

التاريخ: ٢٥ مارس ٢٠١٥ م


الأخ الفاضل الأستاذ الدكتور وهيب عيسى الناصر
نائب الرئيس للبرامج الأكاديمية والدراسات العليا
المحترم

تحية طيبة وبعد،،،
نظراً إلى استعجال إصدار قرار مجلس الجامعة بالتمرير بشأن اعتماد سياسة جامعة
البحرين في ضمان الجودة وتعزيزها ضمن مشروع الهيئة الوطنية للمؤهلات وضمان
جودة التعليم والتدريب.

أود إعلامكم بأن مجلس الجامعة قد أصدر بتاريخ ٢٥ مارس ٢٠١٥ م القرار الآتي:

القرار رقم ٢٠١٥/٥٤٩ (٢٥/٣/٢٠١٥ م)
وافق مجلس الجامعة على اعتماد "سياسة جامعة البحرين في ضمان الجودة
وتعزيزها"، وفق المرفق.

وتفضلوا بقبول فائق التحية،،،


الدكتور إبراهيم محمد أحمد جناحي
رئيس الجامعة

نسخة منه إلى:
- النواب والعمداء



سياسة جامعة البحرين في ضمان الجودة وتعزيزها

2015م



University Council

مجلس الجامعة

University of Bahrain
University Quality Assurance and Enhancement Policy



Approved by: University Council
Approved on: 25th of March, 2015
Date of Effect: 1st of April, 2015

Chapter 1. Preliminary Information and Definitions

Article(1) Title of the Policy

The title of this policy is "University Quality Assurance and Enhancement Policy"

Article(2) Commencement

This policy and procedures commence on 1st of April 2015

Article(3) Purpose

The aim of the quality assurance and quality enhancement policy is to supports the University's efforts to achieve its vision, mission, and strategic goals by enhancing the effectiveness of the university's core activities of learning, teaching, research performance, and community service. The specific objectives of the Quality Assurance policy include the following:

1. The university's quality assurance and quality enhancement policy provides guidance in the development and implementation of internal and external quality assurance system, consistent with internationally recognized set of quality assurance standards, criteria, procedures, practice and performance.
2. The University's quality assurance system is coordinated, developmentally oriented, and is characterized by minimum bureaucracy and maximum effectiveness.
3. Ensure that the University Quality Assurance is well coordinated, continuously developed and is characterized by minimum bureaucracy to achieve maximum effectiveness.
4. Integrate quality assurance system comprehensively, clearly and concretely in every step, every level of operation in order to instill quality culture in all parts of the university for the benefit of the students, staff and the local, regional and national community.
5. Ensure that structures are in place to continuously monitor and review the effectiveness of such system that must lead to continuous improvement of the university's operations.
6. Enhance the quality of the university educational provision, by evidence-based processes, where information is gained through monitoring, internal and external reviews outcomes, and feedback from stakeholders will provide the basis for analyses and conclusions on which improvements are planned.
7. Clarify the role and responsibilities of the all the university stakeholders to ensure the improvement of quality of education, research and service.
8. The university quality assurance system must help any activities in the university to be consistent and responsive to the university vision, mission, strategic goals, and initiatives.
9. Ensure that academic standards of UoB awards and qualifications are maintained and securely managed to enable students and other stakeholders to have confidence in the



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proper management of the quality of learning opportunities offered through the programs of study that lead to those awards.

10. Improve University's overall management practices to ensure that appropriate and transparent governance and management structures are in place to guarantee continuous progress in implementing and supporting quality assurance and improvement measures.
11. Promote openness and transparency and reflect a commitment to greater access to information to meet international standards, by ensuring the proper documentation of quality assurance review and assessment information and reassuring the objectivity and integrity of these information so that an external reader or reviewer will know how the procedures, methods and data sources were used to make the findings and conclusions.
12. Periodic review of all resources and processes of teaching and learning from admission to graduation and certification, program development, research, community reach, services and interaction, and administration, to ensure achievement of University's Goals and Objectives.
13. Judging outcomes, results and processes in comparison to the highest external standards including national and international benchmarking for both academic and administrative bodies with comparable led universities

Article(4) Scope

The quality assurance policy is integral to the work of all staff, and covers the areas of teaching and learning, research, community reach, services and interaction, and administration, and have the responsibility for implementing QA by ensuring the quality principles are adhered to.

Article(5) Policy Owner

The main office responsible for the implementation and update of this policy is the Quality Assurance and Accreditation Office (QAAC). Further information regarding detailed of quality assurance processes and procedure are outlined in the Quality assurance and Quality Enhancement Policy and the Quality Assurance and Accreditation Center (QAAC) Manual.

Article(6) Policy Review

This policy shall be reviewed and revised as necessary every four (4) years or more frequently as laws or regulations change.



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Article(7) Definitions

The following terms of reference would apply throughout this policy document; unless otherwise stated:

- University: refers to University of Bahrain.
- Senior Management: refers to the President and Vice- Presidents of the University
- Dean: refers to the Dean of a College under the University
- Director: refers to the Director of an administrative department under the University

Chapter 2: Quality Assurance and Enhancement Policy

Article(8) Introduction

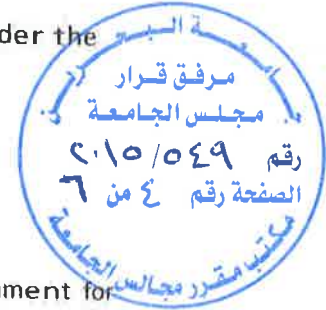
The University of Bahrain's aim is to provide a stimulating and innovative environment for teaching, learning, research, and community service. The University desires to assure quality teaching, learning, research and service delivery through a regular review and improvement process. Its approach to quality assurance and quality enhancement, is to learn from best practice, locally and internationally, and benchmark against leading universities. The University is responsible for the academic standards of awards made in its name, and for ensuring that the quality of learning experiences is adequate and appropriate, to enable students to achieve these standards.

The University has a range of systems, polices, and procedures for assuring and enhancing the academic standards of awards and the quality of its educational provision. The University's implementation of its quality assurance and quality enhancement policy and procedures, also enable it to demonstrate how it discharges its responsibilities for assuring the quality and standards of its awards, as required by National Authority for Qualifications & Quality Assurance of Education and Training.

Article(9) Policy Statement

The University of Bahrain is committed to provide quality higher education that provides intellectual, social, cultural and economic benefits to the society. This commitment is supported by Quality Assurance Framework which provides the planning, strategies, reporting and continuous improvement that create awareness to all stakeholders, ensuring that systems, processes and core activities are fit for the purpose for which they are desired.

The University's quality assurance and quality enhancement policy is designed to establish, implement, and maintain the quality assurance framework in a manner that ensures the



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effectiveness of the university core activities of learning, teaching, research, community engagement, and administrative and management work. The policy addresses all areas of University activity taking cognizance of their contribution to, and alignment with, the University's Vision, Mission, Strategic Goals and Initiatives. It specifies the University approach to quality assurance and continuous improvement as well as its principles, features, structures and standards.

The University's quality assurance and enhancement systems and procedures are guided by the conviction that high academic standards are best promoted and achieved by a positive, self-critical and supportive environment in which all members of the university accept ownership of those standards and in which responsibility for the assurance of quality is devolved to and exercised by those individuals and bodies best placed to affect them.

Article(10) Policy Implementation Guiding Principles

In implementing the quality assurance and quality enhancement policy, the University will endeavor to ensure that the quality assurance policies and procedures adhere to the following principles:

1. Academic standards and the quality of the education provision are the responsibility of the entire University community;
2. Systems and procedures should be fit for purpose, transparent, efficient, reliable and responsive to changing contexts;
3. Educational provision and supporting systems and procedures should be subject to monitoring and evaluation in a commitment to continuous improvement;
4. Whenever appropriate and practicable, procedures and educational provision should be informed by the views of its students and other stakeholders and by independent peer review;
5. Learning and teaching activities and the commitment to quality assurance and enhancement should be supported by relevant and comprehensive provision for educational and staff development;
6. The commitment to high quality provision and standards of service will be supported by transparent and accessible procedures for academic appeals and complaints and their resolution;
7. Full recognizance is taken of external quality reference points, such as the National Authority for Qualifications & Quality Assurance of Education and Training and, as appropriate, standards required by Professional, Statutory or Regulatory Bodies; such as Accreditation Board for Engineering and Technology, (ABET), the National Architectural Accrediting Board (NAAB), the Council for Interior Design Accreditation (CIDA), The Association to Advance Collegiate Schools of Business (AACSB), The Canadian Society for Chemistry (CSC), and the American Bar Association (ABA).



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8. Training and qualifying people who perform all quality assurance and quality enhancement processes and affecting functions, including those who develop, review, audit, train, and administer and manage quality assurance functions.
9. Developing procedures and other implementing documents for work processes that must be repeatable and sustainable

Article(11) Supporting Policies, Procedures and Regulations

- Quality Assurance Policies and Procedures for Programs.
- Benchmarking Policy and Procedures.
- Admission, Transfer, Progression and Graduation Policy, Certification Policy, Moderation of Exams policy, Appeal policy and Plagiarism policy.
- Assessment Strategy, Assessment Procedures and IDEAS Handbook.

Chapter 3. Responsibilities Summary

Article(12) Responsibilities summary

Authority/Consultation: QAAC

Management Responsibility: QAAC with VPs and Deans.

Implementation Responsibility:

College Dean and College Council; Academic Chair and Department Council; Supporting Deanships Deans

Directors and heads of divisions of University's Centers, Administrative units and Divisions

Approval Authority: University Council

