

College of Computer Science and Information Technology Achievements – March 2026

Completion of all academic and administrative arrangements for the start of the summer semester,
.ensuring the readiness of the educational process from the first day of classes

Preparation and finalization of summer semester class schedules in coordination with the heads of
academic departments, completion of faculty selection, and allocation of courses according to academic
.needs

Creation and activation of academic groups for courses and departments, adding students and faculty
members to them, which contributes to enhancing academic communication and the rapid dissemination
.of instructions

Follow-up on uploading summer course syllabi and coordination with faculty members to complete
.academic requirements before the start of classes

Sending out instructions and circulars related to the summer semester, clarifying study mechanisms and
.course requirements for students and faculty members

Organization and scheduling of meetings for self-study programs, and coordination with faculty members
.and students to ensure the smooth and regular conduct of meetings

Completion of procedures to convert the PhD program in the Information Systems Department to a self-
study system, and coordination with the Audio Room Unit and relevant parties for implementation.
Defining self-study courses and creating their corresponding academic groups for PhD and Master's
programs in the Departments of Information Systems, Artificial Intelligence, Networks, and Computer
.Science, while ensuring the addition of students and faculty members



Monitoring the implementation of lectures and ensuring their adherence to the published schedules, and
.addressing any observations or inquiries promptly

Following up on the work of department heads and daily academic reports, and submitting necessary
.observations and recommendations to ensure the quality of academic performance

Participating in deanship meetings and maintaining continuous coordination with the college dean,
.department heads, and the college secretary to monitor the progress of academic and administrative work

Overseeing student affairs and coordinating with relevant departments regarding the updating of academic
.data and addressing any issues related to registration and studies

Completing and updating faculty databases and related academic files to support the college's
.organizational and administrative functions

Monitoring academic channels and responding to student and faculty inquiries continuously to enhance
.communication quality and the prompt provision of academic support

:Preparing for the upcoming period

Completing the review of all academic and administrative arrangements for the summer semester to
ensure a highly efficient start to the academic year. Continuing to develop communication and academic
follow-up mechanisms to improve the quality of educational services and enhance student and faculty
.satisfaction

Addressing the observations and challenges that emerged during previous semesters and utilizing them to
.refine procedures and improve performance in upcoming semesters

