

A Summary for the Manual of the Supreme Committee for Study

Plans and Academic Programs at BPCs

Introduction

As part of the efforts of the Buraydah colleges to achieve national academic accreditation, and in accordance with the requirements of the National Authority for Academic Assessment and Accreditation, "results (outputs or outcomes) of the target students must be consistent with the National Qualifications Framework and acceptable standards in the field of specialization, including the requirements of the professions that students are preparing to practice ... and program planning in the form of integrated packages of learning experiences where all courses, in planned ways, contribute to the learning outcomes of the program concerned ... and monitor the quality of each course of the program and the program as a whole regularly through suitable mechanics of assessment, and should be modified when needed with a comprehensive and regular review.

"The Higher Committee for Study Plans and Programs has been formed to prepare this Manual as a guide for all faculty members to prepare new study plans and modify existing plans, leading to a standardization of the general rules common to the various academic programs at the colleges level, in light of the national qualifications framework, evidences of the National Authority of Assessment and Accreditation, and the experiences of Qassim University, King Saud University, King Abdul-Aziz University, King Khalid University, Princess Nour University, University of Majmaa.

The most important considerations:

1. The structure of the program should be unified according to the latest update approved by the National Authority for Academic Accreditation and Evaluation in 1434 H / 2013 G.
2. The structure of the specification of the courses should also be unified according to the guidance of the National Authority for Academic Accreditation and Assessment, including numbering and coding.
3. The method of evaluating courses of a common nature should be unified for all departments.

Commitment to the following quality standards:

1. Full compatibility between the contents of the study plan and the message of the colleges and college and their objectives.
2. Identify the study programs necessary to achieve the objectives of the college and its mission to ensure non-duplication.
3. Diversity of curriculum objectives to include all aspects of cognitive, skill and emotional development.
4. Commitment to the number of study units per course according to the national qualifications framework.
5. Adopt a uniform system to identify each curriculum syllabus of the plan, and a detailed description of the courses of the various programs, including: a brief description of the course, its objectives, its components, means of implementation, and methods of evaluation followed, and the course book and the proposed references.
6. Adherence to the number of study levels per program and the minimum number of units per level according to the national qualifications framework.
7. Emphasize the interdependence and complementarity between the theoretical, practical and field aspects of the study plan.
8. The study plan should include the additional needs of the college (labs, equipment, faculty members, technicians, etc.) to enable the college to implement the proposed plan.

Elements of the Study Plan

1. **Introduction to the College:** (Historical Description, College Vision, Mission and Objectives, Admission Requirements for the College (General Conditions), Community Needs and the Labor Market for the College's Specializations.
2. **The department's vision, mission and objectives,** the department's relation to the objectives and mission of the college, the academic specialization and the courses offered by the department, Conditions of admission to the department.
3. **The operational plan:** The human, spatial and laboratory capabilities available, as well as the requirements for implementing, evaluating and developing the plan.

4. **Mechanisms for the innovation and development of study plans:** Each college will study the feasibility of introducing new departments or majors in the light of the developments and requirements of the labor market and the developments in the majors in prestigious universities worldwide and then evaluate the operational plan which includes the human, financial, spatial and laboratory needs of these programs.

Stages of preparation of the study plans

1. **The first stage: (Preparation stage).** Information and field survey (overviewing the experiences of local, Arab and international universities - Field survey to determine the labor market needs of this specialization)
2. **The second stage: (Analysis phase).** Analysis of information obtained in the first stage
3. **The third stage: (Design phase).** The final design of the study plan.
4. **The fourth Stage: Approval of the College Council.**
5. **The fifth stage: Final review** to ensure that all its components are completed.
6. **The sixth stage: Continuous evaluation of the plan** annually through the annual reports of the program, Report of the Rapporteur, Experience in the field, Survey of the views of students, graduates and employers.

Procedures for preparing study plans

1. Forming a committee of plans and programs in the college.
2. Forming a plan committee in each department.

Operational plan for the study program

1. Studying the available potentialities and the required needs.
 2. A list of faculty members and technicians.
 3. A list of faculty needs of staff members, technicians and administrators.
- The compulsory courses are distributed to the student semesters, the optional and free courses are written as (optional) and (Free).
 - Ensure that there is no course and its prerequisite requirement in the same semester.

Total Graduation Hours of Buraydah Private Colleges:

1. College of Administrative and Human Sciences is from 124 to 135.
2. College of Applied Medical Sciences is from 130 to 136.



3. College of Engineering and Information Technology is from 162 to 164.
4. College of Pharmacy and Dentistry is from 177 and 196

Sample of Graduation Hours for Some International Universities (from Qasim University):

1. Average of Graduation Hours in College of Engineering is 131 hours in Qassim University, University of Texas, University of Iowa, King Fahd University, Ohio University, and University of Arizona.
2. Average of Graduation Hours in College of Computer is 127 in Qassim University, University of Alabama, Leeds University, Manitoba University, Sheffield University, and Islamic University of Malaysia.

Our Vision

Leadership and Excellence at the Level of Higher Education Institutions in Kingdom of Saudi Arabia

Our Mission

Buraydah Colleges offers a university education that contributes effectively and permanently to fulfilling the needs of the labor market and achieving comprehensive development in the Qassim region through the achievement of the highest standards in the fields of education and community service, activating research, integrating individuals, information technology, business systems and human capital development.

Our Logo:

Leadership and Excellence

Our Values

(Leadership - Excellence - Creativity - Transparency - Justice - Honesty - Team Work - Diversity - Response - Discipline)