

**Ministry of Higher Education and Scientific Research  
Scientific Supervision and Scientific Evaluation Apparatus  
Directorate of Quality Assurance and Academic Accreditation  
Accreditation Department**



# **Academic Program and Course Description Guide**

**2024**

## **Introduction:**

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

## **Concepts and terminology:**

**Academic Program Description:** The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

**Course Description:** Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

**Program Vision:** An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

**Program Mission:** Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

**Program Objectives:** They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

**Curriculum Structure:** All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

**Learning Outcomes:** A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

**Teaching and learning strategies:** They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.



## Academic Program Description Form

University Name: Baghdad

Faculty/Institute: Fine Arts

Scientific Department: Plastic Arts

Academic or Professional Program Name: B.Sc. Of Fine Arts

Final Certificate Name: B.Sc. Of Plastic Arts

Academic System: Annual

Description Preparation Date:

File Completion Date:

Signature:

Head of Department Name:

Prof. Dr. Mohammed Challob Jebur

Date: 26/3/2024

Signature:

Scientific Associate Name:

Prof. Dr. Rajaa Saadi Lafta

Date:

26/3/2024

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:

Date:

Signature:

Approval of the Dean

### **1. Program Vision**

Pioneering in higher education through community service at the local, Arab and international levels and providing the community with scientific and technical products.

### **2. Program Mission**

1-Develop the polarized human resources and increase their efficiency through the provision of continuous education and training programs for all community institutions and the dissemination of scientific and human culture.  
2-Preparing and qualifying graduates to be distinguished in their fields of specialization as leaders and producers in their societies to meet the needs of the labor market with a distinct professionalism.  
3-Meeting the needs of the Iraqi ministries and other sectors with technical and teaching staff for the various disciplines of fine arts, including:  
a-Preparing university professors and the thinking scholars of arts fields.  
b- Preparing teachers of art education for secondary stages.  
c- Preparing technical staff specialized in the fields of drawing, sculpture, pottery, interior design, print design, industrial design, fabric design, radio and television, cinematic arts, Arabic fonts and decoration, music arts, performing arts, represented by theatrical representation, theatrical directing and theatrical techniques.

### **3. Program Objectives**

The College of Fine Arts at the University of Baghdad is committed to raising the level of quality in education by providing high-quality scientific programs in the primary and postgraduate stages. Also providing consultations to attend the community that meet the needs of the labor market, which works to supply the local artists and teachers with teaching qualifications in the fields of teaching design arts, , theater, Fine, painting and decoration, cinema and television, music and art education for those who possess knowledge, skill and cultural abilities with the aim of raising the level of artistic field and aesthetic awareness and informing the community of the importance of art civilly, educationally, morally and culturally to achieve comprehensive quality and access to national accreditation.

#### 4. Program Accreditation

Does the program have program accreditation? And from which agency?

#### 5. Other external influences

Is there a sponsor for the program?

#### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				
College Requirements				
Department Requirements				
Summer Training				
Other				

\* This can include notes whether the course is basic or optional.

#### 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical

#### 8. Expected learning outcomes of the program

Knowledge

Learning Outcomes 1	Learning Outcomes Statement 1
<b>Skills</b>	
Learning Outcomes 2	Learning Outcomes Statement 2
Learning Outcomes 3	Learning Outcomes Statement 3
<b>Ethics</b>	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

<b>9. Teaching and Learning Strategies</b>
Teaching and learning strategies and methods adopted in the implementation of the program in general.

<b>10. Evaluation methods</b>
Implemented at all stages of the program in general.

<b>11. Faculty</b>					
<b>Faculty Members</b>					
Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer

<b>Professional Development</b>
<b>Mentoring new faculty members</b>
Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.
<b>Professional development of faculty members</b>

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

**12. Acceptance Criterion**

**(Setting regulations related to enrollment in the college or institute, whether central admission or others)**

**13. The most important sources of information about the program**

State briefly the sources of information about the program.

**14. Program Development Plan**

## Course Description Form

<b>1. Course Name:</b>	
English Language	
<b>2. Course Code:</b>	
<b>3. Semester / Year:</b>	
Yearly	
<b>4. Description Preparation Date:</b>	
29 – 2 – 2024	
<b>5. Available Attendance Forms:</b>	
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>	
60 hours annually. 2 hours per week	
<b>7. Course administrator's name (mention all, if more than one name)</b>	
Name: Abbas Zuhair Aldahhan Email: abbas.z@cofarts.uobaghdad.edu.iq	
<b>8. Course Objectives</b>	
<b>Course Objectives</b>	<ul style="list-style-type: none"> <li>• .....</li> <li>• .....</li> <li>• .....</li> </ul>
<b>9. Teaching and Learning Strategies</b>	
<b>Strategy</b>	<ol style="list-style-type: none"> <li>1- Educational strategy, collaborative concept planning.</li> <li>2- 2- Brainstorming education strategy.</li> <li>3- 3- Education Strategy Notes Series</li> </ol>

## 10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1		The importance of English Language learning			
2					
3		<b><u>Unit one</u></b>			
4		The tenses system			
5		Present			
6		(Simple, Continues, perfect, perfect			
7		continues)/ Informal language			
8		Past (Simple, Continues, perfect, perfect			
9		continues)/ story/			
10		Compound words			
11		Future (Simple, Continues ,perfect, perfect			
12		continues)			
13		Vocabulary And pronunciation / House and home / social expressions			
14					
15					
Mid Break		<b><u>Unit two</u></b>			
16		Explorers and travellers			
17		Marco polo and Tommy Willis /Grammar focus			
18		Vocabulary			
19		Hot verbs – make , do			
19		<b><u>Unit three</u></b>			
20		Narrative tenses /			
21		Burglar arrested			
22		Language focue			
23		Discussing grammar			
24		<b><u>Unit four</u></b>			
25		Questions and negatives			
26		prefixes and antonyms /			
27		Everyday English/ Being polite			
28		<b><u>Unit five</u></b>			
29		Future forms/ language focus/ Practice/			
30		Discussing grammar			
		Vocabulary/ hot verbs – take, put			
		Everyday English/ beginning and ending a telephone conversation			
		<b><u>Unit six</u></b>			
		Expressions of quantity/ language focus			
		Everyday English /Business expressions and numbers			
		Summary			

## 11. Course Evaluation:

The distribution is as follows: 25 marks for monthly and daily exams for the first course. 25 marks for the second course, and the final exam for 50

## 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	