



جامعة المجمعة
Majmaah University

Annual Program Report (APR)



College: Engineering
Academic Department: Mechanical and Industrial Engineering
Program: Bachelor of Engineering
Report Approval Date: 28/11/1437 H No: 1/37-38

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Muharram 1437 H



This form compatible with NCAAA Edition

Annual Program Report

1. Institution:	Majmaah University	Date of Report:	28/11/1437 H
2. College / Department:	Engineering/Mechanical and Industrial Engineering		
3. Dean:	Dr. ABDULLAH ALABDULKARIM		
4. List all branches / locations offering this program:			
Campus Branch/Location	Approval by	Date	
Main Campus			
1: Mechanical and Industrial Engineering	Engineering college		
2:			
3:			
4:			

A. Program Identification and General Information

1. Program title:	Bachelor of Engineering	Code:	136
Name and position of person completing the APR			
Dr. Waseem Sabir Khan, Assistant Professor, Mechanical and Industrial Engineering Department.			
Dr. Nadeem, Assistant Professor, Mechanical and Industrial Engineering Department.			
Dr. Iskander Tlili, Assistant Professor, Mechanical and Industrial Engineering Department.			
Academic year to which this report applies.			
2015-2016.			





B. Statistical Information

1. Number of students who started the program in the year concerned:	20
2. (a) Number of students who completed the program in the year concerned:	05
<i>Seven students have completed the full program in the end of second semester from the academic year 1435-1436H</i>	
Completed the final year of the program:	
Completed major tracks within the program (if applicable)	
Title.....	No
Title.....	No
Title.....	No
Title.....	No
2. (b) Completed an intermediate award specified as an early exit point (if any)
3. Apparent completion rate:	80%
(a) Percentage of students who completed the program, (Number shown in 2 (a) as a percentage of the number that started the program in that student intake.)	80%
(b) Percentage of students who completed an intermediate award (if any) (e.g. Associate degree within a bachelor degree program) (Number shown in 2 (b) as a percentage of the number that started the program leading to that award in that student intake)	N/A
Comment on any special or unusual factors that might have affected the apparent completion rates (e.g. Transfers between intermediate and full program, transfers to or from other programs). <i>Seven students have completed the full program in the end of second semester from the academic year 1435-1436H.....</i>	
4. Enrollment Management and Cohort Analysis (Table 1)	
<p>Cohort Analysis refers to tracking a specific group of students who begin a given year in a program and following them until they graduate (How many students actually start a program and stay in the program until completion).</p> <p>A cohort here refers to the total number of students enrolled in the program at the beginning of each academic year, immediately after the preparatory year. No new students may be added or transfer into a given cohort. Any students that withdraw from a cohort may not return or be added again to the cohort.</p> <p>Cohort Analysis (Illustration): Table 1 provides complete tracking information for the most recent cohort to complete the program, beginning with their first year and tracking them until graduation (students that withdraw are subtracted and no new students are added). Update the years as needed.</p>	



Enrollment Management and Cohort Analysis (*Table 1*)

<i>Student Category</i>	<i>Years</i>					
	<i>*PYP</i>/.....	<i>4 Years Ago</i>/.....	<i>3 Years Ago</i>/.....	<i>2 Years Ago</i>/.....	<i>1 Year Ago</i>/.....	<i>Current year</i> 2015 /2016
1. Total cohort enrollment		6	6	8	4	20
2. Retained till year end		6	6	8	4	20
3. Withdrawn						
4. Cohort Graduated successfully						
5. Total Graduated successfully						4

Provide a summary cohort analysis for each of the above cohorts by listing strengths and **recommendations** for improvement:

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** PYP - Preparatory Year Program*

7. Destination of graduates as shown in survey of graduating students (*Include this information in years in which a survey of employment outcomes for graduating students is conducted*).

Date of Survey

Number Surveyed

Number Responded

Response Rate %

Destination	Not Available for Employment		Available for Employment		
	Further Study	Other Reasons	Employed in Subject Field	Other Employment	Unemployed
Number					
Percent of Respondents					

Analysis: List the strengths and recommendations



C. Program Context

1 - Significant changes within the institution affecting the program (if any) during the past year.

- *State of the art Laboratories are developed to perform experiments*
- *Lab manuals are being prepared*
- *Laboratory facilities are under-utilized due to non-availability of Technicians.*
- *E-learning is underway, reading material is uploaded for worldwide accessibility and assignments etc. are available on the site of concerned teacher*
- *Continuous evaluation is being used and students are monitored very closely by the faculty members.*
- *Efforts to lift the level of English language during preparatory years are very good. However, further improvement in communication skills is needed for a better understanding of the subjects.*
- *Communication and analytical skills are lacking and must be addressed during schooling*

Implications for the program

Students are lacking broad based learning and lacks problem solving skills

2 - Significant changes external to the institution affecting the program (if any) during the past year.

The university classes are held on temporary building. The infrastructure like library, lab space etc. are not in compliance with university needs.

Industries and government and universities should take initiatives for strengthening the university industry linkage

Implications for the program

Teaching learning process have set back

D. Course Reports Information Summary

1. Course Reports Results. Describe and analyze how the individual NCAAA “Course Reports” are utilized to assess the program and to ensure ongoing quality assurance

(eg. Analysis of course completion rates, grade distributions, and trend studies.)

List of results of all courses that were taught in I and II semester are available in the department.

(a.) Describe how the individual course reports are used to evaluate the program.

Individual course reports are used for evaluation of course as well as the program. However the course instructor/coordinator is assisted by the assessment committee for assessment of achievement of course objectives and assessment of achievement of terminal program objectives.

1. *The instructor prepares his final and practical exams clearly indicating/mapping each question with Course Objective (A/B/C/D etc) and submits to the Individual Course Team one week before the exam for review*
2. *The instructor provides the following to the Assessment Committee for analysis*
 - a. *Mapped copy of final exam*
 - b. *Table indicting Questions assessing each course objective. For example:*
 - i. *Questions assessing Course Objective A: Q. # 1, 3, 5, 6, 9.....*
 - ii. *Questions assessing Course Objective B: Q. #*
 - iii. *Questions assessing Course Objective C: Q. #*
 - iv. *Questions assessing Course Objective D: Q. #*
 - v. *Questions assessing Course Objective E: Q. #*
 - c. *Copies of Graded exams*
3. *Key Performance Indicators (KPI) : The assessment committee works out for assessment of achievement of all course objectives and in turn, program objectives,*
 - a. *Course objective are considered as “achieved” if students average grades in questions for that objective are 65% or above*
 - b. *Program objectives are considered as “achieved” if objectives of different courses leading to this program objective.*
4. *Reporting and further planning:*
 - a. *The Assessment Committee uses each course-objective-assessment datum to assess achievement of individual Program Outcomes every semester and annually and submit the report to the QAU, to be included in the Annual Program Report*
 - b. *The report for each course assessment data is also forwarded to the concerned department/coordinator for Final Course report to be discussed at faculty forum*
 - c. *If there is deficiency, the Curriculum Committee and the coordinator discuss the matter for the following:*
 - i. *Reviewing the teaching pedagogy for the relevant course*
 - ii. *Reviewing the tools of assessment (type of questions etc)*
 - d. *The coordinator in consultation with Curriculum Committee will prepare a report for changes to be implemented during upcoming course delivery*

(b.) Analyze the completion rates, grade distributions, and trends to determine strengths and recommendations for improvement.

(i.) Completion rate analysis:

	Number Starting	Number Completing and Passing	Percent Completing and Passing
<i>Year 1</i>	<i>6</i>	<i>6</i>	<i>100%</i>
<i>Year 2</i>	<i>6</i>	<i>6</i>	<i>100%</i>
<i>Year 3</i>	<i>8</i>	<i>8</i>	<i>100%</i>
<i>Year 4</i>	<i>4</i>	<i>4</i>	<i>100%</i>
<i>Year 5</i>	<i>20</i>	<i>20</i>	<i>100%</i>

(ii.) Grade distribution analysis:

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(iii.) Trend analysis (*a study of the differences, changes, or developments over time; normally several years*):

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2. Analysis of Significant Results or Variations (25 % or more).

List any courses where completion rates, grade distribution, or trends are significantly skewed, high or low results, or departed from policies on grades or assessments. For each course indicate what was done to investigate, the reason for the significant result, and what action has been taken.

a. Course <i>Machine Dynamics (ME 243)</i>	Significant result or variation <i>50% have failed</i>
Investigation undertaken <i>The instructor is called to explain.</i>	
Reason for significant result or variation <i>There are two students but only one students appeared in the examination</i>	
Action taken (if required) <i>Students must be advised and motivated to appear in the examinations</i>	
b. Course <i>Mechanical Engineering lab II (ME 497)</i>	Significant result or variation <i>Too high marks</i>
Investigation undertaken <i>The course lab reports were investigated.</i>	
Reason for significant result or variation	



It is found that there are only 4 experiments performed in the lab. The students of this batch are very sincere and regular. And it is found that they all did very well in the lab.

Action taken (if required)

c. Course

Significant result or variation

Engineering Mechanics (Statics) GE 103

70% low grades

Investigation undertaken

Course file, course syllabus and other records like attendance, assignments etc. have been checked

Reason for significant result or variation

The nature of the subject is mathematical and conceptual. The subject of such rigor is taught after preparatory year. The students find it difficult to grasp the subject matter.

Action taken (if required)

More tutorial, assignments and solved examples can be distributed.

4. Delivery of Planned Courses

(a) List any courses that were planned but not taught during this academic year and indicate the reason and what will need to be done if any compensating action is required.

Course title and code	Explanation	Compensating action if required
<i>Heat Transfer (ME 354)</i>	<i>Analytical softwares are required</i>	<i>Softwares must be procured</i>
<i>Mechanical Measurements (ME 111)</i>	<i>Lab view software is needed</i>	<i>Softwares must be procured</i>

(b) Compensating Action Required for Units of Work Not Taught in Courses that were Offered. *(Complete only where units not taught were of sufficient importance to require some compensating action)*

Course
Unit of work
Reason
Compensating action if required
Course
Unit of work
Reason
Compensating action if required
Course
Unit of work
Reason
Compensating action if required
Course
Unit of work
Reason
Compensating action if required

E. Program Management and Administration

List difficulties (if any) encountered in management of the program	Impact of difficulties on the achievement of the program objectives	Proposed action to avoid future difficulties in Response
<i>Deficiency of Lab technicians</i>	<i>Conduct of lab is compromised</i>	<i>Recruitment of lab technician</i>
<i>Shortage of staff members specialties.</i>	<i>Staff is loaded with more subjects to deliver</i>	<i>Employing more specialized staff</i>



F. Summary Program Evaluation

1. Graduating Students Evaluation (To be reported on in years when surveys are undertaken)

Date of Survey

Attach survey report

a. List most important recommendations for improvement, strengths and suggestions

- *Recruitment for suitable and qualified technicians.*
- *Recruitment for suitable and qualified academic staff members.*
- *Moving to specially design building*

Analysis (e.g. Assessment, action already taken, other considerations, strengths and recommendation for improvement.)

- *The knowledge planned to be acquired through different courses is gained at the time of teaching, however, by the beginning of the following semester, all these knowledge not present.*
- *There is a proposal to assign the first two weeks of each semester for a thoroughly review for the main and important topics that have been tough the ended semester. This proposal has been raised to the dean of the college for decision taken.*
- *A proposal has been raised to the coordinator of the program regarding inviting speakers and performing panel discussion.*
- *A request concerning the actual needs from professionals for running the program laboratories are raised to the dean of the college for processing.*

b. Changes proposed in the program (if any) in response to this analysis and feedback.

NA



2. Other Evaluation (e.g. Evaluations by employers or other stakeholders, external review)

Describe evaluation process

Attach review/survey report

a. List most important recommendations for improvement, strengths and suggestions for improvement.	(e.g. Analysis of recommendations for improvement: Are recommendations valid and what action will be taken, action already taken, or other considerations?)
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b. Changes proposed in the program (if any) in response to this feedback.

2. Ratings on Sub-Standards of Standard 4 by program faculty and teaching staff; 4.1 to 4.10.

(a) List sub-standards. Are the “Best Practices” followed; Yes or No? Provide a revised rating for each sub-standard. Indicate action proposed to improve performance (if any).

Sub-Standards	Best Practices Followed (Y/N)	5 Star Rating	List priorities for improvement.
4.1			
4.2			
4.3			
4.4			
4.5			
4.6			
4.7			



4.8			
4.9			
4.10			
Analysis of Sub-standards. List the strengths and recommendations for improvement of the program's self-evaluation of following best practices.			

Analysis of Sub-standards. List the strengths and recommendations for improvement of the program's self-evaluation of following best practices.

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G. Program Course Evaluation

1. List courses taught during the year. Indicate for each course whether student evaluations were undertaken and/or other evaluations made of quality of teaching. For each course indicate if action is planned to improve teaching.

(Add items or attach list if necessary)

Course Title/Course Code	Student Evaluations		Other Evaluation (specify)	Action Planned	
	Yes	No		Yes	No
<i>Arabic Language Skills (ARB 101)</i>	✓		<i>Nil</i>		✓
<i>Differential Calculus (MATH 105)</i>	✓		<i>Nil</i>		✓
<i>Fundamentals of Engineering Technology (GE 101)</i>	✓		<i>Nil</i>		✓
<i>Fundamentals of Engineering Drawing (GE 102)</i>	✓		<i>Nil</i>		✓
<i>Engineering Mechanics (Statics) (GE 103)</i>	✓		<i>Nil</i>		✓
<i>General Physics (PHY 103)</i>	✓		<i>Nil</i>		✓
<i>Integral Calculus (MATH 106)</i>	✓		<i>Nil</i>		✓
<i>Algebra and Analytical Geometry (MATH 107)</i>	✓		<i>Nil</i>		✓
<i>Mechanical Eng. Drawing (ME 121)</i>	✓		<i>Nil</i>		✓
<i>Engineering Mechanics (Dynamic) (GE 108)</i>	✓		<i>Nil</i>		✓
<i>Engineering Chemistry (GE 105)</i>	✓		<i>Nil</i>		✓
<i>Introduction to Islamic Culture (ISL 101)</i>	✓		<i>Nil</i>		✓
<i>Differential Equations (MATH 204)</i>	✓		<i>Nil</i>		✓
<i>Manufacturing Processes (ME 212)</i>	✓		<i>Nil</i>		✓



Material Engineering (ME 251)	✓		Nil		✓
Machine Dynamics (ME 243)	✓		Nil		✓
Thermodynamics I (ME 231)	✓		Nil		✓
Electrical and Electronic Circuits (EE 210)	✓		Nil		✓
Mechanical Measurements (ME 211)	✓		Nil		✓
Machine Elements Design (ME 222)	✓		Nil		✓
Mechanics of Material (ME 232)	✓		Nil		✓
Mechanical Vibrations (ME 242)	✓		Nil		✓
Thermodynamics II (ME 252)	✓		Nil		✓
Political System in Islam (ISL 104)	✓		Nil		✓
Fluid Mechanics (ME 353)	✓		Nil		✓
System Dynamics (ME 343)	✓		Nil		✓
Mechanical Design (ME 323)	✓		Nil		✓
Electrical Machines (EE 398)	✓		Nil		✓
Power Plants (ME 460)	✓		Nil		✓
Mechanical Engg Lab I (ME 490)	✓		Nil		✓
Computer Aided manufacturing (ME 415)	✓		Nil		✓
Mechanical Engg Lab I (ME 497)	✓		Nil		✓
Quality Management (ME 372)	✓		Nil		✓
Tribology (ME 428)	✓		Nil		✓
Reliability and maintenance Engg (ME 473)	✓		Nil		✓
Internal Combustion Engine (ME 459)	✓		Nil		✓
Heat transfer (ME 354)	✓		Nil		✓
Engineering Project management (GE 408)	✓		Nil		✓
Industrial Operations research I (ME 371)	✓		Nil		✓
Engineering Economy (GE 407)	✓		Nil		✓
Material Removal Processes (ME 313)	✓		Nil		✓
Numerical Methods (MATH 254)	✓		Nil		✓

2. List courses taught by this program this year and for this program that are in other programs.

Year	Course Code	Course Title	Required or Elective	Credit Hours	College or Department
Prep Year					
	PENG 111/121	English for Preparatory Year (1)	Required	8	College of Engg.
	PMTH 112/127	Introduction to Mathematics (1)	Required	2	College of Engg.
	PCOM 113	Computer Skills	Required	2	College of Engg.
	PSSC 114	Study and Communication Skills	Required	2	College of Engg.
	PPHS 128	General Physics	Required	3	College of Engg.

1st Year Semester 1					
	MURE	University Requirement	Required	2	
	MATH 105	Differential Calculus	Required	3	Dept. of Mech. & Ind. Engg.
	GE 101	Fundamentals of Engineering Technology	Required	2	Dept. of Mech. & Ind. Engg.
	GE 102	Fundamentals of Engineering Drawing	Required	3	Dept. of Mech. & Ind. Engg.
	GE 103	Engineering Mechanics (Statics)	Required	3	Dept. of Mech. & Ind. Engg.
	PHY 103	General Physics	Required	4	Dept. of Mech. & Ind. Engg.
1st Year Semester 2					
	MATH 106	Integral Calculus	Required	3	Dept. of Mech. & Ind. Engg.
	MATH 107	Algebra and Analytical Geometry	Required	3	Dept. of Mech. & Ind. Engg.
	ME 111	Mechanical Measurements	Required	2	Dept. of Mech. & Ind. Engg.
	ME 121	Mechanical Engineering Drawing	Required	3	Dept. of Mech. & Ind. Engg.
	GE 108	Engineering Mechanics (Dynamics)	Required	3	Dept. of Mech. & Ind. Engg.
	GE105	Engineering Chemistry	Required	3	Dept. of Mech. & Ind. Engg.
2nd Year Semester 1					
	MURE	University Requirement	Required	2	Dept. of Mech. & Ind. Engg.
	MATH 204	Differential Equations	Required	3	Dept. of Mech. & Ind. Engg.
	ME 212	Manufacturing Processes	Required	3	Dept. of Mech. & Ind. Engg.
	ME 251	Material Engineering	Required	3	Dept. of Mech. & Ind. Engg.
	ME 243	Machine Dynamics	Required	3	Dept. of Mech. & Ind. Engg.
	ME 231	Thermodynamics I	Required	3	Dept. of Mech. & Ind. Engg.
2nd Year Semester 2					
	EE210	Electrical and Electronic Circuits	Required	3	Dept. of Mech. & Ind. Engg.
	STAT201	Statistics and Probability	Required	3	Dept. of Mech. & Ind. Engg.
	ME222	Machine Elements Design	Required	3	Dept. of Mech. & Ind. Engg.
	ME232	Mechanics of Materials	Required	3	Dept. of Mech. & Ind. Engg.
	ME242	Mechanical Vibrations	Required	3	Dept. of Mech. & Ind. Engg.
	ME252	Thermodynamics II	Required	2	Dept. of Mech. & Ind. Engg.
3rd Year					

Semester 1					
	MURE	University Requirement	Required	2	Dept. of Mech. & Ind. Engg.
	GE 306	Engineering Report Writing	Required	2	Dept. of Mech. & Ind. Engg.
	ME 323	Mechanical Design	Required	3	Dept. of Mech. & Ind. Engg.
	ME 343	System Dynamics	Required	2	Dept. of Mech. & Ind. Engg.
	ME 353	Fluid Mechanics	Required	4	Dept. of Mech. & Ind. Engg.
	EE 398	Electrical Machines	Required	2	Dept. of Mech. & Ind. Engg.
	CEN 307	Computer Programming for Mechanical Engineering	Required	3	Dept. of Mech. & Ind. Engg.
3rd Year Semester 2					
	MURE	University Requirement	Required	2	Dept. of Mech. & Ind. Engg.
	MATH254	Numerical Methods	Required	3	Dept. of Mech. & Ind. Engg.
	ME344	Automatic Control	Required	2	Dept. of Mech. & Ind. Engg.
	ME354	Heat Transfer	Required	3	Dept. of Mech. & Ind. Engg.
	ME355	Refrigeration & Air conditioning	Required	3	Dept. of Mech. & Ind. Engg.
	ME356	Turbulent flow	Required	3	Dept. of Mech. & Ind. Engg.
	ME357	Membrane Desalination Processes	Required	2	Dept. of Mech. & Ind. Engg.
	ME 313	Material Removal Processes	Required	3	Dept. of Mech. & Ind. Engg.
	ME333	Material Selection in Design and Manufacturing	Required	3	Dept. of Mech. & Ind. Engg.
	ME345	Fault Diagnosis of Mechanical Systems	Required	2	Dept. of Mech. & Ind. Engg.
	ME 371	Industrial Operations Research I	Required	3	Dept. of Mech. & Ind. Engg.
	ME 372	Quality Management	Required	3	Dept. of Mech. & Ind. Engg.
	ME 373	Reliability and Maintenance Engineering	Required	2	Dept. of Mech. & Ind. Engg.
4th Year Semester 1					
	MURE	University Requirement	Required	2	Dept. of Mech. & Ind. Engg.
	GE 407	Engineering Economy	Required	2	Dept. of Mech. & Ind. Engg.
	ME 458	Turbo Machines	Required	3	Dept. of Mech. & Ind. Engg.
	ME 459	Internal Combustion Engines	Required	3	Dept. of Mech. & Ind. Engg.
	ME 46X	Elective (I)		3	Dept. of Mech. & Ind. Engg.

	ME 493	Mechanical Power Lab. (I)	Required	1	Dept. of Mech. & Ind. Engg.
	ME 498	Senior Design I	Required	2	Dept. of Mech. & Ind. Engg.
	ME424	Computer Aided Design	Required	3	Dept. of Mech. & Ind. Engg.
	ME414	Metal Forming Processes	Required	3	Dept. of Mech. & Ind. Engg.
	ME491	Design and Production Lab(1)	Required	1	Dept. of Mech. & Ind. Engg.
	ME 474	Industrial operations research II	Required	3	Dept. of Mech. & Ind. Engg.
	ME 475	Computer aided Design and Manufacturing	Required	3	Dept. of Mech. & Ind. Engg.
	ME 495	Work Study Lab	Required	1	Dept. of Mech. & Ind. Engg.
4th Year Semester 2					
	MURE	University Requirement	Required	2	Dept. of Mech. & Ind. Engg.
	GE408	Engineering Project Management	Required	2	Dept. of Mech. & Ind. Engg.
	ME460	Power Plants	Required	3	Dept. of Mech. & Ind. Engg.
	ME46X	Elective (II)		3	Dept. of Mech. & Ind. Engg.
	ME46X	Elective (III)		3	Dept. of Mech. & Ind. Engg.
	ME494	Mechanical Power Lab.(2)	Required	1	Dept. of Mech. & Ind. Engg.
	ME 499	Senior Design II	Required	2	Dept. of Mech. & Ind. Engg.
	ME415	Computer aided Manufacturing	Required	3	Dept. of Mech. & Ind. Engg.
	ME492	Design and production lab (2)	Required	1	Dept. of Mech. & Ind. Engg.
	ME 476	Industrial Operations Management	Required	3	Dept. of Mech. & Ind. Engg.
	ME 496	Human Factors Engineering Lab	Required	1	Dept. of Mech. & Ind. Engg.
Include additional years if needed					

Program Learning Outcome Assessment. Design a program learning outcome assessment plan using the NCAAA accreditation four year cycle. By the end of the four year cycle all program learning outcomes are to be assessed using KPIs with benchmarks and analysis, national or international standardized testing if available, rubrics, exams and grade analysis, or some alternative scientific measure of student performance.

KPI #	NQF Learning Domains and Learning Outcomes	Method of Assessment	Date of Assessment
1.0	Knowledge		
1.1	<i>The knowledge planned to be acquired through different courses is gained at the time of teaching, however, by the beginning of the following semester, all these knowledge not present.</i>	<i>There is a proposal to assign the first two weeks of each semester for a thoroughly review for the main and important topics that have been tough the ended semester. This proposal has been raised to the dean of the college for decision taken.</i>	
1.2	<i>Knowledge related to ethics and professional responsibilities of Mechanical Engineers is planned to be acquired through summer training program as well as by working in the graduation project which not started yet.</i>	<i>A proposal has been raised to the coordinator of the program regarding inviting speakers and performing panel discussion.</i>	
1.3	<i>Other knowledge planned to be acquired through panel discussions conducted by faculty and invited speakers from factories and academic bodies, and through some of the articles associated with the program courses is still missed as none of these planned activities have been carried out.</i>		
1.4			
2.0	Cognitive Skills		
2.1	<ul style="list-style-type: none"> Skills related to critical thinking and ability to search for solutions are not acquired at acceptable level as basic design courses will be taken in the advanced levels of study that have not started yet. 	<i>A request concerning the actual needs from professionals for running the program laboratories are raised to the dean of the college for processing.</i>	



2.2	<i>The college must offer the required number of professionals to run different experiments and give students required skills.</i>		
2.3	<i>Some components of cognitive skills are acquired through assignments in all possible courses.</i>		
3.0	Interpersonal Skills & Responsibility		
3.1	<i>The preparatory program and the courses of first-year focus on the importance of the ability of engineer to search and survey of individual and collective work. This skill is developed parallel with the progress of the student to study in the program in subsequent years.</i>		
3.2	<i>Students will work in groups to undertake designed projects and prepare reports in some courses.</i>		
	<i>Students are expected to be exposed to the issues of ethical and professional in some ad hoc decisions of the research projects.</i>		
3.3	<i>Some courses include relevant case studies dealing with issues of moral responsibility.</i>		
4.0	Communication, Information Technology, Numerical		
4.1	<i>The program includes enough number of courses that ensure the use of the internet, prepare reports, and present results. The basic obstacle is the English language where students are not able to work with English websites and prefer to use Arabic ones.</i>	<i>The deanship of the preparatory years are going to add a new course concerning English for engineers to be given to the students at the preparatory year.</i>	



4.2	<i>In addition, the Computer Programming courses to be introduced to students are enough to teach students how to develop computer programs to solve simple engineering problems using the computer.</i>	<i>Promote the share of student in different public events.</i>	
	<i>Most of the student in the program share in competitions, exhibit and other events require direct contact with others.</i>		
5.0	Psychomotor		
5.1	Not Applicable		
5.2			

Provide an analysis of the Four (five/six) Year Program Learning Outcome Assessment Cycle (List strengths and recommendations).

Provide “direct assessments” for the current year’s program learning outcomes, according to the dates provided above (G.2). A **KPI Assessment Table** is provided below. Each learning outcome should utilize a separate KPI table. Over the four (five/six) year cycle, all program learning outcomes are to be assessed and reported in the **Annual Program Report(s)**. Normally a program has 6 to 8 program learning outcomes. Therefore 1 to 3 learning outcomes are directly assessed each year.

The KPI table is used to document directly assessed program learning outcomes. Assessments methods may include: national or international standardized test results, rubrics, exams and grade analysis, or learning achievement using an alternative scientific assessment system (copy the **KPI Assessment Table** and paste to make additional tables as needed).

3. Program Learning Outcome Assessment:

*Provide a report on the program learning outcomes assessment plan using an assessment cycle (a four to six-year cycle is recommended). All program learning outcomes are to be directly assessed at least once during the cycle. By the end of the cycle each program learning outcome will be assessed and recorded using a separate **KPI Assessment Table** (see below);*



KPI #	NQF Learning Domains and Learning Outcomes	Method of Assessment	Date of Assessment
1.0	Knowledge		
1.1	<i>The knowledge planned to be acquired through different courses is gained at the time of teaching, however, by the beginning of the following semester, all these knowledge not present.</i>	<i>There is a proposal to assign the first two weeks of each semester for a thoroughly review for the main and important topics that have been tough the ended semester. This proposal has been raised to the dean of the college for decision taken.</i>	
1.2	<i>Knowledge related to ethics and professional responsibilities of Mechanical Engineers is planned to be acquired through summer training program as well as by working in the graduation project which not started yet.</i>	<i>A proposal has been raised to the coordinator of the program regarding inviting speakers and performing panel discussion.</i>	
1.3	<i>Other knowledge planned to be acquired through panel discussions conducted by faculty and invited speakers from factories and academic bodies, and through some of the articles associated with the program courses is still missed as none of these planned activities have been carried out.</i>		
1.4			
2.0	Cognitive Skills		
2.1	<ul style="list-style-type: none"> Skills related to critical thinking and ability to search for solutions are not acquired at acceptable level as basic design courses will be taken in the advanced levels of study that have not started yet. 	<i>A request concerning the actual needs from professionals for running the program laboratories are raised to the dean of the college for processing.</i>	

Provide “direct assessments” for the current year’s program learning outcomes, according to the dates provided above (G.3). A key performance indicator (KPI) table is provided below. Each learning outcome should utilize a separate KPI table. Over the four (five/six) year cycle, all program learning outcomes are to be assessed and reported in the Annual Program Report(s).

Note: *Programs are to provide their own KPIs for directly measuring student performance.*



The KPI Assessment Table is used to document directly assessed program learning outcomes. Each program learning outcome should use a separate table. Direct assessments methods may include: national or international standardized test results, rubrics, exams and learning outcome grade analysis, or learning achievement using an alternative scientific assessment system (copy the KPI Assessment Table and paste to make additional tables as needed).

KPI Assessment Table

KPI # _____ Program KPI: _____	
Assessment Year: 2013/2014 Program Learning Outcome: Mechanical engineering	
NQF Learning Domain	
Target Benchmark	NA
KPI Actual Benchmark	Test results, rubrics, exams and grade analysis.
Internal Benchmark	NA
External Benchmark	NA
New Target Benchmark	NA
Analysis: (List strengths and recommendations)	
<p><i>Basically, these programs motivated faculty and staff to improve their performance and to share actively in the activities relating the academic accreditation e.g., preparing course specification, course file, course report, participate in self assessment tasks, start to use electronic white board, ...etc.</i></p> <p><i>The learning material for students is made available on web site for reference at any time any where.</i></p>	

3. Orientation programs for new teaching staff	
Orientation programs provided? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If offered how many participated? <input type="text" value="5"/>	
a. Brief Description	
b. List recommendations for improvement by teaching staff.	



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c. If orientation programs were not provided, give reasons.

4. Professional Development Activities for Faculty, Teaching and Other Staff	How many Participated	
	Teaching Staff	Other Staff
a. Activities Provided		
b. Summary analysis on usefulness of activities based on participant's evaluations or other evaluation methods.		

H. Independent Opinion on Quality of the Program after Considering Draft Report (e.g. head of another similar department/ program offering comment on evidence received and conclusions reached) (Attach notes)

1. Matters Raised by Evaluator Giving Opinion	Comment by Program Coordinator



2. Implications for Planning for the Program	



Program KPI and Assessment Table

I. Action Plan Progress Report

1. Progress on Implementation of Previous Year's Action Plans				
Actions Planned	Planned Completion Date	Person Responsible	Completed	If Not Complete, Give Reasons
<i>a. Propose and work on a new curriculum for the mechanical and industrial engineering.</i>	<i>14-08-1434</i>	<i>Head of department</i>	<i>No</i>	
Actions Planned	Planned Completion Date	Person Responsible	Completed	If Not Complete, Give Reasons
<i>b. Renewing labs (Request for instrument).</i>	<i>14-08-1434</i>		<i>No</i>	
Actions Planned	Planned Completion Date	Person Responsible	Completed	If Not Complete, Give Reasons
<i>c. Recruitment of staff members and technicians for labs.</i>	<i>14-08-1434</i>	<i>Dean of engineering college</i>	<i>Yes</i>	
Actions Planned	Planned Completion Date	Person Responsible	Completed	If Not Complete, Give Reasons
<i>d. Research activities</i>	<i>14-08-1434</i>	<i>Faculty in Mechanical and Industrial engineering department</i>	<i>Yes</i>	



2. Proposals for Program Development

a. Proposals for Changes to Program Structure (units/credit-hours, compulsory or optional courses, other)

b. Proposals for Changes to Courses, (deletions and additions of units or topics, changes in teaching or assessment procedures etc.)

c. Development Activities for Faculty and Teaching Staff

3. New Action Plan for Academic Year _____

Actions Required	Completion Date	Person Responsible
<i>a. Creating different tracks within the program</i>		
<i>b. Establishing the University- industry linkage</i>		

<i>c. Setting up of incubation centers for research</i>		
<i>d. Taking up consultancy projects from the industry</i>		
<i>e.</i>		

Program Action Plan Table

Directions: Based on the "Analysis of KPIs and Benchmarks" provided in the above Program KPI and Assessment Table, list the recommendations identified and proceed to establish a continuous improvement action plan.

No.	Recommendations	Actions	Assessment Mechanism or Criteria	Responsible Person	Start Date	Completion Date
1						
2						
3						
4						
5						
6						

Action Plan Analysis (List the strengths and recommendations for improvement of the Program Action Plan).

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I. Action Plan Progress Report

1. Progress on Implementation of Previous Year's Action Plans				
Actions Planned	Planned Completion Date	Person Responsible	Completed	If Not Complete, Give Reasons
a. Improve the programs and services of Academic Advising	Organizing workshop for faculty members in the field of Academic Advising. 2015-2016	HoD	Yes
b. Collection of data according to mapping from list of documents	approved course specifications approved courses Description approved result analysis approved broucher from 2105-2016	HoD	Yes
c. records related to Department	2105-2016	HoD	Yes
d Develop the planning of work and tasks distribution	2105-2016	HoD	Yes

Program Chair/ Coordinator Name : **Dr. Salah Al-dahash**

Signature :

Date Report Completed: **August 29, 2016**

Received by:

Dean/Department Head

Signature:

Date: **29/8/2016**

