

## ACCOUNTABILITY POLICY

Policy #	AD-010	Revision #	01
Accessibility level	A	Effective date	Jan 20, 2021

### 1. Impetus

An Accountability Framework ensures that an organization is meeting the purpose for which it was created, reporting in a timely and efficient manner to its stakeholders regarding the initiatives and results that it undertakes in meeting its purpose.

Fahad Bin Sultan University goals are to “provide quality higher education, conduct basic and applied research and contribute to the community advancement”. To this end, FBSU has developed a strategic plan, approved by the Board of Trustees, to meet this broad purpose as to why it was created. This policy defines the Accountability Framework that FBSU’s Board of Trustees and senior management team will follow in reporting its progress in meeting its purpose.

### 2. Definitions

- 2.1. **Accountability Framework** – a statement defining the university’s commitments, that is, its aims, policies and procedures, and how it ensures accountable for them.
- 2.2. **Performance Measurement Framework** – the process whereby an organization establishes the parameters within which programs, investments, and acquisitions are reaching the desired results. This process of measuring performance often requires the use of statistical evidence to determine progress toward specific defined organizational objective.
- 2.3. **Stakeholder** – A person, group, or organization that has interest or concern in an organization.
- 2.4. **Strategic Plan** – A systematic process of envisioning a desired future, and translating this vision into broadly defined goals or objectives and a sequence of steps to achieve them.
- 2.5. **University members** – All Board members, employees, and students of the University, whether full-time, reduced, or part-time, and any other person acting on behalf of or at the request of the University.

### 3. Policy

- 3.1. Fahad Bin Sultan University (FBSU) has identified its primary stakeholders as defined in the following table and through this Accountability Framework holds senior management accountable for ensuring that reporting is done annually to these audiences to achieve its overall purpose, mission and vision.

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Stakeholder	Annual reporting
Board of Trustees	<ul style="list-style-type: none"> <li>▪ Strategic Plan.</li> <li>▪ Audited Financial Statements.</li> <li>▪ Annual Report – which includes the annual Performance Measurement Framework, reporting progress on the Strategic Plan and key risk mitigation strategies.</li> </ul>
Ministry of Education	<ul style="list-style-type: none"> <li>▪ Strategic Plan.</li> <li>▪ Annual Report – which includes the annual performance measurement framework reporting progress on the Strategic Plan.</li> <li>▪ Quarterly reporting.</li> </ul>
Students	<ul style="list-style-type: none"> <li>▪ Interactive website.</li> <li>▪ Chancellor/President/Deans visits and student meetings at least twice a year.</li> <li>▪ Strategic plan.</li> <li>▪ Annual Report – which includes the annual Performance Measurement Framework reporting progress on the Strategic Plan.</li> <li>▪ Student observer on the related committees.</li> </ul>
Faculty/Staff	<ul style="list-style-type: none"> <li>▪ Recruitment strategy.</li> <li>▪ Interactive Website.</li> <li>▪ Strategic Plan.</li> <li>▪ Annual Report.</li> <li>▪ Regular meeting.</li> </ul>
Alumni	<ul style="list-style-type: none"> <li>▪ Strategic Plan.</li> <li>▪ Annual Report.</li> </ul>