

# President's News Digest

## Message From the Editor

Welcome to the 15<sup>th</sup> issue of the 5<sup>th</sup> volume of the President's News Digest.

In this issue **Professor Hilal Mohammed Yousef Al-Bayatti, the Director of Quality Assurance and Accreditation** will address the subject of "Benchmarking from a New Angle "

Email: [Hessa.almeraisi@asu.edu.bh](mailto:Hessa.almeraisi@asu.edu.bh)  
T: +973- 16036161



Mrs. Hessa Al Meraisi  
Manager of President's Office

## Inside this Issue

Message from the Editor

Message from a Colleague

Course Portfolios and their Importance

Applied Science University Visited the General Secretariat of the Council of Representatives

Taking Notes Effectively

Staff Induction Day

The visit of Link Tutor from Cardiff Metropolitan University to ASU

Government Schools Consultative Visits

University Participation in Bahrain Exhibition for Training and Education Pre-Employment 2020

Interview with Alumnus

The Victory of ASU soccer team against University of Bahrain soccer team

Orientation Day for the Newly Enrolled Students for the Second Semester 2019/2020

Honoring ASU Graduates Participated in Khalijee 24

Quote of the week

من روائع الشعر العربي

## Message from a Colleague Benchmarking from a New Angle

It is apparent to all that commitment to quality requirements is a key for success in order to secure the University's achievements, whether those are compulsory requirements by regulatory bodies, or optional requirements by independent quality agencies. However, attaining success requires cooperation and contribution from everybody at all levels to exploit each and every opportunity for the improvement of individual performance as well as that of departments.

Benchmarking is one of the most important approaches used by outstanding Higher Education Institutions (HEIs) for continuous improvement. It enables academic departments to get the latest best practices with regards to their programmes. It also provides departments with solid evidence on why they choose some practices while leaving others, which will contribute in presenting them confidently during external quality reviews.

In addition to academic departments, administrative and supporting departments are not an exception in this regard. Those departments could also benefit from their counterparts in other institutions. For example, a recent study recommended that HEIs focus more on transitional support which impacts positively on the students' choice of university. (Rughoobur-Seetah, 2019) This proves that all departments should work while keeping in mind that there is a high probability that somebody else is doing better than us in one area or more, so benchmarking will definitely benefit all departments (academic as well as administrative).

Therefore, ASU has emphasized the importance of benchmarking by allocating a well detailed policy "ASU Benchmarking Policy" that has all the formal processes and procedures (including templates) for carrying out a benchmarking exercise. Therefore, academic as well as administrative departments should have a look at the Benchmarking Policy from time to time for implementation and in order to check for possibilities of improvements in their processes and procedures that can be achieved through benchmarking.



Professor Hilal Mohammed  
Yousef Al-Bayatti  
Director of Quality Assurance  
and Accreditation

**Professor Hilal Mohammed Yousef Al-Bayatti** joined Applied Science University (ASU) as the Vice President for Academic Affairs and Development in September 2007. I hold a PhD degree in Computer Science. My current position is Director of Quality Assurance and Accreditation Centre and Professor of Computer Science at ASU.

Professor Al-Bayatti graduated from the College of Science, University of Baghdad in 1970, with a Bachelor Degree in Mathematics. He then obtained his MSc in Computer Science at the University College London, University of London in 1977. He later obtained his PhD in Computer Science at Loughborough University of Technology, UK in 1986.

Professor Al-Bayatti was promoted to an Associate Professor in 1992 and to a full Professor in Computer Science in 1998. Professor Al-Bayatti has held a number of Academic and Administrative positions at department, faculty, and university levels. He was appointed to the post of Head of Computer Science Department from 1992 to 1994, and to the post of Dean from 1994 to 2005. He was appointed to the post of Vice President for Academic Affairs and Development at ASU in September 2007. In year 2017 appointed as the director of quality assurance and accreditation Centre.

Prof. Al-Bayatti have successfully supervised 15 PhD and 30 MSc students to completion in Computer Science. He have also been involved as a chair or member of 30 PhD and 40 MSc examination committees.

In addition to the formalities that should be followed with regards to the Benchmarking process at ASU as mentioned in the Benchmarking Policy, academic and administrative departments can also follow some non-conventional self-improvement processes. As per the Universal Business School Sydney (UBSS) – one of the pioneering HEIs in benchmarking – benchmarking could be conducted internally by taking advantage of past employment experiences, current teaching profile (ASU’s part-time staff currently teaching at other institutions) and student feedback. (Benchmarking at UBSS. 2019)

As a result, all programmes and faculty members could benchmark internally with others across the University in many important areas like the use of modern teaching tools and strategies, preparation and supervision of research, course portfolio preparation etc.

Lastly, the QAAC with the support from the senior management has conducted several workshops on benchmarking that provided participants with the latest updated practices and practical tools needed to achieve the goals of benchmarking effectively and efficiently.

The QAAC team is glad to provide any further needed support in this regard.

#### References:

- Rughoobur-Seetah, Soujata. 2019. Factors affecting students’ choices of tertiary institutions in small island developing economies. *Quality in Higher Education*, 25(2) pp. 117-132
- BENCHMARKING AT UBSS. 2019. Published by Universal Business School Sydney. Australia

## Course Portfolios and their Importance

Course portfolios are the backbones of any program reviews, NQF academic programmes placement and institutional accreditation and institutional reviews. In addition, they reflect the quality education we are delivering at the University. It is our duty as educationalists to produce state of the art course portfolios in order to demonstrate to our students and their parents that we are providing them with an exceptional academic experience and that we are seriously committed to help them achieving the learning outcomes which will help them find jobs in a competitive market place. The QAAC has produced a template for course portfolios and it is a straightforward process once we follow the designed template. We just need to put efforts into something that reflects quality and excellence. Excellent course portfolios contain information about the academic programmes, a sample of lecture notes, a sample of assessed work, and a reflective section amongst few others. I don’t think it is that hard for somebody who has written a PhD or Master thesis to produce such a document. It just needs rigour, dedication, and a good and reflective mind. We should all make exceptional efforts in order to produce course portfolios that reflect on our reputation and quality standards. The departments, colleges and QAAC conduct regular audits of course portfolios and it is embarrassing to see course portfolios not produced to the highest standards. The minimum we can do for our students is to provide them with exceptional knowledge and learning outcomes that are summarised in an easy to produce course portfolios. As we keep saying, quality should be at the heart of all what we do, and a badly produced course portfolio contradicts our philosophy of quality and excellence. Let’s work hard to make our University excels and exceptional course portfolios are an integral part of our roadmap towards excellence.



Written By  
Professor Ghassan Aouad  
The President of Applied  
Science University

## Applied Science University Visited the General Secretariat of the Council of Representatives

As a part of the Community Engagement Office at Applied Science University , on Thursday the 6<sup>th</sup> of February 2020, a delegation from ASU represented by Dr Mohammad Alaa Al-Hamami, the Manager of the Community Engagement Office, Dr Ali Mosa Aldada, the Acting Head of Department of Political Science, Dr Ahlam Ibrahim Al-Ithawi, the Assistant Professor in Department of Business Administration, and Ms Ghada Nayer Ihsan, a Lecturer in the Department of Public Law; visited the General Secretariat of the Council of Representatives.

The means of cooperation were discussed within the Memorandum of Understanding that was signed off between the two parties.



Written by  
Dr. Mohammed Al-Hamami  
Office Manager of  
Community Engagement



## Taking Notes Effectively

In spite of the fact that many of my students believe that it is not essential to take notes in class, I always try to convince them that taking notes assist them to comprehend what they learn. In addition to that they need to have the required skills of taking notes. Why? Taking notes in class helps students to focus during the lecture. It also helps them to revise the information after the lecture in order to remember the details. Taking notes helps to comprehend and know the important points.

The question which is raised by my students is “how can we take notes?” and “what kind of notes help us succeed in our studies?”

At the beginning of each course I always suggest the following to my students:-

- Students need to have an idea about the required material that will be taught before they come to the class. They can read it in the textbook or the references in accordance with the study plan and the course syllabus. When they come to the class, they have an idea about it and it will be much easier for them to understand what the lecturer says and to take notes in the proper way.
- Students must organize their ideas and then write the notes in their own words. They must write the date at the top of the page and start with the main ideas. It will be really convenient if they leave spaces between the lines in order to fill them with details after the class or if they want to add any material from the handouts, they can insert what they want between the lines.
- Taking notes is not a mechanical process. As I have mentioned before, the students should listen, think and then write in their own words what they hear.
- Sometimes while the lecturer is delivering his lecture, students ask questions. If the answers of the questions are new for the student who is taking notes, it will be an excellent idea if he writes them down, add them to his notes and revise them thoroughly with the rest of the notes when he reaches the house or while he is studying at the library.
- Each student has his own way of taking notes. Some students prefer to make graphs, others prefer to make charts. There are students who make an outline or paragraphs. What is worth mentioning is that notes rely on the material itself and the student who takes notes.
- Some students take notes in the class and when they reach home, they try to summarize it as much as possible. If the students want to remember the notes, they must be active learners. Students must try to interact positively with their notes. They need to understand that they read their notes, discuss them with their peers, write the main points again and engage themselves in discussions related to the material that they have written in their notes.
- Many students prefer to use the Cornell Method which is based on dividing the paper into cues, notes and summary which comes at the end of the page. In this way students can organize in each column their notes the way they want and make matters as simple and easy as possible. Many students prefer to use the mind map. This kind of note taking is related to the topic. It starts with the main idea in the big circle and the other details related to it each in smaller circle.
- I always tell my students that it is important for them to choose the right place to sit in the class. From my experiences most of the good students prefer to sit in the first or second row in the class and they try to avoid sitting in the back because it is difficult for them to hear me while I deliver the lecture.
- I advise my students to participate in discussions during the class and not to dedicate all of their time for taking notes. Many students neglect critical thinking and asking questions during the class. Instead, they focus on note taking.



Written By  
Mr. Hamzah Ramadan  
Lecturer

- Taking notes helps the students to know how to link the information they learn with the practical life. The student creates links between what he learned in the past and what he is learning at the present. Different questions are raised in his mind and this makes him understand the past and the new information intensively.
- Something practical must be done with the notes. They must not be left neglected. Instead, they must be filled with questions and comments taken from the textbook and other different sources.
- Many students try to avoid learning the vocabularies they write in their notes. They do not bear in mind that these new words are related to what they learn and neglecting them will not help them echo what they learn.

To conclude, we need to exert every possible effort to encourage our students and help them learn how to take notes. The process will be rather difficult but motivating them to do so will reflect positively on them and by time. Taking notes will be a habit that they will get used to and practice during their academic life.

<https://collegeinfo geek.com/how-to-take-notes-in-college/#the-best-note-taking-systems><https://depts.washington.edu/ic/content/notes.php?style=graphics>

## Staff Induction Day

On 4<sup>th</sup> February 2020 the University hosted the 2<sup>nd</sup> staff induction day for the Academic year 2019 – 2020. Many thanks go to all the new and existing staff who attended the new semester’s Staff Induction Day. The event started with a very warm welcome by the President Professor Ghassan Aouad, who highlighted the strategic directions of the University and the role new staff can play in its development. The President presented some key facts about the University and the many opportunities that are within our grasp. The President presented the vision and mission of the University and the strategic priorities as specified in our strategic plan. He covered the three core pillars of Teaching and Learning, Research, and Community Engagement, and the four supportive pillars of Student Support, Internationalization, Quality Assurance, and Sustainable Growth. Our staff, students and other stakeholders should be familiar with our strategy house, vision, mission, values, and physical and organizational charts, which are displayed on our screens and banners across various locations in the University. The President concluded his presentation by highlighting our priorities over the next 5 years including sustainable growth, international professional accreditation and creating research capacity. The second presentation was delivered by the VP for Academic Affairs and Development who spoke about our teaching and learning strategy emphasizing the importance of course portfolios preparation, staff development and quality of teaching delivery. He emphasized the importance of peer review of teaching and class observations. Dr. Hayat Ali the Acting Dean of Students Affairs then presented the deanship role in supporting students and the services they provide within the deanship. The Director of Admin and Finance spoke about the various divisions that report to him including HR, procurement and logistical issues, finance and admin. The heads of these divisions presented the services their departments provide.



Written By  
Mr. Yasser Mustafa  
Abusinah  
**Director of Training ,  
Development & Continu-  
ing Learning**



## The visit of Link Tutor from Cardiff Metropolitan University to ASU



Dr. Mukul Madahar, Associate Dean Partnerships, and Link Tutor for the Cardiff Metropolitan University Programmes visited ASU on the 5<sup>th</sup> and 6<sup>th</sup> February 2020.

The first day of the visit consisted of meetings with Senior Management and the Programme Coordinating teams. Dr. Madahar also delivered two well-received staff development sessions on; (1) designing assessments and (2) moderation and second marking.

On the second day of the visit, Dr. Madahar had lengthy meetings with students on both CMU programmes. He also observed the interim exam board, which was attended by lecturers from the respective CMU programmes, members of the management team, and colleagues from CMU through a video link and the External Examiner from the UK through also a video link.

The visit concluded with a very positive feedback session in which Dr. Madahar noted the high standards maintained by ASU in the delivery of the programmes. He also thanked the lecturers and management staff for their hospitality, and for their continued efforts to support the students on the Cardiff Metropolitan University Programmes.



Written By  
Mr. Noel Lavin

**Director of Foundation  
and English Delivery  
Services Acting Office  
Manager of International  
Partnerships**

## Government Schools Consultative Visits

The Directorate of Marketing and Public Relations started their visits to a number of Government schools as part of the Ministry of Education's plan to introduce the universities programmes to 12<sup>th</sup> grade students.

Students during the visits have been provided with all essential information about the University's programmes both existing and hosted Engineering majors from London South Bank University. Many questions have been raised by the students regarding the admissions requirements, financial services & facilities in addition to the future career path of each major that is offered by the University.

The larger numbers showed their preferences towards Business Programmes & Computer Science in addition to others who showed their interest for Engineering (LSBU), Law and Political Science. The visits will take place until mid of April 2020 to cover all government schools' boys and girls.



Written by  
Ms. Ruqaya Mohsin  
**Director of Marketing and  
Public Relations**



## University Participation in Bahrain Exhibition for Training and Education Pre-Employment 2020

The University participated in the Bahrain Exhibition for Training and Education Pre-Employment 2020, which was held under the patronage of HE Jameel bin Mohammed Hamaidan, the Minister of Labour and Social Development at the Gulf Hotel Bahrain Convention and Spa for 2 days (03<sup>rd</sup> -04<sup>th</sup> February). Many universities, vocational and educational institutions and training centers beside few consultation agencies participated in the exhibition.

The Exhibition was inaugurated by HE the Minister in the presence of Professor Ghassan Aouad, University President, Ms Ruqaya Mohsin -Director of Marketing and Public Relations, Mr Abdulla Al Khaja -Director of Administration and Finance and other VIP guests. The exhibition attracted secondary school students along with their parents, University graduates, and jobseekers in addition to the training and recruitment agencies. During the exhibition an interactive presentation was delivered by Ms Ruqaya, demonstrating the University programmes, providing career advice and other essential information that student mainly inquire.

The primary purpose for the participation was to illustrate and deliver the best guidance to students by introducing them the specializations offered by the University for both existing and the hosted British programmes from London South Bank University.



Written by  
Ms. Ruqaya Mohsin  
Director of Marketing and Public Relations

## Interview with Alumnus



<b>Name:</b>	<b>Khalifa Ali Abdulla Ahmed Matar</b>
<b>Workplace:</b>	<b>Bahrain Defense Force</b>
<b>Academic Degree</b>	<b>B.A</b>
<b>Academic Major</b>	<b>Political Science</b>
<b>Tell us about your Experience at ASU in terms of learning environment and teaching methods.</b>	Excellent atmosphere for all the students of the University. The lecturers created connection between theory and practice. Accordingly ,the students are distinguished in their practical life. As a political science student, field trips to the government and private sectors in addition to visiting the parliament enriched my experiences during my study at the university.
<b>What did you enjoy the most about your experience at ASU?</b>	The most useful experience for me was participating in charity. I felt that such participation helped to refine my personality. The administration of the University supported this experience on the academic as well as administrative level
<b>Tell us a success story inspired by ASU.</b>	When I joined ASU, I was not such a good speaker. I felt all the time that this is a weakness in my personality because I am a political science major. After a spontaneous meeting with Professor Ghassan Aoud, the president of the University in which he talked about volunteer work and how it is important to the students. Things started to change for me as I started to play an active role at the university. I joined the student council in its tenth session. In addition, I was the head of the media club. All of these factors played an important role in the development of my personality. I started to notice that my GPA increased tremendously and expressed my opinion in my lectures. Because I enjoy photography very much, I started to focus on taking photos. Also, I joined the other students in the activities of the National Day. I do believe that the administration of University trusts its students and this is one of the main reasons for which our University is very distinguished. Last year, I also decided to join the students council.. I would like to seize this opportunity again to express my thanks to our University because of its vital role.
<b>In your Opinion, What are the Improvement areas you would like to see at ASU in the future?</b>	<b>Having a Media Major</b>
<b>Final words</b>	<b>I wish our University continues progress and prosperity</b>



Interviewed By: Mrs. Noora Musalam, **Manager of Career Development & Alumni Affairs Office, Deanship Of Student Affairs**



## The Victory of ASU soccer team against University of Bahrain soccer team

On 7<sup>th</sup> February 2020, with an excellence performance, high discipline and with major support of large audience, ASU soccer team and the title holder managed to achieve its third victory in the national league competition for universities in its second edition with a result of 4-1 in a match against university of Bahrain soccer team. The match was attended by Professor Ghassan Auwad, President of the University, the senior management and large number of employees and students to show their support to the team.



Written by  
Ms. Rawan Bucheeri  
Administrator In  
Student Services  
Office



## Orientation Day for the Newly Enrolled Students for the Second Semester 2019/2020

On 5<sup>th</sup> February 2020, under the Patronage of Professor Ghassan Auwad, President of the University, the Deanship of Student Affairs organized an orientation day for the newly enrolled students for the second semester 2019/2020. The event was divided into two parts, the first one was in Abdulla Nass hall where the program started by a welcoming speech from Professor Ghassan Auwad who welcomed the newly enrolled students and emphasized on the full support of the university toward a successful educational journey, then a film of ASU significant achievements in 2019 were presented. Also, the admission and registration procedures were fully explained to the students. The second part included a tour arranged by the student council's members to showcase the facilities available for them. The tour continued to the students club's tables placed at university lobby to get to know the features of each club. Finally, the deans of each college gave the students full details about their specific programs and they responded to their queries.



Written by  
Ms. Rawan Bucheeri  
Administrator In Student Services Office

## Honoring ASU Graduates Participated in Khalijee 24

On 6<sup>th</sup> February 2020, under the Patronage of Professor Waheeb Alkhaja, Chairman of the Board of trustees and by invitation of Professor Ghassan Aouad, President of the University, ASU graduates who participated in Khalijee 24 were honored for their significant performance and achievement in Khalijee 24. Also, the student Majeed Kadhem was honored for being the league champion without defeat in volleyball in the presence of the senior management, Deanship of Student Affairs, the Student's Council (13<sup>th</sup> cycle), the Alumni club board of directors' members (4<sup>th</sup> cycle), and ASU sport teams.

Mr. Ismaeel Abdulatif, Mr. Abdulwahab Al Malood, and Mr. Ahmed Bugamar as ASU Alumni were proud of their achievement and they expressed their appreciation for the continuous support of the University.



Written by  
Ms. Rawan Bucheeri  
Administrator In Student Services Office

## Quote of the Week

*"It is not enough to do your best. You must know what to do, and THEN do your best"*

- W. Edwards Deming

من روائع الشعر العربي

كم منزل في الأرض يألفه الفتى \*\*\* وحينئذ أبدأ لأول منزل

-أبو تمام