

**QA Awareness activities**

<b>Activity</b>	<b>Purpose</b>	<b>Targeted</b>	<b>Date</b>
<b>2014/2015</b>			
Holding a workshop in the field of quality and accreditation	Train participants to analyze audit team recommendations and develop a treatment plan for recommendations	QA committee's members and Heads of Departments	17/11/2014
Strategic Plan Workshop	Training participants on strategic planning and practical application of operational plans	Assistant Deans Heads of Departments and centers	5/3/2015
QA committee's meeting	Meetings are held to discuss the accreditation criteria and recommendations of quality audit and put forward views and proposals on mechanisms to develop the work of the College to comply with national accreditation standards	QA committee's members	Every month
Apply the annual questionnaire to students and employees	Apply the annual questionnaire to students and employees	All Staff and students	Annually (April – May)
Evaluate the implementation of the operational plan for the current year and prepare the operational plan for next year	Meeting with each department / center	All Departments and Centers	Annually (July - August)
Key Performance Indicators data	Collect Data for KPI project	All Departments and Centers	Annually (July - August)