Table of the executive plan for the kindergarten program

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| **No.** | **Recommendationsالمقترحات** | **Action**  **Points**  **الأنشطة والإجراءات** | **Assessment**  **Criteria**  **معايير التقييم** | **Responsible**  **Person**  **الشخص المسئول** | **Start**  **Date**  **تاريخ البدء** | **Completion**  **Date**  **تاريخ الإتمام** |
| 1 | Evaluation and development of the program plan | - Review the program by the resident abroad  - Poll of the students in the program  - Survey of recruitment agencies in the program  - Inventory of the needs of the labor market to take into consideration the development of the program  - Formation of a committee to develop curriculum and curriculum  - Access to study plans in the corresponding colleges inside and outside the Kingdom  - Introduce new courses to keep pace with the current developments in the field of kindergartens  - Review program goals and objectives  Review of learning outcomes matrix  Review and update the program message to include the educational aspect  Preparing a message for the department that includes the center of scientific research, teaching, learning and community service  Review the description of the program and characterize the courses according to the models of the National Commission for Academic Evaluation and Accreditation -  - Prepare the reports of the decisions and report the field experience  - Preparation of the program report  - Making a comparative comparison of the performance indicators of the program at the local level | - Document goals and objectives are approved  - Learning output matrix for an accredited program (with no more than 14 learning outcomes)  - The learning outcomes matrix for the approved program decisions (not more than 8 learning outcomes)  - List of program objectives  - List of performance indicators for program learning outcomes approved  - Reports of decisions and reports of field experience  - Program report approved by the department council  - Report to the external resident  - The decision to form a committee to develop curriculum and curriculum  - Improved descriptions of the program and its decisions  - Results of a survey of students in the program  - Results of a survey of the recruitment agencies in the program  - List of labor market needs  - Study plans for corresponding colleges inside and outside the Kingdom | Scientific Section Council | **12/1438** | **8/1439** |
| 2 | Activation of scientific research | - Inventory of the research needs of the program  - Preparation of a research plan for the program in light of the needs of the program  - Monitoring the obstacles that prevent the completion of scientific research  - Developing mechanisms to benefit from members' research  - Activate community participation through the work of conferences and seminars to solve some of the social problems associated with the field of kindergartens  - Training courses and community service workshops  - Gather the needs of the community of the program through communication with the community institutions related to the program  - Preparation of a plan for community participation in light of the previous inventory  - Monitoring the obstacles that prevent the completion of the community service plan  - Activating community participation of female students | - Mechanisms to encourage faculty members to prepare research to meet the needs of the community  - Follow-up lists of what has been implemented in the scientific research plan and is not done  - Results of opinion polls for measuring the satisfaction of faculty members on the contribution of the results of scientific research in the development of their performance  Percentage of published research in  Magazines are well-known and internationally recognized | Scientific Section Council | **12/1438** | **8/1439** |
| 3 | Activation of community service | - Gather the needs of the community of the program through communication with the community institutions related to the program  - Preparation of a plan for community participation in light of the previous inventory  - Monitoring the obstacles that prevent the completion of the community service plan  - Activating community participation of female students | - A list of the program's community needs  - Approved and declared participation plan that promotes and validates the role of the program in society with the inclusion of female students in the plan  - The decision to form a community service committee in the department to follow up the community participation of faculty members  - Follow-up lists of what has been implemented in the community participation plan  - Results of opinion polls for measuring the satisfaction of beneficiaries of community participation of faculty members | Scientific Section Council | **12/1438** | **8/1439** |
| 4 | Develop learning resources in the program | - Inventory of the program needs of laboratories  - Survey of the members of the faculty towards the adequacy and efficiency of learning resources, facilities, equipment and educational services provided to them  - Survey of students about the adequacy and efficiency of learning resources, facilities, equipment and educational services provided to them  - To submit proposals for the preparation of a model laboratory for the service and practical courses in the program  - Provide proposals for the processing of a typical kindergarten  - Providing a work hall for permanent exhibition through which students' productions will be offered throughout the academic year, in order to benefit the new students | - A list of the laboratory needs of the laboratories  - Results of a survey of the members of the faculty towards the adequacy and efficiency of the sources of learning and the facilities and equipment and educational services provided to them  - Results of the survey of students about the adequacy and efficiency of learning resources, facilities, equipment and educational services provided to them | Scientific Section Council | **12/1438** | **8/1439** |
| 5 | - Developing the skills of faculty members | - Survey the needs of faculty members from training courses  - Designing a training plan for faculty members in the program in light of the previous inventory  - Member consultation on training courses | - A list of the needs of the members of the training courses  - Statement of the program and training courses -  The members of the teaching staff and those who are like them  - Training plan announced and approved in light of the previous inventory  - Results of the satisfaction of faculty members about the programs and training courses offered | Scientific Section Council | **12/1438** | **8/1439** |
| 6 | Activate the academic guidance system within the department | Activation of academic guidance mechanisms  It is divided into  - Create new students  - Support Program for the winners  Program of support of defaults  - Implementation of complaints mechanism with complaints from students  - Satisfaction of students with the system of academic guidance and student support  Submitted to them  - Satisfying students' satisfaction with the system of religion  - Satisfying students' satisfaction with the mechanism used to support obstacles | - Approved plan for academic guidance for students  - Report on the training program for new students  - Folded distribution and program guide for updates  - The scientific scientific material  - Report on support for defaults  - Report on the support of the winners.  Results of the Student Satisfaction Survey on the academic guidance system and student support provided to them  - Results of the satisfaction survey of students who excel in the system of religion  Results of the Student Satisfaction Survey on the mechanism used to support the obstacles | Scientific Section Council | **12/1438** | **8/1439** |
| 7 | Follow-up of graduates | Activating the mechanisms of communication with the graduates of the program to provide them with the requirements of their professional development | Active mechanisms for communication with graduates and employers  - Developed database for female graduates and recruiters  An upgraded and advertised unit for graduates' affairs  - The decision to approve the establishment of the office of follow-up affairs of the graduates  - Results of surveys to measure the satisfaction of female graduates and the work on the services available to the Office of the follow-up affairs of graduates  - Satisfaction of employers with the services available to the Office of Graduate Affairs | Alumni follow-up unit | **12/1438** | **8/1439** |
| 8 | Open new paths associated with the program | - Survey of employers, labor market and society regarding the nature of the specialties needed by the labor market  - Forming a specialized committee within the program to develop a study plan based on the development of program-related tracks  - A proposed plan to open up new programs related to the program such as the Master's and PhD programs | - Opinion surveys for the recruitment and labor market on the specializations developed in the program  - The decision to form committees to develop curricula and study plans to study the program tracks  Program for Master's Program  - Doctoral program plan | Scientific Section Council | **12/1438** | **8/1439** |

**Quality Coordinators Program**

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