



## The CHM Program's Operational Plan in College of Science 1443 AH

## Operational Plan of the Chemistry Program

### First Aspect: Basic data of the program:

Main tracks/or disciplines within the program	Branches that offer this program	Program		Name of Program Head	Name of Program Coordinator	Numbers of hours approved	Program	College
		New	Continuous					
Bachelor in Chemistry	Sakaka		√	Dr. Ibrahim Alsohaim	Prof. Hassan Mohamed	135	Chemistry	Science

## **Second Aspect: Vision, Mission, and Objectives**

### **Vision of the program:**

Excellence in teaching Chemistry and scientific research and its applications to contribute to the service of society

### **Mission of the program:**

Preparation of the scientific competencies in the field of Chemistry for community development and to solve environmental problems through applied research.

### **Objective of the program**

- Developing the curriculum and courses to attain educational outcomes that meet the academic standards in the Kingdom.
- Qualifying program students with advanced fundamental sciences in the field of chemistry.
- Developing the capabilities of the academic and technical staff to assist the educational process.
- Conducting scientific research to keep up with scientific development in chemistry.
- Providing various services and activities in chemistry and its applications that benefit the community.

### Third Aspect: The operational plan of the program in accordance with the operational goals

**First Goal (G-1):** Developing the curriculum and courses to attain educational outcomes that meet the academic standards in the Kingdom.

Executive objectives	Activities and Procedures	Outputs	Time		Budget	Responsible for Implementation	Responsibility for Follow up	Key Performance Indicators
			Start	End				
<b>G-1-1</b> Evaluation the quality of the educational process for the program.	Continuous improvement in the courses specification of the CHM program.	The final version of the program's courses.	August	June	3000	Quality and Academic Accreditation committee	Head of Quality and Academic Accreditation committee	Student's evaluation of the quality of the courses. <b>KPI-P-03</b> <b>(4.1)</b>
	Specialization compatibility for staff members with the courses they teach.	Graduates who have the prerequisite qualifications for working in chemistry and its several areas.	August	June	3000	Courses Coordinators	Program Coordinators	Percentage of the specialization compatibility for staff members with the courses they teach. <b>(100%)</b>
	Follow up and evaluation of the course reports and PLOs achievements.	Report from the internal review committee	August	June	3000	Head of Quality and Academic Accreditation committee	Head of Quality and Academic Accreditation committee	The satisfaction of the students towards the quality of the program. <b>(4)</b>

<p><b>G-1-2 Provision of the state of the art laboratory facilities for practical training of the students to enhance their skills and scientific thinking</b></p>	<p>Preparation and upgrading of the Lab manuals</p>	<p>The presence of a manual describing the ideal method for the operation of all equipment.</p>	<p><b>August</b></p>	<p><b>June</b></p>	<p><b>3000</b></p>	<p>Lab and equipment committee</p>	<p>Head of Lab and equipment committee</p>	<p>The satisfaction of the students towards the equipment and facilities. <b>(4)</b></p>
<p><b>G-1-3 Regular revision of the educational and e-learning recourses.</b></p>	<p>Providing course description and course syllabus to the students via blackboard</p>	<p>Graduates who have the prerequisite qualifications for working in chemistry and its several areas.</p>	<p><b>August</b></p>	<p><b>June</b></p>	<p><b>3000</b></p>	<p>Quality and Academic Accreditation committee</p>	<p>Head of Quality and Academic Accreditation committee</p>	<p>The satisfaction of the students towards the learning resources. <b>KPI-P-17</b> <b>(4)</b></p>

**Second Goal (G-2):** Qualifying program students with advanced fundamental sciences in the field of chemistry.

Executive objectives	Activities and Procedures	Outputs	Time		Budget	Responsible for Implementation	Responsibility for Follow up	Key Performance Indicators
			Start	End				
<b>G-2-1</b> Student's participation in the extra-curricular activities.	Adopting the extra-curricular activities plan.	Report on the extra-curricular activities.	<b>Aug ust</b>	<b>Jun e</b>	<b>3000</b>	Academic and Student Affairs Committee	Head of Academic and Student Affairs Committee	Percentage of Students Participating in the extra-curricular activities plan. <b>KPI-AP-03</b> <b>(85%)</b>
<b>G-2-2</b> Qualifying the students in the advanced basic sciences.	Adopting the training field strategy plan.	Qualified graduates for the labor market.	<b>Aug ust</b>	<b>Jun e</b>	<b>3000</b>	Academic and Student Affairs Committee	Head of Academic and Student Affairs Committee	Achievement percentage of the proposed training field strategy plan <b>(85%)</b>
	Engaging the students in seminars and workshops.	Qualified graduates for the labor market.	<b>Aug ust</b>	<b>Jun e</b>	<b>3000</b>	Scientific research committee.	Head of Scientific research committee	Percentage of students participating in seminars and workshops <b>(60%)</b>
	Training of the students on advanced thinking skills.	Qualified graduates for the labor market.	<b>Aug ust</b>	<b>Jun e</b>	<b>3000</b>	Academic and Student Affairs Committee	Head of Academic and Student Affairs Committee	Percentage of students participating in training courses <b>(60%)</b>

**Third Goal (G-3):** Developing the capabilities of the academic and technical staff to assist the educational process.

Executive objectives	Activities and Procedures	Outputs	Time		Budget	Responsible for Implementation	Responsibility for Follow up	Key Performance Indicators
			Start	End				
<b>G-3-1</b> Qualifying and developing the capabilities of staff members on teaching and assessment methods	Prepare training programs for faculty members on teaching and assessments methods	Faculty members Qualified on teaching and assessments methods	August	June	3000	Quality and Academic Accreditation committee	Head of Quality and Academic Accreditation committee	The number of staff members who has been enhanced their skill <b>(30%)</b>
<b>G-3-2</b> Qualifying and developing the capabilities of Lab technicians to enhance	Prepare training programs on occupational safety and health	Qualified Lab technicians on occupational safety and health field	August	June	3000	Training and development Committee	Head of training and development Committee	Achievement numbers of the proposed training program <b>(2)</b>

<b>their technical performance</b>	Prepare training programs on equipment	Qualified technicians on equipment	Lab on	<b>August</b>	<b>June</b>	<b>3000</b>	Training and development Committee	Head of training and development Committee	Achievement numbers of the proposed training program <b>(2)</b>
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**Fourth Goal (G-4):** Conducting scientific research to keep up with scientific development in chemistry.

Executive objectives	Activities and Procedures	Outputs	Time		Budget	Responsible for Implementation	Responsibility for Follow up	Key Performance Indicators
			Start	End				
<b>G-4-1</b> Enhance the abilities of faculty members on scientific research to provide students' knowledge of the recent advances in the scientific research.	Scientific publications for the staff members in highly ranked journals.	The database comprises the number of publications and citations of the program.	August	June	3000	Scientific research committee.	Head of Scientific research committee	Percentage of publications of faculty members. <b>KPI-P-14</b> <b>(100%)</b>
								Rate of published research per faculty member. <b>KPI-P-15</b> <b>(3:1)</b>
	Training program for faculty members on	Enhance the scientific performance	August	June	3000	Scientific research committee.	Head of Scientific research committee	Citations rate in refereed journals per faculty member. <b>KPI-P-16</b> <b>(40:1%)</b>

	scientific research, citation, and Mechanism of publishing in ISI & Scopus Journal.	nance for the staff members						The number of funded research projects that the program's employees obtain annually. <b>KPI-AP-02</b> <b>(10)</b>
	The formation of research groups and encouraging scientific research cooperation among the staff members.	Numbers of research groups	<b>August</b>	<b>June</b>	<b>3000</b>	Scientific research committee.	Head of Scientific research committee	Number of research groups in the Program <b>KPI-AP-01</b> <b>(6)</b>
<b>G-4-2 Engaging the students in the scientific publication.</b>	Engaging the students in research projects	Qualified graduates to join the postgraduate program.	<b>August</b>	<b>June</b>	<b>3000</b>	Academic and Student Affairs Committee	Head of Academic and Student Affairs Committee	Achievement number of the students engaged in the publication <b>(4)</b>

<b>G-4-3 Engaging the students in the scientific publication.</b>	Engaging the students in scientific events, research days and conferences.	Qualified graduates	<b>August</b>	<b>June</b>	<b>3000</b>	Academic and Student Affairs Committee	Head of Academic and Student Affairs Committee	Percentage of students participating in scientific events <b>(20%)</b>
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**Fifth Goal (G-5):** Providing various services and activities in chemistry and its applications that benefit the community.

Executive objectives	Activities and Procedures	Outputs	Time		Budget	Responsible for Implementation	Responsibility for Follow up	Key Performance Indicators
			Start	End				
<b>G-5-1 Engaging the staff members in community services.</b>	Offers experiential trainings courses, and workshops with societal related relevance, Consulting, and suggested solutions to solve the problems facing the community.	Report on the lectures, and scientific workshops related to the community.	<b>August</b>	<b>June</b>	<b>6000</b>	Community service committee.	Head of Community service committee.	Achievement number of the trainings and courses engaged in the publication <b>(4)</b>

The target value is indicated by the value enclosed in brackets.

#### Fourth Aspect: The time frame of the operational plan of the program

	Objectives	Implementation period											
		8	9	10	11	12	1	2	3	4	5	6	7
1	Developing the curriculum and courses to attain educational outcomes that meet the academic standards in the Kingdom.												
2	Qualifying program students with advanced fundamental sciences in the field of chemistry.												
3	Developing the capabilities of the academic and technical staff to assist the educational process.												
4	Conducting scientific research to keep up with scientific development in chemistry.												
5	Providing various services and activities in chemistry and its applications that benefit the community.												

**Fifth Aspect: The overall budget of the operational plan:**

	Objectives	Budget
1	Developing the curriculum and courses to attain educational outcomes that meet the academic standards in the Kingdom.	17000
2	Qualifying program students with advanced fundamental sciences in the field of chemistry.	12000
3	Developing the capabilities of the academic and technical staff to assist the educational process.	9000
4	Conducting scientific research to keep up with scientific development in chemistry.	15000
5	Providing various services and activities in chemistry and its applications that benefit the community.	6000
	<b>Total</b>	<b>59,000</b>

Head of Program



Ibrahim Hotan Alsohaimi