with accounts for all the teachers and students to manage their academic activities and conduct virtual sessions.
- Students' attendance, grading, e-mail and other relevant software.

Access to Saudi Digital Library for all the students and faculty alike.

3. Procedures to ensure a healthy and safe learning environment

(According to the nature of the program)

Maintaining a safe and healthy environment is a priority to the University. This will create a positive impact on the learners and make them success in their study. In this regards, the University maintains the safety of the university buildings and the safety of university staff from fire situations, God forbid, prevent losses, prevent detention inside elevators, maintain environmental integrity, and follow up and organize the work of the safety project. The University Safety Department ensures that the alarms are valid in coordination with the concerned authority, makes sure the fire equipment is valid, Set up safety and firefighting shifts, prepares evacuation plans for the buildings during the fire, God forbid, and cooperates with civil defense and red crescent. Kindly refer to https://seu.edu.sa/aosas for more details.

In addition, the University pays great attention to all aspects of its members' care, especially with regard to the health services, for example there is an evening clinic that treats emergencies. Kindly refer to https://seu.edu.sa/aoms for more details.

G. Program Quality Assurance:

1. Program Quality Assurance System

Provide a link to quality assurance manual.

The quality assurance manual can be accessed here.

2. Procedures to Monitor Quality of Courses Taught by other Departments

The IT program employs several procedures for monitoring the program quality:

- Assessing the CLOs via different assessment methods.
- Collecting student evaluations of the quality of the courses via course evaluation surveys.
- Collecting instructors' recommendations at the end of each academic semesters via course reports (CRs). The quality assurance committee at the department reviews the validity of the

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suggested recommendations mentioned in the CRs and passes the valid recommendations to the department council for approval.

The IT program has an assessment plan that links course-based and external assessments with the program learning outcomes. This faculty-driven process collects data in the courses using an electronic rubric-based tool integrated with the Blackboard learning environment, to automatically track, record, and tally instructor-evaluated work and provides students with comprehensive feedback of their submission and faculty comments. Data collected from the rubrics is aligned with the program learning outcomes. At the end of each semester, the assessment data is prepared in a Learning Outcomes and Quality Indicator report. The reports are then reviewed by instructors and academic leadership to determine necessary changes to the curriculum, learning activities, and planned outcomes.
The assessment plan allows faculty to analyze assessment data and make program improvements for each learning outcome. Regular meetings are held among faculty and academic leadership to determine any needed changes in curriculum, learning activities, or planned outcomes. The results of the assessment process and the faculty and academic leadership recommendations for changes are reported to the college council and curriculum committee.

Student learning is monitored twice a year to determine if changes in curriculum, teaching, or operational modifications are needed. The learning assessment process is linked to the annual Academic Program Action Plan to provide an opportunity to develop a meaningful dialogue about student learning and program relevance and cohesion with the institution's strategic plan and budget process.

The IT department monitors the IT program quality and improvement. Every academic year the committee prepares a detailed assessment and improvement plan based on learning outcomes and related KPIs and put the plan for the next academic year. The IT assessment plans and reports can be accessed from here

3. Procedures Used to Ensure the Consistency between Main Campus and Branches (including male and female sections).

- All the assessment activities (Quiz, Assignments, Exams) are unified, and published in the same time for all CRNs.
- Only one coordinator is responsible of managing that course.
- The course modules are unified, and delivered to students according to one week plan that must be followed by all the instructors.

4. Assessment Plan for Program Learning Outcomes (PLOs),

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- The IT department, which provides the IT program, is responsible for monitoring program quality and improvement. Every academic year the committee prepares a detailed assessment and improvement plan (usually based on learning outcomes and related indicators). The prepared plan states, among other things, the assessment process, the tools used and how improvements are conducted and documented.
- A major component of the assessment plan is the creation of faculty course groups. The course groups are responsible for evaluating the quality of course delivery for courses in their groups and suggesting improvements in their areas based on process indicators.
- Students' evaluation and their grades are also considered.

The IT assessment plan and reports can be accessed from here.

5.Program Evaluation Matrix

Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time
Evaluation of Teaching	Dean, Head of Department, Students surveys, students marks	• Dean meetings with the faculty members and students to get their feedback. • Evaluation conducted for the instructors by the head of department. Review student marks, which could give an indication to the used teaching techniques.	End of academic year
Effectiveness of Teaching	Students, graduates, employers	• Students' surveys. • Exit surveys. Employers' evaluation	End of academic semester
Learning resources	Students, graduates	• Students' surveys. Exit surveys.	End of academic semester
Assessments	Students, instructors	• Students' surveys (evaluate the effectiveness of used assessment methods) Exam questions (Review the exam questions by the course committee before conducting the exam looking for strengths and weaknesses)	End of academic semester

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Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time

Evaluation Areas/Aspects (e.g., leadership, effectiveness of teaching & assessment, learning resources, services, partnerships, etc.)
Evaluation Sources (students, graduates, alumni, faculty, program leaders, administrative staff, employers, independent reviewers, and others.
Evaluation Methods (e.g., Surveys, interviews, visits, etc.)
Evaluation Time (e.g., beginning of semesters, end of the academic year, etc.)

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6. Program KPIs*

The period to achieve the target (Four) year(s).

No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
1	KPI-P-01	Students' Evaluation of Quality of learning experience in the Program	4.3	Student Survey	By the end of each academic year
2	KPI-P-02	Students' evaluation of the quality of the courses	4	Student Survey	By the end of each academic year
3	KPI-P-03	Completion rate	5%	Statistical data	By the end of each academic year
4	KPI-P-04	First-year students retention rate	70%	Statistical data	By the end of each academic year
5	KPI-P-05	Students' performance in the professional and/or national examinations	NA	NA	NA
6	KPI-P-06	Graduates' employability and enrolment in postgraduate programs	Employing = 60% Postgraduate = 5%	Statistical data	After graduation
7	KPI-P-07	Employers' evaluation of the program graduates proficiency	4	Survey	After graduation
8	KPI-P-08	Ratio of students to teaching staff	Less than 25	Statistical data	By the start of each semester
9	KPI-P-09	Percentage of publications of faculty members	70%	Statistical data	After one year of employment

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No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
10	KPI-P-10	Rate of published research per faculty member	2.5:1	Statistical data	By the end of each academic year
11	KPI-P-11	Citations rate in refereed journals per faculty member	15:1	Statistical data	By the start of each semester

* including KPIs required by NCAAA

H. Specification Approval Data:

Council / Committee	**CCI Quality and Academic Accreditation Committee**
Reference No.	**01/2024**
Date	**01/09/2024**

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