

QA Awareness activities

Activity	Purpose	Targeted	Date
2017/2018			
Academic accreditation and quality assurance awareness campaign	A campaign to introduce students and employees to the standards of academic accreditation and quality system through the use of the first five minutes of the lectures and through e-mail and billboards	All staff and Students	Fall 2017
Review the results of the annual survey for students and staff for 2016/2017	Present the Annual survey results to the college council members	College council members	College council meeting (Feb. 2018)
Review the results of the annual survey for students 2016/2017	Present the students annual survey results to the students council members	Students council members	Students council meeting
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)