

COLLEGE OF MEDICINE

| | |
|---|--|
| Name of Committee/Working | Advisory Committee for College of Medicine |
| Chair | Dr. Fahd AlWaadani, Dean |
| Committee members | <ol style="list-style-type: none"> 1. Dr. Abdulrahman AlMulhem, Vice Dean of Academic Affairs 2. Dr. Naif AlHamam, Vice Dean Quality Developemnt & Community engagement 3. Dr. Basil Al Shaikh 4. Dr. Mohammed Al Abdel Ali 5. Dr. Kamal Mubarak 6. Dr. Fatma Al Mulhim 7. Dr. Najla Al Dawsari 8. Dr. Abdul Sattar Khan 9. Mr. Jose Karlo Pangan |
| Industry/Member Association Sponsors (if applicable) | None |
| Committee tagline or mission statement | To improve the academic environment of the college of medicine by establishing policies and procedures. |
| Key goals | <ol style="list-style-type: none"> 1. Contribute to the development of the college's strategy and provide support for it to achieve its mission and goals 2. Introduce the college's mission and its goals, and work to promote its academic programs in government and private sectors. 3. Introduce the college graduates and their scientific, training and leadership abilities. 4. Activate the role of the college in community engagement, strengthen this part ship with government and private sectors in terms of services, scientific research and collaborative trainings. |
| A brief history | The committee has established in January 2021 for one of the NCAA requirements. |
| Opportunities and challenges | <p>We have had great support from higher administration of the university and ministry of education.</p> <p>Since we have created a national based committee, meetings are a challenge. We have done well at a distance through ZOOM application.</p> <p>Timelines are not being met, but we are moving forward steadily and so far arranged 4 meetings.</p> |

| | |
|--------------------------|---|
| Key activities this year | <ul style="list-style-type: none">• Arrange more meetings for assessing labour market• Work on curriculum revision.• Accomplish NCAAA accreditation |
|--------------------------|---|

The minutes of the meetings, recommendations and decisions:

COMMITTEE MINUTES NO. 2020/2021-01

DATE: September 28, 2020 Time: 1:00-1:30 PM VENUE: Room 2017/ ZOOM CONFERENCE

The Advisory Committee convened on September 28, 2020 from 1:00 to 1:30 PM at Room 2001 and through Zoom application upon reaching the quorum. The meeting was presided by Dr. Fahd Al Wadaani, the Acting Dean of the College of Medicine and Head of the committee.

Dr. Mohammed Abdel Ali apologized to attend.

ATTENDANCE:

| NO. | NAME | DESIGNATION |
|-----|---------------------------|-------------------|
| 1 | Dr. Fahd Al Wadaani | Head of Committee |
| 2 | Dr. Abdulrahman Al Mulhim | Member |
| 3 | Dr. Naif Al Hamam | Member |
| 4 | Dr. Abdul Sattar Khan | Member |
| 5 | Dr. Khalid Al Mulla | Member |
| 6 | Dr. Basil Al Shaikh | Member |

Apologized to attend:

| | |
|---------------------------|--------|
| 1. Dr. Mohammed Abdel Ali | Member |
|---------------------------|--------|

Did not attend the meeting:

| |
|--------|
| 1. NIL |
|--------|

STATEMENT OF AGENDA:

At the meeting, the committee reviewed the following agenda:

1. Inauguration of the new committee and introduction of the College of Medicine
2. Planning for future meetings

AGENDA 1: Inauguration of the new committee and introduction of the College of Medicine

Justification/Discussion Points:

Dr. Fahd Al Wadaani opened the meeting and introduced the attendees who will form part of the new Advisory Committee.

المرفقات:

التاريخ:

الرقم:

www.kfu.edu.sa

The members Dr. Khalid Al Mulla and Dr. Basil Al Shaikh, were provided a brief history of the college program and aims of forming the committee as part of the requirements of NCAAA accreditation process and program improvement.

He stated to the members that the college were privileged to have them and needs their guidance, advice and instruction to shape up the future physicians.

AGENDA 2: Planning for future meetings and feedback from members

Justification/Discussion Points:

The members of the committee to state their thought for the committee and provided recommendations.

Recommendations:

To have a job description for the members as tasks and functions in the coming week.

To receive a presentation regarding the college and curriculum.

To produce a report of the activities of the advisory committee.

Decision:

Unanimous approval

Conclusion of Meeting:

The meeting was concluded at 1:30 PM and signed with the adopted recommendations.

COMMITTEE MINUTES NO. 2020/2021-02

DATE: December 6, 2020 Time: 9:00-10:00 AM VENUE: Room 2017/ ZOOM CONFERENCE

The Advisory Committee convened on December 6, 2020 from 9:00 to 10:00 AM at Room 2017 and through Zoom application upon reaching the quorum. The meeting was presided by Dr. Fahd Al Wadaani, the Acting Dean of the College of Medicine and Head of the committee.

All members attended the meeting.

ATTENDANCE:

| NO. | NAME | DESIGNATION |
|-----|---------------------------|-------------------|
| 1 | Dr. Fahd Al Wadaani | Head of Committee |
| 2 | Dr. Abdulrahman Al Mulhim | Member |
| 3 | Dr. Naif Al Hamam | Member |
| 4 | Dr. Abdul Sattar Khan | Member |
| 5 | Dr. Khalid Al Mulla | Member |
| 6 | Dr. Basil Al Shaikh | Member |
| 7 | Dr. Mohammed Al Abdel Ali | Member |

Apologized to attend:

1. Nil

Did not attend the meeting:

1. NIL

STATEMENT OF AGENDA:

At the meeting, the committee reviewed the following agenda:

1. Presentation of KFU College of Medicine Curriculum History, status and plan.

AGENDA 1: Presentation of KFU College of Medicine Curriculum History, status and plan

Discussion Points / Recommendations:

Dr. Fahd Al Wadaani opened the meeting and welcomed the members of the Advisory Committee.

Dr. Al Wadaani presented the history of King Faisal University College of Medicine from its establishment, its partnership with Dammam University, and the process of curriculum revision and eventual adaption of the Problem Based Learning program of the University of Groningen in 2012. According to the Dean, with success and challenges, the college now in year 2020 is in the process of revisiting the program and assessing if there is a need for a change in the curriculum. In the next meeting, the faculty member in charge of the revision will be invited for a presentation.

Dr. Abdul Sattar Khan presented activities, plans, current and future programs of the college, which all aligned with the mission and vision of the university. The highlights of activities include

new goals and kick-off processes, 80-90% work done for the NCAAA accreditation and 100% utilization of the Blackboard system etc. The college have plans of establishing the examination cell, set to start by the new academic year, has implemented development programs for the administration staff. It also encourages faculty members in applying for international funding for research. The Vice Dean for Development and Community Engagement Dr. Naif Al Hamam also started many programs and activities.

After the presentation, the respected members were welcome to share and state their thoughts.

Dr. Basil Al Shaikh appreciated the presentation and inquired of the following to have complete picture of the program.

- How the college closed the loop or gaps and process of an assessment on how it was done.
- Is the content of curriculum adopted aligned with the Saudi Licensure Examination and have regular review of results for comparison? What is the outcome of content vs exam vs curriculum?
- Feedback for the students concerning summative and formative assessments. The faculty usually produce question without alignment to learning objectives and individual feedback is challenging with the students.
- Governance structure and faculty. Do both work in harmony and, does the faculty relaxed and happy?

Dr. Fahd addressed that the college has done the following:

- GAP analysis
- Implemented an online feedback system for Progress Test for the students for specific discipline and referral to faculty.
- Aligned with Saudi Meds and Saudi National Framework the values, the goals and curriculum content with SMLE and USMLE.
- The administration and faculty opinion were considered in every step of governance.
- Dr. Abdul Sattar Khan briefly added some points regarding assessment loop. The process starts from the compilation of the questions align with the course/blocks learning objectives (CLOs) and blue print and peer and medical educationist review the paper. Post-examination, we consider expert opinion regarding doubtful questions based on students' feedback and item analysis and then eliminate the questions. Later after announcement of the results, a block team is available for giving feedback to the students individually.

Dr. Mohammed Abdel Ali shared four (4) points of suggestion for consideration if appropriate:

- Saudi Commission for Health Education alignment annually.
- Postgraduate career path, higher studies achievement monitoring of graduates.
- Technology inclusion in strategic and operational plan. New advances, Artificial Intelligence (AI) in healthcare and concerned ethics be included in the college plan.
- Strong alignment with the government's transformative program in the coming 10 years. These consist of coding, safety and economy that students must be aware.

Dr. Fahd addressed that the college has done the following:

- Elective courses in health and technology are on offer. In the coming curriculum changes, the college will incorporate courses for AI.
- Dr. Abdulrahman Al Mulhim supplemented that 30% of the PBL program is compatible with KSA Vision 2030. It will be aligned further with the new revised curriculum.
- A master program is being planned
- Dr. Al Hamam added that an Alumni Office is in the process of establishment.

Dr. Khalid Al Mulla inquired for the following:

- The feedback report of the UoG PBL program
- How far is the alignment in regards to the standards?
- What is the scope of the advisory committee?

Dr. Fahd addressed with the following:

- The tasks and functions will be provided again to respective members.
- The feedback report was sent to the higher administration. The members will be briefed of the report if needed.
- A comparison between key performance indicators (KPIs) and international benchmarks was done. A table will be sent to members.

Dr. Basil Al Shaikh further inquired about student support system or an educational psychologists unit, the recognition and establishment of talented students unit and the university hospital.

Dr. Fahd stated that the college have an existing and functioning unit with three (3) psychology members, in addition to the academic committee unit. The college have a student affairs unit. It will enforce the unit to recognize and initiate a program for talented students. Dr. Fahd requested for assistance to everyone regarding the university hospital. He further added after a display that tasks & functions of the committee already established, however, the members may add or change accordingly.

Decision:

Unanimous approval

Conclusion of Meeting:

The meeting was concluded at 10:00 AM and signed with the adopted recommendations.

COMMITTEE MINUTES NO. 2020/2021-03

DATE: February 28, 2020 Time: 11:30-12:46 PM VENUE: Room 2017 /ZOOM

The Advisory Committee convened on February 28, 2021 from 11:34 to 12:46 PM at Room 2017 and through Zoom application upon reaching the quorum. The meeting was presided by Dr. Fahd Al Wadaani, the Dean of the College of Medicine and Head of the committee.

All members attended the meeting.

ATTENDANCE:

| NO. | NAME | DESIGNATION |
|-----|---------------------------|-------------------|
| 1 | Dr. Fahd Al Wadaani | Head of Committee |
| 2 | Dr. Abdulrahman Al Mulhim | Member |
| 3 | Dr. Naif Al Hamam | Member |
| 4 | Dr. Abdul Sattar Khan | Member |
| 5 | Dr. Khalid Al Mulla | Member |
| 6 | Dr. Basil Al Shaikh | Member |
| 7 | Dr. Mohammed Al Abdel Ali | Member |

Apologized to attend:

1. Nil

Did not attend the meeting:

1. NIL

STATEMENT OF AGENDA:

At the meeting, the committee reviewed the following agenda:

1. Plan for curriculum revision
2. Online vs Onsite teaching - challenges
3. Suggestions for an external review of SSRP for NCAAA
4. AOB

AGENDA 1: Plan for curriculum revision

Discussion Points / Recommendations:

Dr. Fahd Al Wadaani opened the meeting and welcomed the members of the Advisory Committee.

The first agenda of the meeting is the presentation of the curriculum revision plan. Dr. Fahd invited Dr. Abdulrahim Alabdulsalam, the coordinator of the committee of curriculum revision to present in the meeting. The outline of the presentation are: Formulation of the Curriculum Revision Committee, briefing on current curriculum, rationale of curriculum revision, goals of revision plan, main components of the revision plan, the step by step plan, what was done and tentative timeline.

The revision committee was formulated 4/1/1442 and is a continuation of a previous committee from AY 2019-2020. The current program is an integrated, problem based learning, designed based on health care problems approach, adopted from the University of Groningen in the Netherlands. The program outline, structure and the total credit hours was presented.

The rationales of curriculum revision:

1. Low result in the Saudi Medical Licensure Examination (SMLE) and low rate of Post Graduate program acceptance.
2. Lower than expected completion rate. The possible reasons stated are: Low amount of basic medical sciences contents, the sequence of study plan, introduction of advance topics in early stages of the program, emphasis of other competencies rather than 'medical expert', assessment methods with focus on behavior, presentation skills and reflection, with lower value for core clinical knowledge and skills which tend to inflation of marks and major emphasis on Self Directed Learning (SDL), shifting from spoon feeding,
3. Requirement from accreditation bodies (ETEC-HES, NCAAA) to follow the required accreditation standards as set forth by the Saudi Meds.
4. Issues with the current program:
 - a. No revision since implementation in 2012,
 - b. The program is designed to meet Dutch needs not meeting Saudi society needs,
 - c. A complex and intertwined program from years 1-5, high maintenance and extensive coordination between faculty, administrative staff and students,
 - d. Many aspects not in line with the university rules which causes some problems
5. Low faculty satisfaction, high number of faculty turnover and extensive and specific faculty training needs
6. Logistic issues in timetable management, tasks multiplicity, increased student population per year, limited halls, limited number and capacity of hospitals and clinical training centers in al-Ahsa, lack of university hospital, reduced faculty and no hiring.

Dr. Abdulrahim followed up with the revision goals.

- 1) Improving the level of medical knowledge and skills in the student (outcome improvement)
- 2) Maintaining all othe required physician competencies within the curriculum in a reasonable and organized manner.
- 3) Aligning the curriculum with the rules and regulations of the university and achieving fair workload for all faculty
- 4) Reducing the curriculum complexity to allow flexibility in future revisions if the need arises and to reduce requirements for coordination.
- 5) Reducing the over-reliance on Self-Directed Learning (SDL) and emphasizing if Directed Self-Learning (DSL) concept, especially in early parts of curriculum
- 6) Improving logistic management through reduction/removal of logistically intensive components that have low benefit, and reducing paperwork
- 7) Improving clarity to faculty and students through clear outlining of intended outcomes and assessment methods at each step of the study plan
- 8) Ensuring a smooth study plan for students who are struggling with their advancement in the study plan
- 9) Preparing the students for future requirements in their medical career (PG training, national and international exam etc.) through aligning the curriculum with the requirements of the post graduate studies.

Accordingly, the following things will be maintained and not disrupted: 1) the 180 credit hour limit total, 2) some degree of integration and some degree of SDL, 3) the block-based structure of the curriculum and the 4) the introduction of clinical concepts early in the curriculum

There are four (4) major components in the curriculum revision:

- 1) Content. Add core (foundational) which is not currently present, increase basic sciences, remove redundancies or shift to electives and use SaudiMeds framework as main guide.
- 2) Sequence and organization of content. Present in logical manner appropriate to student level, improving timetable for self-study, present contents in smaller units, and reduce gap between sessions of similar topic/subject.
- 3) Educational methods and block structure. Emphasize DSL from SDL for early year students, focus on clinical concepts early, increase practical skills sessions, reduce small group sessions, increase teaching in areas of expertise than facilitating for faculty motivation.
- 4) Assessment methods. Formative Assessment emphasis on knowledge and clinical skills, reduce to balance the assessments of behavior/attitude, presentation and self-reflection. Reduce the logistic and paperwork caused by formative assessments (reflections). Changing formats of Summative assessments to be in line in graduate assessments methods (SMLE, USMLE, boards etc.), review and modify, removal and reduction of weigh, of summative assessments such as open-book exams, problem solving, progress test etc.

The step by step revision plan (graph) was presented, data gathering from block coordinators, suggested contents, the SaudiMeds comparison in program, course learning outcomes and clinical problems and skills. This is followed by a 'revised curriculum content map' per course. About 60% was completed and hoped to be done by the end of the year. By the next academic year, the committee will work on refining the plan and content creation (lectures, PBL cases, problem solving sessions, practicals etc.). The committee will try to establish the required logistics to run the revised curriculum and provide orientation sessions to faculty in regards to the revision plan.

Feedback from advisory committee members:

Dr. Basil Shaikh thanked the committee but had a mixed feeling as if moving back from an innovative curriculum into a conventional. The main driver is the Saudi Licensing exam, but it is sad to move back to a conventional which presented content overload. The revision also is like re-examining the judgement of why the innovative curriculum was selected by the predecessors. Dr. Basil asked if the committee got enough feedback and merits from graduates and clients. He advised to get more feedback first and try other methods such as mock exams, without doing significant changes in the curriculum. If the students are trained more, they will score more. Unless the administration and core faculty are convinced that the selection is not appropriate, then it is okay.

Reply: There is extensive data from graduates and employers to what are good and deficient. It was taken into consideration while reviewing, plus evaluation and focus group discussions. It is an accumulation of years of experience. Based on most of the stakeholders. The revision will try to maintain the PBL essence and structure. The number will be reduce, lectures will increase in 10-20% only.

Dr. Fahd thanked Dr. Basil for his comments and assures it will be taken into consideration. The Dean promised that the college will not go back to the traditional, it might be towards but not into. The college will not apply the revision until all are happy and satisfied.

Dr. Mohammed Abdel Ali mentioned that the college is moving in alignment with Groningen in their milestones and development of curriculum. They must have took all kinds of measurement assessment tools to ensure they are moving in the right path. Take some of their tool to check if is applicable and use them as a kind of benchmark is a prudent idea.

Dr. Khalid Al Mulla thanked Dr. Abdulsalam for the comprehensive presentation. Dr. Khalid mentioned that he is not an academic person to judge the advantage of the curriculum versus changing it but apparently the college have multiple points such as faculty retention and orientation. I have chance to meet some students during training and found some are not oriented to the current curriculum. They have ambiguity and not fully understanding the program. It is important to orient the students whether the curriculum will continue or changed. He suggested a standardization test to see if the program is moving on the right direction, at least to have a benchmark. Last point, we are committed to provide the best training center for the college from the AlAhsa cluster and health affairs, but we need to work together especially on the training side are meeting the environment and enough orientation for faculties from both sides with efficient training for the hospital staff for encouragement. Dr. Fahd thanked the valid point and comments raised. The college appreciates support from the AlAhsa health cluster.

Decision:

Unanimous approval

AGENDA 2: Update on NCAAA

Discussion Points / Recommendations:

Dr. Abdul Sattar Khan presented the update from the NCAAA progress. The college so far accomplished the eligibility requirements and now on the stage of completing on the Self Study Report of the Program (SSRP) It will be ready on the first week of March. The college is looking forward to the revision from the external examiner. We already applied to the NCAAA, submitted the fee and expects a visit whether virtual or onsite by the month of May if we are going to complete the SSRP. We have established the Quality Assurance Office and followed all the systems, data of the last three years for standard 1 – 6. We achieved 80-90% except the SSRP. It will be completed in the next weeks for submission to the NCAAA.

Dr. Basil wishes all the best. He asked if the revised program will be the one applied for accreditation, or will the college inform the NCAAA. Dr. Fahd replied that it is dependent on the situation of the revision by that time. If we finished with approval, we will inform the NCAAA, if not completed, we will tell them that we are in the phase of curriculum revision. Dr. Fahd assured Dr. Basil of the curriculum changes but we will keep the same way of teaching which is PBL.

Dr. Basil mentioned that the college is facing a problem of operating an innovative curriculum whereby one solution is changing or modify. It is not only the program design but with conventional

faculty operating an innovative curriculum. Address changing the curriculum but also address the other parts, like faculty and students. He also advised to do some student support and improve the faculty training program. Get feedback from clients and wished the college all the best.

Dr. Abdul Sattar thanked the comment from Dr. Basil. He addressed that the basic knowledge is less in PBL compared to conventional. But when the college revised the curriculum, it is not only with the SLE, but rather the curriculum is a dynamic body that it needs revision than face stagnation and be monotonous. The curriculum is very well designed, but there are many gaps to fill and integrate the knowledge and skills to achieve competences in the end.

Decision:

The College will update all members with the revision status and reach a point that all will agree for the benefit of all stake holders. Unanimous approval

Conclusion of Meeting:

The meeting was concluded at 12:46 PM and signed with the adopted recommendations.

Minutes Prepared by: Mr. Jose Karlo Pangan, KFU College of Medicine

COMMITTEE MINUTES NO. 2020/2021-04

DATE: June 21, 2021 Time: 1:00 – 1:45 PM VENUE: Room 2017 /ZOOM

The Advisory Committee convened on June 21, 2021 from 1:00 to 12:45 PM at Room 2017 and through Zoom application upon reaching the quorum. The meeting was presided by Dr. Fahd Al Wadaani, the Dean of the College of Medicine and Head of the committee.

All members attended the meeting.

ATTENDANCE:

| NO. | NAME | DESIGNATION |
|-----|---------------------------|-------------------|
| 1 | Dr. Fahd Al Wadaani | Head of Committee |
| 2 | Dr. Abdulrahman Al Mulhim | Member |
| 3 | Dr. Naif Al Hamam | Member |
| 4 | Dr. Abdul Sattar Khan | Member |
| 5 | Dr. Basil Al Shaikh | Member |
| 6 | Dr. Mohammed Al Abdel Ali | Member |
| 7 | Dr. Kamal Mubarak | Member |
| 8 | Dr. Fatma Al Mulhim | Member |
| 9 | Dr. Najla Al Dawsari | Member |

Apologized to attend:

1. Dr. Khalid Al Mulla Member

Did not attend the meeting:

1. NIL

STATEMENT OF AGENDA:

At the meeting, the committee reviewed the following agenda:

1. Welcoming new members
2. Update regarding NCAAA Accreditation
3. The role of College of Medicine in the Saudi labor market and health sector.

AGENDA 1: Welcoming new members

Discussion Points / Recommendations: Dr. Fahd Al Wadani, Dean welcome the new honorable members and assured all that we together as a team will make a change and create a great impact.

Decision:

Unanimous approval

AGENDA 2: Update on NCAAA

Discussion Points / Recommendations: It was discussed and explained to all members that college is in a stage of finalizing all eligibility documents to be submitted to NCAAA for the accreditation of the college. During the discussion, it was discussed that all members are available for support and guidance to the college in this regard.

Decision:

Unanimous approval

AGENDA 3: The role of College of Medicine in the Saudi labor market and health sector

Discussion Points / Recommendations: The discussion has initiated with the statement that we need to explore the role of the medical colleges to be more productive and fulfil the requirements according to the vision 2030.

It is suggested in the document of vision of 2030 that there should a proactive role of medical colleges as well as universities to close the gap between the output of higher education and requirements of the job market.

All members agreed to follow the vision 2030 and provide help to the students to make careful career decisions, while at the same time training them and facilitating their transition between different educational pathways. It is aiming that in year 2030, at least to have 5 universities of Saudi Arabia among top 200 international universities.

The vision 2030 supports the corporatization for efficient and high quality care therefore, the demand of the job market will be different and requires many skill health care workers for the fulfilling of the requirements. It was further discussed to improve the research skills of the students and involve more and more students in the research projects.

Decision:

Unanimous approval

Conclusion of Meeting:

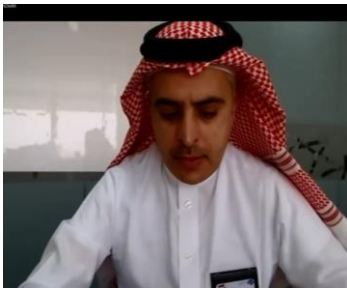
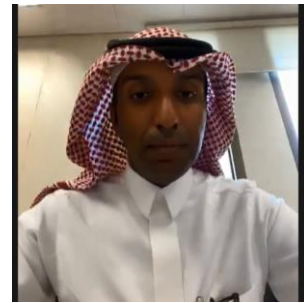
The meeting was concluded at 12:46 PM and signed with the adopted recommendations.

Minutes Prepared by: Mr. Jose Karlo Pangan, KFU College of Medicine

Photogallery Meeting:

Photos from the 3rd Meeting. From left: Dr. Abdulrahman Al Mulhim, Dr. Abdul Sattar Khan, Dr. Abdulrahim Abdulsalan and Dr. Fahd AlWadaani.





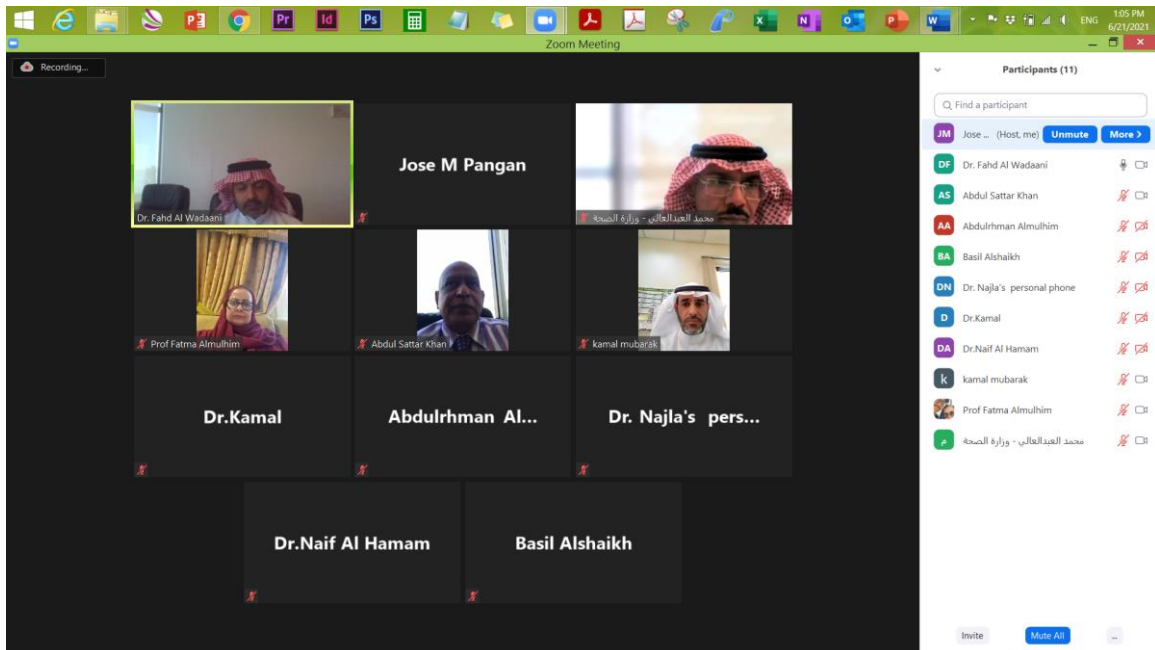
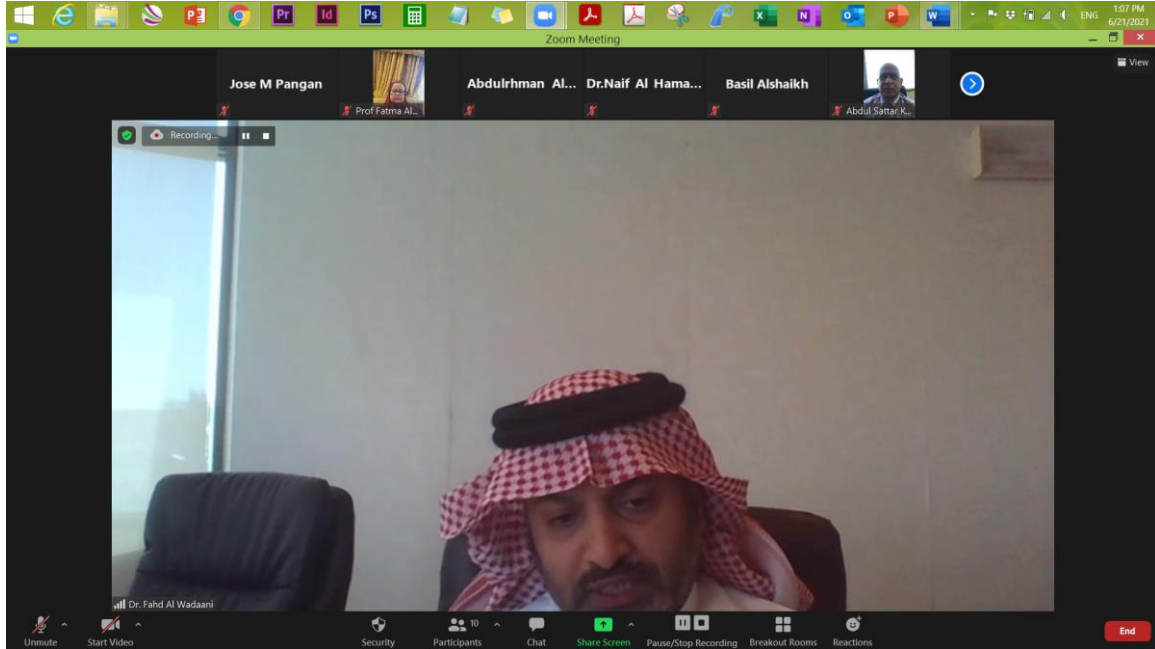
Top Row from Left: Dr. Mohammed Abdel Ali, Dr. Fahd Al Wadaani, Dr. Naif Al Hamam

Middle Row: Dr. Khalid Al Mulla

Bottom Row from Left: Dr. Basil Al Sheikh, Dr. Abdulrahman Al Mulhim, Dr. Abdul Sattar Khan

Photos from the 4th Meeting:

Below: Dr. Fahd Al Wadaani as he welcomes new honourable members.



المرفقات:

التاريخ:

الرقم:

www.kfu.edu.sa

