



To: Professor Hassan Hamdan Al Alkim, President

From: Prof. Stephen Wilhite, Provost

Re: Academic Council Actions AY 2021- 2022 / MTG 2

Date: 15 September, 2021

The Second Academic Council Meeting was held on 15 September 2021 at 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 curriculum changes and to consider Faculty Promotion Policy and Procedure Revisions.

The Chair and nine other members attended the meeting. Dr. Maxime was invited to attend this meeting in place of Prof. Jyoti who was on sick leave. Two guests were invited to attend this meeting.

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

At its meeting of 15 September, 2021 the AURAK Academic Council took the following actions, which I hereby submit for your consideration:

AY21-22.2.1 Welcome

- The meeting started at 12:00 pm with welcome remarks made by the Provost.

AY21-22.2.2 Minutes and Actions from Previous Meeting:

- This topic has been tabled for the next meeting

AY20-21.2.3 IT Issues:

- ✓ The Office of Information Technology Manager was invited to attend this discussion and to address the questions and concern the members have regarding the SIS.

I. Student Transcript Information (semester to semester consistency)

- The council agreed on the following actions:
 - ✓ Auditing manually all students transcript information, comparing the archived Campus View records and AURAK SIS generated records.
 - ✓ Giving priority to the auditing of School of Engineering transcripts, beginning next week, because of the in-progress ABET review of all programs, finalizing the review of all Engineering transcripts prior to the ABET visit.
 - ✓ Auditing of all student transcripts will be finalized by first week of November.



- ✓ Adding automated calculation of “Credits completed toward the degree” to the transcript to enhance the SIS.
 - The Provost asked the Dean, School of Business, to check the accuracy of the transcripts and students records for his school with the Associate Dean and Department Chairs.
 - Associate Dean, School of Arts and Sciences, reported that no issues were noticed in the school regarding the transcript.
 - Interim Dean School of Engineering is compiling a list of all identified system issues and concerns to share with the Office of Information Technology
 - The Provost asked the Office of Information Technology Manager to send him updated reports regarding the SIS issues.
- II. Graduation Certificate Security Features:
- The OIT Manager reported to Council the following:
 - ✓ Implementing within two months the use of blockchain technology for security purposes to record final approval of the certificate by the Registrar.
 - ✓ Adding the electronic signature and digital stamp (IQR code) to the certificate and transcript through the SIS system.
 - ✓ IT will work with Marketing & Communications Department to arrange for insertion of electronic signatures on all diplomas printed by the Department.
- III. Remedial Courses and Transcript:
- The Provost asked the Associate Provost of Enrollment Management to do a benchmarking among SACSCOC accredited institutions with regard to the Remedial / Developmental Courses and how they are appearing in the transcript.



AY21-22. 2.4 Curriculum Items:

- Given that all changes below were previously approved by the CAA, all have been approved by University Curriculum Committee as complying with the vision, mission, and purpose of AURAK. All the changes listed in the curriculum committee documents are meeting the general programmatic expectations of the university.

Undergraduate Programs

- **The Academic Council approved all curriculum changes submitted by the University Curriculum Committee with one modification in the Bachelor of Science in Biotechnology highlighted below.**

I. School of Arts and Sciences:

- ❖ Programs' Modifications:

Bachelor of Arts in Mass Communication

- ✓ Updating of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was updated to outline the new general education requirements.

Bachelor of Science in Biotechnology

- ✓ Updating of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plans were updated to outline the new general education requirements.
- ✓ The program learning outcomes (PLOs) were expanded to satisfy QF Emirates Level 7 requirements and provide specific PLOs for each of the three program concentrations: 1) cell and molecular biology, 2) medical biotechnology, and 3) **forensic biology**.
- ✓ The forensic science concentration was approved by the CAA and includes new coursework. The required courses for the program are outlined in the 4-Year Study Plans.
- ✓ Specific coursework for the required senior project was approved for each concentration:
 - 1) BIOL 494 Senior Project in Cell and Molecular Biotechnology,
 - 2) BIOL 495 Senior Project in Medical Biotechnology, and
 - 3) BIOL 496 Senior Project in Forensic Biology.

II. School of Business:

- ❖ Program Modifications:



Bachelor of Science in Business Administration:

- ✓ The previous programs (BS in Accounting, BS in Finance, BS in Human Resource Management, BS in Marketing) were consolidated into one program the BS in Business Administration. The program provides six identified majors and a generalist option as follows:
 1. Bachelor of Science in Business Administration (Major in Accounting)
 2. Bachelor of Science in Business Administration (Major in Business Analytics)
 3. Bachelor of Science in Business Administration (Major in Finance)
 4. Bachelor of Science Business Administration (Major in Hospitality & Tourism Management)
 5. Bachelor of Science in Business Administration (Major in Human Resource Management)
 6. Bachelor of Science in Business Administration (Major in Marketing)
 7. Bachelor of Science in Business Administration
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-year Study Plans were updated to outline the new general education requirements.
- ✓ The program learning outcomes (PLOs) were expanded to satisfy QF Emirates Level 7 requirements and provide specific PLOs (MLOs) for each of the program majors:
 - 1) Accounting,
 - 2) Finance,
 - 3) Human Resource Management,
 - 4) Marketing,
 - 5) Business Analytics, and
 - 6) Hospitality and Tourism Management.
- ✓ Specific coursework for the Business Analytics major was approved to include the creation of the new courses below:
 - BUAN 311 Business Data Mining,
 - BUAN 312 Visual Analytics,
 - BUAN 390 Internship in Business Analytics,
 - BUAN 401 Business Data Engineering, and
 - BUAN 411 Business Intelligence & Big Data Analytics.
- ✓ Specific coursework for the Hospitality and Tourism Management major was approved including the creation of the new courses below:
 - HTMT 311 Survey of Hospitality and Tourism,



- HTMT 312 Sustainable Tourism,
- HTMT 321 Hospitality Operation I,
- HTMT 322 Hotel Operations,
- HTMT 390 Internship in Hospitality & Tourism Management,
- HTMT 411 Destination Management, and
- HTMT 412 Meetings and Conventions.

- ✓ Specific coursework for the required senior project was approved for each major through creation of the new courses below:
 - 1) ACCT 444 Accounting Project Based Internship,
 - 2) FNAN 444 Finance Project Based Internship,
 - 3) MGHR 444 Human Resource Management Project Base Internship,
 - 4) MKTG 444 Marketing Project Based Internship,
 - 5) BUAN 444 Business Analytics Project Based Internship, and
 - 6) HTMT 444 Hospitality and Tourism Management Project Based Internship.
- ✓ The Generalist Option was approved as an alternative to selecting a specific major.

III. School of Engineering:

❖ Programs' Modifications:

Bachelor of Architecture

- ✓ The Program Learning Outcomes (PLOs) were expanded to satisfy the expectations of QF Emirates Level 7.
- ✓ Updating of the general education requirements to meet new general education expectations.
- ✓ Updating The 5-year Study Plan to outline the new general education requirements.
- ✓ Minor curriculum changes were included to allow INDS 121 as part of the coursework.

Bachelor of Arts in Interior Design

- ✓ All new INDS coursework was approved as incorporated into the AY 2021-2022 Catalog.
- ✓ The program learning outcomes were also approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ The new INDS coursework is provided on pages 124 and 125 of the AY 2021- 2022 Catalog.
- ✓ Update of the general education requirements to meet new general education expectations.



- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Artificial Intelligence

- ✓ All new CSAI coursework was approved as incorporated into the AY 2021-2022 Catalog.
- ✓ The program learning outcomes were also approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ The new CSAI coursework is provided on pages 129 and 130 of the AY 2021- 2022 Catalog.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Chemical Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Civil and Infrastructure Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Computer Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ Update of the general education requirements to meet new general education expectations.



- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Computer Science

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
Update of the general education requirements to meet new general education expectations. The general education section clearly demonstrates the program's compliance with all general education requirements.
- ✓ Approval was given to include CSAI Introduction to Artificial Intelligence in the Program Requirements.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Electrical and Electronics Engineering Program

- ✓ The UCC approved the consolidation of the BS in Electrical Engineering and the BS in Electronics and Communications Engineering to be restructured into the BS in Electrical and Electronics Engineering Program.
- ✓ The new program requirements were approved as finalized by discussion with the ERT and CAA.
- ✓ All new EEEN course work was approved as incorporated into the AY 2021-2022 Catalog.
- ✓ The program learning outcomes were also approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ The new EEEN coursework includes the courses listed on pages 156 and 157 of the AY 2021- 2022 Catalog.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Industrial Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.



- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Mechanical Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

Bachelor of Science in Petroleum Engineering

- ✓ The program requirements were approved as designed to satisfy the QF Emirates Level 7 requirements.
- ✓ Update of the general education requirements to meet new general education expectations.
- ✓ The 4-Year Study Plan was approved as it outlines the new general education requirements and complies with all program requirements.

- **The Provost will submit a proposal to address this Internship Course “ENGR 390” in the School of Engineering**

Graduate Programs:

- **The Academic Council approved the revised curriculum changes submitted by the University Curriculum Committee after including the Research Thesis courses required by CAA.**
- **Approved Curriculum Changes for Implementation in Fall 2021**

I. School of Arts and Sciences:

- ❖ Programs' Modifications:

Post Graduate Diploma in Education and the Master of Education: Educational Leadership



The program changes required by the ERT and the program changes approved by the CAA are incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) of the Post Graduate Diploma in Education were expanded to satisfy the expectations of QF Emirates Level 8. The Program Learning Outcomes (PLOs) of the Master of Education in Educational Leadership were expanded to satisfy the expectations of QF Emirates Level 9. The PGDE/MEd courses are included on pages 207 and 208 of the AY 2021-2022 Catalog. The 1-Year Study Plan of the PGDE was approved as complying with the program requirements. The 1.5-Year Study Plan of the MEd was approved as complying with the program requirements.

The Post Graduate Diploma in Education and the Master of Education: Educational Leadership were approved as complying with the vision, mission, and purpose of AURAK. The Post Graduate Diploma in Education and the Master of Education in Educational Leadership were approved as meeting the general programmatic expectations of the university, including for the master's program the thesis requirement.

II. School of Business:

❖ Program Modifications:

Executive Master of Business Administration

The program changes required by the ERT and the program changes approved by the CAA are incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) were expanded to satisfy the expectations of QF Emirates Level 9. The EMBA courses are included on pages 195 and 196 of the AY 2021-2022 Catalog. The 2-Year Study Plan was approved as complying with the program requirements.

The Executive Master of Business Administration was approved as complying with the vision, mission, and purpose of AURAK. The Executive Master of Business Administration was approved as meeting the general programmatic expectations of the university including the research and thesis requirement.

Master of Business Administration

The program changes required by the ERT and the program changes approved by the CAA are incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) were expanded to satisfy the expectations of QF Emirates Level 9. The MBA courses are included on pages 200 through 202 of the AY 2021-2022 Catalog. The 2-Year Plan of study was approved as complying with the program requirements.



The MBA generalist, concentrations in Finance and Human Resource Management were approved. The 2-Year Study Plans were approved as complying with the program requirements.

The Master of Business Administration was approved as complying with the vision, mission, and purpose of AURAK. The Master of Business Administration was approved as meeting the general programmatic expectations of the university including the research and thesis requirement.

III. School of Engineering:

❖ Programs' Modifications:

Master of Science in Engineering Project Management

The program changes required by the ERT and the pending program changes pending approval by the CAA are incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) were expanded to satisfy the expectations of QF Emirates Level 9. The MEPM courses are included on pages 212 through 213 of the AY 2021-2022 Catalog. The 2-Year Plan of study was approved as complying with the program requirements.

MEPM 590 Thesis was approved to demonstrate a clear pathway for compliance with the requirement for a thesis.

The Master of Engineering Project Management was approved as complying with the vision, mission, and purpose of AURAK. The Master of Engineering Project Management was approved as meeting the general programmatic expectations of the university including the research and thesis requirement.

Master in Infrastructure Engineering

The new program structure approval by the CAA is incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) were designed to satisfy the expectations of QF Emirates Level 9. The Master in Infrastructure Engineering courses are included on pages 216 through 217 of the AY 2021-2022 Catalog and include a 6-credit thesis research course. The 2-Year Plan of study was approved as complying with the program requirements.

The Master in Infrastructure Engineering was approved as complying with the vision, mission, and purpose of AURAK. The Master in Infrastructure Engineering was approved as meeting the general programmatic expectations of the university including the research and thesis requirement.

Master of Science in Sustainable and Renewable Energy



The new program structure approval by the CAA is incorporated into the AY 2021-2022 Catalog.

The Program Learning Outcomes (PLOs) were designed to satisfy the expectations of QF Emirates Level 9. The Master of Science in Sustainable and Renewable Energy courses are included on page 221 of the AY 2021-2022 Catalog and include two thesis research courses totaling 9 credits. The 2-Year Plan of study was approved as complying with the program requirements.

The Master of Science in Sustainable and Renewable Energy was approved as complying with the vision, mission, and purpose of AURAK. The Master of Science in Sustainable and Renewable Energy was approved as meeting the general programmatic expectations of the university including the research and thesis requirement.

(Please find attachment 2)

AY21-22. 2.5 Policies and Procedures:

I. Faculty Promotion Policy Revision

- This topic has been tabled for the next meeting

II. Faculty Promotion Procedure Revision

- This topic has been tabled for the next meeting

AY21-22. 2.6 Course File

- This topic has been tabled for the next meeting

AY21-22. 2.7 Online and Distance Learning Strategy:

- This topic has been tabled for the next meeting

AY21-22. 2.8 Rankings and Proposed Actions

- The Provost will form a sub-committee to revise and prioritize the actions can be taken to create the Ranking Action Plan.

AY21-22. 2.9 DASPA and Assignments

- This topic has been tabled for the next meeting



AY21-22. 2.10 Any other relevant business

- The provost announced that will schedule an Academic Council Meeting next week.

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

