



Deanship of Planning, Development and Quality

Programme Self Evaluation Report (PSER)

Name of Programme ---

College of ---

Head of Dept. ----

Dean ----

AY ---

Date of Submission ---

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College Profile

Introduction to the college of ----

Text ...

College Vision

Text

College Mission

Text ...

The Learning Programme

The programme demonstrates fitness for purpose in terms of mission, relevance, curriculum, pedagogy, intended learning outcomes and assessment. In addition, an improvement plan based on timeline schedule should be provided. The evaluation in this area revolves around the following:

1. The programme aim and the extent to which the programme contributes to the achievement of the university's educational mission.
2. The comprehensiveness of the study plan of the program, indicating the following regarding the courses: number, name, and number of credit hours for each course.
3. The expected learning outcomes of the program, state whether the programme achieved the expected outputs, and what criteria are used and how they are applied.
4. The evaluation mechanism adopted in the program with examples showing the comprehensiveness of the evaluation mechanism.
5. The current changes (in the last 3 years) being made to the study plan of the program and if the Department intends to make changes to the program, please explain the changes and explain the reasons and the procedure?
6. The advisory committee for the programme, listing the membership of the programme advisory committee, indicating the names, headings and backgrounds of each member, and the criteria on which the advisory committee was selected, specify how the meetings take place and make recommendations.
7. Has there been a change in the number of credit hours for the program during the past five academic years (mention of amendment and reason).
8. What qualities and characteristics does the program enjoy and distinguish it from competing programs?
9. Mention the number of students who have graduated from the program (as a major or sub-specialty) over the past five years.
10. Provide an overview of the relevant areas of work for the graduates of the section in terms of potential jobs. Explain how the program outputs intersect with the skills of graduates in those areas.
11. Detailed report on the graduates of the program and their involvement in the labor market for the last five years.

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Efficiency of the Programme

The programme is efficient in terms of admitted students, use of available resources, staffing, infrastructure, and student support. The evaluation in this area revolves around

the following:

1. The admission policy in the program, if the special admission policy in the program has been applied and how?
2. How has the program contributed to the preparation of graduates to adapt the job market (according to the study plan)?
3. The data sets of the programme over the past five academic years such as the total number of people in the program, the percentage of people that were taught by full-time/part-time faculty members distributed over the five years.
4. The criteria used to appoint faculty members in the program in terms of degree, experience, or any other criteria used to evaluate candidates during the recruitment process.
5. The participation of faculty members in the Department for academic or cultural exchange programs with international universities, presenting a list of faculty members to contain the scientific rank, fields of specialization, and related experience.
6. Is the process of evaluating the faculty members in the department periodically, and what are the improvements made so far based on the evaluation.
7. Determine how the faculty members of the department develop the academic qualifications of students (use of practical courses, graduation projects... etc.)
8. The contribution of the Faculty members "full time " in the following areas: research, conferences or other presentations. Support the report with a detailed list showing this, and explain how these processes contribute to the overall effectiveness of the program.
9. Mention the available spaces and accompanying equipment such as lecture halls, laboratories, special tools, and sport facilities sufficient to meet the needs of the program and its students. Identify the strengths and weaknesses of the resources available to the programme. What recommendations (if any) do the make to develop those resources and overcome their weaknesses?
10. Does the program receive any services from the library, specific technology, or from any other circles? Support your answer with a detailed list of the service providers as well as their contribution to the program.
11. Do the above-mentioned support library services are sufficient to meet the needs of the program and its students. Indicate the strengths and limitations of the services provided, if any, and include recommendations on how to improve services.

Academic Standards of the Graduates	
<p>The graduates of the programme meet academic standards such as it is equivalent and compatible with programs in Palestine, equivalent and compatible with programs regionally and internationally. The evaluation in this area revolves around the following:</p> <ol style="list-style-type: none"> 1. Is there a partnership/collaboration between the program and an academic program within or outside the university, if yes, who are the partners/partnership documents, and what is the nature of the partnership (please attach any relevant documents)? 2. Is there a partnership between the program, private and public institutions or the local community, if yes, describe the nature of that partnership? 3. What are the expected enrollment rates for this program over the next three years? 4. Are there opportunities to expand the program (for example: increasing enrollment rates, applying distance learning, or helping students find employment after graduation)? What are the most important resources that the programme will need to successfully complete the expansion process? 5. What are the future opportunities for the program and what are the most important challenges it faces? 6. Are there any initiatives or amendments that will be made to exploit the opportunities and meet the challenges? 7. What is the expected timetable for completing these initiatives? And who's going to do it? 8. Different ways (formal and informal) used to ensure the marketing of the program, is there a role for the college or the department in this process? are consultants from outside the university used to promote this process, and have other marketing strategies been used to strengthen the programme and attract students who could have been involved elsewhere? 	
Effectiveness of Quality Management and Assurance	
<p>To review the extent to which graduates of the program have met the accepted academic quality standards in comparison to similar programs in Palestine and around the world. The evaluation focuses on the following:</p> <ol style="list-style-type: none"> 1. Do you expect that the program will need any additional budget allocation in the next two to three years? If so, please provide details, for example, based on the number of students admitted to the program, is the classroom space or labs going 	

to be appropriate? Or do you need to be upgraded or improved?	
2. Is there a study conducted over the past two or three years on the program to determine the degree of satisfaction of students, graduates, employers and other related groups? Describe the data collected as it relates to issues such as learning outcomes, employability in the labour market, and preparation for life after graduation.	
3. What are the results of this study? Please attach any relevant reports and actions has been taken so far.	
4. List the results of the latest program evaluation if any. What changes has the evaluation proposed to improve the level of students? How have these changes been carried out? Please indicate how much progress has been made.	
Conclusion	