



Program Specification

- (Bachelor)

Program:	Bachelor	of Science	in Civil E	ngineeri	ng	
Program	Code (as per Sa	audi university	y ranking):	073201		
Qualificat	ion Level: L6	5				
Departme	ent: Civil Er	ngineering				
College:	College of	Engineering	J			
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*Attach the previous version of the Program Specification.







Table of Contents

A. Program Identification and General Information	3
B. Mission, Objectives, and Program Learning Outcomes	5
C. Curriculum	7
D. Student Admission and Support:	15
E. Faculty and Administrative Staff:	
F. Learning Resources, Facilities, and Equipment:	19
G. Program Quality Assurance:	20
H. Specification Approval Data:	25





A. Program Identification and General Information

1. Program's Main Location :

College of Engineering, Sakaka, Al-Jouf, Kingdom of Saudi Arabia

2. Branches Offering the Program (if any):

NA: Program runs at only one campus (Sakaka), there is no other branch or campus running the program.

3. Partnerships with other parties (if any) and the nature of each:

None

4. Professions/jobs for which students are qualified

- Consultant Engineer
- Surveying Engineer
- Structural Engineering- Structural Design Engineer, Project Management, Site Supervision Engineer etc
- Environmental Engineering- Water and sanitation Engineer
- Water Resources Engineer- Irrigation Engineer
- Geotechnical Engineering- Geotechnical Engineer
- Transportation Engineering- Highway and Railway Engineer

5. Relevant occupational/ Professional sectors:

- Universities
- Engineering departments in government facilities.
- Construction & Contracting Companies.
- Consulting offices.
- Engineering planning offices.

6. Major Tracks/Pathways (if any):

Major track/pathway	Credit hours (For each track)	Professions/jobs (For each track)
Regular Track	 162 Credit hours The student must complete 74 credit hours of compulsory courses. The student must select 9 credit hours of elective courses. In addition to the above-mentioned requirements, the student must conduct a field training (2 credit hours) for 8 weeks after 	Civil Engineer





Cooperative Track	 Completing 110 credits (including the Common First Year). 162 Credit hours The student must complete 74 credit hours of compulsory courses. The student must select 3 credit hours of elective courses. In addition to the above-mentioned requirements, the student must conduct a field training (8 credit hours) for 24 weeks after completing 110 credits (including the Common First Year). 	Civil Engineer
7. Exit Points/Awarded Deg	ree (if any):	
exit points/	Credit hours	
	NA	





B. Mission, Objectives, and Program Learning Outcomes

1. Program Mission:

The program of Civil Engineering will provide a distinguished education, innovative research, and community service to achieve leadership and sustainability in the field of civil engineering, locally and regionally.

2. Program Objectives:

- Prepare a high-quality civil engineering graduates with technical, communication, and leadership skills to meet the expectations of prospective employers.
- Create and develop efficient solutions for civil engineering challenges through innovative research.
- Engage in community service that showcases the value of civil engineering, fosters collaboration and knowledge sharing, and prioritizes ethical and sustainable practices.

3. Program Learning Outcomes*

Knowledge and Understanding

K1 An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics

Skills

- S1 An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics
- An ability to apply engineering design to produce solutions that meet specified needs S2 with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
- S3 An ability to communicate effectively with a range of audiences
- S4 An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions

Values, Autonomy, and Responsibility

- An ability to recognize ethical and professional responsibilities in engineering
 v1 situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts
- V2 An ability to acquire and apply new knowledge as needed, using appropriate strategies
- An ability to function effectively on a team whose members together provide
 V3 leadership, create a collaborative and inclusive environment, establish goals, plans tasks, and meet objectives.

* Add a table for each track or exit Point (if any).





Program Learning Outcomes:

- 1. An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
- 2. An ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
- 3. An ability to communicate effectively with a range of audiences.
- 4. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
- 5. An ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
- 6. An ability to develop and conduct appropriate experimentation, analyze, and interpret data, and use engineering judgment to draw conclusions.
- 7. An ability to acquire and apply new knowledge as needed, using appropriate learning strategies.

PLO's	Knowledge and Understanding	Skills	Values
PLO1	√	✓	
PLO2	✓	~	
PLO 3		✓	
PLO 4			✓
PLO 5			✓
PLO 6		✓	
PLO 7			✓





C. Curriculum

1. Curriculum Structure

Regular Track (with common first year)

Program Structure	Required/ Elective	No. of courses	Credit Hours	Percentage
Institution Requirements	Required	9	25	15.43%
Institution Requirements	Elective	3	6	3.70%
College Requirements	Required	16	46	28.39%
College Requirements	Elective	0	0	0%
Dragrom Baguiromonto	Required	25	70	43.21%
Program Requirements	Elective	3	9	5.55%
Capstone Course/Project		1	4	2.47%
Field Training/ Internship	Required	1	2	1.23%
Residency year		NA	NA	NA
Others		NA	NA	NA
Total		58	162	100%

Cooperative Track (with common first year)

Program Structure	Required/ Elective	No. of courses	Credit Hours	Percentage
Institution Poquiromonto	Required	9	25	15.43%
Institution Requirements	Elective	3	6	3.70%
College Requirements	Required	16	46	28.39%
College Requirements	Elective	0	0	0%
Brogram Baguiramonta	Required	25	70	43.21%
Program Requirements	Elective	1	3	1.86%
Capstone Course/Project		1	4	2.47%
Field Training/ Internship	Required	1	8	4.94%
Residency year		NA	NA	NA
Others		NA	NA	NA
Total		58	162	100%

* Add a separated table for each track (if any).





2. Program Courses

Regular Track (with common first year)

Level	Course Code	Course Title	Required or Elective	Pre- Requisite Courses	Credit Hours (LT,LB,TU)	Type of requirements (Institution, College, or Program)
Level 1	ENGL 001	English Language (1)	Required		6 (5,5,10)	University
	MTH 101	Introductory Mathematics	Required		3 (2,0,2)	College
	CIS 101	Computer Skills	Required		3 (2,2,0)	University
	EDU 101	University Life Skills	Required		2 (2,0,0)	University
		Total Credit Hour	'S		14 (11,5,12)	
	ENGL 002	English Language (2)	Required	ENGL 001	6 (5,5,10)	University
	MTH 102	Differential Calculus	Required	MTH 101	3 (2,0,2)	College
Level	CHM 103	Chemistry	Required		3 (2,2,0)	College
2	CIS 102	Problem Solving and Programming	Required	CIS 101	3 (2,2,0)	College
		Total Credit Hour	S		15 (11,9,12)	
	ARB 100	Arabic Language Skills	Required		2 (2,0,0)	University
	ISL 103	Islamic Economic System	Required		2 (2,0,0)	University
	PHS 101	General Physics (1)	Required		4 (3,2,0)	College
Level	MEC 101	Engineering Drawing	Required		2 (1,2,0)	College
3	MEC 102	Engineering Design (1)	Required		3 (2,2,0)	College
	MEC 103	Engineering Economy	Required	MTH 102	2 (2,0,0)	College
	MTH 203	Integral Calculus	Required	MTH 102	3 (2,0,2)	College
		Total Credit Hour	·s		18 (14,6,2)	
	ISL 107	Professional Ethics	Required		2 (2,0,0)	University
	MEC 104	Engineering Design (2)	Required	MEC 102	2 (1,2,0)	College
	MEC 105	Basics of Engineering Technology	Required	MEC 101	2 (1,2,0)	College
Level	PHS 202	General Physics (2)	Required	PHS 101	4 (3,2,0)	College
4	MTH 204	Advanced Calculus	Required	MTH 203	3 (2,0,2)	College
	MTH 281	Statistics and Probabilities	Required	MTH 203	3 (2,0,2)	College
	CVE 101	Engineering Mechanics (Statics)	Required	MTH 203, PHS 101	2 (2,0,1)	Department
		Total Credit Hour	·s		18 (13,6,5)	
	ARB 102	Writing Skills	Required	ARB 100	2 (2,0,0)	University
	ISL 10X	University Elective (1)	Elective		2 (2,0,0)	University
	MTH 305	Differential Equations	Required	MTH 204	3 (2,0,2)	College
Level	CVE 201	Computer Drawing	Required	MEC 101	3 (1,4,0)	Department
5	CVE 211	Strength of Materials	Required	CVE 101	3 (2,2,0)	Department
	CVE 221	Geology for Civil Engineers	Required	PHS 101	2 (2,0,0)	Department
	CVE 251	Surveying	Required	MTH 204,	3 (2,2,0)	Department
				MEC 101	10 (12 0 0)	
		Total Credit Hour	S El		18 (13,8,2)	I.I.e.
	ISL IUX	University Elective (2)	Elective	 MTH 205	2 (2,0,0)	Call
Level	MTH 382	Numerical Methods	Required	MTH 305	3 (2,0,2)	College
0	CVE 202	Integrated Course for Civil Engineers	Required	CVE 201, PHS 202	3 (2,2,0)	Department





Level	Course Code	Course Title	Required or Elective	Pre- Requisite Courses	Credit Hours (LT,LB,TU)	Type of requirements (Institution, College, or Program)
	CVE 212	Structural Analysis (1)	Required	CVE 211	3 (3,0,0)	Department
	CVE 213	Materials of Construction	Required	CVE 211	3 (2,2,0)	Department
	CVE 241	Fluid Mechanics	Required	MTH 204,	3 (3,0,0)	Department
		Tetel Constitutions		PHS 101	17 (14 4 2)	
	CVE 211	Structural Analysis (2)	CVE 212	17(14,4,2) 3(300)	Doportmont	
	CVE 312	Reinforced Concrete Design	Required	CVE 212	3(3,0,0)	Department
	CVE 512	(1)	Required	CVE 212, CVE 213	5 (5,0,0)	Department
Level	CVE 321	Geotechnical Engineering (1)	Required	CVE 221	3 (2,2,0)	Department
(CVE 341	Hydraulics	Required	CVE 241	3 (2,2,0)	Department
	CVE 342	Hydrology and Water	Required	CVE 241	3 (3,0,0)	Department
		Resources Engineering				
		Total Credit Hour	:s		15 (13,4,0)	
	CVE 313	Design of Steel Structures	Required	CVE 311	3 (3,0,0)	Department
		Reinforced Concrete Design	Required		2 (2 0 0)	Department
	CVE 314	(2)	Dec. in 1	CVE 312	3 (3,0,0)	Desistant
	CVF 322	(2)	Required	CVF 321	2(121)	Department
2 8	CVE 322	Construction Management	Required	CVE 312	3(300)	Department
Ŭ	CVE 361	Transportation and Traffic	Required	CVE 251	3 (3,0,0)	Department
	012001	Engineering	mquirea	012201	0 (0,0,0)	2017
	CVE 371	Sanitary Engineering	Required	CVE 341	3 (3,0,0)	Department
		Total Credit Hour	:S		17 (16,2,1)	
	CVE 421	Foundation Engineering	Required	CVE 322	3 (3,0,0)	Department
	CVE 431	Construction Engineering and Sustainability	Required	CVE 312	2 (2,0,0)	Department
Level	CVE 441	Design of Hydraulic Structures	Required	CVE 341	3 (3,0,0)	Department
9	CVE 4XX	Department Elective (1)	Elective	Departmen t approval	3	Department
	CVE 491	Senior Project	Elective	Pass 110 Credits	4 (2,4,0)	Department
		Total Credit Hour	'S		15	
	EDU 102 BUS 101	University Elective (3)	Elective		2 (2,0,0)	University
	CVE 461	Highway Engineering	Required	CVE 361	3 (2,2,0)	Department
	CVE 4XX	Department Elective (2)	Required	Departmen t approval	3	Department
Level 10	CVE 4XX	Department Elective (3)	Elective	Departmen t approval	3	Department
	CVE 492	Special Topics in Civil Engineering	Required	Departmen t approval	2 (2,0,0)	Department
	CVE 493	Field Training*	Required	Pass 110 Credits	2	Department
		Total Credit Hour	15			





Cooperative Track (with common first year)

				D		Type of
	Course	Course Title	Required	Pre-	Credit	requirements (Institution
	Code		or Elective	Courses	(LT,LB,TU)	College, or
	ENGL 001	English Language (1)	Required		6 (5 5 10)	Program)
Level 1	MTH 101	Introductory Mathematics	Required		3(202)	College
	CIS 101	Computer Skills	Required		3(2,0,2)	University
	EDU 101	University Life Skills	Required		3(2,2,0)	University
	LDC 101	Total Credit Hou	's		14(11512)	Oniversity
	ENGL 002	English Language (2)	Required	ENGL 001	6 (5.5.10)	University
	MTH 102	Differential Calculus	Required	MTH 101	3 (2.0.2)	College
Level	CHM 103	Chemistry	Required		3 (2,2,0)	College
2	GIG 100	Problem Solving and		CTC 101		G 11
	CIS 102	Programming	Required	CIS 101	3 (2,2,0)	College
		Total Credit Hour	rs		15 (11,9,12)	
	ARB 100	Arabic Language Skills	Required		2 (2,0,0)	University
	ISL 103	Islamic Economic System	Required		2 (2,0,0)	University
	PHS 101	General Physics (1)	Required		4 (3,2,0)	College
Level	MEC 101	Engineering Drawing	Required		2 (1,2,0)	College
3	MEC 102	Engineering Design (1)	Required		3 (2,2,0)	College
	MEC 103	Engineering Economy	Required	MTH 102	2 (2,0,0)	College
	MTH 203	Integral Calculus	Required	MTH 102	3 (2,0,2)	College
		Total Credit Hour	rs		18 (14,6,2)	
	ISL 107	Professional Ethics	Required		2 (2,0,0)	University
	MEC 104	Engineering Design (2)	Required	MEC 102	2 (1,2,0)	College
	MEC 105	Basics of Engineering Technology	Required	MEC 101	2 (1,2,0)	College
Level	PHS 202	General Physics (2)	Required	PHS 101	4 (3,2,0)	College
4	MTH 204	Advanced Calculus	Required	MTH 203	3 (2,0,2)	College
	MTH 281	Statistics and Probabilities	Required	MTH 203	3 (2,0,2)	College
	CVE 101	Engineering Mechanics (Statics)	Required	MTH 203, PHS 101	2 (2,0,1)	Department
	Total Credit Hours				18 (13,6,5)	
	ARB 102	Writing Skills	Required	ARB 100	2 (2,0,0)	University
	ISL 10X	University Elective (1)	Elective		2 (2,0,0)	University
	MTH 305	Differential Equations	Required	MTH 204	3 (2,0,2)	College
ا میرما	CVE 201	Computer Drawing	Required	MEC 101	3 (1,4,0)	Department
_5	CVE 211	Strength of Materials	Required	CVE 101	3 (2,2,0)	Department
	CVE 221	Geology for Civil Engineers	Required	PHS 101	2 (2,0,0)	Department
	CVE 251	Surveying	Required	MTH 204, MEC 101	3 (2,2,0)	Department
		Total Credit Hour	rs		18 (13,8,2)	
	ISL 10X	University Elective (2)	Elective		2 (2,0,0)	University
	MTH 382	Numerical Methods	Required	MTH 305	3 (2,0,2)	College
	CVE 202	Integrated Course for Civil	Required	CVE 201,	3 (2,2,0)	Department
6		Engineers		PHS 202		
	CVE 212	Structural Analysis (1)	Required	CVE 211	3 (3,0,0)	Department
	CVE 213	Materials of Construction	Required	CVE 211	3 (2,2,0)	Department
	CVE 241	Fluid Mechanics	Required	MTH 204,	3 (3,0,0)	Department





Level	Course Code	Course Title	Required or Elective	Pre- Requisite Courses	Credit Hours (LT,LB,TU)	Type of requirements (Institution, College, or Program)
				PHS 101		
		Total Credit Hour	'S		17 (14,4,2)	
	CVE 311	Structural Analysis (2)	Required	CVE 212	3 (3,0,0)	Department
	CVE 312	Reinforced Concrete Design (1)	Required	CVE 212, CVE 213	3 (3,0,0)	Department
Level	CVE 321	Geotechnical Engineering	Required	CVE 221	3 (2, 2, 0)	Department
7	CVE 321	Hydraulics	Required	CVE 221	3(2,2,0)	Department
	CVE 342	Hydrology and Water	Required	CVE 241	3 (3,0,0)	Department
					15 (12 4 0)	
	CVIE 212	Total Credit Hour	S Decimal	OVE 211	15 (13,4,0)	Deserte
	CVE 313	Design of Steel Structures	Required	CVE 311	3 (3,0,0)	Department
	CVE 314	(2)	Required	CVE 312	3 (3,0,0)	Department
		Geotechnical Engineering				Department
Level	CVE 322	(2)	~	CVE 321	2 (1,2,1)	-
8	CVE 331	Construction Management	Required	CVE 312	3 (3,0,0)	Department
	CVE 361	Transportation and Traffic Engineering	Required	CVE 251	3 (3,0,0)	Department
	CVE 371	Sanitary Engineering	Required	CVE 341	3 (3,0,0)	Department
		Total Credit Hour	17 (16,2,1)			
Louis	CVE 491	Senior Project	Required	Pass 110 Credits	4 (2,4,0)	Department
9	CVE 494	Cooperative Training**	Required	Pass 110 Credits	8	Department
		Total Credit Hour	12			
	EDU 102 BUS 101	University Elective (3)	Elective		2 (2,0,0)	University
	CVE 421	Foundation Engineering	Required	CVE 322	3 (3,0,0)	Department
	CVE 431	Construction Engineering and Sustainability	Required	CVE 312	2 (2,0,0)	Department
Level	CVE 441	Design of Hydraulic Structures	Required	CVE 341	3 (3,0,0)	Department
10	CVE 461	Highway Engineering	Required	CVE 361	3 (2,2,0)	
	CVE 4XX	Department Elective (1)	Elective	Departmen t approval	3	Department
	CVE 492	Special Topics in Civil Engineering	Required	Departmen t approval	2 (2,0,0)	Department
		Total Credit Hour	·s		18	

* Include additional levels (for three semesters option or if needed.

** Add a table for the courses of each track (if any)

3. Course Specifications:

Insert hyperlink for all course specifications using NCAAA template (T-104)

https://drive.google.com/drive/folders/1B9jHr6hkJtnZplCbMX0ZRhyuggf1BjQM?usp=sharing





4. Program learning Outcomes Mapping Matrix:

Align the program learning outcomes with program core courses according to the following desired levels of performance: (I = Introduced P = Practiced M = Mastered).

	Program Learning Outcomes								
Course code & No.	Knowledg and understand	ing	Skills			Value	Values, Autonomy, an Responsibility		
	K1	S	1 S2	S3	S4	V1	V2	V3	
CVE 101	Ι								
CVE 201	Ι	Ι		Ι					
CVE 221	Ι								
CVE 202	Ι			Ι					
CVE 211	Ι				Ι				
CVE 251					Ι			Ι	
CVE 241	Ι	Ι							
CVE 212		Ι							
CVE 321					Ι			Ι	
CVE 213					Р			Р	
CVE 311		Р							
CVE 312			Р			Р			
CVE 341		Р			Р				
CVE 322				Р	Р				
CVE 342		Р				Р			
CVE 361				Р	Р				
CVE 314			М						
CVE 313			М						
CVE 331		М				М		М	
CVE 371	М		М						
CVE 421			М	М					
CVE 431		М					М		
CVE 441			М	М					
CVE 493				М	М	М	М	М	
CVE 461		М			М				
CVE 491		М	М	М	М	М	М	М	
CVE 492		М		М					

* Add a separated table for each track (if any).





5. Teaching and learning strategies applied to achieve program learning outcomes.

Describe teaching and learning strategies, including curricular and extra-curricular activities, to achieve the program learning outcomes in all areas.

Knowledge:				
• Lecture				
• Tutorials				
• Self-learning				
Class discussion				
• Presentation and reporting				
Flipped classroom				
kills:				
• Lecture				
• Tutorials				
• Self-learning				
Class discussion				
• Presentation and reporting				
• Flipped classroom				
• Problem solving				
• Case Study				
Brain storming				
• Project				
• Laboratory works				
• Field Visits				
Values, Responsibility, and Autonomy:				
• Lecture				
• Self-learning				
Class discussion				
Presentation and reporting				
• Flipped classroom				
Brain storming				
• Project				
• Team Work				
• Field Visits				

Extra-Curricular Activities:

- Training Programs
- Sports Activities
- Community Service Activities
- Ethics Workshops
- General Cultural Competition
- Participation in the Founding Day of the Kingdom



6. Assessment Methods for program learning outcomes.

Describe assessment methods (Direct and Indirect) that can be used to measure the achievement of program learning outcomes in all areas.

The program should devise a plan for assessing Program Learning Outcomes (all learning outcomes should be assessed at least twice in the bachelor program's cycle and once in other degrees).

Knowledge:
 Homework assignments / Assignments Quizzes Mid-term Exams Final Exam Class- Participation/ discussion Group (Individual) Research Report Presentation
Skills:
 Homework assignments / Assignments Quizzes Mid-term Exams Final Exam Class- Participation/ discussion Group (Individual) Research Report Presentation Group (Individual) Project Report Group (Individual) Lab performance / Lab Report Group (Individual) Field Visit Report
Values, Responsibility, and Autonomy:
 Homework assignments / Assignments Class- Participation/ discussion Group (Individual) Research Report Presentation Group (Individual) Project Report Group (Individual) Lab performance / Lab Report Group (Individual) Field Visit Report .

Indirect Assessment:

- Course Evaluation Survey
- Students Experience Survey
- Program Evaluation Survey
- Alumni survey
- Employers survey





D. Student Admission and Support:

1. Student Admission Requirements

Students can join the program after passing the common first year. The College Council annually determines the number of students who can be admitted to the program based on the department capacity and student GPA in the common first year. A student must meet the following requirements for admission to the university:

- Hold a high school or equivalent degree from a college in Saudi Arabia or an equivalent institute out of the Kingdom.
- The high school degree must have been issued in the last five years for full-time students. The University Rector has authority to give exception to this rule on case-to-case basis.
- A student must be of good conduct and behavior.
- The student must pass any additional test or interview that might be required by the university.
- The student must be medically fit for studying at the university.
- In case of student working in a government or private sector, he must obtain permission for study from his employer.
- The student should satisfy any other conditions determined by the University Council during the application assessment.
- A student who had been dismissed from Jouf University or any other university is not eligible for admission.
- Those who already had obtained a Bachelor degree or its equivalent shall not be admitted to obtain another Bachelor degree. The University Rector has the right for exception to this rule on case-to-case basis.
- A student who is already registered for an academic degree in Jouf University or any other university is not allowed to register for another degree.

These guidelines are based upon and consistent with the general rules of the Saudi Ministry of Higher Education and are available on the Deanship of Admissions and Registration website at: http://dar.ju.edu.sa/forms/list_laws_E.pdf.

Students who successfully completed the common first year with a minimum GPA of 3.5 out of 5.0 were eligible to be enrolled into the civil engineering program in the academic year 2020-2021.

2. Guidance and Orientation Programs for New Students

- Committees are formed to receive new students to provide them with all information about the program, distribute the study plan, and familiarize students with the importance of reference to the rules and regulations during their academic year and the need to communicate with the academic advisor.
- At the beginning of new academic year, the Academic Advising Unit in cooperation with the Students Activities committee at the college of Engineering, Jouf University organizes a ceremony for the new students.
- The academic advising unit presents benefit from the various committees and units in the College and the available possibilities. It also explains the keenness of the College and the University from the first day of study to provide all services to students from the regularity of lectures and the preparation of classrooms, libraries, and laboratories. As well as the





outstanding participation in the student activities offered by the College and the University in all fields of sports, scientific and cultural.

- The supervisor of the Academic Extension Unit also explains some of the student problems resulting from the absence, which lead to deprivation, academic separation, and the possibility of benefiting and interacting with their colleagues at the higher levels.
- The supervisor of Academic Affairs Unit presents the scientific departments of the college as well as the educational programs offered by the college, the various units and committees in the college and the extent of student benefit from them. The coordinator of the e-learning unit displays how to use the e-learning system "Blackboard" and presents an illustration of how to use the university's electronic portal. The Chairman of the Student Activities Committee presents pictures of the activities of the College last year and encourages students to participate in the sports and cultural activities organized by the college of Engineering and the University. The Chairman of the Innovation Committee also encourages students to participate and present innovative ideas and explains to them the interest of the college administration in the students and usually presents to them a number of innovations made by the students and registered with the help of the college and the university.
- Finally, the ceremony ends with the opening of the dialogue between faculty members and new students for the mutual recognition between the two sides. At the end of the ceremony, some brochures are distributed, which are prepared by the Center for Academic and Student Counseling at the University and distributed pamphlets for the various academic programs of the College of Engineering.

3. Student Counseling Services

- Committees are formed to receive new students to provide students with all information about the program and distribution of the study plan to students and to familiarize students with the importance of reference to the rules and regulations during their academic course and the need to communicate with the academic advisor.
- All students of the program are distributed to the academic mentors so that there is a guide for each group of students and a maximum of 10 students if possible. This depends on the number of faculty members in the program
- Each faculty member prepares a special file for each of the students assigned to supervise them the faculty members set the schedules of office hours and guidance and communication with them on the doors of their offices and are announced to students through the system Blackboard also where the professor of the course is 10 hours per week for the hours of guidance and office
- Each faculty member will conduct periodic training sessions for students and document them through the guidance models (individual guidance or group guidance) to discuss obstacles facing academic and non-academic problems and try to overcome these obstacles and encourage them to attend lectures and exercises

Academic Advising Tasks:

A departmental faculty member is assigned for each student as long as he is staying with the department as a student. The academic advisor advises the student until his graduation. The advisor monitors the student's performance, rectifies any errors, and observed deficiencies, guides the student in preparation of the graduation plan, helps to select the elective courses and a suitable topic for senior design project to meet his graduation plan. Other responsibilities of the academic advisors may include:





- Monitoring the absence of the student: Monitoring the absence of students from the functions of the professor of the course, and the academic advisor to follow up cases referred to him by the coordinator's guidance in accordance with the plan
- Coaching about students add and drop of courses procedures.
- Providing students with direct and indirect access

4. Special Support

Low achievers:

- College evaluating that profiles academic achievement of students and monitor their performance during the year.
- Early during the year, academic affairs committee prepares a list with names of students who are faltering and whose performance is below standard.
- The list is forwarded to the assigned academic advisor who initiates a remediation process.
- Academic advisors meet with students and provide immediate feedback.
- Recommendations for additional assistance of special cases are forwarded to the Dean of college.
- The system permits that failing students are given a second chance and are allowed to re-sit the exam.
- College of engineering strives that success rate, in general, and for each taught course does not fall below 75%. The college council discuss the report of compilation & success rate which provided by co-operation between academic affair committee and quality unit.
- The college council requests that a departmental investigation and action-oriented review is triggered if the scores for a particular exam fall below college benchmark.

Disabled:

- The college launches periodical awareness campaign to support people with special needs.
- Urged the employees of the college not to use the facilities and equipment meant for people with special needs. Besides, the availability of facilities for people with special needs in all buildings of the college and parking.

Gifted and Talented:

• Rewarding of gifted, talented, and outstanding students via factual, moral reward or facilities to participate in extra-curricular and recreational activities.





E. Faculty and Administrative Staff:

1. Needed Teaching and Administrative Staff

Academic Rank	Spe	cialty	Special Requirements / Skills (if any)	R N	equiro umbe	ed ers
	General	Specific		М	F	т
Professor	Civil Engineering	Structural Engineering	Х	1	Х	1
Associate	Civil	Environmental Engineering	Х	3	Х	3
Professor	Engineering	Water Resource Engineering				
Assistant Professor	Civil Engineering	Construction Eng. & Mang. Structural Engineering Geotechnical Engineering Environmental Engineering Water Resource Engineering Transportation Engineering	Х	10	Х	10
Lecturer	Civil Engineering	Х	Х	3	Х	3
Teaching Assistant	Civil Engineering	Х	Х	3	Х	3
Technicians and Laboratory Assistant	Bachelor of Engineering or Diploma in Civil Engineering Technology	Х	Х	7	Х	7
Administrative and Supportive Staff	General education	Х	Skill on MS Office for documentation	2	х	2
Others (specify)	Х	Х	Х	Х	Х	Х





F. Learning Resources, Facilities, and Equipment:

1. Learning Resources

Learning resources **required** by the Program (textbooks, references, and e-learning resources and web-based resources, etc.)

Learning Resources:

- The textbook and references are listed in the study plan; the instructor has to take it from the college library.
- Online and Internet resources such Blackboard and E-learning
- Scientific journals and association manuals that available on Central Saudi Universities' Library.

Process for planning and acquisitions resources:

- Each faculty member provides recommendations for course books in course report and send to the department for approval.
- Each year the faculty is also invited to suggest new titles of books and references to library committee of the college.
- The instructor (by personal initiative) ensures that the books are current and covers most of the topics in syllabus.
- Surveying the faculty to evaluate the available resources in the library from quality and quantity point of view.

2. Facilities and Equipment

(Library, laboratories, classrooms, etc.)

- Classrooms with Data show and White Board.
- Seminar Rooms.
- Smart Board and Projector
- Computer laboratory
- Field visits may be used to relate the industry with the courses of study plan.

3. Procedures to ensure a healthy and safe learning environment

(According to the nature of the program)

The University is committed to promoting a culture of safety among faculty, staff, students, and visitors; providing a safe and healthy place to work, study, live, or visit; and to protect the natural environment. The University is committed to complying with all applicable workplace safety, health and environmental rules and regulations. The University academic, research, clinical, student, and operations units will assess the safety and environmental impact of projects/activities and will implement strategies that support successful education and research while respecting and caring for the environment, without compromising the ability of future generations to meet their needs.





The Department of Environment, Health & Safety (EHS) is responsible for monitoring the implementation of safety and environmental standards, managing investigations of incidents, installing the firefighting equipment, implementation of emergency exit points, availability of ambulance, and evaluating deviations from this policy to ensure safe practices in education and research.

G. Program Quality Assurance:

1. Program Quality Assurance System

Provide a link to quality assurance manual:

Quality assurance system or a quality management system is a management system that helps to ensure the consistency of quality of educational outcomes. The quality assurance process determines both strengths and weaknesses points, and corrective and protective plans in academic programs leading to its quality improvement. This includes ensuring high standards, quality of outcomes and continuous improvement of the academic programs of Engineering College.

For implementing an effective quality assurance system, the department provides enough support and encouragement from the most senior levels of an institution. This includes a commitment of support from the senior policy-making body (a Council, board of trustees, or a board of governors or equivalent body), leadership from the head of the, and adequate support for the costs and services required for an effective quality assurance system.

2. Procedures to Monitor Quality of Courses Taught by other Departments

The department communicates its needs to concerned departments to ensure that the course fulfils the needs of civil engineering students. The quality assurance committee will also review the specifications of these courses to make sure the compliance to the department's needs.

3. Procedures Used to Ensure the Consistency between Main Campus and Branches (including male and female sections).

Not Applicable





4. Assessment Plan for Program Learning Outcomes (PLOs),

The assessment plan is prepared in which all the PLOs will be assessed using direct and indirect methods over a period of two cycles of two years in order to close the loop as displayed in the following tables:

Schedule of Assessment		Program Learning Outcomes						
		PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7
1 st Cycle (Current cycle)	1 st Year							
	2 nd Year							
2 nd Cycle (Following Cycle)	3 rd Year							
	4 th Year							

The steps (activities) of data collection for the direct and indirect assessment of the PLOs; the evaluating of the collected data, the proposed action plans; the implementation of the proposed action plans and the re-assessment of the program learning outcomes are presented in the following table:

Program Learning Outcomes	Current Cycle			Following Cycle (to close the loop)		
Trogram Learning Outcomes	Year1	Year2		Year3		Year4
PLO:1 An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.	•			•		
PLO:2 An ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors			•			•
PLO:3 An ability to communicate effectively with a range of audiences	•			•		
PLO:4 An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts			•			•





Program Learning Outcomes	Current Cycle			Following Cycle (to close the loop)		
Trogram Learning Outcomes	Year1	Year2		Year3		Year4
PLO:5 An ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives	•			•		
PLO:6 An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions			•			•
PLO:7 An ability to acquire and apply new knowledge as needed, using appropriate learning strategies			•	-		•

Activity 1 (•): Data collection

Activity 2 (■): Evaluate collected data, and report findings, and propose actions Activity 3(▲): Implementation of proposed actions.



5. Program Evaluation Matrix

Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time
	Employers	Survey	End of Academic Year
Effectiveness of teaching and	Alumni	Survey	End of Academic Year
assessment methods	Students	Survey (CES)	End of each course
	Internal Review	Minutes of	End of each
	Committee	Meeting	Semester
	Staff	Survey	End of each
Effectiveness of			End of each
field experience	Students	Survey	summer semester
Learning Resources	Staff	Annual Survey	End of Academic Year
Ŭ	Students	Survey (CES)	End of each course
Effectiveness of	Staff	Annual Survey	End of Academic Year
Leadership	Admin Staff	Annual Survey	End of Academic Year
Overall quality of the program	All aspects, PLOs, teaching/assessment, evaluation & improvement	Advisory committee recommendations	2-3 time (meetings)/year
	All aspects, teaching, surveys, review etc.	KPIs	End of Academic Year

Evaluation Areas/Aspects (e.g., leadership, effectiveness of teaching & assessment, learning resources, services, partnerships, etc.)

Evaluation Sources (students, graduates, alumni, faculty, program leaders, administrative staff, employers, independent reviewers, and others.

Evaluation Methods (e.g., Surveys, interviews, visits, etc.)

Evaluation Time (e.g., beginning of semesters, end of the academic year, etc.)



6. Program KPIs*

The period to achieve the target (3) year(s).

No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
1	KPI-P-01	Students' Evaluation of quality of learning experience in the program.	4.20	Survey	One academic year
2	KPI-P-02	Students' evaluation of the quality of the courses.	4.40	Survey	Each Semester
3	KPI-P-03	Completion rate.	70%	Report provided by the Academic Affairs Unit	One academic year
4	KPI-P-04	First-year students retention rate.	96%	Report provided by the Academic Affairs Unit	One academic year
5	KPI-P-05	Students' performance in the professional and/or national examinations.	ND	By external evaluation (Survey)	One academic year
6	KPI-P-06	Graduates' employability and enrolment in postgraduate programs.	a. 50% b. 5%	Alumni Survey	One academic year
7	KPI-P-07	Employers' evaluation of the program graduates proficiency.	4.1	Survey	One academic year
8	KPI-P-08	Ratio of students to teaching staff.	12:1	Report provided by the Academic Affairs Unit	One academic year
9	KPI-P-09	Percentage of publications of faculty members.	90%	ReportprovidedbyGraduateStudiesandScientificResearchCommittee	One academic year
10	KPI-P-10	Rate of published research per faculty member.	3.80	ReportprovidedbyGraduateStudiesandScientificResearchCommittee	One academic year
11	KPI-P-11	Citations rate in refereed journals per faculty member.	10	ReportprovidedbyGraduateStudiesandScientificResearchCommittee	One academic year

*including KPIs required by NCAAA





H. Specification Approval Data:

Council / Committee	COUNCIL OF CIVIL ENGINEERING DEPARTMENT
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