**Gap Analysis and Comprehensive Curriculum Review Action Plan**

|  |  |  |
| --- | --- | --- |
| **PART I: General Information** | | |
| **Department** | **Major (Degree Plan)** | **Date** |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PART II: Department Curriculum Review Committee (DCRC)** | | | | | |
| **S. No.** | **Staff ID** | **Name** | **Department** | **Subject Area of Expertise** | **Signature** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |
| --- | --- |
| **PART III: Gap Finding Reference** | |
| **External Environmental Scanning**  Vision of KSA (at JIC and RC level)  General Authority for Statistics KSA Survey  Coop Student Satisfaction Survey  Faculty/Industry Site Visits  Coop Company Satisfaction Survey  PAEC Input  BS Part-timers Survey  Employer Survey  Alumni Satisfaction Survey  Employment Rate  Accreditation Bodies Feedback  Benchmarking with like Universities and Colleges  Other­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Internal Environmental Scanning**  Mapping to Vision and Mission of JIC  Appropriate Degree Plan  Pre-requisite Inter/Intra Departmental Survey  Mapping PEO to Occupation  Mapping Content to PEO  Content and order as per Blooms  Faculty Satisfaction Survey  Activity Mark sheets Analysis  Course Assessment Chart Analysis  Course Assessment Report Analysis  Course Satisfaction Survey Analysis  CLO Satisfaction Survey Analysis  Assessments Adequacy  Grades Weightage  Marking Rubrics (may not be applicable to theory only courses)  Assessment Criteria  Adequate Facilities  Latest Appropriate Equipment  Mapping CLOs to Instruction (content)  Adequate Student/Instructor Ratio  Qualified Instructors  Latest Theory/Practical Course Materials  Student Exit Survey  Other­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| **PART IV: The Decision of the Department Council (DC):** | | |
| **Course Level Review** | **Program Level Review** | **Date of DC Meeting (Attach Approved Minutes)** |
|  |  |  |

|  |
| --- |
| **PART V: Action Plan for Gap Analysis and Comprehensive Curriculum Review** |
| Abstract of the Gap Analysis and Proposed Action Plan for Curriculum Renewal   |  |  |  |  | | --- | --- | --- | --- | | **S. No.** | **Gap/Areas for Improvements** | **Proposed Action** | **Justification** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |   Use Curriculum Review Proposal Description Document (appendix B) and Curriculum Review Submission Checklist (F700-38) to submit the detailed “gap analysis and comprehensive curriculum review” proposal. |

|  |
| --- |
| **PART VI: Evaluation of the Outcomes of Implemented Action Plan by DCRC** |
|  |