



Program Specification

(Bachelor)

Program: **Doctor of Pharmacy (Pharm D.)**

Program Code (as per Saudi university ranking): **(091603)**

Qualification Level: **Level 7 (according to NQF 2023)**

Department: **Clinical Pharmacy, Pharmaceutics, Pharmacology, Pharmaceutical Chemistry, and Pharmacognosy**

College: **Pharmacy**

Institution: **Jouf University**

Program Specification: **New** **updated***

Last Review Date: **8/9/2024**

*Attach the previous version of the Program Specification.



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A. Program Identification and General Information

1. Program's Main Location :

Main Campus (Male & Female) – Sakaka, Jouf University

2. Branches Offering the Program (if any):

None

3. Partnerships with other parties (if any) and the nature of each:

None

4. Professions/jobs for which students are qualified

The graduates of PharmD program will be qualified to work as pharmacists in any of the following setups: Community Pharmacist, Clinical Pharmacist, Pharmacy Technician, Manufacturing Pharmacist, Drug Analyst, Research scientist, Faculty, Marketing executives.

5. Relevant occupational/ Professional sectors:

1. Hospital Pharmacy
2. Healthcare setups
3. Pharmaceutical Industry
4. Community Pharmacy
5. Academic and Research Institutions
6. Pharmaceutical Sales and Marketing
7. Drug Regulatory Authorities

6. Major Tracks/Pathways (if any):

Major track/pathway	Credit hours (For each track)	Professions/jobs (For each track)
1. Doctor of Pharmacy (Pharm D.)	198	Hospital Pharmacist, Industrial Pharmacist, Community Pharmacist, Pharmaceutical Sales and Marketing Pharmacist, Drug Regulatory Official

7. Exit Points/Awarded Degree (if any):

exit points/awarded degree	Credit hours
1. NA	NA

8. Total credit hours: (198)

B. Mission, Objectives, and Program Learning Outcomes

1. Program Mission:

Preparing competent pharmacists, equipped with contemporary knowledge and skills to ethically practice various pharmaceutical disciplines with the ability to contribute to research and community development



2. Program Goals:

1. Provide high quality education, training and professional development to students by using the most recent technologies, which is essential for highly professional pharmacists.
2. Promote self-learning, professionalism, ethics, teamwork, and continuous education concepts.
3. Encourage research activities and prepare research facilities to perform objective research in core areas of the program, which fit institutional and community needs.
4. Prepare graduates to become leaders who improve the health and wellness of the Public through drug discovery and development, pharmacy practice models, and community health services.

3. Program Learning Outcomes*

Knowledge and Understanding

K1	Demonstrate a comprehensive knowledge and understanding of biomedical, pharmaceutical, clinical, statistical, social, behavioral and administrative sciences in relation to the development and use of medications.
K2	Explain pharmacy practice concepts, including the role of pharmacists in health promotion, diagnosing diseases, prescribing medicines, managing toxicity, and designing and implementing of evidence-based treatment plans.
K3	Describe research methodology and investigation methods in the fields of drug development and pharmacy practice.

Skills

S1	Apply biomedical, pharmaceutical, clinical, statistical, social, behavioral and administrative knowledge, in addition to literature information, to solve complex problems, interpret clinical laboratory tests, develop evidence-based practice and conduct research.
S2	Perform advanced tasks and procedures related to drug manufacturing, compounding and dispensing, machinery use, material selection, and safety protocol application.
S3	Communicate effectively with patients, health care professionals, caregivers, administrative and supportive staff.
S4	Apply the principles of mathematics and statistics in pharmaceutical calculations, analyses, manufacturing, pharmacokinetics, pharmacy practice, and research.
S5	Utilize appropriate information technology tools to serve patients, optimize medication use and conduct research.

Values, Autonomy, and Responsibility

V1	Exhibit professional attitude, ethical behavior, integrity, and commitment to advocating the safe and effective use of medications in various setting.
V2	Demonstrate leadership, team-working, and self-learning skills, in addition to accountability, confidence, reasoning, and independent thinking.

* Add a table for each track or exit Point (if any)





C. Curriculum

1. Curriculum Structure

Program Structure	Required/ Elective	No. of courses	Credit Hours	Percentage
Institution Requirements	Required	3	11	5.56
	Elective	1	2	1.01
College Requirements	Required	5	14	7.07
	Elective	0	0	0.00
Program Requirements	Required	53	126	63.63
	Elective	2	2	1.01
Capstone Course/Project	Required	2	4	2.02
Internship	Required	13	39	19.69
Others	----	----	----	----
Total		79	198	100%

* Add a separate table for each track (if any).

2. Program Courses

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 1	ENGL 1102	English Language 1	Required	---	4	University
	PDS 1101	Medical Terminology	Required		2	College
	CHM 1103	Chemistry	Required	---	3	College
	BIO 1103	Biology	Required	---	3	College
	CIS 1100	Computer Skills	Required		3	University
			University Elective Course	Elective	---	2
Level 2	ENGL 1103	English Language 2	Required	ENGL 1102	4	University
	PDS 1102	Introduction to Pharmacy Profession	Required	---	2	Program





Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
	PHS 1103	Medical Physics	Required	---	3	College
	MTH 1103	Biostatistics	Required	---	3	College
	PDM 1111	Pharmaceutical Organic Chemistry	Required	CHM 1103	3	Program
Level 3	PDM 1211	Pharmaceutical Analytical Chemistry	Required	CHM 1103	2	Program
	PDL 1221	Anatomy and Histology	Required	---	3	Program
	PDL 1222	Physiology 1	Required	BIO 1103	3	Program
	PDG 1231	Pharmacognosy 1	Required	PDM 1111	3	Program
	PDT 1241	Fundamentals of Pharmaceutics	Required	---	2	Program
	PDT 1242	Pharmaceutical Microbiology 1	Required	---	3	Program
	PDM 1212	Pharmaceutical Instrumental Analysis	Required	PDM 1211	2	Program
Level 4	PDL 1223	Physiology 2	Required	PDL 1222	2	Program
	PDL 1224	Biochemistry	Required	PDM 1111	2	Program
	PDG 1232	Pharmacognosy 2	Required	PDG 1231	2	Program
	PDT 1243	Pharmaceutical Microbiology 2	Required	PDT 1242	3	Program
	PDT 1244	Physical Pharmacy	Required	PHS 1103	2	Program
	PDT 1245	Liquid and Semi Solid Dosage Forms	Required	PDT 1241	3	Program
	PDS 1301	Clinical Microbiology	Required	PDT 1243	3	Program
Level 5	PDS 1302	Clinical Biochemistry	Required	PDL 1224	3	Program
	PDM 1311	Medicinal Chemistry 1	Required	PDM 1212	2	Program
	PDL 1321	Pharmacology 1	Required	PDL 1223	3	Program





Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
	PDT 1341	Solid Dosage Forms	Required	PDT 1245	3	Program
	PDC 1351	Community Pharmacy	Required	PDS 1102	2	Program
Level 6	PDM 1312	Medicinal Chemistry 2	Required	PDM 1311	2	Program
	PDL 1322	Pharmacology 2	Required	PDL 1321	3	Program
	PDG 1331	Phytochemistry	Required	PDG 1232	3	Program
	PDT 1342	Sterile Pharmaceutical Products	Required	PDT 1245	2	Program
	PDC 1352	Pathology	Required	PDL 1223	2	Program
	PDC 1353	Basics of Pharmacy Practice and Drug Information	Required	PDL 1321	3	Program
	PDI 1361	Introductory Pharmacy Practice Experience 1	Required	PDC 1351	3	Program
	PDM 1411	Medicinal Chemistry 3	Required	PDM 1312	2	Program
Level 7	PDL 1421	Pharmacology 3	Required	PDL 1322	3	Program
	PDL 1422	Immunology	Required	PDS 1301	2	Program
	PDG 1432	Herbal Medicine	Required	PDG 1331	2	Program
	PDC 1451	Pharmaceutical Care Skills	Required	PDS 1302	1	Program
	PDC 1452	Pathophysiology and Therapeutics 1	Required	PDC 1352	3	Program
	PDC 1453	Research Methods and Pharmacoepidemiology	Required	PDC 1353	3	Program
	PDC 1454	Hospital Pharmacy	Required	PDI 1361	2	Program
	PDM 1412	Medicinal Chemistry 4	Required	PDM 1411	2	Program





Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 8	PDL 1423	Pharmacology IV	Required	PDL 1421	2	Program
	PDL 1424	Fundamentals of Toxicology	Required	PDL 1322	1	Program
	PDT 1441	Biopharmaceutics and Pharmacokinetics	Required	PDT 1341	3	Program
	PDT 1442	Pharmaceutical Biotechnology	Required	PDL 1422	2	Program
	PDC 1455	Advanced Pharmaceutical Care	Required	PDC 1451	2	Program
	PDC 1456	Pathophysiology and Therapeutics 2	Required	PDC 1452	3	Program
	PDI 1461	Introductory Pharmacy Practice Experience 2	Required	PDC 1454	3	Program
Level 9		Program Elective Course I	Elective		1	
	PDS 1501	Advanced Biostatistics	Required	PDC 1453	2	Program
	PDS 1502	Graduation Research Project 1	Required	PDI 1461	1	Program
	PDL 1521	Pharmacogenomics	Required	PDL 1423	2	Program
	PDL 1522	Toxicology and Drug Abuse	Required	PDL 1424	2	Program
	PDC 1551	Pathophysiology and Therapeutics 3	Required	PDC 1456	3	Program
	PDC 1552	Clinical Pharmacokinetics	Required	PDT 1441	3	Program
PDC 1553	Clinical Nutrition	Required	PDT 1342	2	Program	
Level 10		Program Elective Course II	Elective		1	Program
	PDS 1503	Graduation Research Project 2	Required	PDS 1502	3	Program
	PDT 1541	Industrial Pharmacy and Quality Assurance	Required	PDT 1441	2	Program
	PDC 1554	Pathophysiology and Therapeutics 4	Required	PDC 1551	3	Program
	PDC 1555	Law and Ethics of Pharmacy Profession	Required	PDC 1456	2	Program

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)	
	PDC 1556	Pharmaceutical Management and Marketing	Required	PDC 1455	2	Program	
	PDC 1557	Pharmacoeconomics	Required	PDS 1501	2	Program	
	PDI 1561	Introductory Pharmacy Practice Experience 3	Required	PDI 1461	3	Program	
Level 11	PDI 1660	Advanced Pharmacy Practice 1	Required	Students must finish successfully 168 credit hours	3	Program	
	PDI 1661	Advanced Pharmacy Practice 2	Required		3	Program	
	PDI 1662	Advanced Pharmacy Practice 3	Required		3	Program	
	PDI 1663	Advanced Pharmacy Practice 4	Required		3	Program	
	PDI 1664	Advanced Pharmacy Practice 5	Required		3	Program	
Level 12	PDI 1665	Advanced Pharmacy Practice 6	Required			3	Program
	PDI 1666	Advanced Pharmacy Practice 7	Required			3	Program
	PDI 1667	Advanced Pharmacy Practice 8	Required			3	Program
	PDI 1668	Advanced Pharmacy Practice 9	Required			3	Program
	PDI 1669	Advanced Pharmacy Practice 10				3	Program

* Include additional levels (for three semesters option or if needed).

** Add a table for the courses of each track (if any)

Training courses are not calculated in GPA and student performance will be graded as: No-Grade Pass or No-Grade Fail

\$ Students must finish all courses successfully to start the internship year. The courses in this year are not calculated in GPA.



(*) University Elective Course:

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
	ARB 1102	Arab Language Skills	Elective	---	2	Institution
	EDU 1101	History and Civilization of Kingdom of Saudi Arabia	Elective	---	2	Institution
	ISL 1102	Creed and Family in Islam	Elective	---	2	Institution
	EDU 1105	Learning and Communication Skills	Elective	---	2	Institution
	ISL 1100	The Nobel Qur'an	Elective	---	2	Institution
	ISL 1101	The Interpretation of the Qur'an	Elective	---	2	Institution
	BUS 1101	Entrepreneurship	Elective	---	2	Institution
	BUS 1102	Principles of Project Management	Elective	---	2	Institution
	BUS 1103	Principles of Financial Knowledge	Elective	---	2	Institution

(*) Program Elective Courses:**

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 9&10	PDM 1510	Drug Design	Elective	PDM 1411	1	Program
	PDL 1520	Drug Interactions	Elective	PDL 1421	1	Program
	PDG 1530	Nutraceuticals and Dietary Supplements	Elective	PDG 1432	1	Program
	PDT 1540	Advanced Pharmaceutical Biotechnology	Elective	PDT 1442	1	Program
	PDC 1550	Pharmacovigilance	Elective	PDC 1456	1	Program





3. Course Specifications:

Insert hyperlink for all course specifications using [NCAA template \(TP-153 & TP -155\)](#)

4. Program learning Outcomes Mapping Matrix:

Align the program learning outcomes with program courses' according to the following desired performance levels (*I = Introduced & P = Practiced & M = Mastered*).

Course code & No.	Program Learning Outcomes									
	Knowledge and understanding			Skills					Values, Autonomy, and Responsibility	
	K1	K2	K3	S1	S2	S3	S4	S5	V1	V2
ENGL 1102						I				I
PDS 1101	I			I						I
CHEM 1103	I			I	I					I
CIS 1100								I		I
BIO 1103	I			I	I					I
ENGL 1103						I				I
PDS 1102	I	I		I		I			I	
PHS 1103	I			I	I					I
MTH 1103	I						I			I
PDM 1111	I			I	I					I
PDM 1211	I			I	I		I			I
PDL 1221	I			I						I
PDL 1222	I			I	I					I
PDG 1231	I			I	I					I
PDT 1241	I			I	I					I
PDT 1242	I			I	I					I
PDM 1212	I			I	I		I			I
PDL 1223	I			I						I
PDL 1224	I			I						I
PDG 1232	P			P						P
PDT 1243	I			I	I					I
PDT 1244	I			I			I			I
PDT 1245	I			I	I					I
PDS 1301	P			P	P					P
PDS 1302	P			P	P					P
PDM 1311	P			P						P
PDL 1321	P			P	P					P





Course code & No.	Program Learning Outcomes									
	Knowledge and understanding			Skills					Values, Autonomy, and Responsibility	
	K1	K2	K3	S1	S2	S3	S4	S5	V1	V2
PDT 1341	P			P	P					P
PDC 1351	P	P		P		P			P	
PDM 1312	P			P						P
PDL 1322	P			P	P					P
PDG 1331	P			P	P					P
PDT 1342	P			P						P
PDC 1352	P			P						P
PDC 1353	P	P		P		P		P	P	
PDI 1361		P		P		P		P	P	P
PDM 1411	P			P			P			P
PDL 1421	P			P						P
PDL 1422	P			P						P
PDL 1423	P			P						P
PDG 1432	M			M						M
PDC 1451	P	P		P		P			P	
PDC 1452	P			P			P			P
PDC 1453	P		P	P				P	P	P
PDC 1454	P	P		P		P		P	P	P
PDM 1412	P			P						P
PDL 1423	P			P						P
PDL 1424	M			M						M
PDT 1441	P			P			P			P
PDT 1442	M			M			M			M
PDC 1455	P	P		P		P			P	
PDC 1456	P			P			P			P
PDI 1461		P		P		P		P	P	P
PDS 1501	M			M			M			M
PDS 1502	M		M	M	M	M	M	M	M	M
PDL 1521	M			M					M	
PDL 1522	M			M					M	
PDC 1551	M			M			M			M
PDC 1552	M			M			M			M
PDC 1553	M			M						M
PDS 1503	M		M	M	M	M	M	M	M	M
PDT 1541	M			M			M			M
PDC 1554	M			M			M			M



Course code & No.	Program Learning Outcomes									
	Knowledge and understanding			Skills					Values, Autonomy, and Responsibility	
	K1	K2	K3	S1	S2	S3	S4	S5	V1	V2
PDC 1555	M			M					M	
PDC 1556	M			M			M		M	
PDC 1557	M			M			M		M	M
PDI 1561		M		M		M		M	M	M
PDI 1660		M		M		M		M	M	M
PDI 1661		M		M		M		M	M	M
PDI 1662		M		M		M		M	M	M
PDI 1663		M		M		M		M	M	M
PDI 1664		M		M		M		M	M	M
PDI 1665		M		M		M		M	M	M
PDI 1666		M		M		M		M	M	M
PDI 1667		M		M		M		M	M	M
PDI 1668		M		M		M		M	M	M
PDI 1669		M		M		M		M	M	M
University Elective Course										
ARB 1102						I			I	
EDU 1101						I			I	
ISL 1102						I			I	
EDU 1105						I			I	
ISL 1100						I			I	
ISL 1101						I			I	
BUS 1101						I			I	
BUS 1102						I			I	
BUS 1103						I			I	
Program Elective Courses										
PDM 1510	M			M						M
PDL 1520	M			M					M	
PDG 1530	M			M						M
PDT 1540	M			M						M
PDC 1550	M			M					M	

* Add a separated table for each track (if any)





5. Teaching and learning strategies applied to achieve program learning outcomes.

Describe teaching and learning strategies, including curricular and extra-curricular activities, to achieve the program learning outcomes in all areas.

The following teaching methods either alone or in combination are followed to deliver the courses, which are well aligned to achieve the intended learning outcomes of various SAQF domains as indicated in the following table:

Method	K1	K2	K3	S1	S2	S3	S4	S5	V1	V2
Lectures	√	√	√	√						
Problem based learning (PBL)				√						
Case based learning (CBL)			√	√						
Computer based learning packages (e- learning)	√	√	√	√				√		
Laboratory classes (including preparation of Lab reports)					√			√	√	√
Clinical data and prescription interpretation exercises				√				√		
Problem solving exercises				√			√			
Discussions	√	√	√	√		√		√		
Research projects			√					√	√	√
Presentations			√			√		√	√	√
Review papers			√			√		√	√	√
Visits for practice and clinical placements.						√			√	√
Visits for private and governmental clinical and industrial pharmaceutical and medical institutes.						√			√	√





6. Assessment Methods for program learning outcomes.

Describe assessment methods (Direct and Indirect) that can be used to measure the achievement of program learning outcomes in all areas.

The program should devise a plan for assessing Program Learning Outcomes (all learning outcomes should be assessed at least twice in the bachelor program's cycle and once in other degrees).

The assessment methods that can be used to measure achievement of program learning outcomes in every NQF domain are aligned according to the following in the following table:

Method	K1	K2	K3	S1	S2	S3	S4	S5	V1	V2
Written examination	√	√	√	√						
Quizzes	√	√	√	√						
Assignments	√	√	√	√				√		√
Seminars (oral discussion and questions)	√	√	√	√		√		√	√	√
Laboratory reports					√				√	√
Review paper (assessed via rubrics)	√	√	√	√		√			√	√
Research report	√	√	√	√		√			√	√
Practical performance/exam					√					√
Problem-solving exercises				√			√			

Notes:

1. Presentations and reports of seminars, research projects, labs, etc. are assessed using [rubrics scoring](#).
2. Practical performance and exams are assessed using [practical assessment form](#).
3. The program employs direct and indirect assessment methods for the program learning outcomes (PLO assessment plan).



4. Direct assessment of achievement of program learning outcomes is conducted via calculating average values of students' results on tests in courses aligned to a designated PLO.
5. Indirect assessment of achievement of program learning outcomes is conducted via Alumni and Employer surveys.
6. Assessment of program learning outcomes is conducted annually resulting in 6 assessments throughout program cycle.

General exam regulations

- The midterm and final exams are written exams.
- The final exam is unified for all sections.
- The final exam is prepared by the course coordinator
- The practical exam usually involves a written part and a lab experiment (evaluated by a rubric for lab performance evaluation)
- The written exams consist of diverse questions (e.g. MCQ, SAQ, etc.) and measures intended learning outcomes.
- Graduation research projects are evaluated using a rubrics system (by a temporary committee of college faculty members) in Week 14.
- The final exam date is announced by the academic affair rectorate in the beginning of academic session in coordination with college council.
- The grades of students are distributed as follows:

S.N	Letter Grade	Mark	Grade
1	A+	95-100	Highly excellent
2	A	90-94	Excellent
3	B+	85-89	Highly very good
4	B	80-84	Very good
5	C+	75-79	Highly good
6	C	70-74	Good
7	D+	65-69	Average
8	D	60-64	Passed
9	F	Lower than 60	Failed

The rules and regulations governing study and exams at the college of pharmacy following Jouf University study and exams regulations can be accessed [here](#).



D. Student Admission and Support:

1. Student Admission Requirements

The applicant must meet following requirement to get admission in Pharm-D program

1. Secondary School Certificate
2. Academic Achievement Test for the Science Track

Other admission requirements are described in Program and University Guidelines

2. Guidance and Orientation Programs for New Students

(Include only the exceptional needs offered to the students of the Program that differ from those provided at the institutional level).

- College organizes proper orientation for incoming students to facilitate the transition into their programs. New student's orientation is a way for students to meet other students, become familiar with campus services. This orientation program gives the new students a chance for getting more information about the program, goals and objectives for their studying. Also, the orientation program reinforces the new students to discuss their concerns with program administrators and graduated students.
- College, represented in the e-learning, student's affairs and discipline committees, provide orientation for the new students regarding the proper way to deal with black board application, how to follow the teaching plan, when to add or withdraw subjects and how to follow the discipline rules of the university to avoid warning and denial from exam entry.
- Information about the program (vision, mission, goals, PLOs, graduate attributes, admission requirements, graduation requirements, study system, duration and plan, regulations, advisory committee, student services, etc.) is made available to students through Pharm D. Program Guide.

3. Student Counseling Services

(Academic, professional, psychological, and social)

(Include only the exceptional needs offered to the students of the Program that differ from those provided at the institutional level).

- The college administration forms a committee to demonstrate program policies and regulations to newly enrolled students.





- At the beginning of every semester, the dean and heads of departments hold a meeting with new students in the program to illustrate students' rights and duties and answer students' questions.
- Pharmacy college has an academic advising unit for supervising and promoting good academic advising practices among staff members and coordinating academic advisors training program.
- The timetable of the pharmacy college staff members should contain at least 6 office hours per week for academic advising.
- Academic advising practices involve establishing groups hosting up to 15 students that are headed by a staff member as academic advisor (communications between students and their academic advisor is performed electronically through Blackboard system and in person).
- Each academic advisor posts his office hours, name of students in his group, the academic advising schedule, ways of communication and meeting schedule.
- Academic advising unit posts the timetable of academic advising meetings that will be held through each academic semester.
- Academic advising unit posts the timetable for individual and group meetings with the academic advisors.
- Academic advising unit posts the timetable of academic advising training activities that will be conducted by the university academic advising center in each semester.
- Academic advising unit provides the university academic advising center with a map for planned academic advising activities and schedules of all advisors at the beginning of each academic year.
- Each academic advisor prepares an academic file detailing the academic records of all students in his group.
- A student is required to meet with his academic advisor periodically, the first visit must be held before course registration commences.
- Each academic advisor submits a bi-annual report to the academic advising unit. The report covers academic advising activities, individual and group meetings, problems encountered and suggestions to resolve them.
- Academic advising unit distributes questionnaires at the end of each semester to measure student satisfaction with the provided academic advising services. The questionnaires are analyzed to point out strengths and weaknesses and recommend actions for improvement.
- Academic advising unit runs periodical checks on the performance of academic advisors by going through the forms signed by the advised students.





- At the end of each semester, the academic advising unit evaluates the performance of academic advisors and submits evaluation report to the university academic advising center.
- The college receives periodical visits from the university academic advising center for guidance and support.
- Information about the academic advising and counseling services is made available to students through the [College of Pharmacy academic Advising Guide](#).
- Students with massive personality or psychiatric disorders are directed to the university medical centers for evaluation by the university appointed Psychiatrist.
- Social Counseling: students with social problems are also directed to the academic and student counseling center for treatment.

4. Special Support

(Low achievers, disabled, gifted, and talented students).

- Jouf university has setup guidelines to support disabled which is in the process of approval by the university council.
- Identification of low achievers is managed by the academic advising unit which holds follow up process that involves regular meetings with these students and their course instructors to resolve academic issues and device appropriate remediation plans.
- The academic advising unit identifies gifted and talented students in science, arts, and sports and encourages these students to participate in the proper activities that help forge their talents and take it to the next level.

Rights and obligations of the College of Pharmacy students following Jouf University are listed in this [document](#)





E. Faculty and Administrative Staff:

1. Needed Teaching and Administrative Staff

Academic Rank	Specialty		Special Requirements / Skills (if any)	Required Numbers			
	General	Specific		M	F	T	
Professor	Pharmaceutical Chemistry	Medicinal Chemistry		1	0	1	
		Organic Chemistry		1	0	1	
	Pharmacognosy	Pharmacognosy & Phytochemistry		1	1	2	
	Clinical Pharmacy	Pharmacy Practice		2	2	4	
		Social & Administrative Pharmacy		1	1	2	
		Pharmacovigilance & pharmacoepidemiology		1	1	2	
	Pharmaceutics	Pharmaceutical formulations & dosage forms		1	1	2	
		Pharmaceutical Technology		1	1	2	
	Biomedical Sciences	Biochemistry		1	1	2	
		Pharmaceutical Microbiology		1	0	1	
	Pharmacology & Toxicology	Pharmacology		1	1	2	
		Toxicology		1	1	2	
	Associate Professor	Pharmaceutical Chemistry	Medicinal chemistry		1	0	1
		Pharmacognosy	Pharmacognosy & Phytochemistry		1	1	2
Clinical Pharmacy		Pharmacy Practice		2	2	4	
		Social & Administrative Pharmacy		1	1	2	
		Pharmacovigilance & pharmacoepidemiology		1	1	2	
Pharmaceutics		Pharmaceutical Technology		1	1	2	
		Industrial Pharmacy		1	0	1	
		Pharmaceutical Formulation		1	1	2	
Biomedical Science		Pharmaceutical Microbiology		1	0	1	
		Biochemistry		1	1	2	
Pharmacology and Toxicology		Pharmacology		1	1	2	
		Toxicology		1	1	2	
Assistant Professor		Pharmaceutical Chemistry	Pharmaceutical Organic chemistry		0	1	1
			Pharmaceutical Medicinal chemistry		2	0	2





Academic Rank	Specialty		Special Requirements / Skills (if any)	Required Numbers		
	General	Specific		M	F	T
		Pharmaceutical Analytical Chemistry		1	1	2
	Pharmacognosy	Pharmacognosy & Phytochemistry		1	1	2
	Clinical Pharmacy	Pharmacy Practice		5	5	10
		Pathophysiology		1	1	2
		Social & Administrative Pharmacy		2	2	4
		Clinical Pharmacokinetics		1	1	2
		Pharmacovigilance & pharmacoepidemiology		1	1	2
	Pharmaceutics	Pharmaceutical formulations & dosage forms		3	3	6
		Drug delivery systems		1	0	1
	Biomedical Science	Pharmaceutical Microbiology		0	1	1
		Biochemistry		1	1	2
	Pharmacology and Toxicology	Pharmacology		1	1	2
		Toxicology		1	1	2
	Lecturer	Pharmaceutical Chemistry	Pharmaceutical Chemistry		1	1
Pharmacognosy		Pharmacognosy		1	1	2
Clinical Pharmacy		Pharmacy Practice		3	3	6
		Pathophysiology		1	1	2
		Social & Administrative Pharmacy		2	2	4
		Clinical Pharmacokinetics		1	1	2
		Pharmacovigilance & pharmacoepidemiology		1	1	2
Pharmaceutics		Pharmaceutical formulations		1	1	2
Pharmacology		Pharmacology		2	2	4
Biomedical Sciences		Biochemistry		1	1	2
Teaching Assistant	Pharmacognosy	Pharmacognosy		1	1	2
	Clinical Pharmacy	Pharmacy Practice		3	3	6
		Pathophysiology		1	1	2
		Social & Administrative Pharmacy		1	2	3
		Clinical Pharmacokinetics		1	1	2
		Pharmacovigilance & pharmacoepidemiology		1	1	2
	Pharmaceutics	Pharmaceutical formulations		1	1	2
	Pharmacology	Pharmacology		1	1	2





Academic Rank	Specialty		Special Requirements / Skills (if any)	Required Numbers		
	General	Specific		M	F	T
Technicians and Laboratory Assistants	Pharmaceutical Chemistry	Chemistry	Highly qualified in handling lab tools and equipment	1	1	2
	Clinical Pharmacy	Clinical Pharmacist	MSC in Clinical Pharmacy	2	1	3
		Toxicologist or Pharmacologist	MSc in Toxicology or Pharmacology	1	1	2
		Pharmacist	B Pharmacy or Pharm-D	3	2	5
		Pharmacy Technicians	Diploma in Pharmacy Technician	3	2	5
	Pharmaceutics	Technician	Highly qualified in handling devices used in the pharmaceutics lab	1	1	2
	Pharmacology	Technicians		2	2	4
Pharmacognosy	Technicians	Highly qualified in handling lab tools and equipment	1	1	2	
Administrative and Supportive Staff	Pharmaceutical Chemistry	Bachelor Degree	Highly qualified in computer skills, filing, archiving, and handling of hard files	1	1	2
	Pharmacognosy	Bachelor Degree	Highly qualified in computer skills, filing, archiving, and handling of hard files.	1	1	2
	Management	Bachelor Degree	Fluent in English, Management Skills, Computer usage	4	4	8
	Administrative Staff	Bachelor Degree	Highly qualified in computer skills, filing, archiving, and handling of hard files.	1	1	2
Others (specify)	IT Technician	BSC Computer Science or Information Technology	Software and Networking Skills Must have hardware maintenance skills	2	2	4





F. Learning Resources, Facilities, and Equipment:

1. Learning Resources

Learning resources required by the Program (textbooks, references, e-learning resources, web-based resources, etc.)

- Learning resources within the PharmD (Doctor of Pharmacy) program include hard and /or electronic copies of the text books, reference books, journals and student's handouts provided by the teaching staff members or uploaded on Blackboard application.
- Teaching staff regularly provide guidance on the material requirements to support learning and teaching through their course reports.
- Every year students take part in course and program evaluation survey (item number 11 for student survey) on a range of issues including resource material usage, allocation and service adequacy.
- The survey results help to compare, monitor trends and set targets. While doing so it also identifies areas of concerns eg: pitfalls, shortcomings, gaps.
- The teaching staff members were periodically asked to give the requirement for the learning resources, which gets approved by the course coordinator after discussing with the course team, the inputs from the student survey also taken into consideration. The process of acquisition is given in the following figure.
- Users are informed about acquisition of new materials, equipment, subscription to new database through college notice board and announcement in Tayseer (University electronic dealing system) and blackboard.
- The staff and student can visit the library services in university website link, to access the library catalogue, updated information about the learning resources.

2. Facilities and Equipment

(Library, laboratories, classrooms, etc.)

Jouf university also has a central library and it has access to a large variety of learning resources including Books, Journals, Online database, access to Internet & Multimedia facilities in the field of pharmaceutical sciences. To provide the information requirement of faculty members, students and researchers, the library has a growing collection of books and International Journals. There is facility to





access digital library (<https://sdl.edu.sa/SDLPortal/ar/Publishers.aspx>) by the students and staff at any time on or off campus

There are five departments in the program and each department has its own equipped laboratories. Along with these laboratories, a central instrument laboratory is available, which is equipped with modern instruments like UV/Visible spectrophotometer, IR spectrophotometer, HPLC, spectrofluorimeter, Zetasizer etc. These laboratories are used for both academic and research purpose.

There is also a medical center in university to cater medical needs of all students. One doctor, nurse, pharmacist and other supportive staffs are available in the medical center during the working hours of the day. Ambulance facility is also available with in the medical center in order to meet the emergency transfer of the patient to nearby medical facility.

There are total 12 class rooms in the college. These class rooms are equipped with basic facilities including multimedia, whiteboard, adequate sitting arrangements, and ventilation.

Overall available facility and equipment's have been summarized in the following table

Departmental Library	Titles: 166 Volumes: 654
No. of laboratories	8
Medical center	1
No. of Class rooms	12

3. Procedures to ensure a healthy and safe learning environment

(According to the nature of the Program)

The College of Pharmacy ensures healthy and safe learning environment as per University Guidelines. There are appropriate cleaning, sanitization, and ventilation mechanisms in the college. Moreover, fire extinguishers are implanted at all necessary places.

All the laboratories in the college are adhere safety and health guidelines, in accordance to the guidelines provide by the university.





This Guideline has been constructed to provide practical guidance to persons-in-charge and other laboratory users on how to implement safety and health measures.

1. Each laboratory has safety and health guidelines for the students and staff.
2. Departmental heads ensure that the first topic in each practical course will cover safety issues carefully.
3. According to the University's Laboratory Safety Management Policy, the Head of Department should also appoint a staff member to be in charge of each individual laboratory. The person-in charge should:
 - Assess risks of work activities, work environment and usage of plants and substances under their jurisdiction
 - Inspect the laboratory to identify and evaluate workplace hazards and unsafe work
 - Practices
 - Inform users of the laboratory about health and safety matters
 - Establish and maintain good health and safety practices
 - Follow established guidelines and assist others to meet safety requirements
 - Report promptly on all accidents/incidents and maintain an up-to-date record of documents as required by legislation and by the University

G. Program Quality Assurance:

1. Program Quality Assurance System

Provide a link to the quality assurance manual.

The College of Pharmacy is an integral part of Jouf University, where the pharmacy program in establishing the quality assurance system in the program follows the [Executive Regulations for Quality Assurance at Jouf University](#) in terms of structuring, authorities and competencies, establishing the organizational structure of the Quality Assurance, Accreditation and Academic Unit, the vision, mission and objectives of the program, forming the General Committee for Quality and its internal committees, clarifying the tasks assigned to the Chairman of the General Committee (Vice Dean of the College) and the tasks of the Head of the Quality Unit and His deputy, clarifying the tasks of the internal committees of the unit, the tasks of the coordinators of the scientific departments, the internal audit, the technical support, the follow-up and the performance measurement, with an explanation of the tasks of the administrative affairs, the financial resources, the





unit expenses and some terms related to the quality assurance and academic accreditation unit.

2. Procedures to Monitor Quality of Courses Taught by other Departments

- The course instructors and coordinators make sure that all students' activities and assignments on the Blackboard are their own and that the plagiarism rate does not exceed 30%.
- Giving feedback to students about their performance and evaluation results at a time when they can improve their performance.

3. Procedures Used to Ensure the Consistency between Main Campus and Branches (including male and female sections).

Not Applicable

4. Assessment Plan for Program Learning Outcomes (PLOs),

1. The program prepares PLO assessment plan every academic year.
2. Learning outcomes are measured at the program level annually by direct method (all kinds of tests) and indirect method (questionnaires).
3. Calculating performance indicators of learning outcomes annually.

Based on the results of measuring learning outcomes and performance indicators of learning outcomes, an improvement and development plan that is applied in the following year has been prepared and a report of this plan is written in the program report for the following year.

5. Program Evaluation Matrix

Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time
Effectiveness of teaching	Students, graduates, alumni, program leaders	Course Evaluation Surveys, visits	Mid and End of Academic Year
Student learning	Students, graduates, alumni, faculty Staff, program leaders,	Survey to evaluate students' learning experience and program evaluation	End of Semester



Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time
	independent reviewers	survey, interviews, visits, independent reviewers	
Learning resources	Students, faculty Staff	Survey of library evaluation and its service, digital library, suitability of facilities and equipment.	End of Semester

Evaluation Areas/Aspects: e.g., leadership, effectiveness of teaching & assessment, learning resources, services, partnerships, etc.

Evaluation Sources: students, graduates, alumni, faculty, program leaders, administrative staff, employers, independent reviewers, etc.

Evaluation Methods: e.g., Surveys, interviews, visits, etc.

Evaluation Time: e.g., beginning of semesters, end of the academic year, etc.





6. Program KPIs*

The period to achieve the target (1) year.

No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
1	KPI-P-01	Students' Evaluation of Quality of learning experience in the Program	4.5	Average of the overall rating of final year students of the quality of learning experience in the program, satisfaction with the various services offered by the program	One Year
2	KPI-P-02	Students' evaluation of the quality of the courses	4.5	Average of students' overall rating for the quality of courses on a five- point scale in an annual survey.	One Year
3	KPI-P-03	Completion rate	70%	The proportion of undergraduate students who completed the program in minimum time in each cohort	One Year
4	KPI-P-04	First-year students retention rate	95%	Percentage of first-year undergraduate students who continue at the program the next year to the total number of first- year students in the same year.	One Year
5	KPI-P-05	Students' performance in the professional and/or national examinations	95%	Percentage of students or graduates who were successful in the professional and/or national examinations, or their score average and median (if any)	One Year
6	KPI-P-06	Graduates' employability and enrolment in postgraduate programs	a. 80% b. 20%	Percentage of graduates from the program who within a year of graduation were:	One Year



No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
				a. employed within 12 months, b. enrolled in postgraduate programs during the first year of their graduation to the total number of graduates in the same year	
7	KPI-P-07	Employers' evaluation of the program graduates proficiency	4.8	Average of the overall rating of employers for the proficiency of the program graduates on a five- point scale in an annual survey.	One Year
8	KPI-P-08	Ratio of students to teaching staff	10:1	Ratio of the total number of students to the total number of full-time and full-time equivalent teaching staff in the program	One Year
9	KPI-P-09	Percentage of publications of faculty members	98%	Percentage of full-time faculty members who published at least one research paper during the year to total faculty members in the program.	One Year
10	KPI-P-10	Rate of published research per faculty member	4	The average number of refereed and/or published research per each faculty member during the year	One Year
11	KPI-P-11	Citations rate in refereed journals per faculty member	150	The average number of citations in refereed journals from published research per faculty member in the program.	One Year

*including KPIs required by NCAAA





H. Specification Approval Data:

Council / Committee	College Council
Reference No.	Meeting NO (12)
Date	21/09/1445

