**COLLEGE OF MEDICINE**

DEVELOPMENT AND QUALITY

ASSURANCE COMMITTEE

**COMMITTEE MINUTES NO. 2020/2021-05**

DATE: August 23, 2020 Time: 10:30-11:00 AM VENUE: Room 2001

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| **SUBJECT 1** | Opening of meeting  By. Dr. Tayseer Al Khoudr |
| **DECISION 1** | Dr. Tayseer opened the meeting at 10:30 AM. According to Dr. Tayseer,the meeting is very important in order to discuss the new project ‘Student learning outcome Assessment guidelines’.  Visitors fro University DQAA:  Dr. Tayseer Al Khoudr - DQAA  Dr. Fareed - DQAA  Dr. Fahd Alnaim – supervisors for evaluation and measurement  Dr. Ali - supervisors for evaluation and measurement  **Agenda:**  To introduce the Student Learning Outcome Assessment Guideline project for all programs in the university.  **Justification/Discussion Points:**   1. The project aim is to have a common framework doing the SLO assessment. The DQAA will send by Thursday the manual. The manual shows how to assess the outcomes, outcome mapping, how to use the results in the program level and compare them to the target. This will be the reference for the COM. 2. The DQAA implemented a plan – to develop and for use by the programs. DQAA will ask the college to submit SLO report using the template. The DQAA is proposing a two or three (2/3) year plan, but it is up to the college depending on the plan at the program level and study plan. The college can decide on the plan with justifications when to assess. 3. For the assessment of the outcomes submitted, the DQAA needs to know the reason why and when each outcome is for assessment. 4. The DQAA will do some comparisons at the university level. The DQAA will nominate coordinators from different colleges. Will conduct three meetings with the college of medicine. 5. Question from COM and answers:   Q: Assessment table, how is works?  Each college must have a target P/SLO must have a timeline, an average of the actual value, and benchmark values either local or global. We will have a detailed workshop with the college if requested additional training.  Q: Can we use the 2019 target?  A: Yes, it can be used but depends if which cycle the college is present.  Q: We will start the first cycle in the first semester?  A: Yes, but the objective is to monitor performance, whether the target is achieved or need action for improvement.  Q: What is the criteria for selecting the learning outcome:  A: Depends on the system when the LO is present or applicable.  Q: In the College, the LO is throughout the year  A: The assessment’s aim is to check the LO at the end of the program.  The DQAA need to work closely looking with the 2023 timeline and the difference in the program plan – to adjust and guide the college on what are the requirements.  The manual will be delivered at the end.  **Recommendation:**  The college DQAA will convene and discuss the manual to have a plan.  DQAA: Please send the action plan for the Accreditation. This will be followed up with Dr. Naif Al Hammam.  **Decision:**  The Meeting adjourned 11:12 AM. |

SIGNATURE OF ATTENDEES

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| No. | Name | Designation | Signature |
| 1 | Dr. Tayseer Al Khoudr | - KFU DDQA |  |
| 2 | Dr. Fareed | * KFU DDQA |  |
| 3 | Dr. Fahd Alnaim | -Evaluation and Measurement |  |
| 4 | Dr. Ali | -Evaluation and Measurement |  |
| 5 | Dr. Haytham Al Arfaj | Deputy, DQA |  |
| 6 | Dr. Abdul Sattar Khan | - Member, DQA |  |
| 7 | Dr. Feroze Kaliyadan | - Member, DQA |  |
| 8 | Dr. Eman El Sheikh | - Member, DQA |  |
| 9 | Dr. Mahdi Al Dafiri | - Member, DQA |  |
| 10 | Dr. Mohammed Habeebuddin Shaji | - Member, DQA |  |
| 11 | Dr. Ayub Ali | - Member, DQA |  |
| 12 | Dr. Abdallah Essa | - Member, DQA |  |
| 13 | Dr. Imran Sabri | - Member, DQA |  |
| 14 | Dr. Muthana Al Sahlawi | - Member, DQA |  |
| 15 | Mr. Jose Karlo Pangan | - Member, DQA |  |
| 16 | Mr. Khalid Al Khaldi | - Member, DQA |  |
| 17 | Ms. Jomana Khalid AlArfaj | - Member, DQA |  |
| 18 | Ms. Hajer Salman AlDuhailan | - Member, DQA |  |