ACTION PLAN ACCORDING TO STRATIGIC PLAN
DATE 2023/3/21

Milestones	No	goal	Actions	TimeLine	Consideration
Changes of internal monitoring system	**1**	Curriculum review with lecture notes Annual program monitoring report	Preparation of annual monitoring report at faculty and graduate department level.	End of December	Send specified format Collecting information for report. Preparing and arranging report Formal procedures.
Modernizing educational tools	**2**	Establishing of digital library at the university and faculty levels.	Creating a memorandum of understanding at the university level.	End of December	
Modernizing pedagogy	**3**	Planning a workshop in faculty and department level.	Sustainability OBE and SCL workshops in faculty and department level.	End of November	Aligning all of curriculum to OBS and SCL
Monitoring assessment of students	**4**	Standard procedures for security of exams will be considered.	Delivering workshops regard to MCQ Develop questionnaire for feedback (midterm, final term). Collect assessment tasks and results from departments. Analyze alignment of outcome with assessment Recommend actions for improvement and Prepare report for VCAA.	End of December	The committee selected and the main members are student vice chancellor, deans of faculty , two members from each faculty selected.
Improving partnership	**5**	Submission of Progress report of all existing partnership and newly established, to quality assurance center.	Conducting quality assurance training programs. Having fellowship Using experiences in quality assurance field.	End of December	At least 2 workshops in one year. Having one program in a year Using experience in assessment, monitoring….
Student advising	**6**	Academic advising	Having a Responsible and professional person in this field. Conducting a specific program for student in this field.	End of December	This center will be established in each faculty and open for 1 hour in a week.
Student	**7**	Student alumni club in	Creating of committee by	End of	Information

representation		each faculty	Specific procedures For Communicating with students.	December	about graduated students. Information about students in the job market Using students suggestion and theories in curriculum.
Students support services	8	Library enrichment	Enrichment of Library with updated books. Enrichment of Library with updated E Books and journals. Enrichment of Library with standard facilities for students and teachers.	End of December	improve the learning environment for students
A systematic mechanism for student feedback	9	Improvement of procedure	Development Google form. preparing guideline video By analysing questions.	End of December	Use of feedback And sharing it.
Professional development of faculty members	10	Improving their teaching and learning skills.	Conducting workshops by research center. Holding training workshops (management and leadership and strategic plan). Analyze lecturer's feedback in these issues at faculty level.	End of December	Two workshops in one year.
Professional development of non-academic	11	Improvement of Management skills and sustainability.	Conducting workshops about management, research methodology, English and computer.	End of December	Two workshops in each field
Performance review of administrative staff	12	Preparation of evaluation form for administrative employees. Revision of current procedure.	Preparing forms Evaluation. Assessment of administrative staff	End of December	Analyzing the forms and preparing report
Performance review of academic staff	13	Committee of performance review in faculty level will be established (3 person the dean of faculty is included and the chief of departments is not included).	Establishment of a committee at the faculty level. Preparing and sharing the report with the vice chancellor and quality assurance.	End of December	Use of reports in the faculty
Periodic review of	14	Periodic review of / Midwifery faculty	Holding awareness program at faculty level.	End of December	Process of reporting and

faculties			Selection of committee members at faculty level. Preparing report for evaluation.		sending to the ministry of higher education.
After the evaluation of nursing faculty at least 2-3 programs should be prepared for the MOHI assessment	15	Nursing	Preparing report for evaluation at nursing faculty.	End of December	
Establishment of partnerships in academic programs and Quality assurance level with national & international partners.	16	National & international level	Awareness Programs for Exchange of Ideas. Fellowship programs	End of December	Specific quality assurance programs in memorandums
Providing brochures and Catalogs in University, faculty and department levels.	17	All faculties and departments	Preparing of catalogs and brochures in faculty and departments. Update of Catalogs and brochures in faculty and departments.	End of December	
Maintain the standards of quality assurance in administrative and academic unit.	18	Define and run the quality assurance process.	Implementing commitment culture Publicity Preparing action plans Having subcommittee of quality assurance in each hospital levels.	End of December	three workshop conducted for academic and nonacademic staff updating website
To support university for implementation of its strategy	19	Consideration on strengths, barriers of action plan of university.	Monitoring and Evaluation of university action plan.	End of December	
To support awards procedures of KMUS.	20	To consider on selecting one lecturer who promote academic standards for student learning.	Appreciate all academic and nonacademic staff in their innovation and activities	End of December	Certificate of appreciation according to last year evaluation has been designed and prepared for them soon it will be delivered for them.