

Policy #	AA-211	Revision #	02
Accessibility level	A	Effective date	01/20/2021

1. Scope

This Policy applies to all programs to be designed at FBSU.

2. Policy

2.1. Developing a new academic program at FBSU is a multi-procedural process that rests on the foundation of faculty responsibility for academic content and quality. It is designed to ensure that the newly proposed academic program:

- A. Is consistent with the University's Mission Statement, and Graduate Attributes and Institution Learning Outcomes (ILOs);
- B. Meets the labor market needs;
- C. Is benchmarked against similar programs of reputable national and international universities;
- D. Meets the local and national requirements and needs; and
- E. Avoids unnecessary duplications and costs.

2.2. Initiatives proposing new programs mainly result from:

- A. New developments and trends in the field of specialization;
- B. Benchmarking with similar reputable national and international universities;
- C. Job market needs; &
- D. Rapid advancement of technology.

2.3. Programs at FBSU shall be aligned to the University's Mission Statement, and Graduate Attributes and Institution Learning Outcomes (ILOs) and will:

- 2.3.1. Be underpinned by a set of program specific graduate attributes that are developed through the courses in the program;
- 2.3.2. Comply with the requirements and standards of the Saudi Arabia National Qualifications Framework (SAQF), including the:
 - Program level
 - Minimum credits hours
 - Volume of learning, and
 - Learning outcomes (i.e. knowledge, skills, values);
- 2.3.3. Get stakeholders and other beneficiaries such as employers and other educational institutions involved in all stages of designing, preparing and reviewing qualifications;
- 2.3.4. Be relevant and responsive to community and industry needs;
- 2.3.5. Be benchmarked with reputable national and international universities;

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- 2.3.6. Take advantage of the University's research strengths;
- 2.3.7. Encourage cross-disciplinary collaboration and leveraging of expertise;
- 2.3.8. Provide students with clarity about expectations;
- 2.3.9. Provide a coherent and streamlined student experience; and
- 2.3.10. Use nomenclature that is:
 - Unambiguously and readily identifiable with the qualification type, discipline, and (where applicable) the professional orientation of the program;
 - In the case of postgraduate coursework programs, consistent across a suite of postgraduate coursework awards and differentiates research from coursework;
 - Easily recognisable by prospective students, employers and other stakeholders; and
 - Consistent with nomenclature that has national and international acceptance.

2.4. Prior to approving the proposal, program designers should ensure:

- 2.4.1. Programs and plans are consistent with the University's academic and/or strategic priorities;
- 2.4.2. Programs and plans incorporate appropriate:
 - A. learning experiences and learning outcomes,
 - B. teaching approaches,
 - C. assessment, and
 - D. evaluation of student learning;
- 2.4.3. The quality and integrity of FBSU's programs meet the highest academic standards; and
- 2.4.4. Direct consultation occurs with:
 - A. All relevant academic units that can contribute to respective areas of discipline expertise;
 - B. All relevant organisational units and their leaders in relation to resource implications (e.g. FBSU library, schools, institutes and faculties teaching into the program);
 - C. The office of the Vice-Chancellor for Academic Affairs; and
 - D. Relevant external and accreditation bodies, where applicable; and
 - E. Compliance with all relevant legislation, and mandatory government requirements.

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- 2.5. The University-wide framework for approval of academic programs and courses are outlined in its Program Approval Procedures;
- 2.6. The University ensures the systematic and regular review of curricula, teaching and program quality, and risk; and
- 2.7. All programs undergo annual academic quality assurance review.

3. Related Documents

- 3.1. New Program Design Procedure (AA-211-P01)
- 3.2. Guide to Writing Learning Outcomes (AA-200-G01)
- 3.3. Guide to Learning Outcomes Assessment (AA-200-G02)
- 3.4. Guide to Graduate Attributes Assessment (AA-200-G03)