**COLLEGE OF MEDICINE**

ADVISORY COMMITTEE

**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.

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.

SIGNATURE OF ATTENDEES

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Name** | **Designation** | **Signature** |
| 1 | Dr. Fahd Al Wadaani | Acting Dean |  |
| 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 Abdel Ali | Member | Apologized |

Signed:

**DR. FAHD AL WADAANY**

Acting Dean

Head of the Advisory Committee