

ABSTRACT: 2013 ELAM Institutional Action Project Poster Symposium

Establishment of Centralized University Assessment Office at KSAU-HS Pilot Implementation

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Background: King Saud bin Abdulaziz University for Health Sciences (KSAU-HS), is a newly established University that seeks to achieve the highest levels of assessment and evaluation standard. At present, the premature evaluation criteria for some of the colleges, the heterogeneity of colleges assessment criteria, the different guidelines and the different quality assurance indicators between the different colleges make any decision concerning University level assessment and evaluation system, its educational outcomes and its quality very difficult. Moreover, it makes advancement of the University's implemented assessment and evaluation as well as the introduction of new assessment and evaluation methods difficult and uncontrolled. The project carries several opportunities that will give it its weight such as; being a pioneer idea that is able to augment research, readiness for the institution's national accreditation and create desired international links.

Purpose: To establish a centralized University assessment and evaluation office that promotes the assessment and evaluation process across KSAU-HS, enhances assessment and evaluation skills and presents an ideal example of a University assessment and evaluation center at both national and international levels. These objectives can be implemented through conducting assessment auditing throughout the University colleges, establish an assessment improvement plan, enhance international collaboration and support the KSAU-HS accreditation process.

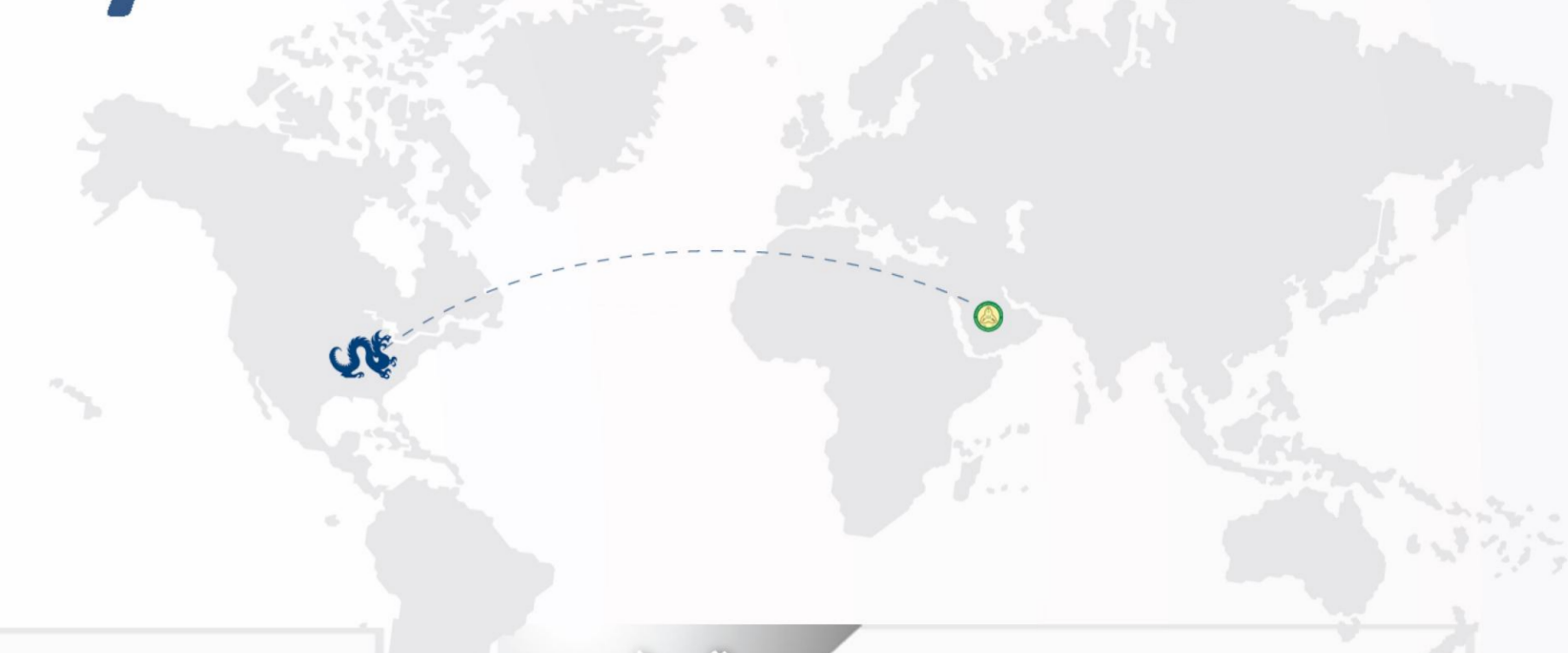
Approach: The project was started with situational analysis to assess the extent of the problem and the current needs. After which, a detailed proposal was submitted to the higher administration for approval. The project then was proposed to the different colleges' stakeholders (deans or their designee) for their support. Final proposal was updated based on their given recommendations. A pilot implementation was initiated at the College of Medicine (COM). In this pilot, all concerned stakeholders have contributed to the work and had to reach an agreement concerning curriculum alignment, manpower, policies and procedures, assessment used and many others. Subsequently, it is planned to design the project action plan. The following steps include transferring COM's experience into the other different colleges, taking into consideration their unique circumstances, programs, manpower, training levels and others.

Outcomes and Evaluation: We managed up-to-date to get the higher administration's approval and the different stakeholders' support. We have initiated the pilot implementation where we managed to review all assessment internal policies and have updated it. We have also agreed upon several additional governing documents based on several years of assessment experience in the University. We managed to review the manpower in COM's assessment unit and have identified suitable personnel to fill in the present gaps. We have assessed the curriculum alignment with its objectives and put relevant recommendations accordingly. The next step is to work on transferring this experience to the different University colleges while implementing the rest of the project's objectives, governing the overall process of implementation, audit and evaluate our work.



Establishment of Centralized University Assessment Office Pilot Implementation

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Centralized Assessment Unit

Background:

- ☞ KSAU-HS is a newly established University that seeks to achieve the highest levels of assessment standards.
- ☞ At present, there are heterogeneity of colleges' assessment, premature evaluation criteria, different guidelines and different quality assurance indicators.
- ☞ Making decisions regarding University level assessment and evaluation system, its educational outcomes and its quality assurance prove to be difficult.
- ☞ Advancement of the University's implemented assessment and the introduction of new assessment methods is difficult and uncontrolled.

Centralized Assessment Unit

Purpose:

- ☞ To establish a centralized University assessment office that:
 - Promotes the process of assessment and evaluation across KSAU-HS.
 - Enhances assessment and evaluation skills between concerned professionals.
 - Conducts regular assessment auditing throughout the university.
 - Establishes improvement plans for the different colleges and the University.
 - Plays the role of a governing body for the University assessment.
 - Enhances international collaboration and supports the accreditation process.

Centralized Assessment Unit

Approach:

- ☞ Perform situational analysis to assess the problem and needs.
- ☞ Submit a detailed proposal for approval.
- ☞ Present the project to the different colleges' stakeholders.
- ☞ Update and finalize the proposal based on stakeholders' recommendations.
- ☞ Pilot implementation in COM and design final action plan.
- ☞ Work on transferring the experience into the different colleges and govern it.

Centralized Assessment Unit

Outcomes & Evaluation:

- ☞ Got the administration's approval and the different stakeholders' support.
- ☞ Initiation of the pilot implementation resulted up-to-date in:
 - Updated all assessment internal policies and procedures.
 - Added several missing governing documents based on previous experience.
 - Reviewed COM's assessment unit manpower and identified suitable professionals.
 - Reviewed the curriculum objectives alignment and put recommendations.
 - Action plan and governed experience transfer to other colleges are ready to performed.

Centralized Assessment Unit

Discussion:

- ☞ The project is convincing and has got the necessary approvals.
- ☞ It needs a lot of effort and time that requires keen group work.
- ☞ Specialized manpower is needed and is difficult to be obtained.
- ☞ Serious work on sharing wins and stakeholders involvement are needed.
- ☞ The project carries several opportunities and attractive traits:
 - Being a pioneer idea.
 - The ability to augment readiness for the institution's national accreditation.
 - Create desired international links.

Centralized Assessment Unit

Conclusion:

We have just finalized the pilot where COM experience is made transferable to different University colleges. Once this is done, this office's role as a governing body to University assessment will be possible. We expect to achieve an extremely organized assessment function across the University that is continuously improved and audited.