**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: music

Academic or Professional Program Name: .description academic
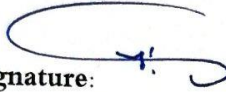
Final Certificate Name: B.Sc.

Academic System: annual

Description Preparation Date:

File Completion Date:

Signature:

Head of Department Name:

Prof Dr. Waleed Hasan AL–Jaberi

Date:

Signature:

Scientific Associate Name:

Prof Dr. Rajaa Saadi Lafta

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:Dr.Ghada Abdal

Date:

Signature:

Approval of the Dean

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| 1. **Program Vision** |
|---|
| Program vision is written here as stated in the university's catalogue and website. |

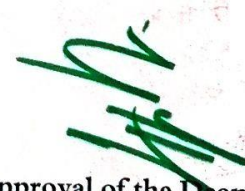| 2. **Program Mission** |
|---|
| Program mission is written here as stated in the university's catalogue and website. |

| 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 |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
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| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

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

# Course Description Form

| 1. Course Name: Human rights and democracy |
|---|

| 2. Course Code: |
|---|

| 3. Semester / Year: |
|---|
| the year |

| 4. Description Preparation Date: |
|---|
| 27 – 2 – 2024 |

| 5. Available Attendance Forms: |
|---|
| the audience |

| 6. Number of Credit Hours (Total) / Number of Units (Total) |
|---|
| 30 hours per year, one hour per week |

| 7. Course administrator's name (mention all, if more than one name) |
|---|
| Name: M. M. Hatem Karim Abdel Sattar<br>Email: |

## 8. Course Objectives

| Course Objectives | 1– Sensory perception of political phenomena |
|---|---|
| | 2– Awareness of the mechanism and dynamics of political analysis. |
| | 3– Developing students' sense of responsibility during the study period and the work p |
| | 4– Training students to respect the freedom of thought, expression and creativity of oth |
| | 1– Training students to respect the rights of the beneficiaries of their profession (their |
| | 6– Forming positive inclinations and trends towards studying political science. |
| | 7– Acquiring positive values such as (accuracy, organization, perseverance, and object |
| | The other, good use of time…etc.) |
| | 8– Enhancing **the spirit of leadership and initiative** |

## 9. Teaching and Learning Strategies

| Strategy | 1- Educational strategy, collaborative concept planning.<br>2- Brainstorming education strategy.<br>3- Education Strategy Notes Series |
|---|---|

## 10. Course Structure

| Week | Hours | Required Learning Outcomes | Unit or subject name | Learning |
|------|-------|----------------------------|----------------------|----------|
| 1 | 1hour | | Human rights in ancient civilizations | 1- Expla |
| 2 | 1hour | | Human rights in heavenly religions | 2- Discu |
| 3 | 1hour | | Legal and legislative sources of human rights in the | 2- Mode |
| 4 | 1hour | | modern Middle Ages | 3- Link |
| 5 | 1hour | | Sources of human rights in Europe | critical |
| 6 | 1hour | | Human rights in thought and legislation a | |
| 7 | 1hour | | International and regional recognition of human righ | |
| 8 | 1hour | | Human rights in international conventions | |
| 9 | 1hour | | Non-governmental organizations and their role in the | |
| 10 | 1hour | | field of human rights: Regional recognition | |
| 11 | 1hour | | Human rights organizations at the international level | |
| 12 | 1hour | | International recognition of human rights | |
| 13 | 1hour | | Humanist thinkers | |
| 14 | 1hour | | The emergence of political ideas by theorists | |
| 15 عطلة | 1hour | | Human rights sources in Iraq | |
| 16 | | | | |
| 17 | 1hour | | Sources of human rights in national legislation | |
| 18 | 1hour | | Universal Declaration of Human Rights | |
| 19 | 1hour | | Human Rights Generations | |
| 19 | 1hour | | Terrorism, its types and causes | |
| 20 | 1hour | | Trafficking in Human Beings | |
| 21 | 1hour | | Theorists in European thought | |
| 22 | 1hour | | The concept of democracy - characteristics and | |
| 23 | 1hour | | features | |
| 24 | 1hour | | Types of democracy | |
| 25 | 1hour | | Advantages and disadvantages of democracy | |
| 26 | 1hour | | Electoral systems | |
| 27 | 1hour | | The presidential system, the parliamentary system a | |
| 28 | 1hour | | the state system are elements | |
| 29 | 1hour | | Types of countries | |
| 30 | 1hour | | Definition of freedoms | |

|  |  |  | Types of freedoms |  |
|---|---|---|---|---|

The distribution is as follows: 30 marks for monthly and daily exams for the first semester. 30 marks for m

| Required textbooks (curricular books any) | The science of the play and the art of writing it |
|---|---|
| Main references (sources) | Theory of epic theater |
| Recommended books and references (scientific journals, reports…) | Writing the play<br>Curriculum Dramatization |
| Electronic References, Websites | https://foulabook.com/ar/books/%D9%85%D8%B3%<br>-%D8%A7%D9%84%D8%B9%D8%A7%D9%84%D |