





KITALE NATIONAL POLYTECHNIC

QUALITY MANAGEMENT SYSTEM BASED ON ISO 9001:2015 STANDARD

CBET/CURRICULUM DEVELOPMENT AND REVIEW COORDINATOR QUALITY

OBJECTIVES

KNP/QO/CBET/o4

Authorized by: _____ Principal	Sign: 	Date: <u>25TH OCT 2021</u>
Issued by: _____ Management Representative	Sign: 	Date: <u>25TH OCT 2021</u>

CBET/CURRICULUM DEVELOPMENT AND REVIEW COORDINATOR

QUALITY OBJECTIVES FOR THE FY 2021-2022

SNo	Objective	Who will be responsible?	What will be done?	What resources will be required?	When will it be completed?	How will the results be monitored and evaluated?
	<i>State a measurable quality objective addressing any of the dimensions of quality product/ service</i>	<i>Give the title of the person to ensure that the quality objective is achieved (the process owner)</i>	<i>State activities to be undertaken to ensure that the quality objective is achieved</i>	<i>Indicate the resources required to undertake the activities in column 3</i>	<i>For every activity in column 3 indicate when it will be completed</i>	<i>Indicate how results will be monitored and evaluated that you've met the quality objective</i>
1.	To Increase enrolment of CBET programs in KNP by ensuring that every Academic Department rolls three CBET programs by 30 th June 2022	CBET/CURRICULUM COORDINATOR	-To initiate contractual agreements with the relevant departments and the registry to achieve this objective -Constantly consult with the various stakeholders to address any emerging issues.	<ul style="list-style-type: none"> • Personnel • Space • Finances • Equipment • Stationery 	By June 30 th 2022	<ul style="list-style-type: none"> • Management reviews • Performance reports in the various departments
2.	To carry out a needs assessment within the community and develop at least one curriculum that addresses the Gaps by 30 th June 2022	CBET/CURRICULUM COORDINATOR	-Carry out the needs assessment and prepare the reports -Prepare the curriculum with objectives that address the Gaps identified -Capacity building and report evaluations	<ul style="list-style-type: none"> • Personnel • Finance • Stationery • Equipment 	By June 30 th 2022	<ul style="list-style-type: none"> • Preparation of needs assessment reports • Review of draft curricula • Capacity building reports
3.	To initiate the Production of Equipment and Course Material by 30 th June 2022	CBET/CURRICULUM COORDINATOR	-Initiate the KNP resource production Unit. -Include the objective in the CBET/CURR. Development Policy	<ul style="list-style-type: none"> • Personnel • Space • Finance • Equipment 	By June 30 th 2022	Start the Equipment and course material production Unit.

4.	To initiate the KNP CBET day by 30 th June 2022 to help enhance Technology, Creativity, Innovations and Inventions.	CBET/CURRICULUM COORDINATOR	Initiate the KNP CBET day	<ul style="list-style-type: none"> ▪ Personnel ▪ Finances 	By June 30 th 2022	Fixing the day in the Polytechnic calendar of Events
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PREPARED BY: THE CBET/CURRICULUM DEVELOPMENT AND REVIEW COORDINATOR

APPROVED BY: 

DATE: 25th October 2021