Industrial and Management Systems Engineering

College of Engineering and Petroleum

Kuwait University

Assessment Plan

2023-2024

The IMSE assessment Plan consists of the following steps:

1- Instructors complete the ICE excel sheet for each course they teach every Fall and Spring semester (Summer semesters are excluded). This is a **Formative** assessment procedure, which is based mainly on the instructor's perception of the class performance.

2- Instructors with the help of TAs complete the **Summative** Assessment form for each performance indicator (PI) in their courses, if any, according to a predetermined schedule, i.e., PIs corresponding to SO1 to SO3 are assessed every Fall semester and PIs corresponding to SO4 to SO7 are assessed every Spring semester.

3- After each academic year, ICE excel sheets for all courses as well as the completed Summative assessment forms along with student Exit surveys are sent to TAGs for analysis.

4- Based on the feedback provided by the TAGs, the assessment committee prepares the annual assessment report.

5- After three academic years, all assessment data that are available are summarized and forwarded to the department's UPC along with any comments and recommendations. The assessment data consists of both academic and non-academic data, which are:

    a. Academic data:

        i.   Formative assessment data

        ii. Summative assessment data

        iii. Student Exit surveys

    b. Non-academic data (completed once every six years):

        i.   Alumuni survey.

        ii. Student advisory board survey.

        iii. External (Industry) advisory board survey.

6- The department's UPC evaluates the assessment data and suggests action plans accordingly.

7- Action plans are sent to the department chairman for review and discussion in the department council for final approval and implementation.