**Focus Group**

**Title:** Needs Assessment of academic program evaluation

**Research project title:** A Proposed Web application for program evaluation in the Palestinian Higher Education Institutions (HEIs)

**Location:** Palestine Technical University– Khadoori- Ramallah.

**Date:** Monday 16/10/2017

1. **Current Situation (where are we now?)**
2. In your opinion, what is the importance of self-evaluation for the academic programs?
3. How many Academic programs have you evaluated at your HEI in the last three years?
4. Who requested this self-evaluation from your institution? Who funded it?
5. Which standards and benchmarks did you employ in your evaluation?
6. How did you perform the evaluation process? Did you use special software?
7. What were the strengths and weaknesses of the evaluated programs? How did you consolidate the strengths and treat the weaknesses?
8. What are the challenges did you confront? How did you treat them?
9. **Desired Situation (What are we looking for?)**
10. In your own opinion, what are the suitable standards and benchmarks for self-evaluation of the academic programs in the Palestinian universities?
11. In your own opinion, what is the importance of performing the external evaluation for the academic programs?
12. In your own opinion, what is the necessity to agree on unified frameworks/ standards and benchmarks for program evaluation? (Alternatively, should HEIs be free to choose suitable ones?)
13. In your own opinion, who will be best responsible to follow up with the internal and external evaluation of the academic programs in Palestine?
14. In your view, who should be responsible for financing the external evaluation process?
15. How can information systems assist in internal evaluation and/or external review of academic programs?
16. In your opinion, how should the results of the external review of academic programs be mainstreamed in Palestinian HEIs? (Direct reports, workshops, web posting, etc.).
17. **Bridging the Gap (How to achieve the desired situation?)**
18. How can the Palestinian HEIs be obliged to conduct self-evaluation and external review of their academic programs?
19. In your opinion, what is the importance of setting weights and scores for the extent to which academic programs achieve the standards and benchmarks?
20. After reviewing the quality assurance manual for academic programs in Arab universities issued by the AArU, how appropriate are these standards for evaluating academic programs in the Palestinian universities?
21. After reviewing the prototype of the web tool for program evaluation that have been proposed in the mentioned research project, what are the advantages and disadvantages?
22. How much do you want to evaluate an academic program at your university as a pilot model using the proposed web application?
23. If the Palestinian MoEHE adopts this or a similar system, how likely is your university to carry out evaluation of its programs on a regular basis?
24. What are the most important recommendations that you came out of this consultative meeting in order to reach the desired situation?