



COLLEGE UBT

**QUALITY IMPROVEMENT PLAN BASED IN
THEMATIC INTERNAL SELF EVALUATION
REPORT ON TEACHING AND LEARNING**

August 2024

Quality Improvement Plan (QIP) Based on Thematic Internal Self-Evaluation

Prepared by: Quality Commission of UBT

Objective: To address areas identified in the thematic internal self-evaluation, with a focus on continuous improvement over a period of three years on teaching and learning.

Standard/Area	Recommendation	Action to be Taken	Bodies Responsible	Deadline	Performance Indicators
1. Teaching Process and Faculty Engagement	Increase faculty compliance with syllabi and assessment guidelines	Implement regular monitoring of syllabi adherence through program coordinators ; provide guidance and training on assessment consistency	Quality Office, Program Coordinators, Faculty	Year 1	Reduction in student complaints, improved consistency in course delivery
2. Student Attendance and Participation	Improve student attendance, especially in large lectures and practical sessions	Introduce stricter attendance monitoring; split large practical classes into smaller groups for hands-on engagement	Academic Affairs, IT Department (attendance tracking), Faculty	Year 1	Increased attendance rates, smaller class sizes in practical sessions
3. Faculty Mentoring and Thesis Supervision	Strengthen mentoring efforts in thesis supervision	Provide additional training for faculty on effective mentoring practices; formalize the mentoring	Research Office, Program Coordinators, Faculty	Year 2	Improved student satisfaction with thesis supervision, higher completion rates

		process for thesis supervision			
4. Feedback and Interactivity in Teaching	Enhance interactivity and improve faculty-student communication	Organize workshops on interactive teaching methods; ensure timely faculty responses via SMIS; improve feedback on assignments	Quality Office, IT Department, Faculty	Year 1-2	Improved student feedback on course interactivity, shorter response times in SMIS
5. Faculty Research Involvement	Increase student involvement in faculty research projects	Create research assistant roles for students in faculty projects; offer grants for student participation in conferences	Research Office, Finance Office, Faculty	Year 2-3	Number of student research assistants, increased student publications/presentations
6. Faculty Professional Development	Ensure all faculty complete individual professional development plans	Make professional development plans a mandatory part of performance evaluations; monitor progress through deans	HR Department, Deans, Faculty	Year 1	100% completion of professional development plans
7. Workload Management for Faculty	Harmonize faculty workloads to	Conduct an internal audit of faculty	HR Department, Academic Leadership	Year 1-2	Balanced faculty workload distribution, reduced cases of burnout

	prevent burnout	workloads and reassign responsibilities where needed; monitor for equitable distribution			
8. Infrastructure and Laboratory Resources	Upgrade laboratories and IT infrastructure	Prioritize funding for upgrades in tech-driven fields such as computer science; conduct a needs assessment for other departments	IT Department, Finance Office, Deans	Year 2-3	Completion of lab and IT upgrades, improved student feedback on resources
9. Student Transportation and Timetable Management	Optimize student transportation and reschedule evening classes	Collaborate with transportation providers to adjust bus schedules; eliminate evening lectures after 7 PM	Administrative Office, Transport Office	Year 1	Reduced student complaints about transportation, better attendance for rescheduled classes
10. Student-Faculty Research Collaboration	Increase student participation in academic conferences	Establish research grants and travel funding for student conference participation; create workshops on publishing research	Research Office, Finance Office	Year 2-3	Number of students presenting at conferences, increased student publications
11. Technology	Expand the use of advanced	Provide advanced	IT Department,	Year 2	Increased use of interactive

Integration in Teaching	teaching technologies	training for faculty on integrating technologies such as simulations and smart boards into teaching	Quality Office, Faculty		technology in classrooms, improved student feedback on technology use
12. Counseling and Student Support Services	Enhance student counseling services and academic advising	Increase the availability of psychological and academic counseling sessions; offer more personalized academic advising	Counseling Office, Academic Affairs	Year 1-2	Improved student satisfaction with counseling services, better academic performance
13. Curriculum Updates Based on Research	Ensure curriculum reflects the latest research findings	Regularly review curriculum to incorporate recent research; hold workshops on integrating research into teaching	Curriculum Committee, Program Directors, Faculty	Year 2-3	Number of courses updated based on research findings, improved course relevance
14. Transparency in Program Assessments	Improve transparency and stakeholder involvement in program assessments	Increase the sharing of assessment results with external stakeholders and students; formalize stakeholder	Quality Office, External Stakeholders, Program Directors	Year 2	Number of external stakeholders involved, improved program assessment transparency

		feedback processes			
15. Global Perspective in Education	Strengthen global perspectives in the curriculum	Increase collaborations with international institutions; expand student exchange programs and integrate global case studies	International Office, Curriculum Committee, Faculty	Year 2-3	Increased number of exchange programs, more global case studies in courses
16. Student Engagement in Decision-Making	Enhance student participation in feedback and decision-making processes	Expand focus groups and surveys to gather in-depth student feedback; increase student representation on committees	Quality Office, Student Council	Year 1	Increased student participation in committees, more feedback-driven decisions
17. Academic Integrity and Ethics	Promote academic integrity and prevent misconduct	Organize regular workshops on plagiarism, ethics, and academic integrity; strengthen reporting mechanisms for violations	Academic Integrity Office, Faculty	Year 1-2	Reduced instances of academic misconduct, more students attending integrity workshops

Date: 21.09.2024

Quality Commission