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| Staff members, employees &students | Department supervisor | | Poll employees of the department and his students about the clarity and comprehensiveness of the regulations in force | 6-8-1436 | 22-10-1435 | 2 / form the committees of faculty members the task of putting regulations and regulations for the program is derived from the work of the university regulations | Find rules and regulations of specific and clear for the program serve the interests of the program and the students derived from the systems and regulations League |
| Staff members, employees &students | | Department supervisor | The formation of various committees and the program approved by the competent authorities of letters of reference for faculty and staff | 6-8-1436 | 22-10-1435 | 1. The composition of the committees of the faculty members of the follow-up activities and to activate the activities program |  |
| Staff members, employees &students | | Department supervisor | An integrated guide to the functions of the staff of the program. | 6-8-1436 | 22-10-1435 | Preparation of a manual tasks employees of the program |  |
| Staff members, employees &students | | Department supervisor | Letters addressed to the members of the mandate and commissioning. | 6-8-1436 | 22-10-1435 | Preparation authorization models and allow authorized members of the program to perform some of the tasks in the absence of the president or a member of the program | Work on building a clear and specific formulas for the delegation of authority within the program |
| 6-8-1436 | | 22-10-1435 | Letters to the formation of the Strategic Planning Committee and the program approved by the competent authorities.  Develop a strategy specific, clear and feasible operating plan through available resources plan.  There are reports about the quality of the plan and the extent of its implementation and the level of implementation. | 6-8-1436 | 22-10-1435 | 1. The formation of a committee to prepare the program and the preparation of the strategic plan and operational plan | Develop a system for planning and doing periodic review and evaluation to improve the performance of the department and the development of the services it provides. |
| Staff members, employees &students | | Department supervisor | Document the Charter moral accredited program and include different categories program  Employees of the program 's commitment to the Charter moral | 6-8-1436 | 22-10-1435 | Preparation moral compact program derived from the Charter of the University of moral and includes various categories program | Covenants moral obligation in accordance with Islamic values |
| Staff members, employees &students | | Department supervisor | Minutes of committee meetings revealed the signing of the students revealed signing  Documenting the thoughts and opinions of students minutes of committee meetings. | 6-8-1436 | 22-10-1435 | Engage student’s representatives at the meetings of the committees of the various committees. |  |