

Program LOA Process

Outcomes articulation and alignment

As per the UAEU QA manual, each offered program shall have a set of learning outcomes that specify the knowledge, skills and competencies students will be able to demonstrate by the time of graduation. Each program should provide detailed information regarding the alignment between the program learning outcomes (PLOs) and

- the program objectives,
- the institutional learning outcomes (ILOs), and
- the UAE national qualification framework.

The program should also provide a curriculum map that shows how each outcome is introduced, developed and mastered by the offered courses.

Collecting and reporting assessment data

Each program is required to develop an assessment plan that specifies the PLOs that will be assessed each academic year, and the projected score for each PLO. The assessment plan should also specify the direct and indirect assessment tools that will be used to calculate the actual score for each PLO, and the weight associated with each tool. Multiple direct tools are usually utilized by the academic programs to assess the PLOs, which typically include:

- the CLO assessment results of related courses (A_{CRS}),
- The assessment of the graduation project (A_{GP})
- The assessment of the internship course (industrial experience) (A_{INT})
- The assessment of the exit exam (A_{EE})

While the indirect tools may include:

- Student exit survey
- Internship field supervisor survey
- Employer survey
- Alumni survey

The DLOAC is responsible for administering the exit exam, and for coordinating the assessment process with the internship and the graduation project committees. The DLOAC is also responsible

for assigning the weight associated with each direct tool.

Calculating the achievement scores

The following weighted average formula is used to calculate the actual score for each PLO ‘ A_p ’:

$$A_p = \frac{A_{crs} \times W_{crs} + A_{GP} \times W_{GP} + A_{INT} \times W_{INT} + \dots}{W_{crs} + W_{GP} + W_{INT} + \dots}$$

To calculate the achievement score from the related courses (A_{crs}), the DLOAC submits an alignment list to the OIE. The alignment list indicates the CLOs aligned with each PLO, and the associated alignment weights (W_{clo}). For instance, a CLO from a course could contribute by 100% toward the achievement of a PLO, while another CLO (from the same or a different course) might contribute by only 60% towards the same PLO. The following weighted average formula is used to calculate the actual achievement score:

$$A_{crs} = \frac{\sum_c A_c \times L_c \times N_c}{\sum_c L_c \times N_c}$$

Where A_c denotes the achievement score of CLO ‘c’, L_c is the associated alignment weight, and N_c is the total number of student assessed for CLO ‘c’.

Analyzing the achievement scores and generating the annual assessment report

After calculating the achievement score for each PLO, the DLOAC shall call for a meeting with the program constituencies to discuss and analyze the assessment results. The DLOAC oversees the analysis process and ensures that proper analysis remarks are provided for each assessed PLO, and remedial actions are recommended to address discovered deficiencies, if any. The actual assessment scores are then uploaded to the assessment management system along with analysis remarks and recommended remedial actions, and the annual PLO assessment report is generated.