



To: Professor Hassan Hamdan Al Alkim, President

From: Prof. Stephen Wilhite, Provost

Re: Academic Council Actions AY 2021- 2022 / MTG 9

Date: 2 March 2022

The Ninth Academic Council Meeting was held on 28 Feb 2022 at 1:00 p.m. and on 2 March at 10 a.m. through Microsoft Teams due to application of precautionary measures to limit the spread of COVID-19. The main purpose of this meeting was to approve the curriculum committee in School of Engineering and to consider a number of Procedures Revisions.

The Chair and Seven other members attended the meeting. Dr. Maxime was invited to attend this meeting in place of Dean, School of Arts and Sciences.

The Provost applied the motion procedure in considering all of the agenda items.

At its meeting of 28 Feb 2022 the AURAK Academic Council took the following actions, which I hereby submit for your consideration:

AY 21-22.9.1 Welcome

- The meeting started at 1:00 pm with welcome remarks made by the Provost.

AY 21-22.9.2 Minutes and Actions from Previous Meeting:

- This item was tabled for the next meeting.

AY 21-22.9.3 Policies and Procedures:

✚ Teaching Load and Equivalency Procedure:

- The Council decided to modify the proposed revision as follows:
 - ✓ modify the section below, since the canceled statement was addressed in the next category.

- **“Laboratory and studio courses**

Each one (1) contact-hour associated with a laboratory course, or studio course, ~~or other instruction related activities (such as working with students in the Writing Center or Math Center)~~ is equivalent to 0.5 credit hours toward the teaching load.”

- ✓ Modify the Department Chair release section as follows:

For departments offering no degree-granting program, regardless of number of faculty in the department – 6 credit hours per academic year

For departments with fewer than 8 faculty members, regardless of number of programs in the department – 6 credit hours per academic year



For departments with 8 to 12 faculty members and one or two programs – 9 credit hours per academic year

For departments with more than 12 faculty members and one or more programs – 12 credit hours per academic year

For departments with three or more programs, regardless of number faculty in the department – 12 credit hours per academic year

✓ Adding the two categories below:

Faculty Senate Chair – 3 credit hours per semester

General Education Committee Co-Chair – 3 credit hours per academic year

Academic Integrity Officer – 3 credit hours per academic year

✓ Keeping the Institutional Effectiveness Coordinator – 3 credit hours per semester

- The Council decided not to count the adjunct faculty toward the number of faculty that will affect the Department Chair load
- The Council decided not to consider the General Education under any department since it is a program tough by faculty from different departments.
- The Council decided that the faculty will grant 0.5 credit hour is awarded to a faculty member for each Master's thesis supervised by semester. And the thesis course must be offered as 3 credit course in sequence.

- The Academic Council Members unanimously approved the amended Teaching Load and Equivalency Procedure

✚ Student Academic Integrity Procedure:

- The Academic Council Members unanimously approved Student Academic Integrity Procedure without any changes.

✚ Class Size Procedure:

- The council decided to modify the proposed revision as follows:

I. Undergraduate Courses:

- ✓ Adding the following: “Note: The maximum class sizes specified may be exceeded by up to 15% without approval”

II. Graduate Courses:

- ✓ Adjust the minimum number to 8 students
- ✓ Adding the note “Note: The maximum class sizes specified may be exceeded by up to 20% in online courses without approval.”
- ✓ Remove the language related to the Online Courses.

- The Academic Council Members unanimously approved the amended Class Size Procedure



🚩 AY 21-22.9.4 Curriculum Items:

- This topic has been tabled for the next session

AY21-22. 9.5 Any other relevant business

- The Provost decided to continue the meeting later in the week.

The meeting was adjourned at 3:00pm. The minutes of meeting will be sent soon.





The next session was conducted on 2 March 2022. The Chair and Seven other members attended the meeting. Dr. Maxime was invited to attend this meeting in place of Dean, School of Arts and Sciences.

AY 21-22.9.3 Policies and Procedures:

✚ Teaching Load and Equivalency Procedure:

- ✓ The Provost informed the members that he modified the description of amendments to the Teaching Load and Equivalency Procedure, as I have further tweaked the language based on changes proposed in the last session
- ✓ The Council decided to add the note below:
“the number of faculty with teaching assignments will be determined by the Provost in consultation with the school’s dean.”
- The Academic Council Members unanimously approved the further revised version.

AY 21-22.9.4 Curriculum Items:

I. School of Engineering

✚ Program Educational Objectives

- The Academic Council Members unanimously approved the following new Program Educational Objectives (PEOs) as amended by the Provost for Computer Science, Industrial Engineering and Mechanical Engineering:



Computer Science	
<i>Current PEOs</i>	<i>Proposed / Suggested PEOs</i>
<p>A few years after graduation, our graduates will be:</p> <ol style="list-style-type: none"> 1. Successful professionals and innovators in theoretical and practical areas of computer science. 2. Engaged in creating a positive technological impact with sufficient awareness of the ethical, legal, and security issues of computer science. 3. Equipped with the skills required for professional practice including functioning in teams, communicating effectively, and life-long learning. 	<p>A few years after graduation, our graduates equipped with the necessary skills will be:</p> <ol style="list-style-type: none"> 1. Innovators in applied areas of computer science, effectively accomplishing software-related projects to meet market needs, and actively engaging in research. 2. Professionals making informed judgments and creating a positive technological impact with awareness of the ethical and legal issues of computer science. 3. Leaders in the computing field capable of working in teams, communicating effectively, and engaging in life-long learning and community service

Industrial Engineering	
<i>Current PEOs</i>	<i>Proposed / Suggested PEOs</i>
<p>A few years after graduation, our alumni will be:</p> <ol style="list-style-type: none"> 1. Create values for their employers and demonstrate their leadership in engineering, operation and management positions. 2. Expand their communication capabilities, skills and knowledge through professional development and advanced education. 3. Attain the contributions to multidisciplinary team goals and value-added engineering that will support the industrial engineering ethics, profession and enable career advancement. 	<p>The Graduates of the Industrial Engineering Program who are armed with knowledge and skills are expected to:</p> <ol style="list-style-type: none"> 1. Create value for their employers by demonstrating their leadership in quality engineering, operation and management positions. 2. Expand their communication capabilities, skills and knowledge in design and development related to industrial engineering. 3. Advance their careers and the profession through actively engaging in multidisciplinary teams and displaying professional behavior consistent with the ethics of industrial engineering.



Mechanical Engineering	
<i>Current PEOs</i>	<i>Proposed / Suggested PEOs</i>
A few years after graduation, our alumni will be: 1. Implement mechanical engineering skills in a broad range of industries such as energy, transportation and construction. 2. Pursue advanced education, research and development, and other creative and innovative efforts in science, engineering and technology. 3. Perform in a responsible, professional, teamwork and ethical manner. 4. Possess the skills for leadership roles and adapt to changing global markets.	A few years after earning their degree, our graduates will: 1. Take leadership positions in energy and industrial sectors in response to regional and global market needs. 2. Pursue higher education, research and development, and/or other creative and innovative efforts in science, engineering and technology. 3. Create start-up companies that provide creative products and services for industry and society.

Change in Existing Courses:

➤ The Academic Council Members unanimously approved the changes in the existing courses listed below:

- Department of Chemical and Petroleum Engineering

Course	Nature of Change	Old Data	New Data (Proposed Changes)
PENG 351: Reservoir Rock and Fluid Properties (SCC & UCC)	Pre - requisite/s and Co - requisite/s	Pre - requisites: CHEM 215 Co - requisites: NONE	Pre - requisites: PENG 202 Co - requisites: NONE



▪ Department of Mechanical and Industrial Engineering

Course	Nature of Change	Old Data	New Data (Proposed Changes)
MENG 342: Fluid Mechanics Lab (SCC only not included in the UCC)	Pre - requisite/s and Co - requisite/s	Pre - requisites: MENG 231 Co - requisites: MENG 341 OR CIEN 251	Pre - requisites: MENG 231 Co - requisites: CIEN 251
MENG 361: Heat Transfer (SCC & UCC)	Pre - requisite/s and Co - requisite/s	Pre - requisites: MENG 212 AND MATH 214 OR MATH 214 AND CHEN 312 Co - requisites: NONE	Pre - requisites: MENG 211 AND MATH 214 Co - requisites: NONE
MENG 362: Thermal Sciences Lab (SCC & UCC)	Pre - requisite/s and Co - requisite/s	Pre - requisites: MENG 212 Co - requisites: MENG 361	Pre - requisites: MENG 211 and MENG 231 Co - requisites: MENG 361
MENG 463: Energy Conversion and Management (SCC & UCC)	Pre - requisite/s and Co - requisite/s	Pre - requisites: MENG 361 Co - requisites: NONE	Pre - requisites: MENG 212 Co - requisites: NONE

AY21-22. 9.5 Any other relevant business

- ✓ The Council decided to revise the Thesis Courses to be treated as the Senior Design Courses with respect to the following:
 1. offering them in 2 phases (Thesis I and Thesis II) both courses are linked to each other.
 2. offering Thesis I in the first semester and in the subsequent semester Thesis II.
 3. Thesis I CLOs will be created to cover the project design and methodology.
 4. Thesis II CLOs will be created to cover the results and outcomes of the project, along with discussion of the implications of the findings.
 5. The student will receive grade “IP” at the end of Thesis I and the final grade for both courses will be received at the end of Thesis II.
 6. The faculty will not be asked to submit DASPA and Course File for Thesis I.



- ✓ The Council approved to change the spelling of name of the student with ID NO: 2016002567 who graduated in Spring 2020 from “Salma Mohamed **Mhrs** Hosni Abdelwahab” to “Salma Mohamed **Mhrz** Hosni Abdelwahab” to match her new passport and ID which were issued after the graduation date. She will be issued a new diploma and certificate with the corrected name, and her academic record will be changed to reflect the corrected name.
- ✓ The next Academic Council which was scheduled on 9th March has been cancelled.

Notes:

The final recommended Procedures will be submitted by Ms. Amanda Fiona Forte, Chief Strategy and Excellence Officer, on behalf of Academic Council.

