



*Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology*

Program Annual Report

Civil Engineering



Civil Engineering Department

2017-2018



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

A- Basic Information

1. Program Title	Civil Engineering
2. Specialization	Civil
3. Number of Educational Years	5
4. Credit Hours	179
5. The system Used to Select the Exams Committee	The exam committee consists of a group of at least two staff (maximum four) in same field.
6. External Examiner	Available <input checked="" type="checkbox"/> Not available <input type="checkbox"/> The institute has nominated external examiners to carry out the evaluation of graduation projects

B- Specialized information

7-Statistics:										
7-a-No. of Students Enrolled in this Program	1248									
7-b-Percentage of Success in the Program	90 % (2014-2015 level 1 to the number of graduation)									
7-c-The Number of Enrolling Students in the Program Through the Last Three Years	Year					Number of students				
	2015-2016					328				
	2016-2017					335				
	2017-2018					345				
7-d-Percentage of Success in the Last Exam	No. of students			No. of passing			Percentage %			
	189			171			90.47%			
7-e-Percentage of Successful Students According to Grades Obtained	A	A-	B+	B	B-	C+	C	C-	D+	D
	0	0	9	28	30	45	59	0	0	0
	0%	%0	5 %	16 %	18 %	26 %	35 %	0%	0%	0%
<u>8-Academic Standards</u>										



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

<u>8-a- Academic Reference Standards</u>	<p>National Academic Reference Standard (NARS) for Civil program derived from generic engineering standards of National Agency for Quality Assurance & Accreditation for Education (NAQAAE) were adopted and approved by Institute council.</p>
<u>8-b- Student Support Systems for Low and High Achievers</u>	<ul style="list-style-type: none"> • In general any student is guided by an academic advisor individually. • Based on the number of students in each department, an academic advisor is assigned a group of students. • Each student has got a complete record – STUDENT FILE– which his academic advisor uses every term during the student’s registration procedure for his courses. • Enlightened by this data the academic advisor can guide the student to register according to plans that will grantee a better performance for each student individually. • Students under average GPA 2.0 are dealt with more special care to aid them reorganize their courses and avoid staying under probation. • Students with special needs are also aided on social and academic level by their academic advisor. • Any student’s complaints against any social or academic actions are dealt with using an academic complaint procedure which outlines the actions to ensure that problem situations are handled on a timely and professional basis. The student academic Advisor is kept updated with any outcomes of the student complaint. • Similarly, any student’s appeal for his courses grades are dealt with using an academic appeal procedure which outlines the actions to ensure that problem situations are handled on a timely and professional basis. Again the student academic advisor is kept updated with any outcomes of the student complaint.
<u>8-c- Program Reference Standard Measure</u>	<p>- National Academic Reference Standard (NARS) for Civil program derived from generic engineering standards of National Agency for Quality Assurance & Accreditation for Education (NAQAAE) were adopted and approved by Institute council.</p>
<u>8-d- Program Catalog</u>	<p>Available <input checked="" type="checkbox"/></p> <p>Not available <input type="checkbox"/></p> <p style="text-align: center;">Available on the website of institute</p> <p style="text-align: center;">http://site2.dhiet.net/</p>
<u>8-e- Availability of Regular Evaluation and Revision System for the Program</u>	<p>Available <input checked="" type="checkbox"/></p>



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

	Not available <input type="checkbox"/>					
8-f- Compatibility of Academic Structure of the Program with the ILOs	<ul style="list-style-type: none"> • Compatible • program courses are compatible with ILOs as indicated in the attached comparison matrix 					
9- Student Assessment for Measuring the Intended Learning Outcomes (ILOs)						
9- Assessment Methods	<p>Different types of methods verify the performance of students distributed on Intended Learning Outcomes:</p> <p>1-Written Exams including short Quizzes, midterm exam, and final term exam to asses Knowledge, understanding and Intellectual Skills.</p> <p>2- Oral Exams including those taken during laboratory hours to asses Knowledge, Intellectual Skills and General Skills.</p> <p>3- Assignments and course term work to asses Knowledge Skills, Intellectual Skills, Professional Skills, General and Transferable Skills.</p> <p>4- Mini projects (single student or team work) to asses Professional, Practical Skills, General and Transferable Skills.</p> <p>5- Practical Work to asses Professional, Practical Skills, General and Transferable Skills.</p> <p>6- Graduation Projects (single student or team work) to asses Professional, Practical Skills, General and Transferable Skills.</p>					
10- Learning Resources						
10-a - No. and Ratio of Institute Members and their Assistants to students (Full Time & Part Time)						
Department Staff No.					Students No.	Students No. Vs. Department Staff No.
	Prof.	Associate Prof.	Assistant Prof.	Total	1248	66
Full Time	2	3	10	15		
Part Time	3	0	1	4		
Total	5	3	11	19		



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

Department Staff No.				Students No.	Students No. Vs. Department Staff No.
	Dem.	Ass. Lec.	Total	1248	57
Full Time	10	12	22		
Part Time	0	0	0		
Total	10	12	22		
<u>10-b Matching of Institute Member's Specialization to Program needs</u>				Appropriate <input checked="" type="checkbox"/> Appropriate to some extent <input type="checkbox"/> Not Appropriate <input type="checkbox"/> <ul style="list-style-type: none"> According to the previously mentioned statistics concerning the number of staff with respect to the number of students in each semester, we can deduce that most of the specialties in the program are covered. 	
<u>10-c-Adequacy of Library Facilities</u>				Appropriate <input checked="" type="checkbox"/> Appropriate to some extent <input type="checkbox"/> Not Appropriate <input type="checkbox"/> <ul style="list-style-type: none"> In general, the library serving the academic community as a whole. Regular opening hours are from Saturday – Thursday (9 am – 4:00 pm) except during the summer it ends at 2:30 pm. It offers a distinguished up-to-date information service through direct connection to the Internet. The Library serves the under graduate students, faculty members, researchers and professionals with a maximum capacity to accommodate daily 30 users. The books and references are of the latest editions and cover a wide range of topics in the field. The library also supervises and orders the student textbooks requested by the department every year. They are given to the students through the Library book store facilities. 	
<u>10-d- Adequacy of Laboratories</u>				Appropriate <input checked="" type="checkbox"/> Appropriate to some extent <input type="checkbox"/> Not Appropriate <input type="checkbox"/> <ul style="list-style-type: none"> Laboratories are available and covering most of the Civil Engineering program courses. Most of the Equipment's& Software are available for students. Each Lab has got a qualified technician. 	



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

	<ul style="list-style-type: none"> The average number of students is 4 students/ experiment or less according to the lab capacity.
<p><u>10-e- Adequacy of Computer Facilities</u></p>	<p>Appropriate <input checked="" type="checkbox"/> Appropriate to some extent <input type="checkbox"/></p> <p>Not Appropriate <input type="checkbox"/></p> <ul style="list-style-type: none"> Computer Laboratories are available and covering most of the program Civil Engineering courses needed. Some of the computer Labs consists of a range of 20 – 30 computers all of which are connected through a network and with access to the Internet. Most of the Software is available for students. Qualified Technicians, with very good computer usage skills. The average number of students is 1 student / computer or according to the lab capacity.
<p><u>10-f- Adequacy of Field / Practical Training Resources</u></p>	<ul style="list-style-type: none"> A student can start his training after the 6th and the 8th term of study during the summer. Over 85% of the students gained a real chance to be well trained and some of which joined those same places after graduation. Each student completes a technical report in which he gives a good points about the field site . Also he prepared report every week that include his recommendations for the training. All students are obliged to be trained during the summer unless there is a critical excuse presented by the student, such as a medical or social excuse. However a student still has to complete his training course later on as a graduation requirement.
<p><u>10-g- Co-operation with Industry Companies for Students Training</u></p>	<ul style="list-style-type: none"> There is a great cooperation with almost all companies all over Egypt for training the students. There is a half yearly meeting with Consultant Industrial Committee concerning the development of the program as well as providing training opportunities for the students.
<p><u>11– Quality and Enhancements System</u></p>	
<p><u>11-a-Follow up System for weaknesses</u></p>	<p>Active <input checked="" type="checkbox"/> Active to limited extent <input type="checkbox"/></p> <p>Not active <input type="checkbox"/></p> <ul style="list-style-type: none"> One of the ways of insuring that the program objectives are being



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

	<p>fulfilled is by continuous observing of the following:</p> <p>Staff performance: Each lecturer (full time and part time as well) is evaluated according to a lecturer assessment sheet which contains areas for evaluating his performance. The evaluation depends on several inputs including the students' feedback and the program manager opinion based on the students' statistics analysis.</p> <p>Furthermore, the participation of the full time staff members in the department's administrative activities, social activities and scientific activities (published papers and attended conferences) are assessed by the program manager.</p>
<p><u>11-b-Effectiveness of Institute laws and Regulations for Progression and Completion</u></p>	<p>Suitable <input checked="" type="checkbox"/> Suitable to limited extent <input type="checkbox"/></p> <p>Not Suitable <input type="checkbox"/></p> <ul style="list-style-type: none"> • All of our regulations and procedures are monitored within the departments / institute. • All of the procedures according to their relevance are known and used by the appropriate personnel either he / she is teaching or administrating. • Student attendance is also followed by a special procedure that covers most of the details based on his attendance rate of the course. • Any staff member can raise non-conformity report about any defect or misuse of procedures or regulations of the faculty /university.
<p><u>11-c-Effectiveness of Program Internal Evaluation System</u></p>	<ul style="list-style-type: none"> ▪ <u>Internal Evaluators</u> <ul style="list-style-type: none"> - Professors only must be relevant to the Program being reviewed. - Unbiased Professionals each in his field of Specialty. - Able to offer remarkable recommendations which can be used to improve the system ▪ <u>Students</u> <ul style="list-style-type: none"> - Student feedback is a great aid to course evaluation. - Specific lecturing, tutorials/ labs, projects,... etc evaluation. - Analyzing and responding to feedback from students about their program experience and, specifically, about the quality of teaching, and courses.
<p><u>11-d- Comments of External Evaluation</u></p>	<p>Comments about</p> <ol style="list-style-type: none"> 1- Review of courses ILO's and compatibility with program . 2- Preparation of specification of training field. 3- Increasing the interest of self-learning activates 4- Using old references in some courses.



Ministry Of Higher Education
Delta Higher Institute for Engineering & Technology

2- Program Development Proposal for 2018/2019			
DOMAIN	Activities	Responsibility	Time frame
Program Structure	The current situation of the program is satisfactory, No modification is required		
Courses, Deletions and Additions and Modifications	Some topics will be modified to be suitable for stakeholders .	Course coordinator/ Head of Department	September 2018 – May 2019
Training and Skills	Arranging free workshop time for practical courses where the students can design and realize the experimental works by them selves.	Course coordinator/ Head of Department	September 2018 – May 2019
E-Learning development	Completion of uploading software courses on the web site (http://dhiet.net/e_learning/)	Course coordinator/ Head of Department	September 2018 – May 2019
Staff Development	1. Allow staff members to attend professional conferences (providing fund)	Dean	September 2018 – May 2019
	2. Training staff members to upload their e-courses.	Head of Department	September 2018
	3. Training courses will be provided for staff members in their field and in teaching and general fields.	Dean	September 2018 – May 2019

Program Coordinator:

Name	Signature	Date
Ass.Prof. Mahmoud Salah		August 2018

Head of Department:

Name	Signature	Date
Prof. Dr.Saad Moharram		August 2018