



PRESIDENT'S NEWS DIGEST

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MESSAGE FROM THE PRESIDENT

I am delighted to announce the fantastic news regarding the confirmation from NAQQAET that our Law Programme has achieved Full Confidence. The decision was confirmed last week at the weekly Bahraini Cabinet meeting (Ministerial Council). I would like to take this opportunity to congratulate Professor Waheeb Al-Khaja, Chairman of the Board of Trustees, Dr Khaldoon Qtaishat, Dean of the College of Law, all colleagues in College of Law, the Quality Centre and the University as a whole.



Last week and as usual, the University was very busy with many activities and events:

On Sunday 29 February, we celebrated the achievements of our outstanding students. I am grateful to all those colleagues who turned up to the ceremony to recognise our top performing students. The event was organised by the Deanship of Student Affairs and Evening Studies with the support of Marketing and PR demonstrating team spirit. In total 46 students were recognised; 77% female and 23% male. Our students produced and displayed a short film clearly showing amazing talent and imagination. I would like to thank Mr Mohammed Najjar and colleagues in the Deanship of Student Affairs and Ustaza Ruqaya for being the MC.

Professor Craig Barker from LSBU visited us on Wednesday, 2 March and we explored opportunities for joint activities.

The President, Profs Zedan, Siddeeq and Saad attended the Bahrain UK Universities symposium organised by the British Council and HEC and the President attended a dinner hosted by the British Council to welcome our colleagues from the UK. The president attended a meeting for University presidents in Bahrain with Professor Riyadh Hamzah, Secretary General of the HEC.

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Prof Hamzah addressed issues related to Computer Science/IT courses and the importance of updating the curriculum in this area to make fit for the market place. In addition, he raised issues with all presidents about the quality of Masters Theses, importance of strategic planning and a strategic HR plan for staff recruitment. Prof Hamzah stated that “the monthly knowledge sharing” sessions organised by HEC, is an opportunity to meet with peers from other universities and hence should be attended by different people every time. He also addressed the issue of HEC progress reports and suggested that we should have more information about events or projects related to admissions, students services, data collection, etc. He also re-emphasized on the importance of quality and that it should be at the heart of all what we do.

It was really pleasing to see last week the students’ magazine, Swalifna, published on the web site, this is a major achievement.

Finally, the 2nd HEC progress report was submitted on time last Sunday.

I am listing below some important activities that need to be given top priority:



1. Program reviews for Arts and Science: all course portfolios for the 3 programs should be up to date and consistent; CVs for all staff should be consistent following a standard format
2. Feedback on staff teaching in every semester should be analyzed and action plans should be developed
3. Class teaching observations is a major requirement in the accreditation and should be done properly
4. Staff attendance should be collected every 2 weeks as in our policy
5. Staff appraisal needs to be undertaken, a major requirement by accreditation
6. The students/staff ratio needs to be checked on a regular basis and a recruitment plan for staff needed to teach on programs has to be in place
7. Students satisfaction, retention and progression surveys need to be undertaken year on year according to the accreditation handbook
8. Syllabus for all courses need to be up to date and follow the standard template
9. All staff, students, alumni, etc surveys need to be undertaken, analyzed and action plans are put in place
10. All exams for final examination need to be sent to external examiners and feedback is addressed, this is major requirement for accreditation and program review
11. Early registration needs to be handled for next semester
12. Schedule of classes for future semesters need to be centralized taking into account car parking capacity, students needs, availability of subjects, etc.
13. Masters theses: a seminar being organized by Dr Ramzi on Monday the 7 March, I will be talking about the quality of Masters Theses.



A VISIT TO YOKO HOUSE FOR THE ELDERLY

On behalf of the Community Engagement Office, Professor Saad Darwish and Hana Dwesan visited Yoko House for the Elderly on 29 Feb 2016, in Al Hidd /Muharraq Governate and met with the Director, Mrs Reema Bin Shams, and discussed future collaborations in support to the old and retired people.



REMINDER OF THE WEEK:

THE INSTITUTIONAL ACCREDITATION STANDARDS (HEC)



AREA 7: Premises, Facilities and Learning Resources (6 Standards)

The institution must have secure possession of and access to its premises (3 KIs)

1. The institution must have secure tenure on its premises.
2. The institution must have the legal right to use these premises for the delivery of higher education.
3. Where required, the institution must have access to suitable external premises for academic or non-academic purposes of a temporary or occasional nature.

The premises must provide a safe, secure and clean environment for students and staff (10 KIs)

1. Access to the premises must be appropriately restricted and secured.
2. The premises must be maintained in an adequate state of repair, decoration and cleanliness.
3. The institution must demonstrate an ongoing commitment to compliance with quantitative directives issued by HEC and included in the licensing requirements.
4. Current and projected student intake numbers must be directly related to the physical resources, capacity and capability of the institution to deliver its programs effectively.
5. There must be specific safety rules in areas of particular hazard (e.g. science laboratories) made readily available to students, staff and visitors.
6. General guidance on health and safety must be made available to students, staff and visitors.
7. There must be adequate signage inside and outside of the premises and notice boards for the display of general information.
8. There must be adequate circulation space for the number of students and staff accommodated, and a suitable area in which to receive visitors.
9. There must be toilet facilities of an appropriate number and level of cleanliness.
10. There must be adequate air conditioning, heating and ventilation in all rooms.



Classrooms and other learning areas must be appropriate for the programs offered (4 KIs)

1. Classrooms and other learning areas must provide adequate accommodation in size and number for the classes (e.g. lectures, seminars, tutorials) allocated to them.
2. Classrooms and any specialized learning areas (e.g. laboratories, clinics, workshops, studios) must be equipped to a level which allows for the effective delivery of each program.
3. There must be facilities suitable for conducting assessments such as examinations.
4. Teaching areas must be of an appropriate size and level of equipment for lectures, seminars and tutorials.

There must be appropriate additional facilities for students and staff (8 KIs)

1. Students must have access to sufficient space and suitable facilities for private individual study and group work.
2. Teaching staff must have access to sufficient personal space for preparing lessons, marking work and consultations with students.
3. Students and staff must have access to space and facilities suitable for relaxation and the consumption of food and drink where appropriate.
4. Students and staff must have access to secure storage for personal possessions where appropriate.
5. There must be individual offices or rooms in which academic staff and senior management can hold private meetings and a room of sufficient size to hold staff meetings.
6. Administrative offices must be adequate in size and suitably resourced for the effective administration of the institution.
7. Students must have access to medical facilities of a first aid nature and to a source of advice on general health and well-being issues.
8. Students must be provided with dedicated facilities which enable them to enjoy leisure activities such as sports and creative pursuits.

REFLECTIONS FROM THE PRESIDENT

If I could go back in time and become a lecturer again, I would have:

1. Engaged with my students through classroom discussions, students' projects, case studies, and problems solving in order to make learning great fun
2. Used more practical examples as students learn more by doing
3. Kept my lecture notes, syllabus, and course portfolios up to date as this demonstrates professionalism and respect for my students who trusted me to give them the best education



4. Used visual and modern technologies to demonstrate to my students that I am up to date with recent advancements, which can make learning and teaching more entertaining
5. Treated my students as adults realizing that they are no longer in primary schools. Thus avoiding the broadcasting model and the spoon-feeding approach.
6. Made time and myself available for my students to help them with any academic queries, especial during exams.
7. Prepared my students quite well to do well in exams through revision sessions
8. Graded the students fairly and presented their grades to see how they have done relative to each other in the class
9. Demonstrated passion for teaching and learning
10. Kept reading about new methods of teaching and learning and about my area of specialty in order to cover subjects that are topical and up to date.
11. Embraced innovation in everything I do
12. Led by example demonstrating my commitment to time management, communication, presentation, research and analytical skills.
13. Kept sending my students positive vibes that they are doing well and avoided discouraging them. An encouraging and supportive environment to students is much more productive and enjoyable.
14. Provided feedback to my students on regular basis



Enjoy Reading
