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: **University of Al-Qasim Green**

Faculty/Institute: **College of Environmental Sciences**

Scientific Department: **Department of Environment**

Academic or Professional Program Name: **Bachelor of Environmental Sciences**

Final Certificate Name: **Bachelor of Environmental Sciences**

Academic System: **Semester System**

Description Preparation Date:

File Completion Date:

Signature:

Head of Department Name:

Dr. Ali Akram Abdulateef

Date:

Signature:

Scientific Associate Name:

Date:

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

To be a pioneering program in environmental education and scientific research in Iraq and the region, contributing to the achievement of sustainable development goals.

2. Program Mission

To prepare specialized graduates capable of analyzing environmental problems and proposing scientific and practical solutions that contribute to resource protection and sustainable development locally and regionally."

3. Program Objectives

Provide scientific knowledge about environmental pollution and management.
Develop research and fieldwork skills in studying ecosystems.
Prepare graduates to contribute to sustainable development plans.
Strengthen the university's role in community service through applied environmental projects.
Instill ethical values associated with environmental protection

4. Program Accreditation

- National Accreditation: Iraqi Ministry of Higher Education and Scientific Research.
- Quality Assurance: Regular review and continuous evaluation.
- Future International Accreditation: e.g., ABET, UNESCO/UNEP.
- Continuous Improvement: Curriculum development, faculty training, research support.

5. Other external influences

- Technological Advances: Rapid progress in AI, networks, and environmental technologies.
- Global Trends: Sustainable development goals (SDGs) and climate change challenges.
- Labor Market Demands: Increasing need for skilled professionals in IT, AI, and environmental sectors.
- International Standards: Alignment with ABET, UNESCO, and other accreditation frameworks.
- Policy & Legislation: National environmental laws, digital transformation policies, and international agreements.

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	- Understand fundamentals of networks, AI, and environmental sciences. - Apply scientific theories and principles to real-world problems. - Recognize global trends and emerging technologies.

Skills	
Learning Outcomes 2	- Design and implement technical or environmental solutions. - Analyze data and apply modern tools (AI, simulations, labs). - Communicate effectively and work in multidisciplinary teams
Learning Outcomes 3	- Design and implement technical or environmental solutions. - Analyze data and apply modern tools (AI, simulations, labs). - Communicate effectively and work in multidisciplinary teams
Ethics	
Learning Outcomes 4	- Commit to professional ethics and integrity. - Respect data privacy, environmental sustainability, and human values. - Demonstrate responsibility toward society and continuous self-development.
Learning Outcomes 5	- Commit to professional ethics and integrity. - Respect data privacy, environmental sustainability, and human values. - Demonstrate responsibility toward society and continuous self-development.

9. Teaching and Learning Strategies

- Lectures
- Laboratories
- Project-Based Learning
- Problem-Based Learning
- Seminars
- E-Learning
- Internship
- Self-Learning

10. Evaluation methods

- Exams (midterm & final)
- Quizzes
- Assignments & Reports

- Laboratory Performance
- Projects / Capstone Project
- Presentations & Seminars
- Internship Evaluation
- Participation & Attendance

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer

Professional Development

Mentoring new faculty members

- Faculty training workshops.
- Participation in conferences and seminars.
- International certifications (Cisco, AWS, Microsoft, etc.).
- Research and publications support.
- Collaboration with industry and research centers.
- Continuous curriculum updates

Professional development of faculty members

- Faculty training workshops.
- Participation in conferences and seminars.
- International certifications (Cisco, AWS, Microsoft, etc.).
- Research and publications support.
- Collaboration with industry and research centers.
- Continuous curriculum updates

12. Acceptance Criterion

- High school diploma (scientific stream preferred).
- Minimum grade requirement set by the Ministry of Higher Education.
- Entrance exam/interview (if required by the college).
- English language proficiency (for programs taught in English).
- Compliance with university admission regulations.

13. The most important sources of information about the program

•

14. Program Development Plan

- **Curriculum Update: Regularly revise and add modern courses.**
- **Faculty Development: Training, certifications, and research support.**
- **Laboratories: Equip advanced labs for networks, AI, and environmental studies.**
- **Research & Innovation: Support applied projects and publications.**
- **Partnerships: Collaborate with industry, government, and universities.**
- **Quality & Accreditation: Ensure continuous improvement and meet accreditation standards.**

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4

- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

1. Course Name:
Computers
2. Course Code:
3. Semester / Year:
4. Description Preparation Date:
5. Available Attendance Forms:
6. Number of Credit Hours (Total) / Number of Units (Total)
7. Course administrator's name (mention all, if more than one name)
Name: Email:
8. Course Objectives

Course Objectives	• Provide students with fundamental theoretical knowledge. • Develop practical skills through labs and applications. • Enhance problem-solving and critical thinking abilities. • Introduce modern tools, techniques, and technologies. • Prepare students for research, projects, and future careers.

9. Teaching and Learning Strategies	
Strategy	• Lectures – deliver core concepts. • Laboratories – hands-on practice. • Project-Based Learning – real-world applications. • Problem-Based Learning – critical thinking. • Seminars & Discussions – interactive learning. • E-Learning – digital and blended platforms. • Internship – field training. • Self-Learning – independent study.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

11. Course Evaluation

- Exams (midterm & final)
- Quizzes
- Assignments / Reports
- Laboratory Work
- Projects / Presentations
- Participation & Attendance

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (sources)	
Recommended books and references (scientific journals, reports…)	Graham Brown, David Watson, "Cambridge IGCSE Information and Communication Technology", 3rd Edition (2020) Alan Evans, Kendall Martin, Mary Anne Poatsy, "Technology In Action Complete" 16th Edition (2020). Ahmed Banafa, "Introduction to Artificial Intelligence (AI)", Ist Edition (2024).
Electronic References, Websites	

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Academic Program Description Form

University Name: Al-Qasim Green University
Faculty/Institute: College of Environmental Sciences
Scientific Department: Department of Environment
Academic or Professional Program Name: Bachelor of Environmental Science
Final Certificate Name: Bachelor in Environmental Science
Academic System: Semester System
Description Preparation Date: 1/9/2024
File Completion Date: 1/9/2024

Signature:	**Signature**:
Head of Department Name:	**Scientific Associate Name**:
Dr. Ali Akram Abdulateef	
Date:	**Date**

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

Graduating qualified students in Environmental Science who possess strong scientific knowledge and practical skills, capable of contributing to environmental protection and sustainable natural resource management, and participating in scientific research and solving environmental problems at local and regional levels.

2. Program Mission

Providing a distinguished academic program in Environmental Science that integrates both theoretical and practical aspects, preparing students to work in environmental fields, environmental management, scientific research, and solving environmental problems in a scientific and ethical manner, while enhancing critical thinking and innovation.

3. Program Objectives

1. Provide students with fundamental knowledge in Environmental Science, living organisms, and environmental processes.
2. Develop practical and field analysis skills for studying environmental phenomena and laboratory experiments.
3. Prepare graduates capable of scientific research and solving environmental problems according to scientific and professional standards.
4. Instill environmental values and ethics and social responsibility in students.

4. Program Accreditation

The program follows the standards of the Iraqi National Quality Assurance :

(NQA) framewor

5. Other external influences

abor market needs, Ministry of Environment requirements, and national

.*sustainable development goals*

6. **Program Structure**				
Program Structure	**Number of Courses**	**Credit hours**	**Percentage**	**Reviews***
Institution Requirements	6	12	10%	**Core**
College Requirements	12	30	25%	**Core**
Department Requirements	32	78	65%	**Core+ Elective**
Summer Training	1	2	2%	**Core**
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**
First	QEDE3603	احياء عام (نبات+حيوان)	2	2

8. **Expected learning outcomes of the program**
Knowledge
• Understanding cellular structures, biological processes, and basic classification of living organisms.

Skills
• Using a microscope, conducting laboratory experiments, analyzing biological data.
Ethics
• Commitment to scientific ethics and responsibility towards the environment and society.

9. Teaching and Learning Strategies

1. Theoretical lectures with visual presentations.
2. Practical lab sessions for experiments.
3. Group discussions and reports.

10. Evaluation methods

- Weekly, term, and final exams.
- Laboratory reports.
- Class and homework assignments.

11. Faculty

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

Assistant Lecturer	Biology	Environmental Science	Teaching & Laboratory Skills	2	
Lecturer			Teaching & Laboratory Skills	2	

Professional Development

Mentoring new faculty members

- Developing an orientation program that introduces the academic program and its objectives, modern teaching methods, evaluation techniques, and the college's quality assurance standards.

Professional development of faculty members

- Organizing periodic workshops and training courses in scientific research, modern teaching methods, publishing in reputable international journals, and integrating modern technologies in teaching and learning.

12. Acceptance Criterion

Central admission for high school graduates (Scientific Branch – Biological/Applied).

13. The most important sources of information about the program

1. General Biology Textbook by Dr. Hafidh Muhammad Aas.

14. Program Development Plan

- Introducing modern laboratories for practical applications.
- Increasing field lessons and scientific visits.
- Updating electronic learning resources and textbooks.

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
First	QEDE3603	احياء عام (نبات و حيوان)	Core	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔

- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

1. Course Name:احياء عام (نبات و حيوان)
2. Course Code: QEDE3603
3. Semester / Year:First Year / Semester 1
4. Description Preparation Date:1/9/2024
5. Available Attendance Forms: Lectures and Laboratory Sessions
6. Number of Credit Hours (Total) / Number of Units (Total) :4 (2 Theory + 2 Lab)
7. Course administrator's name (mention all, if more than one name)
Name: Email:
8. Course Objectives

Course Objectives	• Introduce students to fundamental concepts of biology • Study plant and animal cell structures and functions • Understand the processes of cell division (mitosis and meiosis • Classify living organisms into the main kingdoms (Monera, Protista, Fungi, Plantae, Animalia • Develop practical laboratory skills, including microscope usage and data analysis

9. Teaching and Learning Strategies

Strategy	• Interactive lectures with visual presentations and multimedia • Hands on experiments to observe and analyze cells and biologicalprocesses • Collaborative analysis of experiments and assignments • Applying concepts to real-life biological and environmental scenarios

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit / Subject Name	Learning Method	Evaluation Method
1-2	4	LO1, LO2	General Introduction & Microscope	Lecture + Lab	Quiz / Lab Observation

3-4	4	LO1, LO2, LO3	Cell Shapes & Plant Cell	Lecture + Lab	Lab Report / Homework
5-6	4	LO2, LO3	Animal Cell	Lecture + Lab	Lab Report / Quiz
7	2	LO1-LO3	Midterm Exam	Exam	Midterm Exam
8-9	4	LO2, LO3	Cell Division (Mitosis & Meiosis)	Lecture + Lab	Lab Report / Quiz
10-11	4	LO3, LO4	Kingdom Monera & Protista	Lecture + Lab	Homework / Lab Report
12-13	4	LO3, LO4	Kingdom Fungi ، Kingdom Animalia	Lecture + Lab	Lab Report / Quiz
14	2	LO3, LO4	Kingdom Plantae	Lecture	Homework / Quiz
15	2	All LO	Final Exam Preparation	Lecture	Review / Final Exam

1. **LO1 – Understand cell structure and functions:** Weeks 1-2, focuses on learning cell components and their functions.
2. **LO2 – Identify cell division processes:** Weeks 3-9, includes cell shapes, plant & animal cells, and cell division (mitosis & meiosis).
3. **LO3 – Classify living organisms:** Weeks 10-15, covers classification of organisms into kingdoms.
4. **LO4 – Practical skills:** Weeks 3-15, covers all lab activities, microscope usage, experiments, and data analysis.

- LOs are assigned based on content type: theory → knowledge LO, lab → practical LO.
- Some LOs span multiple weeks to fully cover the topic.

11. Course Evaluation

The score is distributed out of 100 according to tasks assigned such as Daily preparation and participation Homework assignments Laboratory reports Daily, monthly, or written exams Midterm and final exams

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (sources)	Arabic Reference: كتاب الأحياء العامة – د. حافظ محمد عباس.
Recommended books and references (scientific journals, reports…)	International specialized scientific journals.
Electronic References, Websites	Electronic resources and scientific databases (ScienceDirect, Springer, Elsevier).

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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: .....**al- qasim green university**.....

Faculty/Institute: ..... **College of Environmental Sciences**.....

Scientific Department: .. **Environmental**.....

Academic or Professional Program Name: **physics**.....

Final Certificate Name: ..... **Environmental Sciences**.....

Academic System: .....

Description Preparation Date:

File Completion Date:

Signature:

Head of Department Name:

Dr. Ali Akram Abdulateef

Date:

Signature:

Scientific Associate Name:

Date:

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**
Program vision is written here as stated in the university's catalogue and website.

2. Program Mission

Program mission is written here as stated in the university's catalogue and website.

3. Program Objectives

General statements describing what the program or institution intends to achieve.

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
Skills	
Learning Outcomes 2	Learning Outcomes Statement 2
Learning Outcomes 3	Learning Outcomes Statement 3
Ethics	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

9. Teaching and Learning Strategies

Teaching and learning strategies and methods adopted in the implementation of the program in general.

10. Evaluation methods

Implemented at all stages of the program in general.

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer

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

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4

- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

1. Course Name:
2. Course Code:
3. Semester / Year:
4. Description Preparation Date:
5. Available Attendance Forms:
6. Number of Credit Hours (Total) / Number of Units (Total)
7. Course administrator's name (mention all, if more than one name)
Name: Email:
8. Course Objectives

Course Objectives	• ..... • ..... • .....

9. Teaching and Learning Strategies

Strategy	

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports .... etc

12. Learning and Teaching Resources

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