



## College Operational Plan

2024



## Section 1: Basic Information

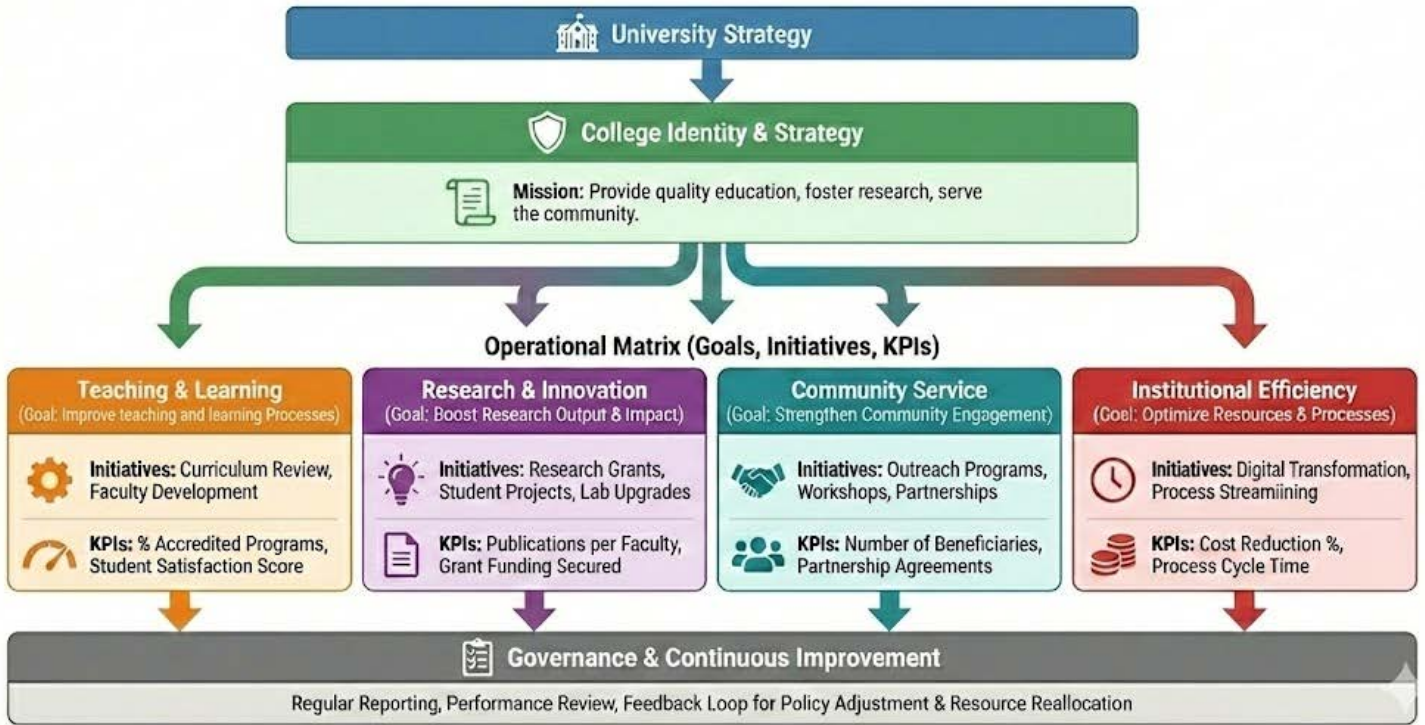
<b>College Name:</b>	College of Applied Industrial Technology
<b>Academic Year(s):</b>	2023 – 2024 - 2025
<b>Responsible Vice-Dean / Committee:</b>	
<b>Approval Date</b>	7 <sup>th</sup> of February, 2026

## Section 2: College Operational Objectives

College Operational Objective	University Strategic Goals	College KPIs
1. Academic Excellence	05JU – Improve Academic Programs 07JU — Increase and Support Scientific Research and Innovation	<ul style="list-style-type: none"> <li>Ratio of student to faculty*</li> <li>Retention rate in the 1st year student*</li> <li>Percentage of graduation in the specified program time*</li> <li>Ratio of faculty holding PhD*</li> <li>Percentage of academic programs accredited by ABET.</li> <li>Percentage of academic programs accredited by NCAAA</li> <li>The rate of publication for each faculty member*</li> <li>Rate of citations in peer-reviewed journals for each faculty member*</li> </ul>
2. Adaptable Technical Programs		<ul style="list-style-type: none"> <li>The ratio of elective courses to core courses offered in the college</li> <li>The ratio of the programs that have exit point to all programs</li> <li>The number of the students who have obtained professional certificates.</li> </ul>
3. Student-Centered Focus	10JU – Improve Student Experience	<ul style="list-style-type: none"> <li>Survey Experience Survey</li> <li>Program Evaluation Survey</li> <li>Academic Advising Survey</li> </ul>
	11JU – Improve Graduate Outcomes	<ul style="list-style-type: none"> <li>Percentage of achievement in <b>Knowledge</b></li> <li>Percentage of achievement in <b>Skills</b></li> <li>Percentage of achievement in <b>Values</b></li> </ul>
4. Strategic Partnership and Consultancy with Industry	12JU — Improve Community Engagement and Quality of Life	<ul style="list-style-type: none"> <li>Number of partnership agreement</li> </ul>
5. Social Responsibility		<ul style="list-style-type: none"> <li>The number of volunteer activities that serve the community.</li> </ul>
6. Relational Leadership	06JU — Develop Administrative Processes	<ul style="list-style-type: none"> <li>The ratio of participants to faculty</li> <li>Faculty Satisfaction Survey</li> <li>Employer Satisfaction Survey</li> </ul>
	08JU — Enhance Optimal Utilization of Resources	<ul style="list-style-type: none"> <li>The ratio of employed graduates to the total graduates in the last 3 years.</li> <li>Alumni Satisfaction Survey</li> </ul>

### Section 3: Executive Summary: (Explain the Purpose and How the Action Plan has been designed)

#### Academic College Operation Plan: Strategy to Action





## Section 4: College Operational Plan

University Goal-5: Improve Academic Program University Goal-7: Increase and Support Scientific Research and Innovation									
College Operational Objective	Initiatives	Timeframe		Owner / Support	KPI Code	Baseline (Start)	Current	Target (End)	Monitoring / Evidence / Deliverables
		Start	End						
Academic Excellence	Keep the ratios for Students and Faculty within the optimal rates	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT01	18:1	65:1	18:1	<b>Monitoring:</b> Program review reports <b>Evidence:</b> Committee minutes <b>Deliverable:</b> Program review report
						60%	35%	60%	
						60%	8%	60%	
						75%	95%	75%	
	Increase the number of accredited Academic Programs					100%	100%	100%	
						100%	0%	100%	
						4	2.7	6	
Attracting high quality academic manpower to enhance teaching and research	10/1	14/1	20/1						
	Adaptable Technical Programs	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT02	6 courses	0	6 courses	
1:1						1:1	1:1		
3						0	3		

All values based on the average of all programs running in the college



University Goal-10: Improve Student Experience									
College Operational Objective	Initiatives	Timeframe		Owner / Support	KPI Code	Baseline (Start)	Current	Target (End)	Monitoring / Evidence / Deliverables
Student-Cantered Focus	Developing operating procedure of admission and academic advising which acts as a bridge between students and staff.	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT01	3.5	4.7	4.0	<b>Monitoring:</b> Program review reports <b>Evidence:</b> Committee minutes <b>Deliverable:</b> Program review report
						3.5	5	4.0	
						3.5	5	4/0	

All values based on the average of all programs running in the college

University Goal-11: Improve Graduate Outcomes									
College Operational Objective	Initiatives	Timeframe		Owner / Support	KPI Code	Baseline (Start)	Current	Target (End)	Monitoring / Evidence / Deliverables
Student-Cantered Focus	Enhance the outcomes of the Academic Programs	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT04	60%	86%	70%	<b>Monitoring:</b> Program review reports <b>Evidence:</b> Committee minutes <b>Deliverable:</b> Program review report
						60%	93%	70%	
						60%	83%	70%	

All values based on the average of all programs running in the college



University Goal-12: Improve Community Engagement and Quality of Life									
College Operational Objective	Initiatives	Timeframe		Owner / Support	KPI Code	Baseline (Start)	Current	Target (End)	Monitoring / Evidence / Deliverables
Strategic Partnership and Consultancy with Industry	Establishing educational and training partnerships to promote students by means of workshops and special programs to end up with employment on graduation	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT03	5	2	5	<b>Monitoring:</b> Program review reports <b>Evidence:</b> Committee minutes <b>Deliverable:</b> Program review report
Social Responsibility	Establishing a voluntarily Community Service Unit that provides volunteer works to serve community and spread the volunteer culture within the college			<b>Owner:</b> Vice Dean for Academic Affairs <b>Support:</b> Program Committees	CAIT05	8	5	8	<b>Monitoring:</b> Program review reports <b>Evidence:</b> Committee minutes <b>Deliverable:</b> Program review report

All values based on the average of all programs running in the college



University Goal-06: Develop Administrative Processes University Goal-08: Enhance Optimal Utilization of Resources									
College Operational Objective	Initiatives	Timeframe		Owner / Support	KPI Code	Baseline (Start)	Current	Target (End)	Monitoring / Evidence / Deliverables
Relational Leadership	Developing college manpower by providing programs in enhancing their academic, administrative, technical skills and capabilities in their respective fields	2024 Q1	2024 Q4	<b>Owner:</b> Vice Dean for Academic Affairs  <b>Support:</b> Program Committees	CAIT06	8:15	5:15	8:15	<b>Monitoring:</b> Program review reports  <b>Evidence:</b> Committee minutes  <b>Deliverable:</b> Program review report
	Implementing workshops to develop leadership, communication, innovation and entrepreneurship skills among college students					3.5	3.9	4	
	Plan to reduce unemployment for College graduates					3.5	3.5	4.0	
						3:5	4:5	4.5:5	
						3.5	3.7	4.0	

All values based on the average of all programs running in the college



## Section 5: Review and Improvement Plan

Use this section to define the governance cycle, review frequency, and expected outputs for monitoring implementation and KPI progress.

Review Item	Frequency	Data Source	Forum / Meeting	Owner	Output / Evidence
Operational plan progress review	Quarterly	Action plan tracker, KPI dashboard	College Council / Quality Committee	Vice Dean / Quality Lead	Quarterly progress report + decisions
KPI performance analysis	Annually	KPI definitions + data sources	Quality Committee	KPI Owners	KPI analysis sheet + action items
Mid-year corrective action review	Mid-year	Quarterly reports	College leadership meeting	Dean / Vice Deans	Approved corrective actions + resource reallocation
Annual operational plan review	Annually	Year-end report, stakeholder feedback	College Council	Dean	Annual operational plan report (approved)
Evidence verification / audit readiness	Annually	Evidence repository	Internal audit / Quality review	Quality Unit	Evidence checklist + audit findings
Continuous improvement closure	As needed	Corrective Action Reports (CARs) / Non-Conformance Reports (NCRs), risk log	CI meeting	Process owners	Closure report + updated procedures

The comparative analysis of KPI performance between 2023 and 2024 reveals significant variation across key operational areas. While notable improvements were achieved in LOs—particularly in the % of achievement in knowledge, skills, and values, which increased substantially in 2024—several critical KPIs experienced considerable decline. These include:

- 1- The student-to-faculty ratio,
- 2- Retention rate of first-year students, and
- 3- Graduation rate within the specified program time.

All of which indicate increased academic pressure and potential challenges in student support and progression. Additionally, although the proportion of faculty holding PhDs and program accreditation by ABET remained strong, research-related indicators such as publication and citation rates showed only modest improvement. Furthermore, certain KPIs, such as NCAAA accreditation, professional certification attainment, and program structural indicators, remained unchanged, highlighting stagnation in these strategic areas.



In response to these findings, the improvement plan will prioritize addressing the declining KPIs through targeted and strategic interventions. These are pointed as follows:

- 1- Efforts will focus on optimizing faculty workload and recruitment to improve the student-to-faculty ratio, alongside implementing enhanced academic advising and early intervention programs to improve retention and graduation rates.
- 2- To strengthen research performance, the college will introduce incentives, collaborative research initiatives, and capacity-building workshops aimed at increasing both publication output and citation impact.
- 3- Additionally, strategic action plans will be developed to pursue NCAAA accreditation and expand opportunities for students to obtain professional certifications. Continuous monitoring mechanisms, supported by periodic KPI reviews and benchmarking against best-performing indicators, will be implemented to ensure sustained progress.

By leveraging strengths in learning outcomes and satisfaction levels, and addressing identified gaps, the college aims to achieve balanced and continuous improvement across all performance domains.