Kingdom of Saudi Arabia

Ministry of Education

Najran University

College of Computer Science and

Information Systems (CSIS)

Development and Quality Unit

المملكة العربية السعودية

وزارة التعليم

جامعة نجران

كلية علوم الحاسب ونظم المعلومات

وحدة التطوير والجودة

Development and Quality Unit (DQU)

Committees and Knowledge Group Distribution for NCAAA and ABET Accreditation

2017/2018

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Committee Name	Heads	Members
Development and Quality Unit (DQU)	Dr. Shargabi	1) Dr. Abdur Rahman 2) Dr. Ghassan 3) Dr. Anwar Ali 4) Mr. Shah Masud 5) Mr. Mohammad Akram 6) Ms. Dalal Alqahtani 7) Ms. Nyla Khadam 8) Ms. Saira Banu
Assessment Committee (AC-CS & AC-IS)	Dr. Shargabi	1) Mr. Shah Masud (Coordinator) 2) Mr. Akram 3) Mr. Basit 4) Ms. Saira Banu 5) Dr. Muniba
Curriculum Committee-CS (CC-CS)	Dr. Abdur Rahman	1) Dr. Anwar Ali (coordinator) 2) Dr. Addin 3) Dr. Khairan 4) Mr. Salim 5) Ms. Dalal Alqahtani 6) Ms. Nyla Khadam 7) Dr. Muniba 8) Ms. Maha

Tentative DQU plan and committees --- 2017-2018

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Curriculum Committee-IS (CC-IS)	Dr. Ghassan	1) Mr. Shah Masud (Coordinator) 2) Dr. Shargabi 3) Dr. Asadullah 4) Dr. Fikri 5) Dr. Khiri 6) Mr. Basit
Facilities and Resources Committee (FRC-CS & FRC-IS)	Mr. Shah Masud	1) Mr. Adlan Balola (Coordinator) 2) Mr. Gulam Faruq 3) Mr. Salim 4) Mr. Haji 5) Mr. Nayef 6) Mr. Sultan Al Azmi 7) Mr. Hattan 8) Ms. Saira 9) Ms. Gulshan Aara 10) Ms.Raniah Zaheer 11) Ms. Zehra Alwadie 12) Ms. Morady Mohammad 13) Ms. Nazeema Parveen
Program Students Affairs Committee (PSAC-CS & PSC-IS)	Dr. Ghassan	1) Mr. Basit (Coordinator) 2) Dr. Khiri 3) Mr. Adlan 4) Mr. Salim 5) Mr. Omar

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		6) Mr. Zamanan 7) Mr. Abdullah Marih 8) Mr. Faris 9) Mr. Hattan 10) Ms. Enaam AbdQader 11) Ms. Raniah 12) Ms. Emaan Abdel Kareem 13) Ms. Bashair AlMansour, 14) Ms. Feryal Mohammad 15) Ms.Ghada Alsarhani
Faculty Affairs Committee (FAC-CS & FAC-IS)	Dr. Khairan	1) Dr. Shargabi (Coordinator) 2) Dr. Fekri 3) Mr. Golam Faruque 4) Mr. Khalid Makdi 5) Mr. Bakri 6) Mr. Moad 7) Ms. Emaan AbdelKareem 8) Ms. Enaam AbdelQader 9) Ms. Gulshan Aara 10) Ms. Awatif Mohammad 11) Ms.Enaam AbdelQader 12) Ms. Soad 13) Ms. Amal Saeed
Research and Community	Dr. Khairan	1) Dr. Asadullah (Coordinator male)

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Committee	Chair	Members
Service Committee (RCC-CS & RCC-IS)		2) Dr. Muniba (Coordinator female) 3) Dr. Khairi 4) Mr. Akram 5) Mr. Golam Faruque 6) Mr. Nayef 7) Mr. Hamad Abusaq 8) Ms. Summaiyya Alhazmi 9) Ms. Nazeema Parveen 10) Ms. Soad 11) Ms. Dalal Alqahtani 12) Ms. Sahar Saeed 13) Ms. Maha
Archive and Translation Committee (ATC)	Dr. Asadullah	1) Mr. Mazen Gazzan (Coordinator) 2) Mr. Omar Abdurrahman 3) Mr. Salim 4) Mr. Khalid Al Makhdi 5) Mr. Hamad Abosaq 6) Mr. Saeed Saad 7) Ms. Saod Mohammed 8) Ms. Enaam AbdelQader 9) Ms. Summaiya Alhazmi

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Distribution of ABET and NCAAA requirements on the Committees

Committee Name	ABET Criteria	NCAAA Standards for the CS & IS Programs	University Strategic Projects	Expected Activities: each committee is expected to do the following:
DQU	**Criterion 2:** Program Educational Objectives (CS & IS) **Criterion 3:** Student Outcomes (CS & IS)	**ST 1:** Mission and Objectives **ST 3:** Management of Quality Assurance and Improvement		• Full revision of the ABET criteria and NCAAA Standards • Collect Data about KPIs • KPIs analysis report report that should contain a list of strengths, weaknesses and recommendations for improvement, and priorities for action. • Update evidences if required • All mechanisms related to the standards must be implemented • Update NCAAA SES • Internal benchmarking is important to compare the old results of KPIs with the current results. • The requirements of the university deanship's of quality must be
Heads of Departments (CS and IS)		**ST 2:** Governance and Administration		
Assessment Committee (AC-CS & AC-IS)	**Criterion 4:** Continuous Improvement (CS & IS)	**ST 4:** Learning and Teaching		

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				considered in our work.
				• Final report with all evidences must be prepared for each one of the university strategic project
Curriculum Committee (CC-CS & CC-IS)	**Criterion 5:** Curriculum (CS & IS)	**ST 4:** Learning and Teaching	**Project Code 1/3:** Development of curriculum if needed	
Program Students Affairs Committee (PSAC-CS & PSAC-IS)	**Criterion 1:** Students (CS & IS)	**ST 5:** Student Administration and Support Services		
Facilities and Resources Committee (FRC-CS & FRC-IS)	**Criterion 7:** Facilities (CS & IS)	**ST 6:** Facilities and Equipment **ST 7:** Learning Resources		
Faculty Committee Affairs (FAC-CS & FC-IS)	**Criterion 6:** Faculty (CS & IS)	**ST 8:** Employment Processes **ST 9:** Financial Planning and Management	**Project Code: 3/6** Evaluation (Quantitative and Qualitative) of the current academic organizational chart according to the requirements of the program	
Research and Community Service Committee (RCC-CS & RCC-IS)	**Criterion 8:** Institutional Support (CS & IS)	**ST 10:** Research **ST 11:** Institutional Relationships With the Community	**Project Code 1/4:** Establishment of new programs according the community and labors market needs.	
Archive and Translation	This committee (ATC) will serve all committees in the college. More specifically, ATC will collect evidences (Soft and Hard Copies) from other committees and organize them in a way that could be easily accessible by the faculty. They are also			

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Committee (ATC)	responsible to translate documents from Arabic to English and vice versa.