

Ser.	Course	Date In	Date Out	Provider Internal/External	No. of Attednees
1	PCAP Phase 1	10-Sep-17	14-Sep-17	UoB	7
2	HEA Phase 2 Visit 3	14-Sep-17	17-Sep-17	Dr. Adrian Brocket of HEA	25
3	New Academics' Induction Program	20-Sep-17		Multiple Lecturers	8
4	Unified Arab Index Forum	20-Sep-17	22-Sep-17	King. Abdulaziz Public Library	1
5	Benchmarking	12-Oct-17		Solo Partner- Sufian	20
6	Capacity Building- Efficient Teaching	23-Oct-17		Solo Partner- Margaret	20
7	Capacity Building- Efficient Teaching	24-Oct-17		Solo Partner- Margaret	19
8	Capacity Building- Efficient Teaching	24-Oct-17		Solo Partner- Margaret	17
9	Measurement Framework	25-Oct-17		Solo Partner- Margaret	20
10	UKPSF- HEA Application	26-Oct-17		Dr. Faiza, Dr. Marwan, Dr. Saeed	17
11	Accreditation Area 3- Session 1	26-Oct-17		Dr. Assem	50
12	PILOS/ CILOS	26-Oct-17		Dr. Bassam	20

13	PCAP Phase 2	5-Nov-17	7-Nov-17	UoB	7
14	Academic Advising	8-Nov-17		Dr. Saeed Al Duleimi	12
15	Cycle 2- Program Review	9-Nov-17		Dr. Bassam	16
16	Accreditation Area 3- Session 2	9-Nov-17		Dr. Assem	31
17	International Quality Assurance	12-Nov-17	16-Nov-17	Cliks	2
18	Accreditation Area 3- Session 3	16-Nov-17		Dr. Assem	37
19	Academic Advising	23-Nov-17		Dr. Faiza, Mr. Siddique	61
20	Institutional KPIs: examining the measurement methods and the set target values.	4-Dec-17		SOLO Partners	25
21	Re-scheduling of the SOLO consultancy milestones and deliverables to include institutional research.	4-Dec-17		SOLO Partners	15
22	Measurement Framework for Program Reviews: Presenting and validating the measurement framework addressing all the BQA indicators.	4-Dec-17		SOLO Partners	25
23	Follow-up with the College of Arts and Science on their progress regarding the programmes with limited confidence	4-Dec-17		SOLO Partners	22
24	Class Observation	5-Dec-17		SOLO Partners	10
25	Benchmark: a practical workshop to work on the benchmark exercise	5-Dec-17		SOLO Partners	25
26	Academic Advising	7-Dec-17		Dr. Faiza, Mr. Siddique	
27	Reimagining Student Services: Creating an Innovative & Responsive Student Experience	11-Dec-17	13-Dec-17	Cliks	1
28	PG Workshop	13-Dec-17		Dr. Ahlam Ethawy	9
29	Professional Development for Researchers	6-Jan-18	8-Jan-18	HEC- British Council	3

30	Professional Development for Researchers	9-Jan-18	11-Jan-18	HEC- British Council	2
31	Course Portfolio Management/ Study plan	10-Jan-18	10-Jan-18	Dr. Al Aghbary- Dr. Assem	60
32	Presentation and communication Skills in Higher education	10-Jan-18	10-Jan-18	Dr. Rawya	60
33	Publishing Scientific Research	11-Jan-18	11-Jan-18	Prof. Mahmoud	43
34	Methods of Participation in Community Engagement	11-Jan-18	11-Jan-18	Dr. M. Al Hamamy	28
35	Role of IT in Higher Education	14-Jan-18	18-Jan-18	Admin Development Institute	1
36	Reflective Writing	16-Jan-18	16-Jan-18	Mr. Hashem	7
37	International quality assurance	16-Jan-18	16-Jan-18	Dr. Roy	
38	Conducting Action Research	17-Jan-18	17-Jan-18	Dr. M. Oudat	18
39	Good Teaching Conference	21-Jan-18	21-Jan-18	All Academics	110
40	writing benchmark reports	27-Jan-18	27-Jan-18	SOLO Partners	20
41	analysis of students assessed work	27-Jan-18	27-Jan-18	SOLO Partners	10
42	PCAP Phase 3	4-Feb-18	8-Feb-18	UoB	6
43	Innovation in HE Institutions	8-Feb-18	8-Feb-18	Dr. Shamsan	
44	Academic Leadership	19-Feb-18	22-Feb-18	UoB	1
45	HEA Accreditation	15-Mar-18	17-Mar-18	HEA- Dr. Fiona Smart	3
46	Benchmarking Policies	22-Mar-18	22-Mar-18	QAAC- Dr. Nympha	20
47	ASU External Examiner's Policies	29-Mar-18	29-Mar-18	QAAC- Dr. Al Aghbary	18
48	International Conference of "Foundation Programs in Higher Education	31-Mar-18	1-Apr-18	UoB	3
49	Rubric Design	5-Apr-18	5-Apr-18	Dr. Bassam	
50	Use of Technology in Teaching	19-Apr-18	19-Apr-18	Mr. Muath Hussein	4
51	SPSS Training	23-Apr-18	26-Apr-18	Gulf University	5
52	APRR Workshop	30-Apr-18	30-Apr-18	QAAC- Dr. Al Aghbary	17
53	ICDL Test	24-May-18	24-May-18	Training Center	2
54	How to present a complete Model Report /Template for program benchmarking	7-Jun-18	7-Jun-18	Dr. Sofiane- SOLO Partners	19
55	Yearly Excellence Seminar	11-Jun-18	11-Jun-18	Gen. Hesham Halaby	30
56	COSHH Training	30-Jun-18	30-Jun-18	Manahel for Training	3
57	Student Recruitment	24-Jul-18	24-Jul-18	Yasser Abu Sennah Al Mahdy Hussein	40
TOTAL HOURS					

Remarks	Hours per Day	Total Hours Per Person	Grand Total Hours
UoB	6	30	210
HEA	6	24	600
	7	7	56
KUWAIT	6	18	18
	2	2	40
	2	2	40
	2	2	38
	2	2	34
	2	2	40
	2	2	34
	2	2	100
	3	3	60

UoB	6	18	126
	2	2	24
	3	3	48
	2	2	62
DUBI	6	30	60
	2	2	74
	3	3	183
	3	3	75
	3	3	45
	3	3	75
	3	3	66
	3	3	30
	3	3	75
			0
DUBI	18	24	24
	2	2	18
HEC	6	6	18

HEC	6	6	12
	2	2	120
	2	2	120
	2	2	86
	2	2	56
DUBI	5	1	1
	1	1	7
Rescheduled			0
	1.5	1.5	27
	8	8	880
	2	2	40
	2	2	20
UoB	6	30	180
Rescheduled			0
	7	28	28
	6	18	54
	1.5	1.5	30
	1	1	18
	6	18	54
			0
	6	24	120
	1	1	17
	1	1	2
	1.5	1.5	28.5
	2	2	60
	6	6	18
	2	2	80
		37.0	4331.5