



To: Professor Hassan Hamdan Al Alkim, President

From: Prof. Stephen Wilhite, Provost

Re: Academic Council Actions AY 2021- 2022 / MTG 1

Date: 9 September, 2021

The First Academic Council Meeting was held this noon 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 List of Graduates for Summer I Session 2021 and Internship Session 2021 and to consider a group of Policies and Procedures.

The Chair and nine other members attended the meeting. Dr. Maxime has been invited to attend this meeting to replace Prof. Jyoti in her absence.

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

At its meeting of 9 September, 2021 the AURAK Academic Council took the following actions, which I hereby submit for your consideration:

AY21-22.1.1 Welcome

- The meeting started at 12:00 pm with welcome remarks and introductions of the new members made by the Provost.

AY21-22.1.2 Minutes and Actions from Previous Meeting:

- The Academic Council members unanimously approved the Eighth Academic Council Minutes of Meeting which were circulated to the members on 11th of July.
- The Provost went through the remaining 2 items from the Action Grid and Registrar confirmed that both items AY20-21.2.4 and AY20-21. 6.3.1 have been completed.

AY20-21.1.3 List of Graduates:

❖ List of Graduates Summer I Session 2021

I. School of Arts and Sciences

- **The Academic Council members unanimously approved the list of graduates (Bachelor and Master) submitted by the Associate Dean, School of Arts and Sciences.**

II. School of Business



- **The Academic Council members unanimously approved the list of graduates (Bachelor and Master) submitted by the Dean, School of Business.**

III. School of Engineering

- **The Academic Council members unanimously approved the list of graduates (Bachelor) submitted by the Interim Dean, School of Engineering**

(Please find Attachment 1 which includes the final list of all Graduates for Summer I Session 2021.)

❖ List of Graduates for Internship Session 2021

I. School of Arts and Sciences

- **The Academic Council members unanimously approved the list of graduates (Bachelor) submitted by the Associate Dean, School of Arts and Sciences.**

IV. School of Business

- **The Academic Council members unanimously approved the list of graduates (Bachelor) submitted by the Dean, School of Business.**

V. School of Engineering

- **The Academic Council members unanimously approved the list of graduates (Bachelor) submitted by the Interim Dean, School of Engineering**

(Please find Attachment 2 which includes the final list of all Graduates for Internship Session 2021.)

AY21-22. 1.4 Internship Revision:

I. **Duration: two 8 weeks internship sessions**

- **The Council confirmed that the School of Engineering and School of Business will offer 2 internship sessions for all undergraduate programs. Each one with 8 weeks' duration.**



- **The Council agreed that one session will be a Project-based Internship Course, and the other session will be an Employer-based Internship Course.**
- **The School of Arts and Sciences has not been asked to revise its internship course and duration through mandated “reforms” from the CAA.**

II. Credit Hours:

- **The council supported the following:**
 - **In the School of Business, eliminating 2 elective courses and replace them with 2 internship major requirements courses. The total credit hours for all undergraduate program will not be changed.**
 - **In the School of Engineering, they are suggesting to reduce the 4-credit Math courses to be 3 credits only. It was noted by Council members that this change will simplify our transfer process by being consistent with other UAE institutions. The Provost added that if the students need more time in Math course they can visit the Math Center.**
- **The Provost did not support the School of Engineering suggestion of changing UNIV 100 from 1 credit to 0 credit due to the importance of this course in preparing students to meet university expectations and the likely role of UNIV 100 in the Quality Enhancement Plan.**

III. Course Code:

- **The School of Engineering prefers to have one internship code for all undergraduate programs except Architecture, Interior Design and Computer Science following ABET standards.**
- **The Provost focused on having different code for the School of Arts and Sciences and Business. Each school will have a specific school code.**
- **The Chief Strategy and Excellence Officer suggested to have a code for each undergraduate program.**
- **This issue will be resolved later.**

AY21-22. 1.5 Course File:



- **This topic has been tabled for the next meeting.**

AY21-22. 1.6 Policies and Procedures:

I. Certification Policy New

- **The Academic Council unanimously approved the revised new Certification Policy.**
(Please find attachment No. 3)

II. Academic Advisement Policy Revision

- **The Academic Council unanimously approved the Academic Advisement Policy Revision without any modification.**
(Please find attachment No. 4)

III. Academic Advisement Procedure Revision

- **The Academic Council unanimously approved the revised Academic Advisement Procedure Revision.**
(Please find attachment No. 5)

AY21-22. 1.7 Online and Distance Learning Strategy:

- **This topic has been tabled for the next meeting.**

AY21-22. 1.8 Rankings and Proposed Actions

- **This topic has been tabled for the next meeting.**

AY21-22. 1.9 Any other relevant business

- The Provost asked the members to send their feedback regarding the other documents which will be discussed in next week's meeting to the Chief Strategy and Excellence Officer.

Notes:

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

The meeting was adjourned at 2:00 pm. The minutes of meeting will be sent soon.

