



MACHS

Newsletter

The Official Newsletter of Mohammed
Al-Mana College for Medical Sciences



Message of appreciation from
the Office of the Vice Dean for
Academic Affairs

"The Vice Deanship for Academic Affairs would like to thank the Examination Unit and its members. The spirit of teamwork and dedication towards achieving the best standards is greatly appreciated. Special thanks to our valued employee; **Dr. Eman Hassan**. Your commitment and hard work for managing the Examination Unit is immensely appreciated."



Vol. 2 Issue No. 4

College News

College Council approves new vision, mission, goals and core values

The College Council unanimously approved the updated vision and mission statements as well as the core values and strategic goals that guide the future and work of the institution. The college is thrilled to start the year by a renewed sense of hope and direction as it continuously gears towards excellence and quality education. The new statements, core values and goals are read as follows:

VISION

To be a leading institute recognized for excellence in health-care education, community service and research.

MISSION

To provide high-quality education to graduate professional health-care providers primed to community needs and research.

STRATEGIC GOALS

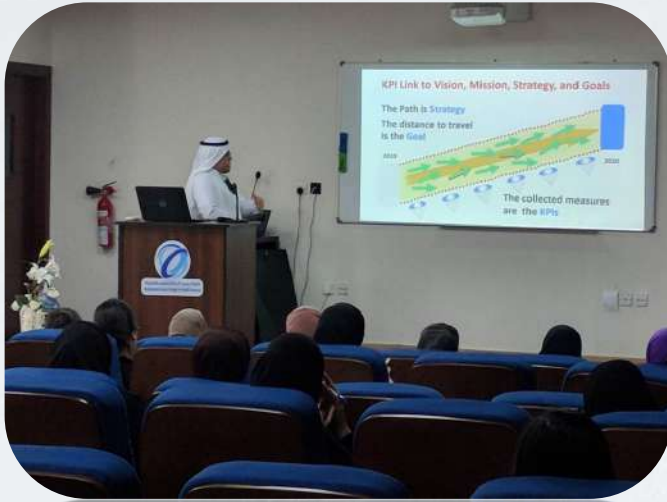
- ◆ Provide high-quality education
- ◆ Develop future expansion
- ◆ Maintain qualified and satisfied personnel
- ◆ Maintain financial stability
- ◆ Promote research
- ◆ Strengthen national and international partnership
- ◆ Promote community responsibility

CORE VALUES

- ◆ Excellence
- ◆ Leadership
- ◆ Justice
- ◆ Integrity
- ◆ Loyalty

College News

VDQD hosts KPI workshop



The Office of the Vice Dean for Quality and Development headed by Dr. Yousef AlHashem recently organized the Key Performance Indicators (KPI) workshop held at the Pharmacy Auditorium, December 9.

The workshop was held to give directions and guidance for NCAAA committee members in identifying accurate KPIs for NCAAA Standards.

The workshop was attended by the steering committee along with the standard committee members. It concluded with an open forum where participants had an opportunity to partake significant insights.

MACHS congratulates its new appointees



Mrs. Amal Kolaghassi
Associate Director for Administrative Affairs and Global Health Projects



Dr. Yousef Amin
Acting Head for Pharmacy Department



Ms. Heba Habib
Deputy Head for Respiratory Care Department



Mrs. Noor AlBaker
Deputy for Student Affairs

Community Services

Nursing dep't organizes stress management seminar-workshop



Faculty members from the Nursing Department organized a seminar-workshop on Stress Management held in Orbit International School, October 8.

With the aim of increasing the awareness among the participants the benefits of utilizing the stress management techniques and their impact on positive thinking, this activity was highlighted by a presentation by Mrs. Sharell Lewis. It was followed by to do activity, converting negative to positive sentences, making collage and breathing exercise with dancing.

Stress management has been one of the most requested topics among the students as per the school's management. Among faculty members who supported the event were Mrs. Latha Kannan, Mrs. Nisha Sivapalan, Mrs. Shainy Daniel, Mrs. Bernadette Casingal, and Mrs. Suzy El Najjar.

Community service , admission units hold health education campaign



The Community Service Unit in collaboration with the Admission Unit spearheaded an awareness activity focusing on health education held at Alrashed Mall, December 12-13.

The two-day event featured various health education topics that have been delivered by the faculty members from Nursing and Pharmacy department including Mrs. Batool Alshubbar and Dr. Manal Soroor, respectively. Among the topics presented were: (1) Anti-histamine medications, (2) relaxation techniques, (3) getting vital signs and (4) determining blood glucose level. Also joining the event was Ms. Nahed Yousef, the CLS admin staff as one of the organizers.

Meanwhile, serving the other objective of the activity, Ms. Asma Almaghrabi and Ms. Fatimah Al Khalaf from Admission Office took over the student recruitment campaign of the college. Ms. Fatimah Almomaten and Ms. Somanah Al-Turaiki from FYD also joined in the student recruitment purposes.



Student *Activities*

Green Eastern Province Initiative

By: Mrs. Nuhad Azoury

Within the framework of achieving collaboration between the different sectors in the Eastern Province and in order to activate the community partnership for the improvement of the quality of life, the Mohammed Al-Mana College for Medical Sciences participated the Eastern Province Amana's "Green Eastern Province Initiative" held at Ibn Khaldoun Park in Dammam, December 12..

This initiative coincides with the 2030 vision of Saudi Arabia themed "Towards a Vibrant Community with a Vibrant Environment". It also aims at

spreading the awareness about impact of a green environment on the health of individuals. Furthermore, it hopes to encourage the sense of responsibility among the young university generation towards their society, as well as to activate partnership and collaboration between public and private sectors to work hand in hand for a better Eastern Province.

Forty three faculty, students and staff participated in the tree planting activity. Transportation was provided by MACHS with no financial cost imposed.

The Public Relations Department at MACHS was part of the media coverage along with the Media Department, Eastern Province Municipality, and the Eastern Province Voice.

The Student Affairs Unit extends its thanks and appreciation to Dr. Aisha and the administration at MACHS for this collaborative initiative which sheds a light on MACHS' extra-curricular activities and community service. We also thank the Community Service Committee for assisting in sending the invitation to faculty and staff.



Student *Activities*

Student Affairs conducts student orientation



The Student Affairs recently organized the semestral orientation day for the students held at the Pharmacy auditorium, January 20.

Aimed at welcoming old and new students in the college, the activity was graced by the faculty members and administration led by the College Dean, Prof. Emad AISHwaimi.

Student policies, rights and privileges were among the many aspects highlighted during the orientation.

The activity ended with an open forum where students had a chance to clarify some concerns relative to the orientation.

STUDENT COUNSELOR'S CORNER



Are you worried about something?

Need to talk it over with someone?

We have a professional Counselor ready to help you.

Call or visit our office and sign up for an appointment.

We treat all cases with professionalism and confidentiality.

*Student Counseling Unit
2nd Floor, Nursing Building
Ext. No.: 1313*

Student *Activities*

College dean meets the Student Advisory Council



Prof. Emad AlShwaimi, the College Dean met the elected members of the Student Advisory Council held at the Dean's Conference room, January 22.

In the meeting, Prof. AlShwaimi congratulated the students who have been elected to represent the student body that is expected to provide inputs to the Dean relating to student experiences. Further, the expected projects and activities of the council were outlined in the meeting such as giving the students the chance to vote and nominate each other, serving as voice for the management to resolve student issues, proposing suggestions for student development, and mentoring co-students in order to express themselves effectively.

The Student Advisory Council, was formed initially through a nomination from the Student Affairs following sets of criteria including but not limited to academic standings, behavior and among others. Nominees were then sent to each department and an online voting was administered. Here are the list of the elected members of the council for AY 2019-2020:

- | | |
|---|--|
| Rawan Mofeed Al-Mousa (Physical Therapy) | Fayeda Maher Hassan Al-Meer (Pharmacy) |
| Budoor Hani Issa Al-Abood (Foundation Year) | Aisha Omar Abdullatif Al-Aqeel (CLS) |
| Lama Mohammad Bany Alshemmari (Nursing) | Maryam Rashed Tariq Al-Musbayyab (CLS) |
| Mohammed Ahmad Motouk Albiddy (Nursing) | Wadiyah Ibrahim Ali Al-Shuwaikhat (Respiratory Care) |
| Noof Tareq Ahmad Al-Ahmad (Pharmacy) | |

Professional *Development*

Exam quality head shares expertise on Test Item Writing

The Professional Development Committee headed by Dr. Fatima Alabdulazziz organized a workshop titled, "Test Item Writing" held at the Multi-Purpose Room, Pharmacy Building last November 24. Sharing her expertise among the participants was Dr. Eman Hassan, Head of Exam Quality Committee and the Nursing Program.

The workshop was designed to re-enforce faculty members and help them enhance the quality of test items for use in assessing the students' academic performance.

The two-hour activity had three equally important parts such as designing the test blueprint, writing high quality Multiple Choice Questions (MCQs), and writing Item Analysis.

Meanwhile, the participants were also given practical sessions on identifying good and bad test items as well as analyzing the examination results.



Center of Excellence, committee heads discuss evaluation scheme

The Center of Excellence headed by Dr. Fatima Alabdulazziz organized a meeting with the centralized committee heads held at the Quality Assurance Office, January 25.

The meeting served as a platform to discuss various agenda including the briefing about committee plans, accomplishment report and evaluation mechanism.

Dr. Alabdulazziz reiterated in the meeting the mechanism to follow in evaluating the members through a rubric to measure the involvement of its members in accomplishing the committee's plans and objectives. She furthered that, the result of the evaluation is part of the over-all faculty annual appraisal. On the other hand, chairpersons are also set to be evaluated by the Vice Dean for Academic Affairs.



Center of Excellence

Center of excellence hosts new faculty orientation



The Center of Excellence in cooperation with the Dean's Office organized the faculty orientation for Spring semester 2019-2020 held at the Pharmacy auditorium, January 21.

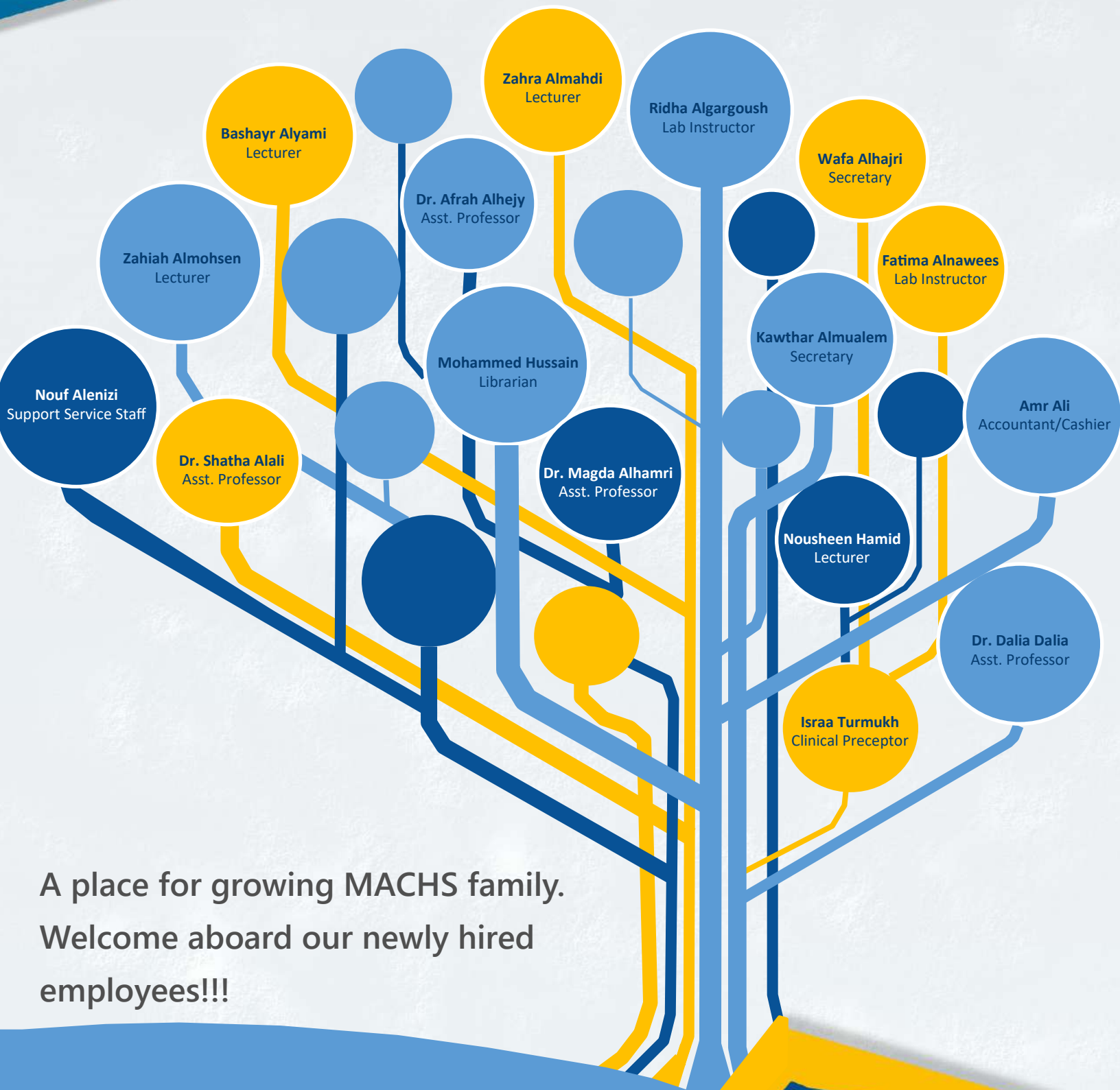
The purpose of this event was to bring up with newly appointed academic and non-academic staff the many aspects of the college including the policies, technology resources and support services in carrying out their designed duties and responsibilities.



The one-day orientation kicked off with a welcome remarks from the College Dean, Prof. Emad AISHwaimi. It was followed by the other administrators including Dr. Jenan Almatouq, Dr. Yousef Alhashem, and Mrs. Amal Kolghasi who explored on academic affairs, quality affairs and human resource, respectively.



Human Resource **Corner**



A place for growing MACHS family.
Welcome aboard our newly hired
employees!!!

Human Resource **Corner**



Where we love is home -
home that our feet may leave,
but not our hearts.

The entire MACHS family is
wishing you the best of luck in
your future endeavours.

Farewell

and



Best of Luck



Policy Updates

FACULTY PORTFOLIO

Sections and Documents

PROFESSIONAL DEVELOPMENT

- ⇒ Work Related Certifications (TESOL, NCAAA, Six-Sigma)
- ⇒ Training Certificates

FACULTY APPRAISAL

- ⇒ Faculty Appraisal Result
- ⇒ Class Observation Rubric Result
- ⇒ Student Evaluation Result
- ⇒ Professionalism Rubric Result
- ⇒ Committee Participation Result
- ⇒ Advising Performance Result
- ⇒ Professional Development Participation Result
- ⇒ Community Service Participation Result

COMMUNITY ACTIVITIES

- ⇒ Proof or evidence (i.e. certificates of attendance)

ANNUAL ACTION PLAN

- ⇒ Self-reflection report
- ⇒ Professional development plan

FACULTY CREDENTIALS

- ⇒ CV
- ⇒ Personal Statement (optional)
- ⇒ Teaching Philosophy
- ⇒ Degree Certificates/Diplomas
- ⇒ Transcript of Records (optional)
- ⇒ Related Professional License (if applicable i.e. Saudi Council)
- ⇒ English Proficiency
- ⇒ Professional Memberships

FACULTY WORKLOAD

- ⇒ Job Description
- ⇒ Appointment Letters (Admin, Teaching & Committees)
- ⇒ Workload Form
- ⇒ Teaching Timetable

RESEARCH ACTIVITIES

- ⇒ Proof of Publications and Grants

AWARDS

- ⇒ Proof/evidence (depends on the nature of contribution)

OTHER DOCUMENTS

STUDENTS DESERVE BETTER. KNOW YOUR RIGHTS.

- 01 Right to be treated with dignity and respect
- 02 Right to be protected from improper disclosure of student's records
- 03 Right to fair implementation of policies
- 04 Right to freedom from discrimination and all means of harassment
- 05 Right to student representation through student councils
- 06 Right to accurate and quality information
- 07 Right to fair assessment
- 08 Right to free expression and open discussion both inside and outside the classrooms
- 09 Right to professional and ethical conduct from all personnel
- 10 Right to competent and professional orientation
- 11 Right to competent academic advising
- 12 Right to access to institutional services and resources
- 13 Right to receive academic credit and/or academic degrees when all specified requirements and coursework have been satisfied
- 14 Right to appeal for reconsideration of a decision

Activity Calendar

FEBRUARY 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2 Integrating Instructional Tehnology in Courses	3	4 World Cancer Day	5 Leadership Training	6 Medical and Medication Errors	7	8
9 Developing Rubrics in Assignments	10	11 Environmental Awareness	12	13	14	15
16 Faculty Fellowship	17	18 International Day	19 20 Emergency Medicine (Adult and Pediatric)		21	22
23 CPHQ Classroom Assess- ment Techniques	24 CPHQ	25 CPHQ Library Day	26 CPHQ Vaccination Update	27	28	29

● Professional Development
 ● CME
 ● Student Activities
 ● Orientation Activities
 ● Soft/Computer Skills Training
 ● Exam Period

ACKNOWLEDGMENT

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Mrs. Hamida Alsinan
Mrs. Gerlie Bron

Photo credits: **Dr. Yahya Aldawood**
Mr. Mohammed Alnafrawy