



BPCs

Execution Plan for 1439-1444 H

Buraydah Private Colleges

1439-1440 *h*
2018-2019 *g*



***The Execution Plan for BPCs
Strategic Plan (1439 – 1444 H)***

BURAYDAH COLLEGES



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Introduction

Buraydah Colleges as one of higher education private institutions came as a fruit of the policy of the Custodian of the Two Holy Mosques in encouraging the private sector to play a distinct role in the field of higher education according to Vision 2030. The administration of the colleges has set out that there are challenges to be addressed, including the rapid development of education, the enormous environmental changes and the impact of globalization, advances in information and communication technology, and other variables of the educational process. These challenges have forced higher education institutions to shift from teaching methods to learning styles, which is reflected in the improvement of the characteristics of the graduate in line with the requirements of the changing labor markets.

We present this document believing that good strategic planning is a way to success, the existence of the Strategic Plan was therefore important as a requirement for institutional self-evaluation, this, in turn, represents one of the steps of obtaining institutional and national academic accreditation. In this sense, the insistence on formulating a strategic plan adopted on the basis of correct understanding and careful analysis, to be a guide during the next five years (1439-1444), especially in the fields of education and community service, and this is only through concerted efforts and coordination between all parties to the educational process.

Dr. Abdullah bin Saleh Al-Shetawi

Chairman of Board of Trustees



An Outline for BPCs Strategic Plan (1439 – 1444 H)



VISION

"A distinguished educational institution among local higher education institutions locally."



MISSION

"Providing higher education that contribute to meet the needs of the labor market, and achieve community participation according to quality standards".

Buraydah colleges are committed to:

- 1- Prepare professionals with knowledge, skills and values able to contribute effectively to the development of their community in the areas of health, engineering, computers and business.
2. Develop the capacity of faculty members and employees to achieve effective contribution to the achievement of total quality.
3. Activate communication with the local community through awareness, training, and counseling and continuing education services



SLOGAN

'Our students are our pride'



CORE VALUES

Execution Plan for BPCS Strategic Plan (1439 – 1444 H)

We are inspired by our values of our true religion, and we are committed to them - staff and students - that include:

Excellence: We strive to excel in all our activities to enhance our skills and continuously improve our business processes to improve our products and services.

Creativity: We encourage and exploit creative ideas and solutions in teaching, learning, and research and community service.

Transparency: We are committed to the requirements of publicity in the areas of practice and decisions with all stakeholders.

Justice: We aim to achieve the highest levels of fairness in our transactions.

Honesty: We do the work sincerely and adhere to the ethics and professional ethics.

Teamwork: We aim to produce value through teamwork, treat each other with mutual respect and help our students to participate in teamwork during their academic progress.

Diversity: We work to attract and develop workers and students of different nationalities to achieve cultural diversity in a world that has become a global village.

Response: We respond to all stakeholders' requests and inquiries with our strong customer interest.

Discipline: We focus on discipline in behavior, interventions and ways we perform our actions.

Academic sectors

Buraydah colleges consist of four colleges, comprising three sectors:

First: Medical Sector:

College of Applied Medical Sciences and the College of Pharmacy and Dentistry.

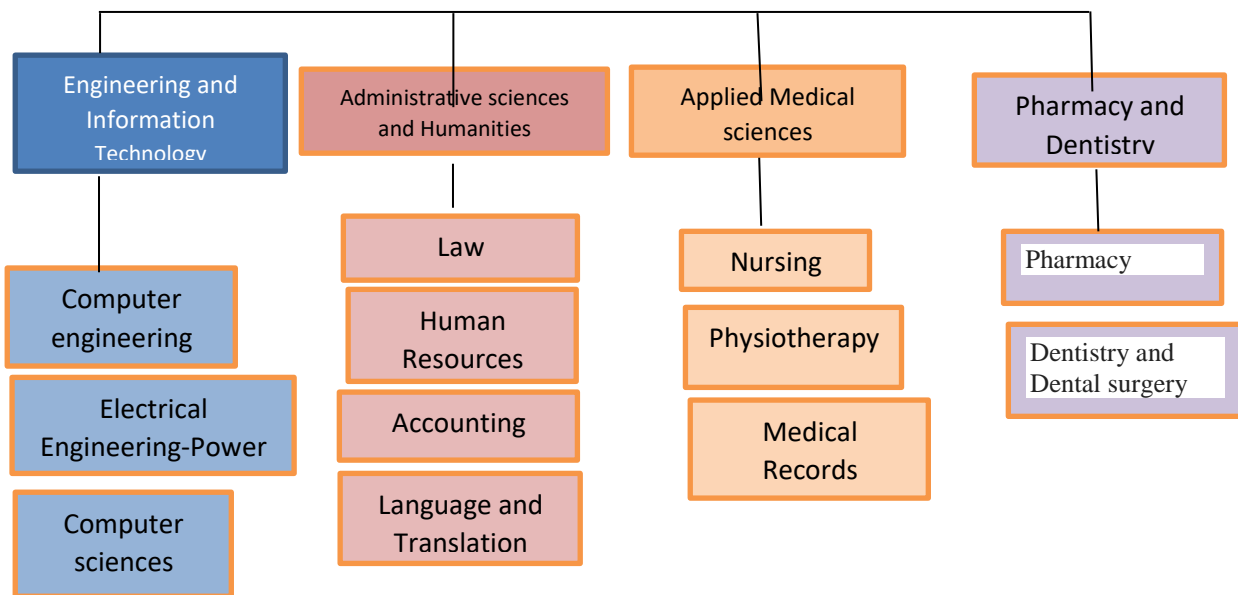
Second: Engineering Sector:

College of Engineering and Information Technology.

Third: Administrative and Human Studies Sector

College of Administrative and Human Sciences.

Figure (2): Academic Departments currently available

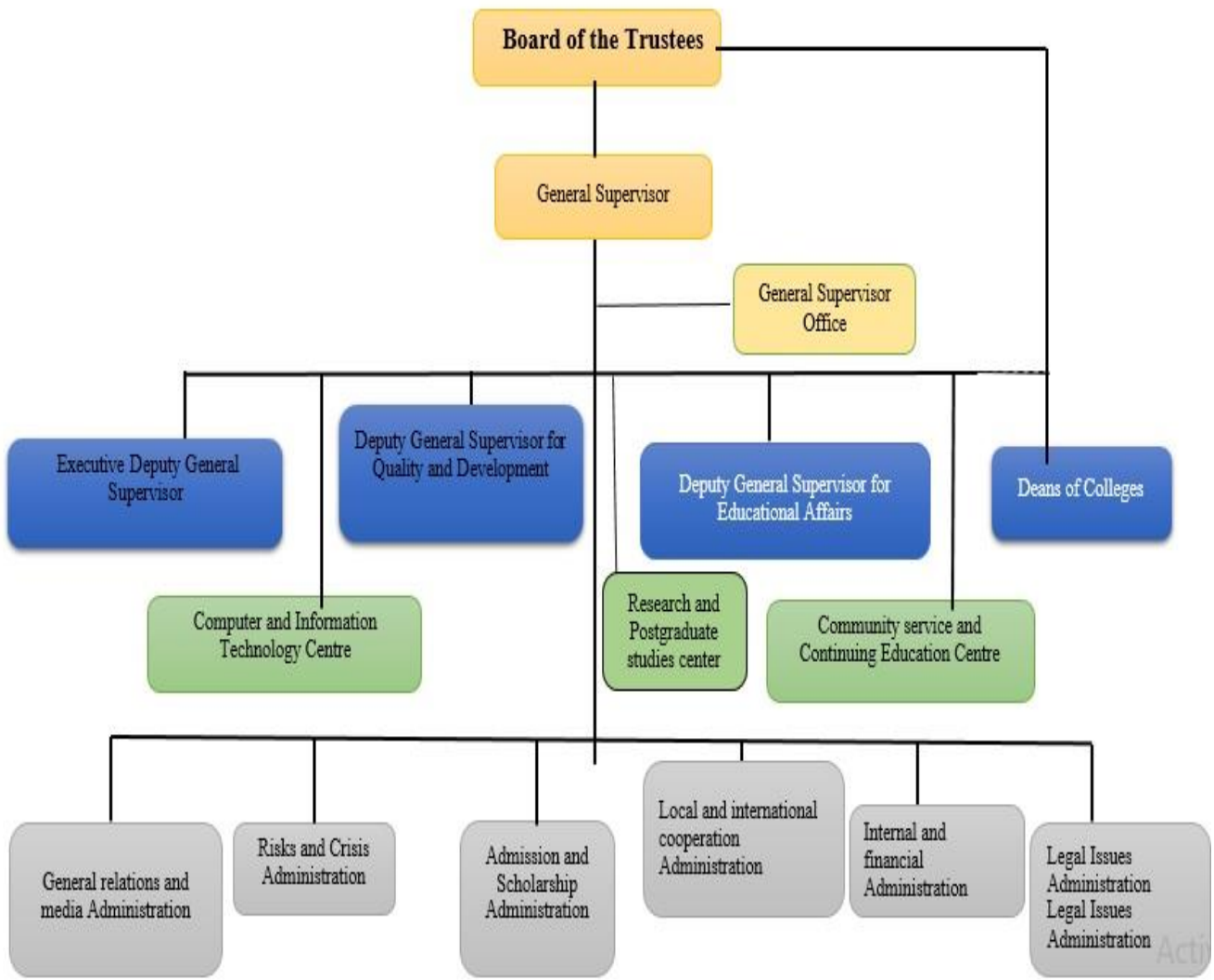


Organizational structures

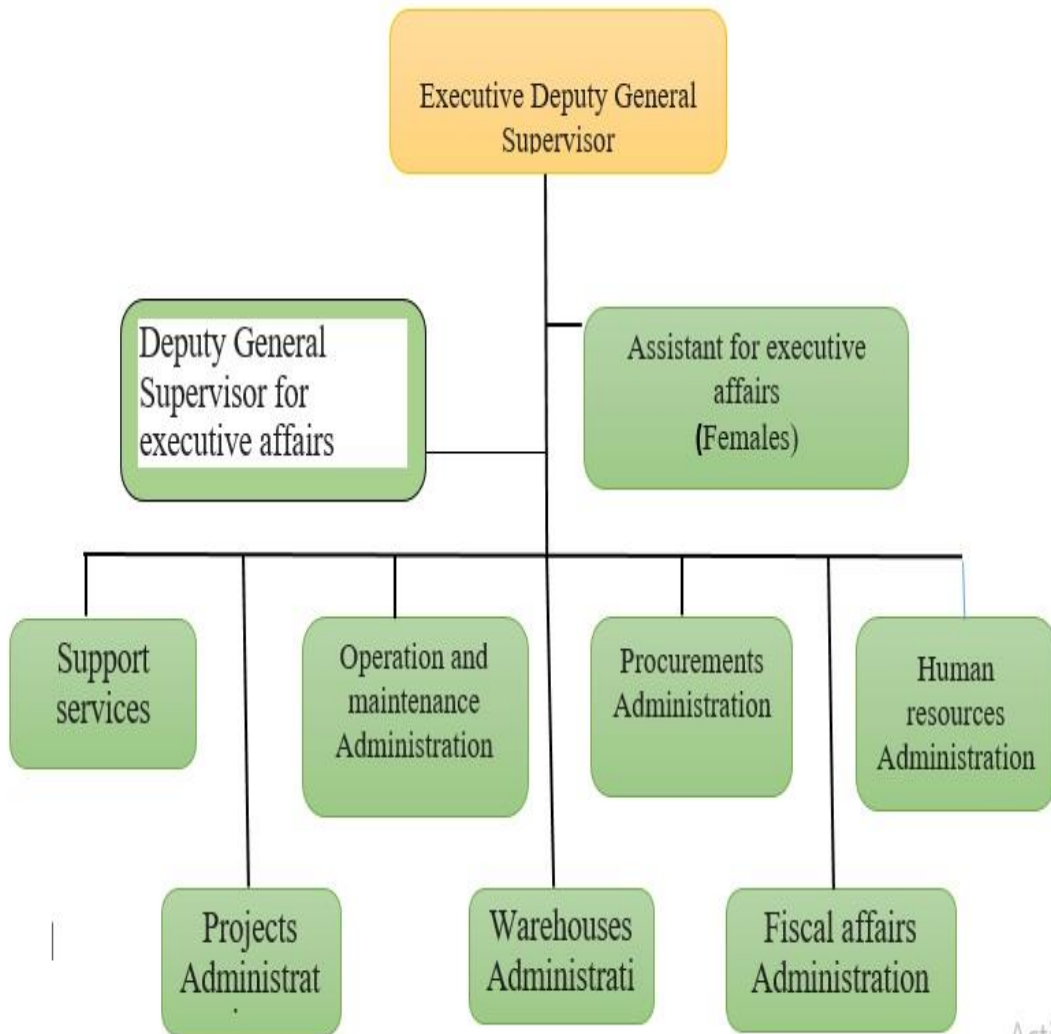
Figure (3) shows the organizational structure of Buraydah colleges headed by the General Supervisor; It has evolved to include an independent organizational division of the girls' branch, headed by the Deputy General Supervisor of Female Students, the Girls Branch is actively involved in all decision-making and implementation phase. The overall structure highlights the important role of quality and development; making an independent organizational division for the Girls Branch headed by the Deputy General Supervisor for Quality and Development, It is concerned with strategic planning, quality assurance and measurement, institutional and program evaluation, and academic accreditation, in addition to traditional divisions, these are the organizational division of executive affairs and the organizational division of educational affairs. Both of them chaired by The Deputy Director General for Executive Affairs and Deputy General Supervisor for Educational Affairs.

FIGURE (3)

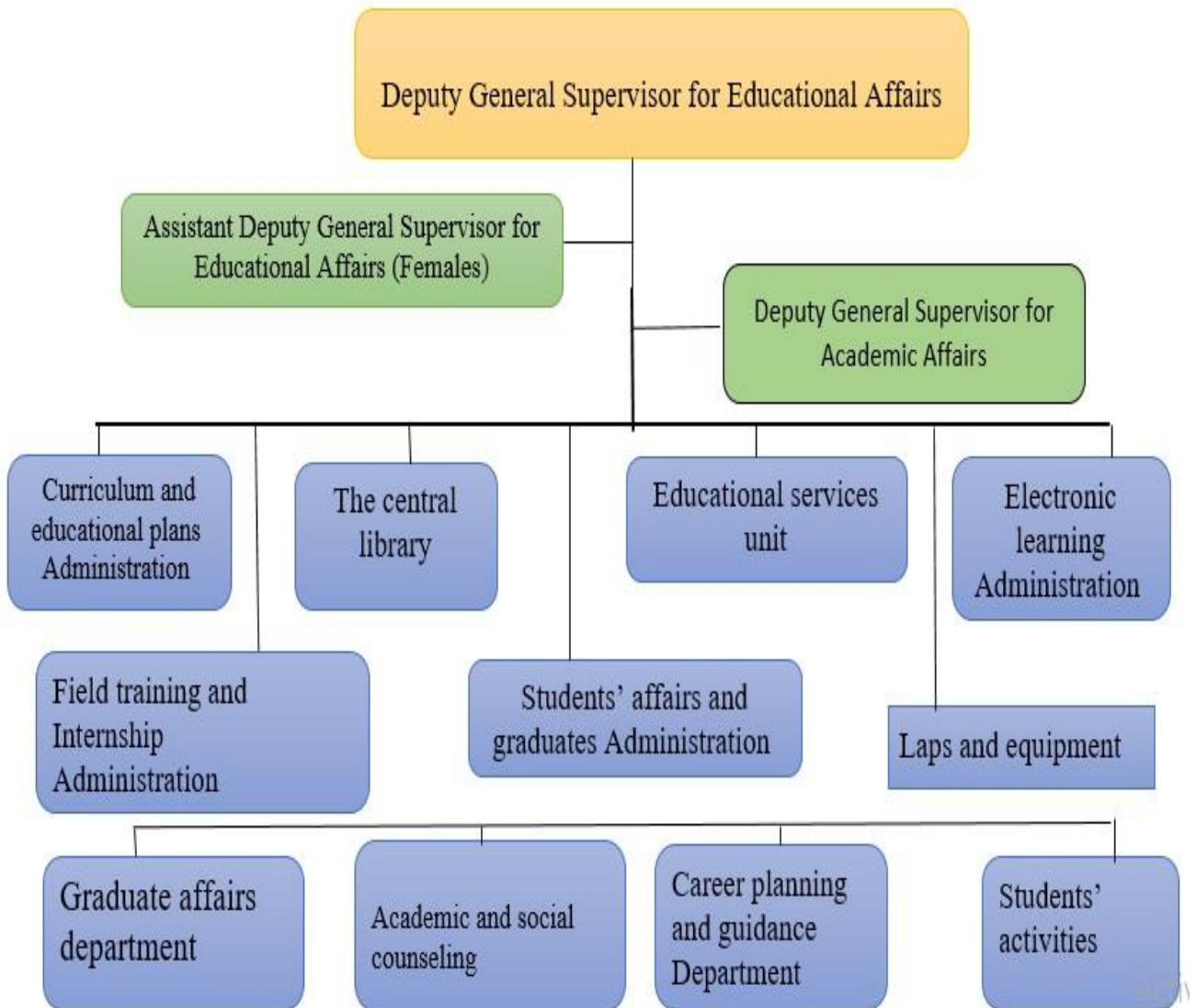
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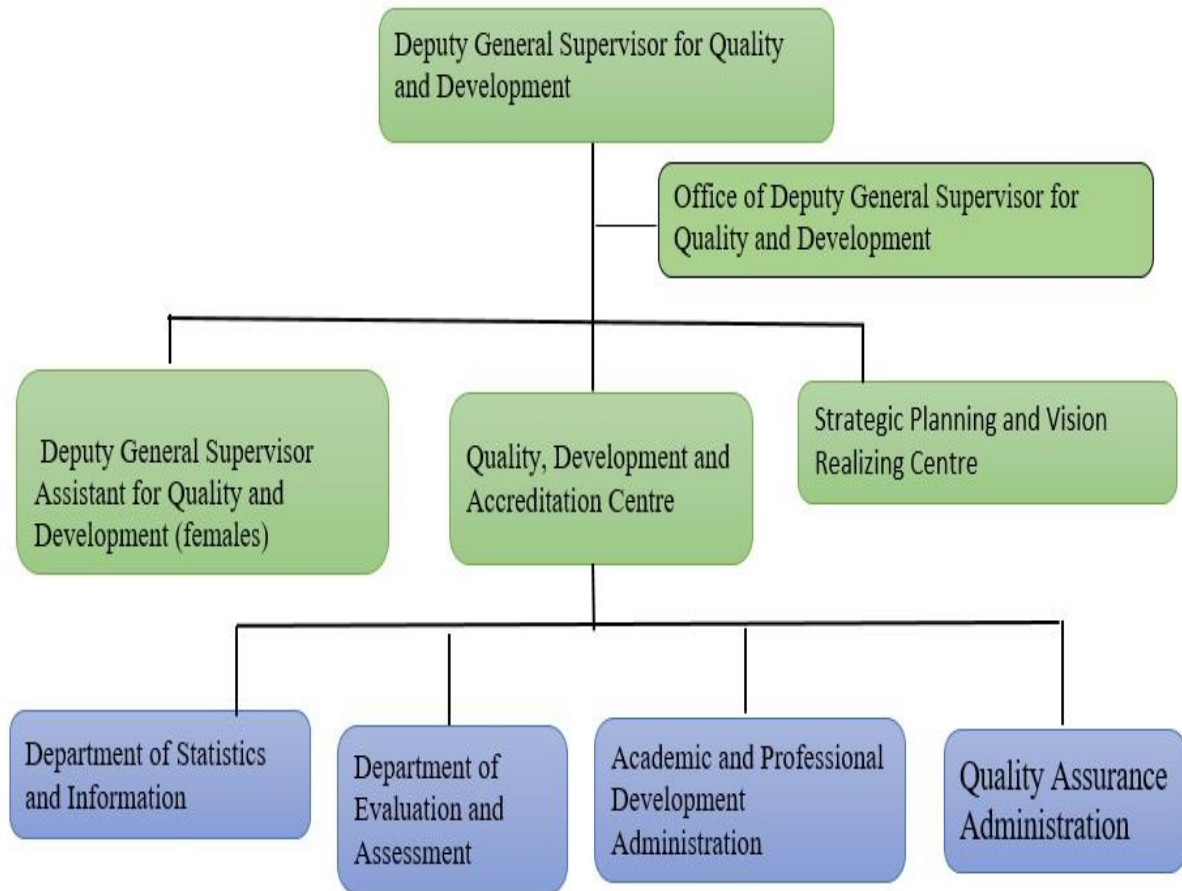
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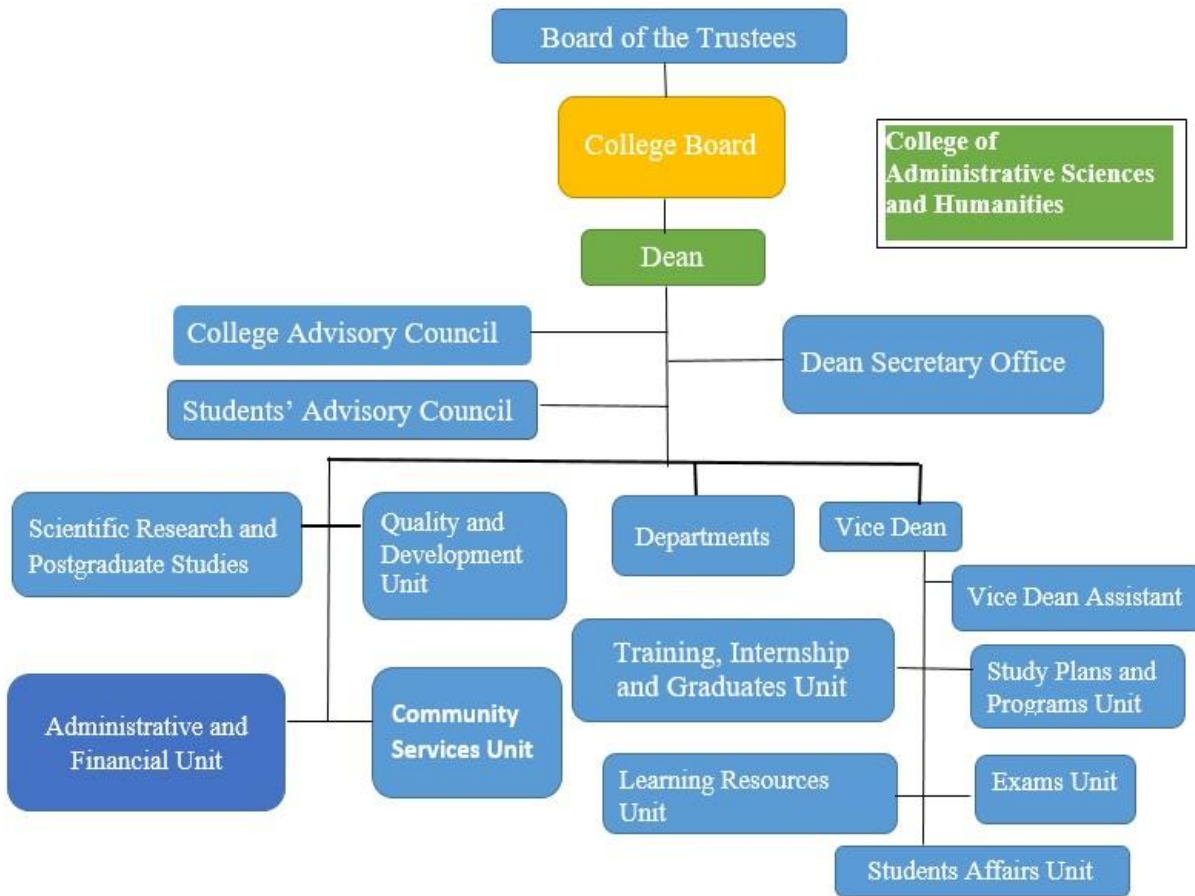


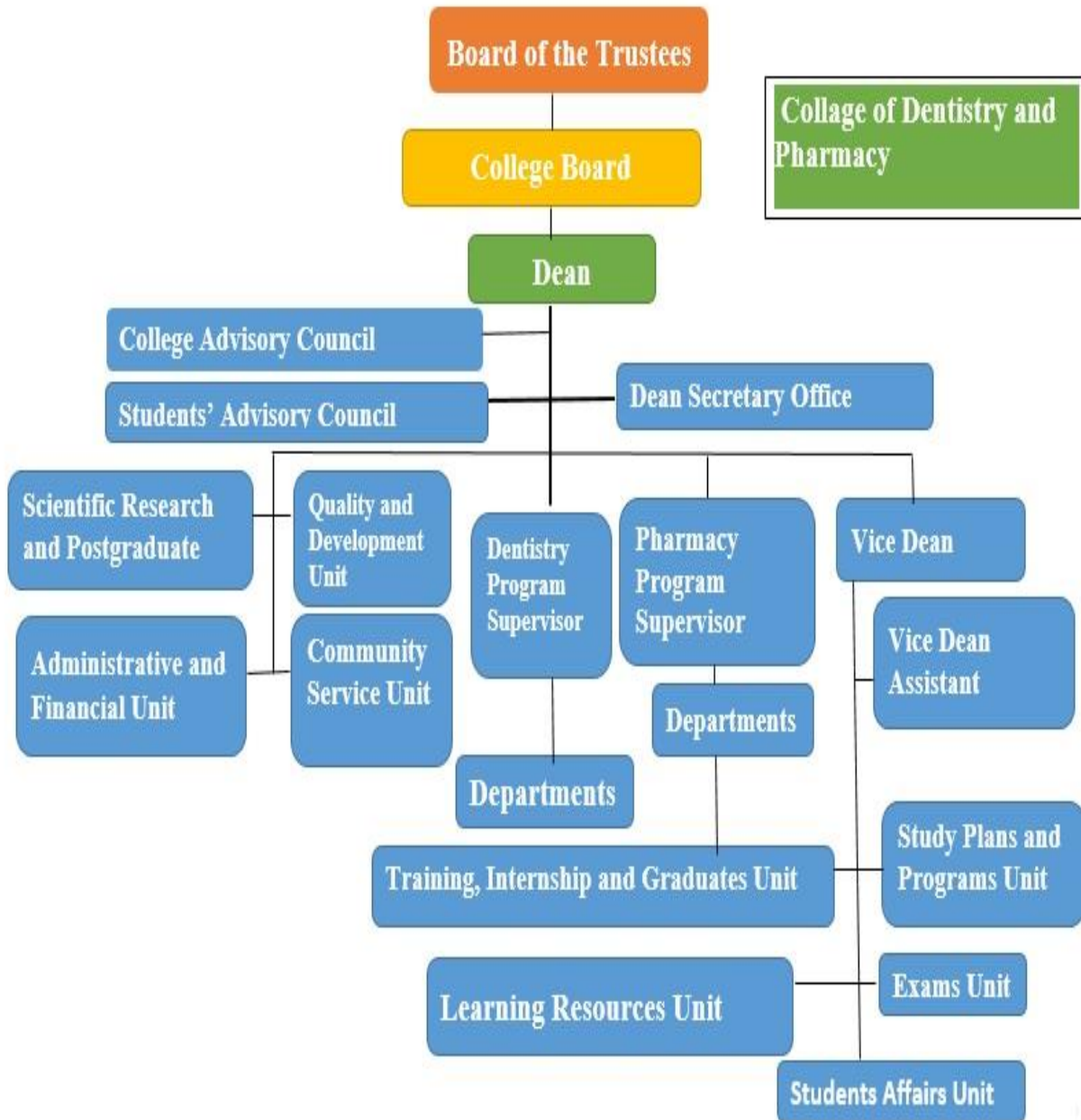
The structure includes units for the development of faculty and staff, and student affairs.

Figure 4 shows the proposed organizational chart for each of the Buraydah colleges.

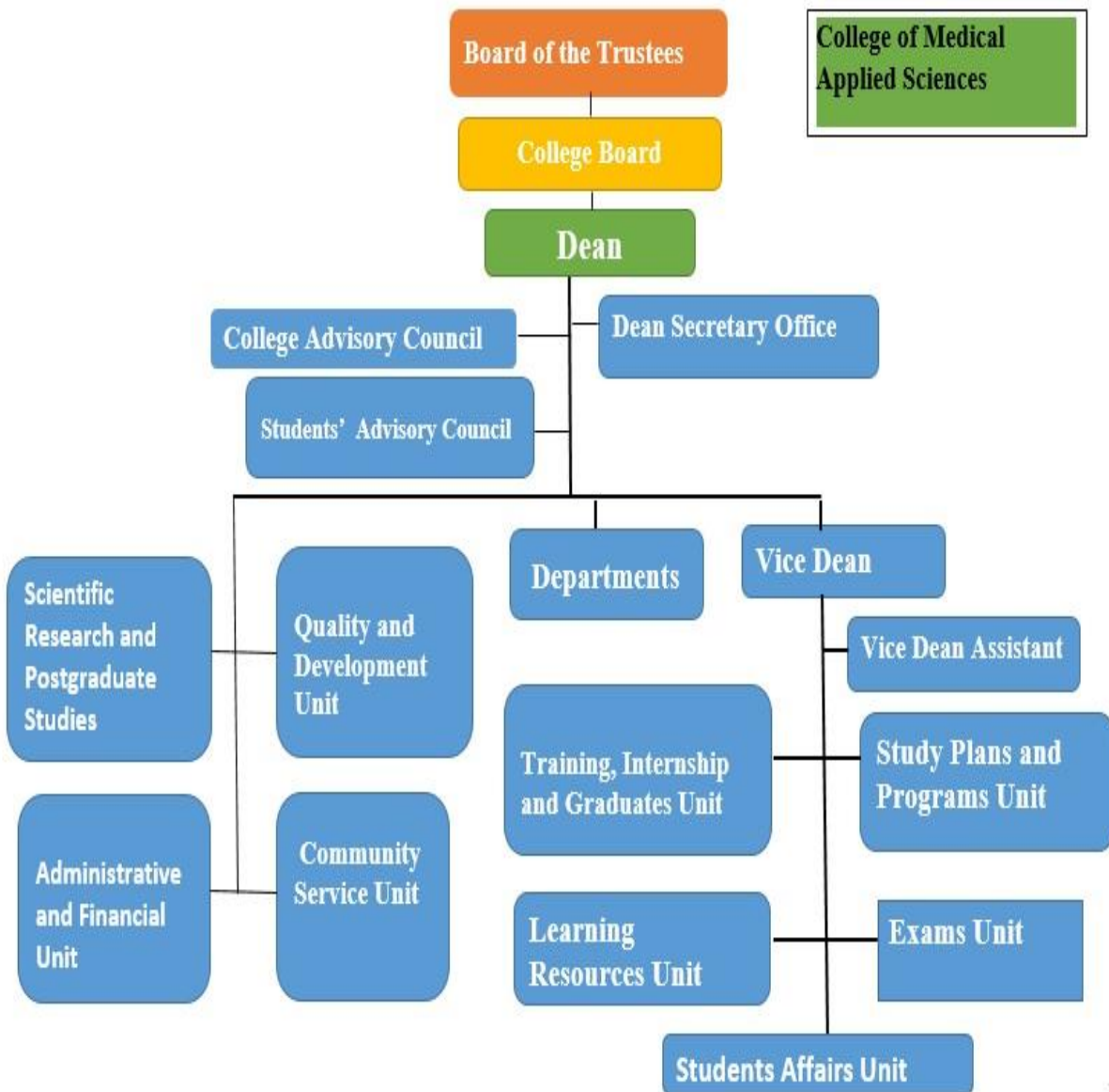
Figure (4) Organizational chart for each college

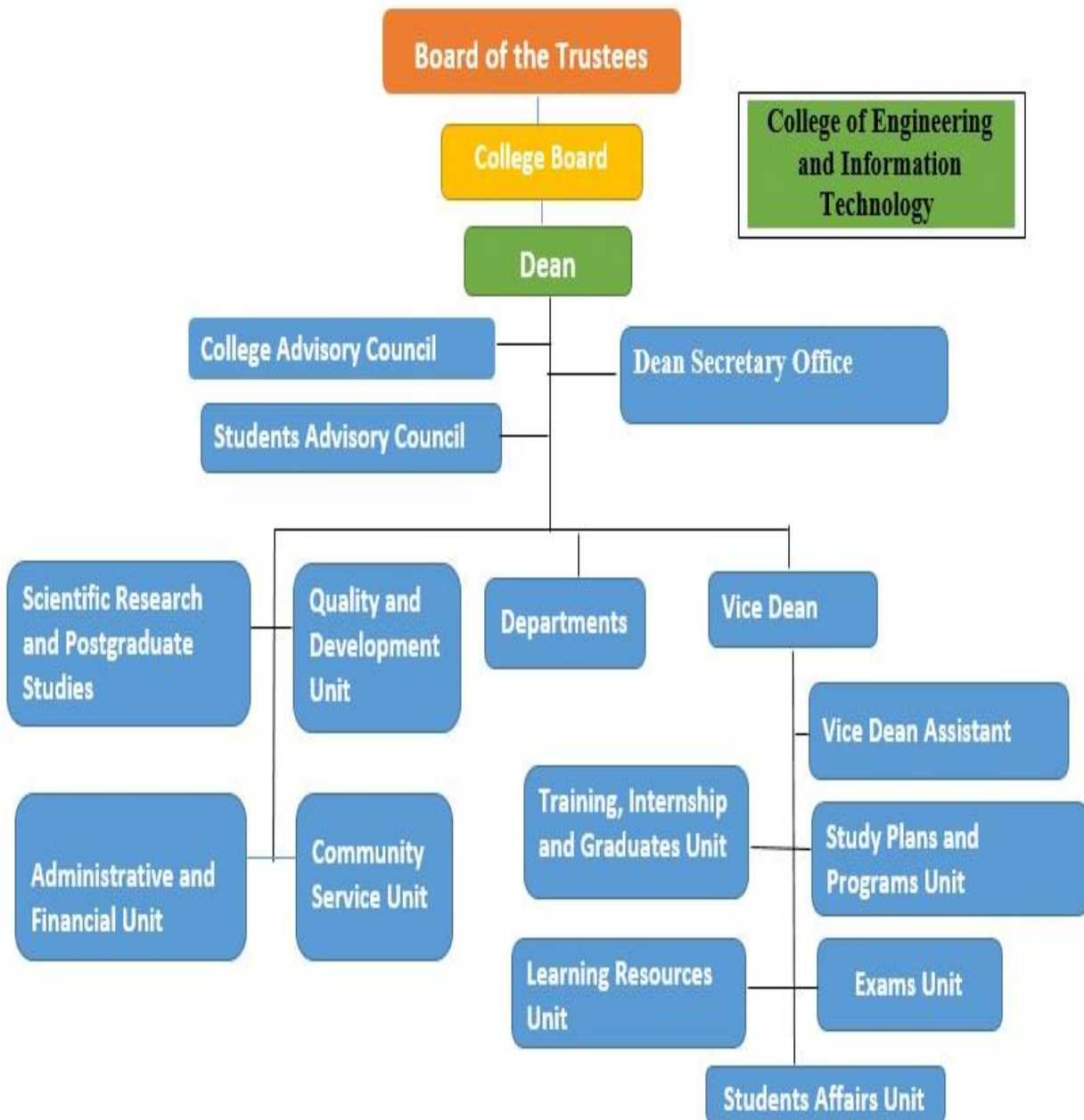
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Strategic Objectives, Strategies and Projects

According to the status of the colleges, the strategic objectives and sub-targets (strategies) of the five-year strategic plan (1439/1444 H) were identified.

1. Raising the efficiency of the institutional system of the colleges to improve the competitive situation and diversify investment and sources of income.

- 1.1- Developing institutional and administrative performance.
- 1.2- Mainstream e-management in all academic and administrative transactions.
- 1.3- Expansion and diversification of sources of funding.

2. Improve the quality of education in all disciplines in accordance with quality standards.

- 2.1--Developing educational plans and programs according to development requirements and labor market needs.
- 2.2 - Developing methods of teaching and evaluation.

3. Enhancing the competitiveness of college graduates in the labor market.

- 3.1-Excellence in the processes of acceptance and registration.
- 3.2- Excellence in student performance.
- 3.3- Excellence in student services.
- 3.4- Excellence in post-graduate services.


4. Developing the skills and abilities of staff members and employees and improve the services provided to them.

- 4.1- Strengthen motivation and retention mechanisms (job security) and services.

5. Promoting community partnership.

- 5.1- Diversification of cooperation and partnership with community institutions
- 5.2- Development of services to the community

6. Development and maintenance of infrastructure.

- 6.1- Developing and completing the infrastructure of the colleges
 - 6.2- Maintenance of infrastructure
- 

Execution Plan for Quality Strategic Plan

Matrix of objectives and initiatives

Timetable for the implementation of strategic objectives during the period (1439-1444)

Four colors were used in the years of implementation of the strategic plan projects according to the following terms:

- Dark red represents the urgent projects expected to end in the first year of Plan 1439 /1444
- Blue color represents medium-term projects that can last from 1 to 2 years
- Orange represents long-term projects that can last from 2 years to 3 years
- Dark green color represents long-term projects that can last from 3 years or more

Very important and very urgent performs within 1 year and have dark red color

Very important and urgent performs from 1 year to 2 years and have a blue color

Important and very urgent performs within 2 years to 3 years and more and have orange color

Important and urgent carried out within 3 years and more be dark green color

First Strategic Objective:

Raising the efficiency of the institutional system of the colleges to improve the competitive situation and diversify investment and sources of income.

Strategy 1.1 Developing institutional management performance

code	Initiative / Project	Performance Indicators	Academic Year					Responsibility of Implementation		follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	

Execution Plan for BPCS Strategic Plan (1439 – 1444 H)

-1-1 1	Achieving national institutional accreditation	<p>Completion of self-study.</p> <p>Completion of accreditation standards.</p> <p>Completion of academic accreditation.</p>	<input type="checkbox"/>	<input type="checkbox"/>				Higher Committee for Institutional Accreditation	Quality Center	High Administration of the Colleges
-1-1 2	Developing an advisory council for each college and an advisory board for each program	Number of meetings of advisory councils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
-1-1 3	Attracting and developing the performance of administrative leaders	<p>Number of administrative leaders that have been attracted</p> <p>Number of development programs for the administrative leaders that have been implemented</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Strategy 1-2 to mainstream electronic management in all academic and administrative transactions

code	Initiative / project	Performance Indicators	Academic year					Responsibility of Implementation		follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-2-1 1	Establishment of e-government management and e-government	Number of electronic procedures within colleges Satisfaction of college members and customers with electronic services						Computer Unit	Quality Center	High Administration of the Colleges
-2-1 2	Development of colleges Website	Number of site development formulas. Site visitors satisfaction						Computer Unit	Quality Center	High Administration of the Colleges
-2-1 3	Development of technical support services	Number of reports of technical problems						Computer Unit	Quality Center	High Administration of the Colleges

Execution Plan for BPCS Strategic Plan (1439 – 1444 H)

Strategy 1.3 Expansion and diversification of sources of funding

code	Initiative / project	Performance Indicators	Academic year					Responsibility of implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
1-3-1	Establish a training institute	Completion of the construction procedures. Number of training courses per year						Community Service Center and Continuing Education	Quality Center	High Administration of the Colleges
2-3-1	Create a Language Institute.	Completion of the construction procedures. Number of courses within the institute per year						Community Service Center and Continuing Education	Quality Center	High Administration of the Colleges
3-3-1	Establishment of specialized clinics and medical centers.	Completion of the construction procedures. The beginning of activity						Community Service Center and Continuing Education	Quality Center	High Administration of the Colleges

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4-3-1	Investment of facilities and land belonging to colleges.	Number of projects implemented on the ground						Community Service Center and Continuing Education	Quality Center	High Administration of the Colleges
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Second Strategic Objective:

"Improving the quality of education in all specializations in accordance with quality standards"

- Strategy 2.1 Developing educational plans and programs according to development requirements and labor market needs

code	Initiative / Project	Performance Indicators	Academic Year					Responsibility of Implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
1-1-2	Survey of labor market needs.	Results of the study						All colleges and departments	Quality Center	High Administration of the Colleges
2-1-2	Re-evaluate the current state of the colleges in	Number of proposals put forward and						All colleges and departments	Quality	High Administration of the Colleges

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	terms of the feasibility of continuing some scientific programs and the introduction of new programs.	implemented on development. Admission to specializations						Center	
3-1-2	Completion of the specification and updating of educational plans and programs.	Number of updated courses and plans					All colleges and departments	Quality Center	High Administration of the Colleges
4-1-2	Completion of procedures for obtaining national academic accreditation for all programs.	Completion of the requirements for applying for academic accreditation					All colleges, departments and administrative units	Quality Center	High Administration of the Colleges
5-1-2	Supporting scientific research unit	Establishment of the unit. Number of researches per program					All colleges and departments	Quality Center	High Administration of the Colleges

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6-1-2	Developing cooperative training programs and practical application.	Satisfaction of trainees and training destinations Number of training programs						Training and development unit in all colleges and departments	Quality Center	High Administration of the Colleges
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• **Strategy 2.2 Develop teaching and evaluation methods**

Code	Initiative / project	Performance Indicators	Academic Year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
1-2-2	Evaluation and development of teaching and evaluation methods.	Results of accurate questionnaires to measure the levels of development in teaching and evaluation methods. Percentage of electronic use in the educational process						All colleges and departments	Quality Center	High Administration of the Colleges

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3-2-2	Developing and diversifying learning resources.	Percentage of electronic use in diversifying sources of learning. Percentage of students' satisfaction with the diversity of learning resources					All colleges and departments	Quality Center	High Administration of the Colleges
3-2-2	Developing and implementing e-learning and distance learning programs.	Number of programs implemented. Percentage of students' satisfaction with the quality of the program					E-learning unit	Quality Center	High Administration of the Colleges
4-2-2	Training students to take advantage of e-learning	Results of a questionnaire to measure the satisfaction of trainees And trainers' capabilities					Management of Training & Development. eLearning Unit	Quality Center	High Administration of the Colleges
5-2-2	Developing the main library of colleges.	Number of books and references, Arabic and foreign. The extent of their compatibility with					Library Affairs	Compared to 3 universities	Compared to 3 universities

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		higher education regulations compared to 3 universities. Number of databases registered							
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Third Strategic Objective:

"Enhancing the competitiveness of college graduates in the labor market"

Strategy 3.1 Excellence in acceptance and registration processes

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	

• **Strategy 3.2 Excellence in Student Performance**

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code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-2-3 1	Improving students' academic performance.	Percentage of failed among students						Academic Extension Unit. All colleges	Quality center	High Administration of the Colleges
-2-3 2	Motivating outstanding and creative students.	Results of a questionnaire to measure students' satisfaction with the stimulus mechanism. Number of incentive programs						All colleges	Quality center	High Administration of the Colleges
-2-3 3	Establishing a volunteer work unit for students.	Date of completion of the unit						Community service and continuing education. All colleges	Quality center	High Administration of the Colleges

• **Strategy 3-3 Excellence in student services**

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code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
1-3-3	Development of extra-curricular activities.	Percentage of student satisfaction with extracurricular activities						Academic Unit in All colleges	Quality center	High Administration of the Colleges
2-3-3	Development of counseling services including psychological counseling for students.	Percentage of student satisfaction with counselling services Number of cases of psychological and academic counseling						Academic Unit in All colleges	Quality center	High Administration of the Colleges
3-3-3	Development of student advisory councils.	Results of student satisfaction questionnaire on facilities. Number of student advisory councils						All colleges	Quality center	High Administration of the Colleges

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4-3-3	Care for students with special needs.	Number of services and facilities for people with special needs. Results of student satisfaction questionnaire on facilities						All colleges	Quality center	High Administration of the Colleges
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Strategy 3-4 Excellence in Postgraduate Services

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-4-3 1	Participation in the Graduates Exhibition "Career Day".	Percentage of participation in the day of the profession Number of students enrolled in jobs after participating in the day of the profession						Graduate affairs Unit. All Colleges	Quality center	High Administration of the Colleges

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Fourth strategic objective:

"Developing the abilities and skills of staff members and improving the services provided to them"

Strategy 4.1 Strengthen the mechanisms of motivation, retention (functional security) and services

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-1-4 1	Developing performance evaluation mechanisms.	Satisfaction of faculty members with the programs and the capacity of the educational body						Computer and Statistics Unit	Quality center	High administration of the colleges
-1-3 2	Developing a system to stimulate excellence, creativity and innovation.	Results of a survey on the feasibility of the incentive mechanism for distinguished faculty members and administrators. Number of incentive programs						All colleges	Quality center	High administration of the colleges

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Fifth strategic objective:

"Promoting community partnership"

Strategy 5.1 Diversify cooperation and partnership with community institutions

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-1-5 1	Strengthening the partnership with the community institutions in the field of training [students - educational body - administrative body].	Number of agreements for strengthening partnership with the community institutions in the field of training						Training and Development Unit	Quality center	High administration of the colleges
-1-5 2	Holding agreements for cooperation in academic programs for bachelor's degree and scientific exchange.	Number of agreements for cooperation in academic programs for the bachelor's degree,						Training and Development Unit	Quality center	High administration of the college

Execution Plan for BPCS Strategic Plan (1439 – 1444 H)

-1-5 3	Developing a community service center and continuing education	Results of the survey on community service and continuing education.						Community Service Center	Quality center	High administration of the colleges
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• **Strategy 5.2 Development of services to the community**

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-2-5 1	تعزيز دعم الخدمات التوعوية للمجتمع..	نسبة الزيادة في الخدمات التوعوية المقدمة						All colleges	Quality center	High administration of the colleges
-2-5 2	تقديم الخدمات التدريبية والاستشارية وخدمات التعليم المستمر.	عدد الخدمات التدريبية والاستشارية وخدمات التعليم المستمر. المقدمة						All colleges	Quality center	High administration of the college

Sixth strategic objective:

"Completing, developing and maintaining infrastructure"

Strategy 6.1 Development and completion of infrastructure

Execution Plan for BPCS Strategic Plan (1439 – 1444 H)

code	Initiative / project	Performance Indicators	Academic year					Responsible for implementation		Follow-up
			40/39	41/40	42/41	43/42	44/43	Basic	Support	
-1-6 1	Development of educational medical clinics.	Completion of the development of educational medical clinics. Results of a community survey on educational medical clinics.						Services, facilities and equipment	Quality center	High administration of the colleges
-1-6 2	Establishing a health club ..	Completion of the construction of the club						Services, facilities and equipment	Quality center	High administration of the colleges

• **Strategy 6.2 Preservation and maintenance of infrastructure**

follow-up	Responsible for implementation	Academic year	Performance Indicators	Initiative / project	code

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	Support	Basic	44/43	43/42	42/41	41/40	40/39			
High administration of the colleges	Quality center	Services, facilities and equipment						Results of a survey of the college members on the efficiency of college facilities	Development of facilities maintenance.	-2-6 1
High administration of the colleges	Quality center	Services, facilities and equipment						survey results on the efficiency of the college equipment	Development of equipment maintenance.	-2-6 2

Conclusion

Praise be to Allah and prayers and peace be upon the prophet.

The colleagues responsible for the strategic planning unit in Buraydah colleges prepared the document of the executive plan for the strategic plan of Buraydah private colleges 1444-1439 AH, to clarify the overall objective of each of the strategic plan projects of the colleges, its sub-objectives and the expected duration of its implementation. The executive plan also specifies the reference authority for each of the strategic plan projects of the colleges, the participating and supporting body for the projects that require this, as well as key performance indicators and detailed measurement indicators for each project. The preparation of the implementation plan took into account the credibility and clarity of the colleges' constructive and effective projects, that aim to qualify the student to contribute to the construction of the community by the provided programs and advanced curricula to meet the requirements of the labor market, and keep up with the techniques of the age and its transformations.

In conclusion, I extend my sincere thanks to my colleagues who contributed to the preparation and drafting of the Executive Plan, for their efforts in this document which outlines the road map towards the development of the colleges in all fields. “May Allah reward them:

Dr. Abdullah bin Saleh Al-Shetawi

Chairman of Board of Trustees