



Operational Plan of the Central Unit for Development and Quality (2025–2026)

Mission

To ensure academic and administrative excellence at the College of Science by leading quality assurance, supporting accreditation, monitoring performance, and fostering a culture of continuous improvement.

Goals

Goal 1: Develop and monitor academic and administrative quality standards.

Goal 2: Ensure programs and departments meet accreditation requirements.

Goal 3: Track KPIs for informed decision-making and accountability.

Goal 4: Train faculty and staff in quality assurance and accreditation.

Goal 5: Integrate feedback to enhance processes and services.

Goal 6: Improve student, faculty, and partner satisfaction with services.

Operational Goal	Key Initiatives	Responsible Parties	Key Performance Indicators (KPIs)	Annual Target	Oct-Dec 2025	Jan-Mar 2026	Apr-Jun 2026	Jul-Sep 2026
Enhance Academic and Administrative Quality Assurance	Conduct periodic internal audits for academic departments and administrative units	Head of Central Unit for Development and Quality (Supervisor), All departments and units	Number of audit reports submitted on time	100%	25%	50%	75%	100%
	Follow up on the implementation of improvement plans and addressing gaps	Head of Central Unit for Development and Quality (Supervisor), Department and unit heads	Percentage of improvement plans completed	90%	70%	80%	85%	90%
	Develop internal quality manuals and policies	Head of Central Unit for Development and Quality (Supervisor), Academic departments	Number of updated and approved manuals	3	1	1	1	-
Support Institutional and Program Accreditation	Monitor program compliance with assessment plans	Head of Central Unit for Development and Quality (Supervisor), College programs	Percentage of compliance with assessment plans	90%	70%	80%	85%	90%
	Prepare and review accreditation files	Head of Central Unit for Development and Quality (Supervisor), Academic programs	Readiness of accreditation files	100%	25%	50%	75%	100%
Develop Faculty and Staff Capacity in Quality	Organize workshops and training courses on quality and accreditation	Head of Central Unit for Development and Quality , Training and Professional Development Unit	Number of workshops conducted	4	1	1	1	1
	Promote quality culture through e-newsletters and a concise guide	Head of Central Unit for Development and Quality Media and Marketing Committee	Number of newsletters issued	4	1	1	1	1
Monitor Academic and Administrative Performance through KPIs	Collect and analyze performance indicators for departments and programs	Head of Central Unit for Development and Quality, Statistics Committee	Percentage of KPIs collected on time	100%	25%	50%	100%	-
	Prepare periodic quarterly and annual reports	Head of Central Unit for Development and Quality	Quality and compliance level of reports	Excellent	Draft 1	Review	Final Draft	Final Report
Continuous Improvement	Establish a database for improvement notes and review recommendations	Head of Central Unit for Development and Quality, Units and departments	Percentage of recommendations implemented	80%	60%	70%	75%	80%
	Measure beneficiary satisfaction with quality activities	Head of Central Unit for Development and Quality, Statistics Committee	Satisfaction rate of All stakeholders	85%	80%	82%	84%	85%