KAIMOSI FRIENDS UNIVERSITY

QUALITY MANAGEMENT SYSTEM BASED ON ISO
9001:2015 STANDARD

DIRECTORATE OF QUALITY ASSURANCE AND MANAGEMENT SYSTEMS

QUALITY OBJECTIVES
KAFU/QO/200/005

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QUALITY OBJECTIVES FOR THE FINANCIAL YEAR 2022/2023
DEPARTMENT/SECTION: DIRECTORATE OF QUALITY ASSURANCE AND MANAGEMENT SYSTEMS

S/N0	Objective	Who will be responsible?	What will be done?	When will it be completed?	What resources will be required?	How will the results be monitored and evaluated?
	State a measurable quality objective addressing any of the dimensions of quality product/service	*Give the title of the person to ensure that the quality objective is achieved (the process owner)*	*State activities to be undertaken to ensure that the quality objective is achieved*	*For every activity in column 3 indicate when it will be completed*	*Indicate the resources required to undertake the activities in column 3*	*Indicate how results will be monitored and evaluated that you've met the quality objective*
1	To streamline implementation of QMS requirements by conducting at least one ISO sensitization workshops every Academic year for all new employees.	Director, QA & MS.	▪ Develop a work plan for the Directorate ▪ Formulate a budget for training newly recruited staff ▪ Undertake training.	Once every Academic Year	Personnel; Budgetary allocation Stationery	- Report on training - List of training attendees - Work plans for the Directorate - Recruiting and retaining qualified staff and continually enhancing their competence on emerging trends in relevant areas of specialization
2	To monitor individual lecturer's	Director QA	▪ The quality Assurance academic	Every /each semester	✓ Personnel ✓ Stationeries	- Review the evaluation forms -Evaluate the achievement at the end

	effectiveness by evaluating their effectiveness in curriculum implementation by the end of every semester	& MS	champions to monitor and ensure prompt issuance of the pedagogical tools by all lecturers to students ▪ Enhance the lecturer adherence to structured deliverable and returning feedback to the students		✓ Printing and photocopying ✓ Personnel; ✓ Budgetary allocation	of each semester - Continually review and develop curricula that meet the needs and expectations of customers, and make them relevant and adaptable to the changing market needs,

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			▪ Issue evaluation forms to the students to rate the lecturer			
		Director QA & MS	▪ Students to fill in class attendance list ▪ Employ the use of Quality Assurance Academic champions to monitor both lecturers and students class attendance and	By the end of each semester	✓ Personnel ✓ Stationeries	- Review the class attendance forms - document the achievement at the end of each semester. - To put in place mechanisms that maintain academic excellence and professionalism in teaching and learning

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			report to QMS for action.			
3.	To enhance students and lecture attendance through class monitoring exercise		▪ Through the support of Registrar (AA) office and security office implement			- Report on numbers of classroom attendees instantly - Faster authentication, accuracy, scalability

			the use of biometric technology to monitor students' attendance.			

4	To strengthen teaching by conducting at least one pedagogy workshop for lecturers within any given academic year	Director QA &MS	▪ Plan for pedagogy training
			▪ Invite lecturers
			▪ Conduct the training
				Once every Academic Year	✓ Finances
					✓ Personnel
						- Review the meeting minutes /
						    list of attendance /reports
						- Evaluate the achievement at the end
						    of financial year 2021/2022
						- To establish strategic linkages and
						    collaborations with other reputable
						    academic institutions and industry
						    for holistic education

5.	To improve awareness of the internal quality audit (IQA)	Director QA&MS	▪ Develop Directorate ISO Work plan	KAFU shall conduct internal audits	Personnel; budgetary allocation; training schedules	- Reports of training - Training contracts/LPOs/approvals

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	process by facilitating one internal auditors' refresher course for all University internal auditors every academic year.		▪ Develop a Budget for training for the newly recruited staff ▪ Engage Consultants ▪ Undertake training.	once every Academic year to determine the effectiveness of the quality management system in order to identify opportunities for improvement. and establishing records and reporting results.		- Attendance lists of trainees - Training Certificates -
6.	Conduct Sensitization training for Quality Assurance	Director QA&MS	Appointment of new quality assurance academic champions every academic year.	Conducting ones every academic year.	Personnel; budgetary allocation; training schedules	- Minutes of meetings - Reports - Attendance list

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	Academic champions		Developing work plan for trainings. Budgeting for training.			

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