



Strategic Plan

School of Graduate Studies

Al al-Bayt University

(2021-2025)



Dean Message

I gladly welcome you to Al al-Bayt University's School of Graduate Studies, which, through its vision, aspires to reach postgraduate programs that enhance Al al-Bayt University's reputation as a recognized educational, enlightening, and research institution locally, regionally, and globally by creating and providing a distinguished, pioneering educational and research environment that attracts the best students. In addition to providing learning opportunities through postgraduate programs that connect knowledge and scientific research while adhering to quality, accreditation, and labour market requirements.

School of Graduate Studies

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Overview

The Deanship of Scientific Research and Graduate Studies was established at Al al-Bayt University in 1994. In 2004, it was separated into two deanships: the Deanship of Scientific Research, and the Deanship of Graduate Studies. In 2020, the Deanship of Graduate Studies was restructured, and two divisions were created in it: one for supervision and committee affairs, and the other related to student issues. In late 2021, and within the university's strategic plan to develop academic work, the name of the Deanship of Graduate Studies was changed to the School of Graduate Studies, to develop an effective organizational structure for managing and following up on graduate programs and facilitating various procedures. In line with international best practices to advance the general image of graduate studies and the prestigious scientific reputation of the university. The School of Graduate Studies, following the instructions issued by the University Council and the Council of Deans, is responsible for postgraduate programs (PhD, Masters, and Higher Diploma), in addition to participating in planning and developing these programs. The school also undertakes the task of accepting, approving the appointment of supervisors for doctoral theses and master's theses, forming discussion committees, judging theses, and approving the granting of master's degrees, higher diplomas, and doctorate degrees at the university in light of the instructions in force in this field.

Currently, it supervises two (2) doctoral programs, thirty-eight (38) master's programs, and four (4) higher diploma programs. It includes, in addition to its academic and administrative staff, a group of academic specialists, who represent its esteemed council (the Council of Graduate Studies), and it is entrusted with many tasks specified by the instructions in force in this regard at the university. The School of Graduate Studies seeks to contribute to achieving the goals of Al al-Bayt University in developing the ability of graduate students to conduct scientific research in the various disciplines available at the university to meet the needs of the Jordanian, Arab and Islamic society.



Vision:

“Postgraduate programs that enhance the university’s reputation as a locally, regionally, and globally recognized educational and research institution”.

Mission:

“Providing a distinguished and pioneering educational and research environment that attracts the best students and provides learning opportunities through postgraduate programs that link knowledge and scientific research within standards of quality, accreditation and keeping pace with the requirements of the labour market”.

Core Values

Innovation on knowledge	Strengthening and teamwork
Strengthening the ethics of scientific research	Giving support and facilities
Response and reaction	Excellence in performance



Goals

The School of Graduate Studies, as one of Al al-Bayt University's most essential academic schools, aims to contribute to the university's vision of being a national institution known for providing educational, research, and community services, as well as deepening knowledge at the local, regional, and global levels. In response to the aspirations of the next stage in which the current administration of the university focused on the principles of universality, excellence and quality under the slogan of Al al-Bayt University, the enlightenment university, the School of Graduate Studies has adopted a comprehensive strategic plan with a clear vision, mission and goals derived from the vision, mission and goals of the university governed by solid core values, to implement the plan The University's recently approved strategy.

The School of Graduate Studies is looking forward to planning and following up on the development of postgraduate programs (PhD, Masters, and Higher Diploma) with plans that keep pace with the requirements of sustainable development. In addition to developing creativity and innovation in scientific research in the multiple disciplines available in the university through the development of financial and human resources in the School of Graduate Studies to enhance its role, improve the university environment for graduate students, and achieve quality assurance standards to reach universality.

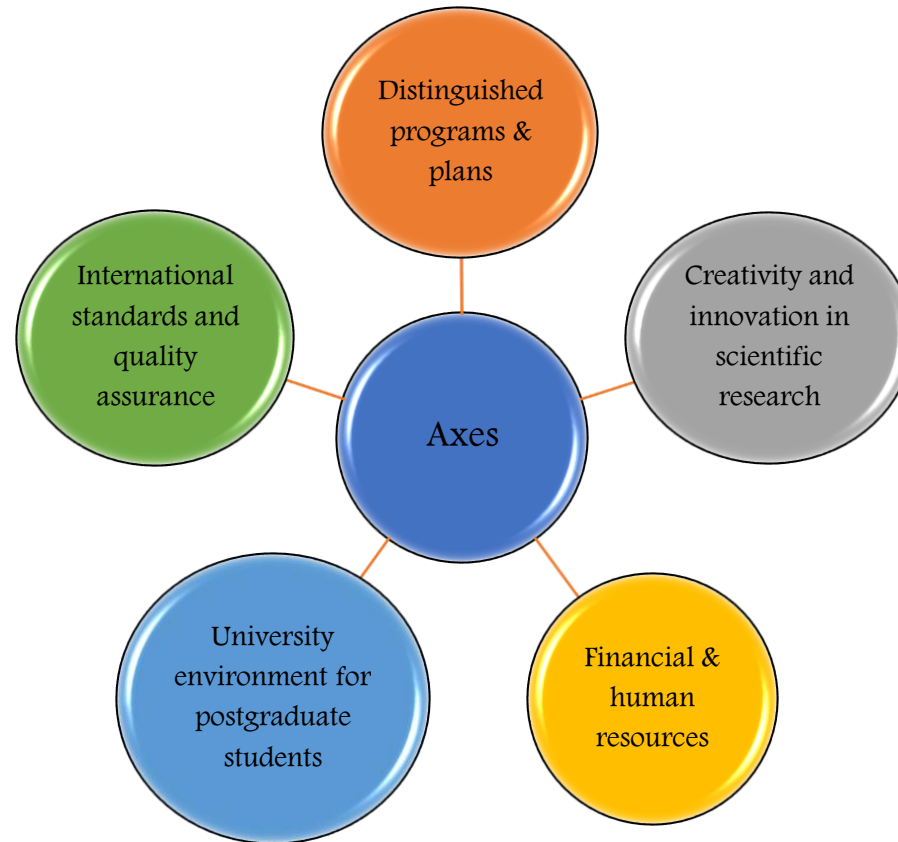


SWOT Analysis

Strengths	Opportunities
<ol style="list-style-type: none">1. Considering the College of Studies as an essential part of a distinguished university.2. Cooperation with the university's faculties and its various centres.3. Diversity of postgraduate programs offered at the university.4. Fees for postgraduate programs are competitive compared to other universities.	<ol style="list-style-type: none">1. The community's interest in graduate programs has increased.2. Another branch of the School of Graduate Studies in the capital, Amman.3. The demand of students from neighbouring countries to complete their higher studies in Jordan.4. Existence of specialized research centres in other public universities.
Weaknesses	Threats
<ol style="list-style-type: none">1. Low financial returns from postgraduate programs.2. Freezing and suspending some majors.3. Lack of specialized divisions covering the work of the college and its various tasks.4. Lack of clarity about some procedures related to postgraduate studies.	<ol style="list-style-type: none">1. Competition with other universities offering similar graduate programs.2. The epidemiological situation imposed by Covid-193. The university's location is relatively far from some cities of the Kingdom.4. Unstable economic and financial situation.



Strategic Goals (Axes)





The first axis: distinct programs and plans for postgraduate studies

Strategic goals: To develop postgraduate programs with plans that meet the requirements of sustainable development

Goal	Procedures	Period	Performance indicators	Entitled school
Introducing programs that are in line with the needs of the market, the knowledge society, and development plans in terms of education requirements.	<ul style="list-style-type: none"> Conducting periodic studies and surveys to identify the requirements of the labour market for various disciplines and the suitability of current programs to those requirements. 	2021-2025 continuous	<ul style="list-style-type: none"> Reports of studies and surveys related to the needs of the labour market for the proposed programs, the programs covered and the main conclusions. Employers' level of satisfaction with graduates and their skills. 	<ul style="list-style-type: none"> All schools School of Graduate Studies Quality & Development Centre
	<ul style="list-style-type: none"> Introducing programs at the higher diploma level that fulfil the market's needs, the knowledge society's needs, and educational growth strategies. 	2021-2025 continuous	<ul style="list-style-type: none"> The number of new programs. Percentage of new programs to the total number of programs. 	<ul style="list-style-type: none"> All schools School of Graduate Studies
	<ul style="list-style-type: none"> Introducing master's-level programs that satisfy the market's needs, the knowledge society's needs, and educational growth plans. 	2021-2025 continuous	<ul style="list-style-type: none"> The number of new programs. Percentage of new programs to the total programs. 	<ul style="list-style-type: none"> All schools School of Graduate Studies



	<ul style="list-style-type: none"> In collaboration with local, regional, and worldwide universities, introducing doctoral-level programs that satisfy the needs of the market, the knowledge society, and development goals in education requirements. 	2021-2025 continuous	<ul style="list-style-type: none"> The number of agreements concluded. The number of new programs. Percentage of new programs to the total programs. 	<ul style="list-style-type: none"> All schools School of Graduate Studies Quality & Development Centre
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Goal	Procedures	Period	Performance indicators	Entitled school
Developing planning for graduate studies programs and making sure they keep up with current events	Conducting a self-assessment of the inputs and outputs of learning and teaching for postgraduate programs to ensure that study plans keep pace with modern scientific developments, applied and training aspects, and scientific skills.	2021-2025 continuous	<ul style="list-style-type: none"> Evaluation results. The number of annual reviews of academic programs & their proportion to the total number of programs. Annual comparisons with corresponding universities & their ratio to total programs. 	<ul style="list-style-type: none"> All schools School of Graduate Studies Quality & Development Centre
	Conducting a periodic review of the study plans through which weaknesses and defects are addressed in a manner that ensures the continuous development of those plans, in line with local, regional, and global developments.	2021-2025 continuous	<ul style="list-style-type: none"> Describe the main developments and developments. The ratio of the reference comparisons of plans with corresponding universities to the total plans. The average rate of improvement plans. 	<ul style="list-style-type: none"> All schools School of Graduate Studies



				<ul style="list-style-type: none">• Quality & Development Centre
	Modifying study plans at the university by focusing on clear, specific, measurable learning outcomes that are commensurate with the needs of the local and regional market.	2021-2025 continuous	<ul style="list-style-type: none">- The number of new plans.- Percentage of updated plans to total program plans.- Percentage of updated items to the total items of study plans.- The ratio of applied to theoretical subjects in study plans.	<ul style="list-style-type: none">• All Schools• Academic Accreditation Department
	Follow up the work of the committees in charge of study plans in colleges and departments about postgraduate programs.	2021-2025 continuous	<ul style="list-style-type: none">- The number of school committees' meetings	<ul style="list-style-type: none">• School of Graduate Studies



The second axis: Creativity and innovation in scientific research

Strategic goal: To develop the creativity and innovation in scientific research among graduate students

Goal	Procedures	Period	Performance indicators	Entitled school
Enhancing the levels of scientific research for postgraduate students	Developing legislation and regulations to promote and ensure the quality of scientific research conducted by graduate students.	2021-2025 continuous	- Adoption of amended legislation. - Students' satisfaction rate with scientific research policies and publishing methods.	<ul style="list-style-type: none"> • Graduate School • University schools • Scientific Research Deanship • Legal Affairs Department • Quality & development Centre
	Providing financial support for graduate students' research projects.	2021-2025 continuous	- The number of research is supported by the scientific research budget. - The value of the research support.	<ul style="list-style-type: none"> • Graduate School • University schools • Scientific Research Deanship • Department of finance
	Increasing support for graduate student research that helps to the development of practical solutions in keeping with the national strategic plan's goals.	2021-2025 continuous	- Supported research. - The percentage increase in the value of the subsidy. - The value of the research support.	<ul style="list-style-type: none"> • Graduate School • University schools • Scientific Research Deanship



	Focusing scientific research on issues that help to solve national political, economic, educational, health, and environmental issues.	2021-2025 continuous	- The ratio of research directed to addressing contemporary problems to the total annual scientific production.	<ul style="list-style-type: none"> • All schools • Graduate Studies School • Deanship of Scientific Research • Deanship of Student Affairs
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Goals	Procedures	Period	Performance indicators	Entitled school
Developing excellence and creativity & enhancing its values among graduate students	Encourages excellence and creativity and supports it financially and morally.	2021-2025 continuous	<ul style="list-style-type: none"> - The number of meetings. - The number of specialized workshops. - The value of the financial support. - Awards presented to the creative and distinguished. 	<ul style="list-style-type: none"> • School of Graduate Studies • All colleges • Deanship of Scientific Research • Council of Deans • Quality and development centre
	Develop instructions for the annual Excellence and Creativity Awards for outstanding graduate students.	2021-2025 continuous	<ul style="list-style-type: none"> - Stipulating instructions. - The number and value of prizes offered. 	<ul style="list-style-type: none"> • School of Graduate Studies • All colleges • Deanship of Scientific Research • Council of Deans



				<ul style="list-style-type: none">• Deanship of Student Affairs
	Increase scholarships for outstanding graduate students.	2021-2025 continuous	<ul style="list-style-type: none">- The number of students who received grants.- The value of the grants offered.	<ul style="list-style-type: none">• School of Graduate Studies• All colleges



The third axis: Human and financial resources for the School of Graduate Studies

Strategic goal: To develop financial and human resources to enhance the role of the School of Graduate Studies.

Goals	Procedures	Period	Performance indicators	Entitled school
Raising the efficiency of the administrative body in graduate studies and subjecting them to continuous training	Developing the professional ethics of the members of the administrative body and activating the code of professional conduct.	2021-2025 continuous	- Adoption of the Code of Employment Conduct. - The administration satisfaction with professional ethics.	<ul style="list-style-type: none"> • School of Graduate Studies • Quality & Development Centre
	Spreading a team spirit and cooperation in solving administrative problems in the School of Graduate Studies.	2021-2025 continuous	- The extent of the administration's satisfaction with teamwork.	<ul style="list-style-type: none"> • School of Graduate Studies
	Conducting surveys that study the extent of job satisfaction among members of the administrative body.	2021-2025 continuous	- The result of job satisfaction measurement among the members of the administrative body.	<ul style="list-style-type: none"> • School of Graduate Studies • Quality & Development Centre
	Holding courses and workshops by specialists about the development of postgraduate studies.	2021-2025 continuous	- The number of courses and workshops held.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Quality & Development Centre



	Adopting the pioneering initiatives presented by administrators to develop the level of administrative work in graduate studies.	2021-2025 continuous	<ul style="list-style-type: none">- The number of initiatives that have been adopted.- The ratio of the initiatives that have been adopted to the number of initiatives.	<ul style="list-style-type: none">• School of Postgraduate Studies• Quality & Development Centre
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Goals	Procedures	Period	Performance indicators	Entitled school
Contribute to strengthening the university's financial resources through the School of Graduate Studies	Expansion of the buildings affiliated to the School of Graduate Studies.	2021	- Incorporating the university office in Amman into the School of Graduate Studies.	<ul style="list-style-type: none"> • Presidency of the University
	Increasing the budget of School of Graduate Studies to enhance the university financially through its various programs and activities.	2021-2025 continuous	- The percentage increase in the budget for graduate studies.	<ul style="list-style-type: none"> • Presidency of the University
	Expansion of admission programs in international studies: (Master's and PhD) to meet the low fees for regular programs.	2021-2025 continuous	<ul style="list-style-type: none"> - The number of students registered annually in graduate programs. - The percentage of increase in the revenues of graduate studies. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Registration Dept.
	Searching for other financial resources such as scholarships, gifts, donations, and endowments.	2021-2025 continuous	- The value of the resources provided.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Deanship of Scientific Research • Deanship of Student Affairs



The fourth axis: the university environment for postgraduate students

Strategic goal: To improve the university environment for postgraduate students.

Goals	Procedures	Period	Performance indicators	Entitled school
Enhancing university inputs (graduate students)	Attracting distinguished and creative students and setting incentives that guarantee their enrolment in the university.	2021-2025 continuous	- The number of people recruited annually. - The rate of increase in student admission.	<ul style="list-style-type: none"> • Presidency of the University • School of Graduate Studies • All schools
	Attracting Arab, Muslim, and foreign students from different countries of the world.	2021-2025 continuous	- The number of students recruited annually. - The increased rate of Arab and Muslim students.	<ul style="list-style-type: none"> • Presidency of the University • School of Graduate Studies • All schools
	Conducting in-depth studies to find out the obstacles facing students who wish to complete their postgraduate studies at the university.	2021-2025 continuous	- Conducting studies. - Analyzing the results of studies and adopting their recommendations.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools
	Re-evaluate the international program outside official working hours and develop an integrated plan to ensure its survival and flow.	2012-2022	- Conducting a self-evaluation of the international program. - A development plan for the international program based on self-evaluation.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools
	Activating outgoing graduate student exchange agreements with (local, regional & international) universities.	2021-2025 continuous	- The number of active agreements.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Public Relations



Goals	Procedures	Period	Performance indicators	Entitled school
Enhancing the educational environment for graduate students	Holding introductory meetings with new graduate students.	2021-2025 continuous	- Hold orientation sessions at the beginning of each semester.	<ul style="list-style-type: none"> School of Graduate Studies
	Holding meetings between each college and its students.	2021-2025 continuous	- Hold a meeting during each semester.	<ul style="list-style-type: none"> School of Graduate Studies All schools
	Preparing a guidebook for postgraduate students.	2021-2022	- Manual	<ul style="list-style-type: none"> School of Graduate Studies
	Updating the college websites and adding all the information the student may need.	2021-2025 continuous	<ul style="list-style-type: none"> - Measuring students' satisfaction with the college's website. - The number of site visitors. 	<ul style="list-style-type: none"> School of Graduate Studies Computer Centre
	Familiarizing students to research centers and laboratories that help them conduct their research and university theses.	2021-2025 continuous	- Hosting one of the cadets in the research centers once every semester.	<ul style="list-style-type: none"> School of Graduate Studies All schools
	Providing rooms dedicated to teaching postgraduate students and to discussing messages.	2021-2025 continuous	<ul style="list-style-type: none"> -The number of new halls designated for postgraduate students. -Dedicated halls capacity. 	<ul style="list-style-type: none"> College of Graduate Studies All schools Supplies Department
	Preparing an evaluation report regarding the teaching process, conducting exams and discussions electronically.	2021-2025 continuous	- Feedback from faculty members and academic administrative students.	<ul style="list-style-type: none"> School of Graduate Studies All schools



Fifth Axis: Globalization and Achieving Quality Assurance Standards

Strategic goal: To reach universality by achieving quality assurance standards.

Goals	Procedures	Period	Performance indicators	Entitled school
Adopting a sustainable quality system in education, research, and administration	Holding introductory seminars on international quality principles and practices.	2021-2025 continuous	- Hold a seminar every semester.	<ul style="list-style-type: none"> • School of Graduate Studies • Quality and Development Center
	Complete the accreditation of study programs at the postgraduate level, both private and public.	2021-2025 continuous	<ul style="list-style-type: none"> - The number of programs that have been approved. - Percentage of accredited programs to the total programs offered by the university. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Quality and Development Center
	The start of accrediting the study programs for postgraduate studies that meet the requirements for international accreditation.	2021-2025 continuous	- The number of new internationally accredited programs.	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Quality and Development Center
	Conducting a continuous evaluation of the status of the offered programs, including feasibility studies, market, demand, absorptive capacity and educational outcomes.	2021-2025 continuous	<ul style="list-style-type: none"> - Annual evaluation rate. - Results of evaluations. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Quality and Development Center



Goals	Procedures	Period	Performance indicators	Entitled school
Creating databases for the School of Graduate Studies to achieve quality control standards	Establishing a new division within the school whose mission is to follow up on computing procedures within the college.	2021-2022	- The IT department in the school.	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center
	Preparing a file for each of the graduate programs that includes all its information and displays on the website of the School of Graduate Studies.	2021-2022	<ul style="list-style-type: none"> - Publishing the postgraduate academic program description file on the school website. - Ease of obtaining any information related to postgraduate programs at any time. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools
	Establishing a database related to university theses (for scientific faculties) after discussing them to facilitate access to them.	2021-2022	<ul style="list-style-type: none"> - University thesis base. - The number of the published thesis. - The ratio of the published thesis to the total achieved thesis. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Library
	Creating a database related to university theses (for humanities faculties) after discussing them; to facilitate access.	2021-2022	<ul style="list-style-type: none"> - University thesis base. - The number of the published thesis. - The ratio of the published thesis to the total achieved thesis. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Library



Goals	Procedures	Period	Performance indicators	Entitled school
Developing the electronic system for the School of Graduate Studies within international standards	Improving the electronic application system for all postgraduate programs.	2021-2025 continuous	<ul style="list-style-type: none"> - Percentage of hard copies (paper) applications. - The speed of completion of admissions. - Simplifying procedures for departments and colleges. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Registration Dept.
	Amending the electronic system for admissions for Al al-Bayt University graduates and linking it with the Registration Department to show all the required documents for the student.	2021-2022	<ul style="list-style-type: none"> - Percentage of downloading documents by graduate students at Al al-Bayt University. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Registration Dept
	Amending the electronic system to allow the student accepted in the postgraduate program to know his results.	2021-2022	<ul style="list-style-type: none"> - Percentage and number of inquiries or reviews about the result of the admission. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Registration Dept
	Linking the electronic system in the Registration Department with the School of Graduate Studies regarding all procedures related to the school.	2021-2025 continuous	<ul style="list-style-type: none"> - Informing the School of Graduate Studies of all student data, information, and procedures. 	<ul style="list-style-type: none"> • School of Graduate Studies • Computer Center • Registration Dept



	Show all actions related to students on their page and the pages of their supervisors and heads of academic departments.	2021-2022	- Percentage of procedures shown on the website pages of supervisors, heads of departments, and students.	<ul style="list-style-type: none">• School of Graduate Studies• Computer Center• Registration Dept
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Goals	Procedures	Period	Performance indicators	Entitled school
Marketing the School of Graduate Studies locally, regionally, and globally	Create pages for the School of Graduate Studies on social media.	2021-2022	<ul style="list-style-type: none"> - The School of Graduate Studies website on social networking sites. - The number of followers. - Level of interaction on these pages. 	<ul style="list-style-type: none"> • School of Graduate Studies
	Creating brochures and promotional materials about postgraduate programs.	2021-2022	<ul style="list-style-type: none"> - The number of printed advertising materials. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools
	Marketing graduate programs on the university's website and various social networking sites.	2021-2025 continuous	<ul style="list-style-type: none"> - The volume of media content for marketing graduate programs on the university's website and various social media sites. 	<ul style="list-style-type: none"> • School of Graduate Studies • Public Relations Dept.
	Marketing scientific research products and the achievements of faculty members and researchers and their scientific efforts on the university's website and various social media sites	2021-2025 continuous	<ul style="list-style-type: none"> - The volume of media content for marketing scientific research products on the university's website and various social media sites. 	<ul style="list-style-type: none"> • School of Graduate Studies • All schools • Deanship of Scientific Research



	Visiting embassies and accredited attachés in Jordan to introduce them to the postgraduate programs offered at the university.	2021-2025 continuous	<ul style="list-style-type: none">- The number of visits.- The number of students accepted into the international program.	<ul style="list-style-type: none">• School of Graduate Studies
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