

Report on the activities of the college's quality assurance unit during the period 2023–2025

1. The college obtained program accreditation for (4) programs (Structural Engineering Program – Energy Engineering Program – Architectural Engineering Program – Automotive and Tractor Engineering Program).
2. Qualifying the institution to apply for institutional accreditation 2025–2026.
3. Update your application files for institutional accreditation.
4. Qualifying (3) programs to apply for program accreditation (Civil Engineering Program – Mechanical Power Engineering Program – Digital Architecture Program).
5. The standards of spaces, human resources, equipment, and general specifications for buildings and facilities (2025NORMS) have been updated and approved.
6. Paper-based questionnaires were converted into electronic questionnaires to evaluate undergraduate courses and measure the opinions of graduates, stakeholders, and job satisfaction.
7. Conducting questionnaires for all faculty members and support staff in all scientific departments, including:
 - Survey on Leadership (Dean – Vice Deans – Head of Department)
 - Survey on the procedures followed for intellectual property rights and copyrights
 - Survey on the procedures used to implement the Code of Ethics
 - Survey on the performance and quality assurance procedures
 - Training Needs Survey

- Survey on the availability and efficiency of equipment for the educational and research process - Safety and Security Survey
 - Educational Effectiveness Survey
 - Survey on the usefulness of research findings in program and course development
8. Conducting questionnaires for all department heads about the performance of faculty and support staff
9. Conducting questionnaires for all college employees in different departments
10. Periodic analysis of the questionnaires by the Quality Assurance Unit.
11. Follow up with departments/programs to prepare reports on strengths, weaknesses, and corrective actions based on the analysis of course questionnaires by the Quality Assurance Unit.
12. Preparing qualified cadres of external auditors (25) faculty members for quality work through workshops and explanatory videos of quality work.
- 2018 Undergraduate Benchmarks
 - Learning and Learning Outcomes
 - Prepare course and program descriptions and reports and prepare the required matrices
 - Program and Institutional Accreditation Standards and Supporting Documents
13. Holding several training courses, workshops, and seminars for college employees, faculty members, graduates, and stakeholders in cooperation with the Public Relations and Youth Welfare Department:
- Meet with stakeholders and alumni.
 - Symposium to measure job satisfaction, issues and obstacles facing the college and work to solve them

- Workshops for scientific departments to qualify them for accreditation (teaching and learning strategy – preparing the self-study).
- An introductory seminar on the amended regulation for all categories of the college.
- Introductory seminar on program design methods
- An educational seminar for students and employees on how to deal with fires and modern methods of firefighting

A fire extinguishing experiment was conducted in the presence of a representative of the Ministry of Interior.

- An awareness seminar for college students to familiarize them with the ethical charter of the university student.
- A seminar for college students to prepare students for the labor market.
- College students' seminars (introductory seminar on the activities of the Central Egyptian Family – ... etc.)
- Holding training sessions for the college's quality team

ISO International Standard for Quality Management Systems

ISO International Standard for Innovation Management Systems

ISO International Standard for Governance Management Systems

14. Updating the college's manuals and approving them by the College Council after being reviewed by the Quality Assurance Center.

- Student's guide
- Quality Assurance Unit Manual 2025
- **Internal Regulations of the Quality Assurance Unit 2025**
- Guide to follow up on student evaluation and exam organization work at the College of Engineering

15. Preparing and approving the college's mechanisms.

- How to deal with surplus and deficit

- Test development procedures to ensure confidentiality Copying and distribution
- How to deal with high-achieving and struggling students
- How to Deal with Struggling Students
- Transparency mechanisms when applying the criteria for selecting leaders.
- Transparency Mechanisms – Delegation – Transfer of Power
- Mechanisms and criteria for selecting academic and administrative leaders
- Supervision Mechanism – Mechanism for Judging and Defending Scientific Theses
- Mechanism for dealing with administrative body complaints
- How to deal with student complaints
- College mechanism to manage the self-evaluation process
- Evaluation mechanism for academic and administrative leaders
- Academic Staff Performance Evaluation Mechanism
- Support mechanism for students with special needs
- Mechanism to ensure fairness and non-discrimination
- Mechanism to ensure that the specialization of faculty members is compatible with the courses
- How to monitor students during exams
- How to save results
- To whom he reviews program and course reports
- Posting Policies
- Criteria for selecting exam evaluators
- Criteria for evaluating the performance of academic and administrative leaders

- Criteria and mechanism for evaluating the performance of faculty members

16. Adoption of the college's core values document.
17. Approve the proposal of the college's executive projects within the framework of the university's strategic plan 2026–2030.
18. Prepare course files (in an electronic version) for various programs and departments on the official email of each program/department.
19. Update the maintenance plan for the college's laboratories and workshops for the academic year 2024–2025.
20. Preparing the annual report for the academic year 2023–2024 and adopting it from the College Council after reviewing it from the Quality Assurance Center.
21. Updating the college's strategic plan 2023–2025 and reviewing it by an internal review committee and the Quality Assurance Center and adopting it.
22. Prepare a progress report on organizational performance based on the implementation plans of the strategic plan 2018–2023 and 2023–2025.
23. Update the college's vision and mission 2025–2030 and study its compatibility with the university's vision and mission 2025–2030
24. Updating course descriptions and reports for courses and programs for the undergraduate and postgraduate stages for the academic year 2023/2024 and 2024/2025.
25. Updating the test paper evaluation form in partnership with the Measurement and Evaluation Unit
26. Updating the formation of the supporting committees of the Quality Assurance Unit at the college
27. Update the formation of quality committees for each department/program.
28. Updating all the statistics needed to prepare the college's self–study.

29. Prepare a statement of the average workload of faculty members and support staff and a statement of the exact specialization of faculty members and support staff for all scientific departments.
30. 2025 Bachelor's Degree Regulation Update and in the process of being ratified by the Engineering Sector Committee
31. 2025 Graduate School Regulations Update and in the process of being ratified by the Engineering Sector Committee
32. Preparing the college's research plan 2025–2030 based on the university's research plan 2025–2030 and is in the process of being approved.

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