the general strategic plan for deanship of libraries affairs

**The strategic goal:  Providing academic service at the highest level of quality according to the national and international requirements for the sake of creating competition and challenge spirit in students to keep up with the needs of the labor market**

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| goals | measurements and indicators | target | initiatives | responsible authority |
| (1) enhancing students' skills and preparing them for the labor market | - number of male and female students who have courses in computer and English language.  - average of female and male trinee compared to the total number  - the number of educational programs in the e-education | - Enhancing 20% of male and female graduates in english language and computer | -Preparing a training course for students on how to utilize the library  - Preparing a training course for students on how to utilize data bases and electronic information resources | Deanship of libraries affairs  Deanship of Libraries affairs |
| (2) improving programs and services of academic consultation in all university faculties | - per cent (students: academic guide)  - the number of yearly allocated days for academic consultation  - to what extent students are pleased with the academic service provided | - comprehensive plan for programs and services of academic consultation | Presenting guidance tours in the central library for freshmen every semester | deanship of libraries affairs |
| (3) improving students welfare programs | - the number of programs that have been developed and studied  - the number of students who benefit from the programs compared to the total number | - preparing a comprehensive document for special needs students in the university | studying problems and needs of special needs students | deanship of libraries affairs |

the second dimension: learning and development

**the general strategic plan for deanship of libraries affairs**

**strategic goal: improving the human and intellectual capabilities for the university (quality and quantity) for achieving high-level of quality and excellence in education and scientific research and community service**

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| **goals** | **measurements and indicators** | **target** | **initiatives** | **responsible authority** |
| (1) improving the capabilities of the teaching staff and administrators in modern technology field and its educational and administrative application | -the percentage of trainees compared to the total number of teaching staff and administrators  -the number of training programs that have been conducted | developing the skills of 30% of the teaching staff and administrators in the fields of modern technology and its educational and administrative application | holding training courses and workshops in developing the skills of teaching staff in using data bases and electronic resources of the library | deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs |
| (2) encouraging the teaching staff to participate more in local  and international conferences | -the number of teaching staff who participated in the local and international conferences  -percentage of the participants compared to the total number of lecturers in faculty | achieving participation of 50% of the teaching staff in the local and international conferences | -simplifying all the necessary administrative procedures for the university employees to participate in conferences  -Preparing a data base for local and international conferences on fields related to the library employees  -preparing lectures and workshops in the field conducting research and participating in local and international conferences  -project: yearly book fairs | deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs    deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs |
| (3)supporting overseas scholarship programs, training courses and scientific communication | -the number of lecturers who are on scholarship or obtained international courses  -the number of overseas scholarships for all university employees  -the number of overseas scholarships, training courses and scientific communication programs for university employees | 15% of the teaching staff and all university employees | -preparing a plan for overseas scholarships, scientific communication programs and training courses for deanship employees  -preparing workshops and training courses in the field of overseas scholarship and training courses for deanship employees  -activating scholarships programs and scientific communications programs for the teaching staff of the deanship employees | deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs |
| (4)raising the percentage of Saudi technicians | - the number of Saudi technicians in faculties  -percentage of Saudi technicians compared to the total number of all technicians | achieving 50% of the plan at the end of the plan's years | -designing programs to attract Saudi young technicians  -providing position numbers for Saudi technicians in the deanship | deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs |
| (5) raising the performance levels of employees and developing their skills | -the percentage of who obtained high qualifications during their service  -the number of training courses for employees in the field of development of functional performance  -the percentage of satisfaction with the service of administrators | reaching 75% of the targeted group | Studying the training -----Needs and job requirements for employees in the deanship  -activating the program of job incentives  -Skills developing program for all deanship employees  - training administrative clerks on some required job skills  -holding a yearly workshop on the difficulties and obstacles of work in university libraries | deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs  deanship of libraries affairs |
| (6) encouraging researchers to publish their studies locally and internationally | - the number of researchers who have published their researches  -the number of participant researches in the local and international conferences | publishing 15% of the university researches locally and internationally | -researchers may have access to data bases and scientific journals pertaining to publication in Asian and international journals  -providing a data base for researches and refereed journals  - project of publishing scientific thesis for Saudi teaching staff  -project of publishing intellectual products for teaching staff in the university | Deanship of libraries affairs    faculty of sciences  deanship of scientific research    deanship of libraries affairs |

Third dimension: internal transactions

General strategic plan for deanship of libraries affairs

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| **strategic goal**: Raising the level of corporate performance, improving the infrastructure and the technical environment for supporting transformation to electronic transactions in the university in a way that achieves its mission and vision   |  |  |  |  |  | | --- | --- | --- | --- | --- | | goals | measurements and indicators | target | initiatives | responsible authority | | (1) developing the infrastructure of buildings and public utilities | the number of buildings and public utilities that have been developed | 100% of buildings and public utilities | -Building libraries in faculties that lack libraries  -preparing a detailed plan on the present condition of the infrastructure.  designing a development plan for the infrastructure  -Improving the current buildings that needs improvement  -Preparing reading rooms in the library | Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs | | (2) establishing a network of electronic education | -the number of classrooms provided with smart boards and connected to the university network of information  -the number of networks that have been established in university faculties  -the number of educational electronic technology users  -the number of loggings into virtual classrooms programs | 33%of the system and its requirements for each year of the plan's years, and 100% at the end of years | -          Establishing a website for the deanship  -          creating a digital repository in the university | Deanship of libraries affairs | | (3)developing administrative organization and procedures in faculties  and deanships | - the number of decisions that have been made  -the number of transactions that are executed daily  - percentage of documents and regulations that have been designed  -percentage of success in developing administrative organization and procedures in faculties | 100% of the administrative organization and procedures for faculties and deanships throughout years | -Studying the regulations and administrative systems in the deanship  -Preparing workshops and training courses on the administrative systems programs  -developing an organization structure for the deanship  -assessing committees and councils and computerizing all transactions  -conducting a study on the reality of university libraries  -Preparing the yearly reports for the university  -preparing an organization guide for the university  -Conducting studies on the difficulties of administrative work in the deanship  -Conducting a study on the present administration in the university libraries and how to develop them  -holding a training course on  techniques of libraries management  - applying electronic transactions program in the administration  -Preparing a plan for carrying out administrative work in the deanship  -assessing performance according to professional accomplishment records for teaching staff  -deanship staff  -preparing a data base for leaders and their leading level  -promoting the quality culture and meticulous work in the deanship  -applying the quality criteria in all programs and activities | Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs          Deanship of scientific research  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs  Deanship of libraries affairs                          Deanship of libraries affairs          Deanship of libraries affairs | | (4) enhancing the quality of academic programs and attaining the local and international accreditation | -the number of academic programs that have been studied  -the number of local and international criteria that have been attained  - the number of academic programs that have been developed.  -the number of certificates of local and international academic accreditation that have been received  -percentage of programs that depend on distance education | achieving the local and international academic accreditation for 50% of the academic programs throughout the plan's years | reports of self-evaluation in the deanship | Deanship of libraries affairs | |

forth dimension: financial and economic

general strategic plan for deanship of libraries affairs

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| **the strategic goal: expanding economic development for the university in a way that satisfies the needs of continuous development for the local environment**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Goals** | **Measurements and indicators** | **targets** | **initiatives** | **responsible authority** | | (1) developing the financial revenues for faculties and deanships in the approved yearly budget | -the number of participations of businessmen and other sectors in the university programs  -percentage of the financial allocations increase and the budget in the faculties  -the number of research chairs  -the number of research and excellence centers that are supported from outside the faculty  -the number of courses presented to the local community and its institutions | achieving 20% of the approved yearly budget for the faculty | -doing courses on modern methods in research and communication with private establishments | deanship of libraries affairs | | (2) developing financial plans and budgets | -the number of financial plans and approved budgets  -the growth of financial resources that are spent on research and scientific services and activities throughout the academic year prior to the plan  -the number of workshops and seminars on financial plans and budgets  - | financial plan for every faculty and deanship | -Holding workshops in the deanship for discussing the financial needs and budgets  -Preparing a yearly budget and integrating all administrative units in budget planning  -studying budgets of future projects in the deanship | deanship of libraries affairs deanship of libraries affairs deanship of libraries affairs deanship of libraries affairs | | (3) enhancing percentage of expenses with specifying priorities | -the average of total expenses of the university budgets on academic and administrative units in the university  -percentage of departments expenses regarding the total budget of faculties and deanships | yearly detailed report on the financial expenses in faculties and deanships | -designing a financial plan for expenses in the deanship based on of defining priorities  -defining the financial needs for the deanship | deanship of libraries affairs deanship of libraries affairs | | (4) completing all regulations and laws needed for receiving the financial resources for faculties and deanships, and making them available for all | -percentage of completed regulations  -the amount of financial resources for the faculty in exchange for the services the faculty provides  -the regulations list for mechanisms of receiving the financial resources | achieving 100%of the regulations and laws pertaining to mechanisms of receiving financial revenues at the end of the plan | establishing a committee for making regulations for the deanship | deanship of libraries affairs deanship of libraries affairs deanship of libraries affairs | |