

**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:Ibn Sina University of Medical and Pharmaceutical Sciences.....

Faculty/Institute: ...College of Dentistry.....
Scientific Department: ..Department of OMFS and Oral Diagnostics.....
Academic or Professional Program Name: .OMFS.....
Final Certificate Name: ..BDS.....
Academic System: ...Yearly.....
Description Preparation Date:
File Completion Date:

Signature:
Head of Department Name:

Signature:
Scientific Associate Name:

Date:

Date:

The file is checked by:
Department of Quality Assurance and University Performance
Director of the Quality Assurance and University Performance Department:
Date:
Signature:

Approval of the Dean

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

Mainly updated OMFS books

14. Program Development Plan

Enabling students to participate in oral surgical procedures under sedation
Encouraging students to attend maxillofacial surgery procedures under GA

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
5 TH YEAR		ORAL AND MAXILLOFACIAL SUREGRY	OPTIMAL												

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

Course Description Form

1. Course Name:					
Oral and maxillofacial surgery					
2. Course Code:					
3. Semester / Year:					
2024-2025					
4. Description Preparation Date:					
20.11.2023					
5. Available Attendance Forms:					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 credit hrs. 30hrs theory, 60 hrs clinical training					
7. Course administrator's name (mention all, if more than one name)					
Name: Prof. Dr. Faaiz Alhamdani Email: Faaiz@ibnsina.edu.iq					
8. Course Objectives					
Course Objectives			<ul style="list-style-type: none"> having the broad knowledge in OS Acquiring the necessary knowledge dental implant surgery Having essential knowledge maxillofacial surgery 		
9. Teaching and Learning Strategies					
Strategy		Enabling the students to balance between relevant theoretical and diagnostic knowledge and their surgical skills, and ensure having problem solving abilities for surgical conditions			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

1	1	1- Surgical diagnosis 2- Knowledge available approach in management 3- Knowledge outline on surgical approach 4- Outline knowledge expected complications	Orofacial pain	Powerpoint lectures with quizzes	Daily quizzes, middle year and final year exams
2	1		Preliminary management of patient with facial fractures		
3	2		Principles of reconstructive surgery		
5	1		Vascular anomalies		
6	1		Laser and Cryosurgery in oral and maxillofacial surgery		
7	1		Cleft lip and palate		
8	2		Orthognathic surgery		
10	2		Temporomandibular joint (TMJ) disorders Salivary gland disease		
12	2		Implant Treatment: Advanced Concepts		
14	2		Oral cancer		
16	1		Non-odontogenic tumors and fibro-osseous lesions of the jaw		
17	2		Odontogenic tumors		
19	2		Benign cystic lesions of the oral cavity		
21	2		Odontogenic diseases of the maxillary sinus		
23	1		Potentially malignant disorders of the oral mucosa		
24	2		Preprosthetic surgery		

26	1		Dentoalveolar and soft tissue injuries		
27	2		Fractures of the middle third of facial skeleton		
29	2		Fractures of the mandible		

11. Course Evaluation

60 degrees for the final exam. 15 degrees for the midyear exam. 15 degrees on the clinical requirements. 5 degrees for the summer training. 5 degrees on the daily quizzes

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Introduction to Oral and Maxillofacial Surgery Contemporary Oral and Maxillofacial Surgery
Main references (sources)	Contemporary Oral and Maxillofacial Surgery
Recommended books and references (scientific journals, reports...)	Oral and Maxillofacial Surgery Clinicians
Electronic References, Websites	