Program Report

2015-2016

Quality Assurance Unit

Program report on Dentistry Program

Academic year: 2015/2016

A. Basic information	
1.Program name	Bachelor Degree of Dental Medicine and Surgery (B.Sc. Dental Medicine & Surgery - BDS) **بكالوريوس طب و جراحة الفم و الأسنان**
2.Specialty	Dentistry
3. Number of school years	Five years / 10 semesters /+ 1 Internship year عام الامتياز التدريبي
4.Number of credit hours / Number of courses	Didactic Practical& Tutorial [216] [106] Total [322] Total CH [209] No. of Dental & Medical Courses [**78**] University compulsory course [**7**]
5. Basis of formation of examiners committees	Members of the committee were selected and approved in the departmental councils meeting on the following basis: **1.** All staff members contributing in teaching the course EXCEPT: - Staff members with relatives up to the 4th degree
6. System of external examiners	[■] Available for Final year [ ] Not available
B. Statistics:	
1. Number of students enrolled in the program	• Total Students enrolled **in the program**= 2029 students • *Total students enrolled in the **regular courses** = 1889 students* - *Students enrolled in **open courses** = 146 students,* - ***i.e. %;** this %represents the students enrolled in the open courses during the fall, spring and summer semesters.* - ***Final year students on 2015/2016 = 140 students***
2. Success rate of the program(%)	*Success rate of Students without conditional pass =* ***1785 students= 88%*** *No. of students with Conditional pass = **10 % = 202 students**)* Success rate of final year students = **441 students= 87.00 %** Students with Conditional pass = **55** students = **11 %**.

3. Program enrollment trend (compared to the numbers enrolled in the program in the last 3 years)	Year	Students joining the Program
	2013 / 2014	**1526**
	2014 / 2015	**1664**
	2015 / 2016	**1976**

increasing ▧   constant ☐   decreasing ☐

4. Final examination results	*Below*

• Distribution of the passing grades among entire program (%)	Excellent 548 St.	27 %

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Excellent   548 St.   [27 %]

Very Good   629 St   [31 %]

Good   467 St   [23 %]

pass 142 St   [7 %]

Fail = 41 students = 2 %

• Distribution of the passing grades among fifth year students only (%)

Excellent   56 St.   [11 %]

Very Good   162 St   [32 %]

Good   173 St   [34 %]

Satisfactory 51 St   [10.00 %]

Fail 10 St = 2 %

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8. Academic standards: *Refer to program specs (attached)*

• Knowledge & Understanding	Refer to program specs (attached)
• Intellectual Skills	Refer to program specs (attached)
• Professional Skills	Refer to program specs (attached)
• General Skills	Refer to program specs (attached)

• Student Support Systems (those with limited skills as well as the outstanding ones)	**Students with limited skills:** **a.** Academic Advisor role for such students discusses with them the priorities in courses & advises for less academic load in the semesters with heavy subjects after examining well the student's portfolio. **b.** Office hours support. **c.** Providingextra tutorial classes & revisions for the students in need through allowing them to attend with other groups several times. **Students with outstanding performance:** **a.** Financial incentive as follows: 25% discount from faculty fees on the year of distinction for the first ranked student; 10% discount for the second ranked student; ad 5% discount for the 3rd ranked student. **b.** Moral incentives by course directors in form of symbolic gifts e.g. nice books, etc. and announcing their names and achievements in classes among their peers. **c.** Moral incentives by faculty administration through distribution of Certificate Awards of Merit at the final celebration assembly. **d.** Allowing outstanding students in research activities in Students conference to present their research work in front of administrative representative as a form of recognition. **e.** Design a poster including the names for 10th oh highest grades
• Reference measurement standards of the program	• NARS
• Program handbook	Available ■ Not available ☐
• Periodic Review System of the Program	Available ☐ Not available ☐ Annual ■ More than annual ☐

• Compatibility of the academic structure of the program with the intended learning outcomes	Refer to program matrix (attached)
• Administrative and Regulatory constraints	• Flexibilty in registeration of students extended through the first 2 weeks of each semester. • Administrative constraints are confined for students passing announced times of registeration, and those missing final exams without legitimate excuse.
9. Student assessment to assess the achievement of the intended learning outcomes	The following criteria are applied in assessment process: **a.** Exams should cover all ILOs of curriculum contents **b.** Exams should be appropriate to the educational level **c.** Exams should include different assessment methods **d.** Continious assessment is applied throughout the semester in form of quizzes & practical evaluation **e.** A blueprint of exam outline is prepared before final exams and a matrix is prepared for each course to ensure and record fulfilment of ILOs by exam questions.
a. Assessment tools	**Method of assessment** 1. Continuous assessment (quizzes & practical requirements) 2. Written exam (Midterm – Final) 3. Practical exam (Lab & Clinical exams) 4. Students assignments (oral presentations, case presentations, & research projects) 5. Oral exam (final year)
b. Assessment Schedule	Week

	• Continuous assessment is carried out throughout the entire semester:
	   ○ a) Practical Requirement logbook checked weekly
	   ○ b) Quiz : starting from 5th to 8th week
	
	• Written Exams :
	   ○ Midterm exam : 8th & 9 th week
	   ○ Final exam : starting 15th week
	
	• Practical Exams (Lab & Clinical) :
	   ○ Start 13th week
	   ○ Completed end of : 14th week

	• Oral Exams :
	     o Conducted on the same weeks of final exams :
	        starting 15th week according to exam days of courses

c. External Reviewer's Comments (if present)	**Not present**

2. Learning resources:	
a. Ratio of faculty members to students	• عدد أعضاء هيئة التدريس المعينون و المعارون **41 Staff** = معار +معين • عدد أعضاء هيئة التدريس المنتدبون الخارجيين لمدة يوم و يومين **= 36 staff** • عدد أعضاء هيئة التدريس المنتدبون الداخليين لمدة يوم و يومين ❖ **Total 77 Staff** ⟶ **1889 Student= 1 : 32.2** * This percentage follows the NORMS of Ministry of Higher education ❖ Students are divided in 100 student groups / lecture , 35 student / lab & clinic ❖ Staff/students ratio in lectures ~ 3.7 % ~ 3 staff members for each 100 students ❖ Staff/students ratio in clinic / lab ~1.3 % ~ 1 staff member for each 35 students • عدد أعضاء الهيئة المعاونة 55 مدرس مساعد + 75 معيد = 130 اجمالي **1898 Students = 1 : 14.6** ❖ Students are divided in 35 students group / lab & clinic ❖ Assisting staff / students ratio in clinic / lab ~ 1:15~ 1 Assisting staff for each 15
b. Matching of faculty members' specializations c. The distribution of tasks between them to program needs	▧ Appropriate ☐ To some extent ☐ Not appropriate Why? ▧ Appropriate ☐ To some extent ☐ Not appropriate Why?
d. Library	☐ Appropriate ▧ To some extent ☐ Not appropriate Why? • Currently, there are 165 textbook for different desciplines in faculty of dentistry. • The library still needs further expansions and

	upgrading
e. Laboratories	☑ Appropriate ☐ To some extent ☐ Not appropriate Why?
f. Computers	☐ Appropriate ☑ To some extent ☐ appropriate Why? Computers available for students are found in the library (7 computers) &are not enough to accommodate the total number of students but they are now under upgrade process to increase capacity
g. The extent of cooperation with stakeholders in the provision of training opportunities for students	• Fair The faculty organized Ambultory services onceyearly to provide dental examination & care in rural areas outside Alexandria Metropolitan city. The health care convey includes staff members, assisting staff, nurses, students, & intern trainness.
h. Further needs of the program	1. Increasing number. of academic faculty & assisting staff members. 2. Increasing exchange programs for students and faculty members to regional and international universities. 3. Increasing the outreach programs for serving larger scale of community . 4. Funding research projects by allocating reasonable budget for faculty research to increase research capacity. 5. Increasing institutional subscription ininternational journals. 6. Forming a research review board for faculty research.
7. Quality and improvement administration:	
a. Follow up system of the deficiencies	☑ Effective ☐ To some extent ☐ Not effective Why?

b. Implementation of faculty and university laws and regulations	☑ Appropriate ☐ To some extent ☐ appropriate Why? -Faculty and university laws and regulations are followed to the most possible extent and are supervised by the Dean, Vice Dean for students affairs as well as the academic departments - The submission of course reports to the Quality Assarance Unit after final exam results -Students feedback questionnaires are distributed annually by administration - Faculty Self-assessment reports are submitted annualy -All university continual professional development courses are attended regularly by staff members & assisting staff
c. Effectiveness of the internal evaluation system in the program's development	Active involvement of internal audit committee throughout regular review of courses' Specs ,reports, & course files.
d. External evaluator's comments concerning the program's outcomes and assessment standards	**Positive comments of the external evaluators include the following:** 1. The NARS parameters are applied in all specialities. 2. The internal and external auditing are available and active. 3. New teaching and assessment methods have been used (seminars, small group discission, case study, simulation, role playing, and problem solving) 4. On the departmental level text books are available 5. Dividing students in lectures into groups. 6. There is an applied and documented field training program for the interns. **Regarding the assessment standard the**

	following positive comments were reported:
	1. There is archiving system for treated patients files which include the treatment plans and signature for each treatment step.
	2. There is archiving system for all exams papers
	3. There is a committee for final year exams' evaluation.
	4. There is a standardized design for all written exams
	5. There is a Check-List for all clinical exams for objectivity.
	6. There is approved and documented copies of the exams' results.
	7. Results of exams are available through officially announced copies.
	8. For standardization, evaluation forms for the external examiners are used.
	9. There is a mechanism for reviewing the students' complaints regarding the exam results.
	10. Report of the exam results, success rates and students ranking order are endorsed by the faculty board.
	Negative comments of the external evaluators include the following: - The faculty library is not fully operated. - The archiving system is not digitalized - Yearly Increase in number of enrolled students without effective increase in faculty number.
12. Proposals for program development:	
e. Program structure and facilities	**1.** Improving Students Assessment Methods by providing training workshops to staff members. **2.** Improving the provision of exams through preparing exams Blueprint for better distribution of

	questions over course items &Informing the students about the distribution of marks (continous assessment, oral and written exams) prior to each course.
	3. Arranging pre- scheduled final revisions at the end of the academic year.
	4. Providing further training for staff members on the problem solving approach assessment method.
	5. Improving & updating the website of faculty

Program coordinator: Prof. Dr. Yehia Ashour

Date of signature: September, 2016

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