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وزارة التعليم العالي

جامعة الملك فيصل
KING FAISAL UNIVERSITY



COLLEGE OF CLINICAL PHARMACY

Annual Report 2014-2015



Annual Report 2014-2015

COLLEGE OF CLINICAL PHARMACY

COPP Annual Report

(1435-1436 H, 2014-2015G)

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Preface

I am pleased and honored to introduce the Annual Report of the College of Clinical Pharmacy for the academic year (2014-2015 G, 1435-1436 H). The report summarizes the achievement of the COCP in the Pharm.D. program including the academic admission, progression, and graduation of the students. Moreover, it includes the research, services, administrative activities, the community service activities and the cooperation with scientific institutions both local and international.

The activities were designed to fulfill the mission of the COCP which is derived from the mission of KFU. It is in line with the guidance of the respected University President.

The report reflects the efforts that have been made by the staff of the COCP to complete all the works and demonstrate the interest and attention of the University Administration.

I would like to thank all the faculty members and administration staff for their efforts that they accomplished in the current academic year.

What have been achieved was due to the unlimited support provided by the higher administration under the direction of his Excellency Dr Abdulaziz Alsaati.

Dr. Ibrahim Abdulrahman Alhaider
Dean of COCP

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COPP Annual Report

(1435-1436 H, 2014-2015G)

The college of pharmacy (COCP) at the king Faisal University, Al-Ahsa, Saudi Arabia offers a five years' Pharm. D. program in clinical pharmacy plus one prep year. It was established according to the Royal Order 167/8 on June 10th 2002 (29/3/1423 H.) to prepare clinical patient-focused pharmacist to cope with the changing health needs of the Kingdom. The study commenced in the academic year 2004-2005 (1425-1426 H.) with 25 male students followed by 27 female students in 2008-2009 (1429-1430 H.).

Vision of the College

Leading in engaging the community through excellence in research, education, and leadership.

Mission of the College:

To excel in pharmacy education, patient centered care, community engagement, and research.

College Strategic Goals

- 1- Prepare Pharm.D. Graduates through excellence in pharmacy education and training.
- 2- Recruit, develop and retain internationally recognized, competent faculty members in all the disciplines.
- 3- Continue to develop administration that will provide leadership for achieving strategic goals
- 4- Maintain and enhance the quality assurance management, verified through accreditation by National and International Accrediting agencies in Pharmacy Education.
- 5- Engage the local, national, and international communities for mutual benefits through expanding the opportunities for collaboration, continuing professional development and postgraduate education.
- 6- Conduct exceptional research in basic and clinical sciences.

For this purpose, 56 integrated courses (including four university required Islamic courses) are offered during the course of studies along with meticulous Clinical Training.

Five year Pharm.D. Program comprises of four years of didactic education with experiential modules of Introductory Pharmacy Practice Experience, while the last year consists of supervised patient centered experiential training with 10 clinical rotations as Advance Pharmacy Practice Experience in different local hospitals, where students attend clinical rounds with Physician and medical students under the supervision of a Clinical Pharmacist. The university has formal contracts with Ministry of Health, according to which students of health colleges are entitled to use the facilities of MoH hospitals for training.



College of Clinical Pharmacy has developed since its inception; the emphasis has been always on improvement of the quality of learning and teaching in its program.

COCP Initiatives

Following are some of the initiative the college has been taken in order to progress in this direction.

Revising the curriculum

As a component of its development, process the college has revised its curriculum where some new courses were introduced and previous courses were shifted around in the program for vertical and horizontal matching of all courses. The course outcomes were defined and these were matched with those of the program. *Library assignments, component of inter-professional education and community engagement were introduced.*

Developing a Medium Term Strategic Plan for the College

The college has completed strategic planning process where it has identified major goals and objectives to be achieved by the academic year 2015 -2016. The college vision and mission were restarted in harmony with those of university vision and mission. This planning process

Personnel	Class	Registered students	TOTAL	Grand Total	has
Number of Male Students	<i>Final Year</i>	39		375	
	<i>Fourth Year</i>	21	182		
	<i>Third Year</i>	21			
	<i>Second Year</i>	53			
	<i>First Year</i>	48			
Number of Female Students	<i>Final Year</i>	25	193	58	
	<i>Fourth Year</i>	39			
	<i>Third Year</i>	10			
	<i>Second Year</i>	64			
	<i>First Year</i>	55			
Number of Female Faculty			9		
Number of Male Faculty			34		
Teaching Assistants			15		
Administrative Staff			19	34	
Technical Staff			15		



guided the college to identify major goals and objectives that should be accomplished within specified time to achieve the mission.

Developing on Operational Plan

COCP faculty, led by the Steering committee for strategic plan has developed an Operational plan for the year one (2013-2014) of the strategic plan, which includes 2nd semester of 2012-2013 and 1st semester of 2013-2014, to provide guidance and motivation to those who are responsible for various action plans. Successful execution of first operational plan, is our compass in defining our future, as the implementation of action plans for first year, will provide foundation stone for subsequent developmental plans of COCP.

Developing and Implementing on Assessment Plan

The assessment committee of COCP in collaboration with curriculum development committee has developed its assessment plan for self-assessment and accountability for all the action and procedures. Leading toward achievement of COCP mission, through achievement of Pharm. D. program outcomes, and COCP strategic plan goals and objectives, pertaining to mission related areas, to determine extent of achievement and to provide input to the concerned corners for progress, which comply with the Quality Standards of National (NCAAA) and International (ACPE, CCAPP) Accrediting agencies.

Recruiting Plan and Hiring Faculty

Recruitment at COCP is the responsibility of the Dean assisted by the Recruitment Committee and Departmental Heads. The college has developed its recruitment plan, where Recruitment calendar, Department Load and Requirement, procedures for hiring new faculty and assessment of recruitment process are described.

Extension and New College Building

To accommodate the increasing number of faculty and improving the laboratory facilities for the students, the college has put up a structure adjacent to the current college facilities, which will provide more office place for the faculty, lecture rooms, and laboratory facilities for both male and female students. The new purpose built college building, located in the University City, will be handed over to the college in 2015.

Standard Operating Procedure

All the standard operating procedures (SOPs) were updated and/or completed for various departments, committees, including the faculty, staff and equipment.

Student Committees and Student representation in College Committees

With an intention of inculcating leadership qualities in the students, student committees have been constituted and the student representative are taken in the college committees to signify the student's point of view in various issues.



King Faisal University had initiated an ambitious project in 2010 by redefining its future strategic directions. This has resulted in a new vision and mission as well as key strategic objectives enshrined in the new strategic plan for the university. The COCP reviewed its mission statement in accordance with new university mission and it is reflected in the program mission statement.

Based upon the mission statement of the faculty, strategic plan for medium term duration (2012-2015) has recently been developed.

Terminal Program Outcomes

1. Following eight, terminal program outcomes are derived from the program mission:
2. Apply fundamental scientific knowledge and principles as basis of pharmaceutical and clinical sciences.
3. Apply knowledge of biomedical sciences for understanding of disease process and its diagnosis.
4. Developed patient data base from patient interview, review hospital record and communication with other health care professionals.
5. Apply knowledge of clinical sciences in designing patient specific therapeutic plan based on best evidence and counseling the patient regarding it.
6. Retrieve, interpret, and report drug information from pharmaceutical and biomedical science recourses and apply information to specific patient care situation.
7. Recognize basic principles of drug development, formulation, and bioequivalence studies to contribute in pharmaceutical industry and in research institutes.
8. Appreciate necessary knowledge in organizational and administrative domains for management of pharmaceutical services and practice.
9. Recognize basic principles to design, implement and conduct research in different field of pharmacy practice.

Progress Report on Accreditation 2014-2015

The decision was made that the Accreditation Committee will be merged with the Quality Management Unit and the QMU will take care of all the matters related to Accreditation from September 2014 onwards.

Some of the events and proposals presented by the QMU regarding Accreditation are described below in chronological order.

College of Clinical Pharmacy got accreditation with ACPE as well as CCAPP during the summer of 2014. Both organizations conveyed the decision to COCP in July 2014. The ACPE Board of Directors granted Certification status to the Pharm. D program of the College during its meeting held between June 18-22, 2014. Certification was granted for 2 years until June 30, 2016 with following conditions:

- COCP has to submit TWO Interim reports to prove the same quality level as mentioned in Evaluation Team Report by April 1, 2015 and the second report 6 week before date of focused onsite visit.
- Focused Onsite visit in Fall 2015 or spring 2016 (first or 2nd semester 2015-2016)



Special Issue of the COCP Newsletter

The QMU decided to publish a special issue of the COCP newsletter on "CCAPP and ACPE accreditation" to celebrate the occasion. This issue included a section for "*Faculty's impression about COCP accreditation*". The link to the issue is <http://www.eissue.org/docs/kfu/kfuspl/index.html> . It included College history from the foundation of the College to the accreditation by the CCAPP and ACPE. QMU started working on its preparation in August 2014 and completed the work in November 2014. In the process, the QMU prepared a presentation on the "*Milestones of the College of Clinical Pharmacy*". QMU prepared another and a document "*Comprehensive Report on COCP accomplishments 2010-2014*", the time during which the college had worked actively to pursue accreditation with National and International accrediting bodies.

The President's Visit

His Excellency Dr. Abdul Aziz Alsaati, President, King Faisal University, visited the College of Clinical Pharmacy, on February 6, 2015. Dr. Ibrahim Alhaider, Dean, Dr. Bandar E. Aldhubaib, Vice Dean and the entire faculty of the COCP received the president. H.E. Dr. Abdul Aziz Alsaati congratulated the College administration for taking lead in securing accreditation with two international agencies, i.e. Canadian Council for Accreditation of Pharmacy Programs (CCAPP) and the Accreditation Council for Pharmacy Education (ACPE), USA. Then he distributed certificates of appreciation to all the faculty members and administrative staff and admired their commitment and efforts. He expressed his confidence that the faculty will work with the same dedication in future. Afterwards, H.E. Dr. Alsaati met with the College council where Dr. Bander Aldhubaib briefed him about the progress of the college especially in connection with the ACPE. He was happy to learn that college has overcome many of its weaknesses and he assured the College Council that the University would support the COCP to resolve those issues where University support is required. He was pleased with the teamwork and the cooperation among the faculty. At the end, Dr. Ibrahim Alhaider thanked him for his attention and support.



ACPE

ACPE prepared a Report on Action and Recommendations after the visit on June 18-22/2014. A summary is given below.

Summary of the Evaluation of All Criteria

Quality Criteria	Compliant	Compliant with Monitoring	Partially Compliant	Non Compliant
MISSION, PLANNING, AND EVALUATION				
1. Mission, Goals, and Values	■	□	□	□
2. Planning and Continuous Quality Improvement	□	■	□	□
ORGANIZATION AND ADMINISTRATION				
3. School and University Relationships	■	□	□	□
4. Other Collaborative Relationships	□	■	□	□
5. Organizational Structure and Governance of the School	■	□	□	□
CURRICULUM				
6. Competencies of Graduates	■	□	□	□
7. Development and Delivery of the Curriculum	■	□	□	□
8. Curricular Foundation in the Sciences	□	■	□	□
9. Simulation and Practice Experiences	□	■	□	□
10. Assessment of Student Learning and Curricular Improvement	□	■	□	□
STUDENTS AND ACADEMIC POLICIES				
11. Student Services	■	□	□	□
12. Academic Policies and Enrollment Management	■	□	□	□
13. Student Representation, Perspectives, and Grievances	□	■	□	□
STAFF RESOURCES				
14. Academic and Other Staff Resources	■	□	□	□
15. Continuing Professional Development and Evaluation of the Staff	□	■	□	□
FACILITIES AND RESOURCES				
16. Physical Facilities	□	■	□	□
17. Library and Educational Resources	■	□	□	□
18. Pharmacy Practice Sites and Preceptors	■	□	□	□
19. Financial Resources	■	□	□	□



College responded to the recommendations and submitted the initial interim report on March 31, 2015. ACPE reviewed the College 1st Interim Report and agreed that six out of eight criteria were met but two criteria namely Criterion 8 and 10 (*Curricular Foundation in Science and Assessment of Student Learning and Curricular Improvement*) were kept for monitoring. This report was received during the summer vacation of 2015.

CCAPP

CCAPP reviewed the College SSR while giving accreditation and provided a feedback report to COCP where 11 out of 34 standards were partially met according to CCAPP. This document was provided to QMU on October 28, 2014. QMU at COCP prepared an action plan in November 2014 in response to CCAPP report to address all those areas, which were pointed out in the CCAPP report. On May 26th 2015, CCAPP requested if there were any updates regarding the program and the COCP to include in CCAPP council meeting on ne 11 and 12, 2015. COCP QMU provided the following response on June 3rd 2015.

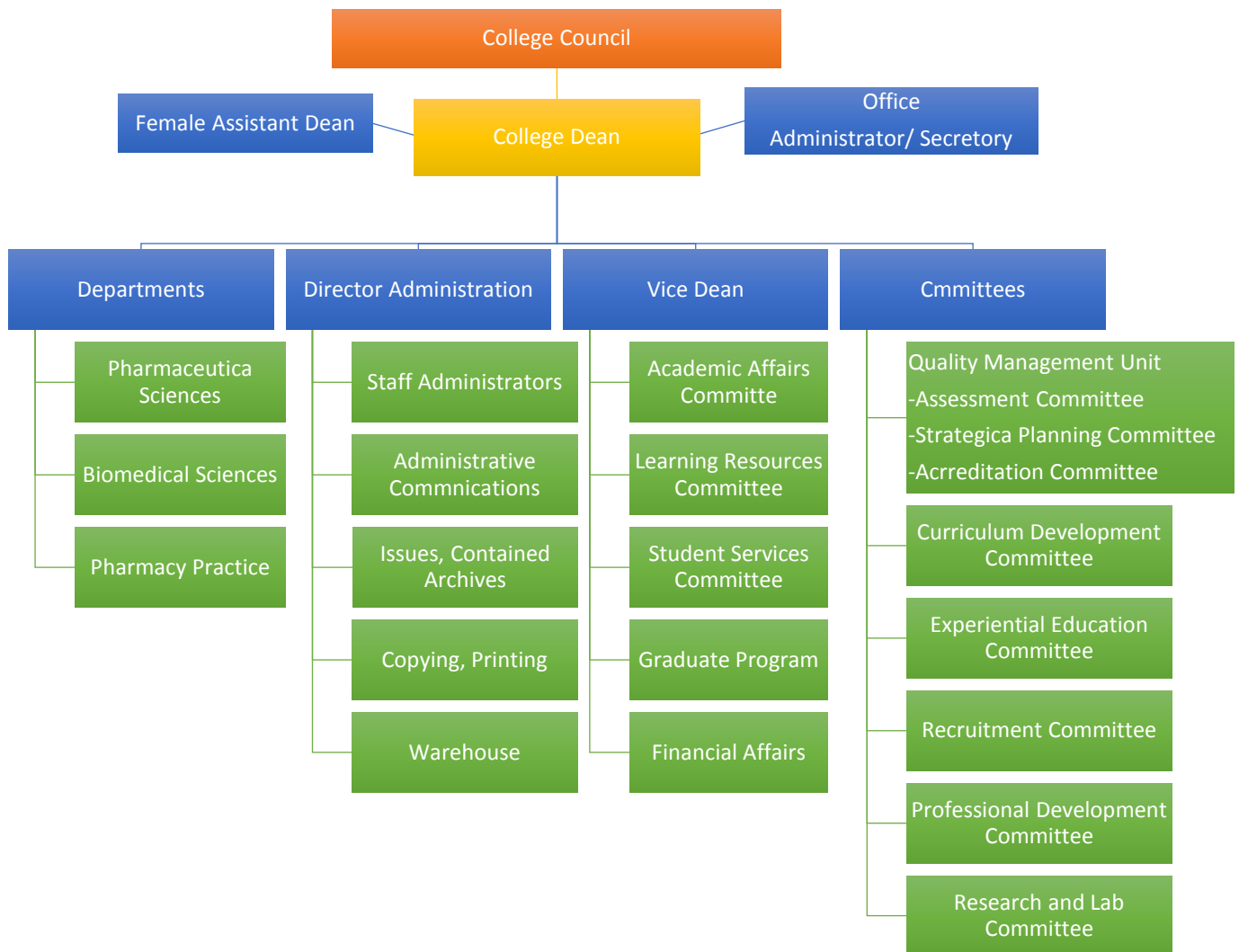
We have new improvements since your last visit in 2013. Some of these changes are based on our continuous Mission Assessment while others are part of the development process. Please see below a summary of these changes. I have attached a detailed description of these changes for further clarification.

1. The College's Quality Management Unit (QMU) assigned charges and tasks to the committees and the departments for the year 2014-2015 as a result of the Mission Assessment Report 2013-2014
2. The College has made changes in its experiential program based upon the results of the Assessment process.
3. The President of the University reassured the College Council for his full support for contract agreements and adjunct faculty positions.
4. The College building is ready and the faculty has been allotted the office spaces. The laboratory equipment has been moved and new equipment is being installed
5. The College has planned the Simulation lab in the new building and the required equipment and supplies have been procured. The lab will be operational starting next semester
6. The College conducts Exit Surveys for the graduating students, which provides insights for the Curriculum Development Committee for improvement
7. The COCP Dean has been given additional charge of the Vice President, Academic Affairs of the University.
8. The College of Clinical Pharmacy has signed Contract with South Carolina College of Pharmacy and the Department of Pharmacy at the Medical University of South Carolina, United States of America.

CCAPP visit is expected in March or April 2016, whereas ACPE has been almost finalized in February 2016.



The COCP has the following administrative hierarchy



College of Clinical Pharmacy Council

College Council: The College Council serves in an executive council approving all the decisions of Departments, Committees and those of the Dean pertaining to all Academic, Administrative and Financial issues, and recommend and forward the relevant issues to the University Council through Deanship of Academic Affairs, for final approval.

College council is appointed by the Presidential order, and consists of the following members:

1. Dean, COCP	[Dr. Ibrahim Abdulrahman Alhaidar]	Chairman
2. Vice Dean, COCP	[Dr. Bandar E. Al-Dhubaib]	Member
2. Chair of the pharmaceutical Sciences Dept.	[Dr. Bandar E. Al-Dhubaib]	Member
3. Coordinator of the Pharmacy Practice Dept.	[Dr. Yasir A. Ibrahim]	Member
4. Coordinator of the Biomedical Dept.	[Dr. Sahibzada Tasleem Rasool]	Member
5. Coordinator of the female section.	[Dr. Taghreed S. Almahdi]	Member

College Council meets monthly and all the decisions in College Council are made by voting; Dean's vote being the casting.

Dean of COCP is the academic and administrative leader of the COCP Council. He is responsible for development, implementation, evaluation, and enhancement of the educational program.

The Dean of COCP met with the department coordinators and faculty members several times through the academic year 2014-2015 and did follow up for the academic affairs and research activity in COCP. Moreover, he met with the head of committees of COCP and discussed the issues expressed by presentation done by each committee to present their activities and their role in each field.

Faculty members who are member in the University Councils and Committees

- 1- Dr. Ibrahim Abdulrahman Alhaidar, Dean
 - A- University Council
 - B- Supreme Committee for the supervision of the University Hospital
- 2- Dr. Bander E. Al-Dhubiab, Vice Dean
 - A- Admission and Registration Committee
 - B- Preyear Committee
- 3- Dr. Sabah Akrawi
 - A- University Scientific Council
 - B- Translation, Authority, and Publication Center-KFU



The administration staff

The college has hired administrative staff to support smooth running of the COCP plan. This administrative staff is managed by the:

- 1- Dr. Ibrahim Abdulrahman Alhaider, Dean of COCP
- 2- Dr. Bander E. Al-Dhubiab, Vice Dean of COCP

The following table provides staff available in male and female section of the COCP

	Name	Occupation		Name	Occupation
Male section			Female Section		
1	Fahad Ibrahim Al-Shbeeky	Manager for finance and administration	21	Fatima Manaa Alqarni	Secretary
2	Thamir Hamad Al-Shardan	Dean office manager	22	Sarah Faleh Alajmi	Secretary
3	Fathi M. Aljwaisem	Students registration	23	Sara Saad Alboteh	Equipment operator
4	Ahmad Salim Alhadeed	Secretary	24	Aisha Khalil Nasab	Secretary
5	Nasir Ali Almajid	Secretary	25	Majedah Ahmad Aljaber	Student's registration
6	Taha Salman Albahrani	Equipment operator	26	Safa Abdulwahad Alsultan	Financial
7	Saleh Rashed Alabdalehi	Secretary	27	Mariam Abdulah Aljughaiman	Secretary
8	Abdulrahman M. Alzerik	Secretary	28	Amra Abdulah Al Fares	Secretary
9	Nasir Hamad Alsafra	Secretary	29	Aljawaher A. Almulhim	Laboratory technician
10	Ibrahim Kaliefa Alhade	Secretary	30	Anwar Saad Alboshaier	Laboratory technician
11	Abdulatif K. Alhamad	Driver	31	Hajer S. Algoqaiman	Laboratory technician
12	Mohamed Majid Alharbi	Research Lab. Technician	32	Nadiah Khaleel Almutlaq	Laboratory technician
13	Sami Saad Alquaimi	Pharmaceutic Lab. Technician	33	Amnah Younes Alyounes	Laboratory technician
14	AbdulAziz Bakheet Algahni	Pharmacology Lab. Technician	34	Fatima Najib Alkalifah	Assistant Pharmacist
15	Hasan Saad Aseri	Research Lab. Technician			
16	Majid Yossif Alsqueer	Analytical Chem. Lab. Technician			
17	Naeif Ali Almansaf	Pharmacology Lab. Technician			
18	Tameem M. Alyahian	Lab. Technician			
19	Hussain Ali Almusabeh	Lab. Technician			
20	Khalid Madini Alzaydi	Pharmacy Tech.			



College of Clinical Pharmacy Departments

1. Pharmaceutical Sciences Department.
2. Biomedical Sciences Department.
3. Pharmacy Practice Department.

1- Pharmaceutical Sciences Department

Faculty Members of the Pharmaceutical Sciences Department

No.	Faculty member	Rank
1	Dr. Ibrahim Abdulrahman Alhaider	Associate Professor, (Dean)
2	Dr. Bander E. Al-Dhubiab	Associate Professor, (Vice Dean)
3	Dr. Sabha Akrawi	Associate Professor
4	Dr. Mahesh Attimarad	Assistant Professor
5	Dr. Sree Harsha Nagaraja	Assistant Professor (coordinator)
6	Dr. Noor Kamil	Assistant Professor
7	Dr. Promis Emeka	Assistant Professor
8	Dr. Mohammed Morsy	Assistant Professor
9	Dr. Anroop B. Nair	Assistant Professor
10	Dr. Mohamad Abdou	Assistant Professor
11	Dr. Tamer Shehata	Assistant Professor
12	Dr. Hany Ezzat	Assistant Professor
13	Dr. Maged Elsayed	Assistant Professor
14	Dr. Christophe	Assistant Professor
15	Dr. Wael Soliman	Assistant Professor
16	Dr. Venugopata	Assistant Professor
17	Dr. Michelin	Assistant Professor
18	Dr. Nashwa Zaher	Assistant Professor
19	Dr. Nancy Safwat	Assistant Professor

Teaching assistant in the Pharmaceutical Sciences Department

No	Name	Qualification
1	Abdulaziz Almhulhim	Pharm D
2	Rashed ALMuqbil	Pharm D
3	Dr. Ahmed Noaim	Pharm D
4	Nofil	Pharm D
◦	Sukaina	Pharm D

Teaching assistant studying aboard (postgraduate students)

No	Name	Qualification
1	Osama Alwasel	Pharm D
2	Sarah Aldosary	MSc



2- Biomedical Sciences Department
Faculty Members of the Biomedical Department

No.	Faculty Member	Scientific Rank
1	Dr. Sahhibzada Tasleem Rasool	Assistant Professor
2	Dr. Omar Moafez	Assistant Professor
3	Dr. Ashraf Amin	Associate Professor
4	Dr. Shahzad Khan	Assistant Professor
5	Dr. Ahmed Ragaa	Assistant Professor
6	Dr. Asia Taha	Assistant Professor
7	Dr. Taghreed S. Almahdi	Assistant Professor
8	Dr. Snawar Hussain	Assistant Professor
9	Dr. Muneer ul Islam	Assistant Professor

Teaching Assistant in the Biomedical Department

No	Name	Qualification
1	Nesrain Issa AL ojan	B. pharmacy

3- Pharmacy Practice Department
Faculty Members of the Pharmacy Practice Department

No.	Faculty Member	Scientific Rank
1	Dr. Yasir A. Ibrahim,	Assistant Professor (Coordinator)
2	Dr. Afzal Haq Asif	Associate Professor
3	Dr. Kazeem Babatunde Yusuff	Assistant Professor
4	Dr. Maitham Abdullah Hawaj	Assistant Professor
5	Mansour Alotaibi	Lecturer
6	Dr. Mays Hassan	Lecturer/Preceptor
7	Dr. Ziad Nasr	Lecturer/Preceptor
8	Dr. Mohamed F. Zaitoun	Lecturer/Preceptor
9	Dr. Amal Khalil Ahmad Abu Alhomos	Lecturer/Preceptor
10	Dr. Dalia Ahmed Elmaghraby	Lecturer/Preceptor
11	Dr. Waleed Hassan	Lecturer/Preceptor
12	Dr. Ahmed Sarsour	Lecturer/Preceptor
13	Dr. Ahmed Adel	Lecturer/Preceptor
14	Dr. Hala Abdelmohaimen	Lecturer/Preceptor
15	Dr. Muhammad Mukthar	Lecturer/Preceptor
16	Dr. Ali Ahmed Alshammari	Teaching Assistant
17	Dr. Ali Mahroos Aldyyen	Teaching Assistant
18	Dr. Bdur Rahman Nejadeh	Teaching Assistant
19	Dr. Suleman Almahesh	Teaching Assistant
20	Dr. Abdel Aziz Almulhim	Teaching Assistant
21	Dr. Khalid Alhussain	Teaching Assistant
22	Dr. Haytam Noor Wali	Teaching Assistant



List of COCP Staff publications in the year 2014-15

Department of Pharmaceutical Sciences

- 1- El-Kashef, Dina F.; Hamed, Ashraf N. E.; Khalil, **Hany E.**; Kamel, Mohamed S. Investigation of the unsaponifiable and saponifiable matters of *Pachypodium lamerei* drake leaves and stems by GC/MS. *Journal of Pharmacognosy and Phytochemistry* 3(1), 128-132(2014)
- 2- Piyush P, **Venugopala KN**, Odhav B, Chopra D. Polymorphism in two biologically active dihydropyrimidinium hydrochloride derivatives: quantitative inputs towards the energetics associated with crystal packing. *Acta Cryst* 2014;**B70**:681-696.
- 3- Piyush P, **Venugopala KN**, Odhav B, Chopra D. Quantitative analysis of intermolecular interactions in 7-hydroxy-4-methyl-2*H*-chromen-2-one and its hydrate. *Proc Natl Acad Sci India, B* 2014;**84**(2):281-295.
- 4- **Morsy MA**, Ibrahim SA, Amin EF, Kamel MY, Rifaai RA, Hassan MK. Sildenafil ameliorates gentamicin-induced nephrotoxicity in rats: role of iNOS and eNOS. *J Toxicol.* 2014;2014:489382. doi: 10.1155/2014/489382.
- 5- **Morsy MA**, Ibrahim SA, Amin EF, Kamel MY, Abdelwahab SA, Hassan MK. Carvedilol ameliorates early diabetic nephropathy in streptozotocin-induced diabetic rats. *Biomed Res Int.* 2014;2014:105214. doi: 10.1155/2014/105214.
- 6- **Kamil N**, Imran ul H S. Hepatoprotective Effects of *Calortopis procera* in Isoniazid and Rifampicin Induced Hepatotoxicity. *Phcog J*, Vol 6, Issue 5, Sep-Oct 2014, pp 9-14.
- 7- Emeka Lorina I, **Emeka Promise M** & Tahir M Khan. Antimicrobial activity of *Nigella sativa* Linn. Seed oil against multi-drug resistant *Staphylococcus aureus* isolated from diabetic wounds. [Accepted and in-press, *Pakistan Journal of Pharmaceutical Sciences*].
- 8- Ahmed S Zidan , Bader M Aljaeid , Mahmoud Mokhtar , **Tamer M. Shehata**. Taste-masked orodispersible tablets of cyclosporine self-nanoemulsion lyophilized with dry silica. *Pharm Dev Technol.* 2014 Jul 29:1-10.
- 9- **Mohammed A. Khedr**, Tamer M. Shehata, Maged E. Mohamed. Repositioning of 2, 4-Dichlorophenoxy acetic acid as a potential anti-inflammatory agent: In Silico and Pharmaceutical Formulation study. *European Journal of Pharmaceutical Sciences.* [<http://dx.doi.org/10.1016/j.ejps.2014.09.014>].
- 10- **Venugopala K. Narayanaswamy**, Raquel M. Gleiser, Kabange Kasumbwe, Bandar E. Aldhubiab, Mahesh V. Attimarad, and Bharti Odhav Evaluation of Halogenated Coumarins for Antimosquito Properties, *The Scientific World Journal*, Volume 2014 (2014), Article ID 189824, 6 pages



- 11- **Venugopala K. Narayanaswamy**, Raquel M. Gleiser, Raju K. Chalannavar and Bharti Odh, av Antimosquito Properties of 2-Substituted Phenyl/benzylamino-6-(4- chlorophenyl)-5-methoxycarbonyl-4-methyl-3,6-dihydropyrimidin-1-ium Chlorides Against Anopheles arabiensis; Medicinal Chemistry, 10(2), Pp: 211 – 219, 2015.
- 12- **Mahesh Attimarad**, Sree Harsha Nagaraja, Bandar E. Aldhubaib, Anroop B. Nair, Simultaneous Determination of Metformin and Three Gliptins in Pharmaceutical Formulations Using RP HPLC: Application to Stability Studies on Linagliptin Tablet Formulation IJPER, Vol 48, Issue 4, Oct-Dec, 2014
- 13- **Venugopala KN**, Govender R, Khedr MA, Venugopala R, Aldhubiab BE, Harsha S, Odhav B. Design, synthesis, and computational studies on dihydropyrimidine scaffolds as potential lipoxygenase inhibitors and cancer chemopreventive agents. Drug Design, Development and Therapy 2015, 9, 911—921.
- 14- **Sree Harsha**, Bandar E. Al-Dhubiab, Anroop B. Nair, Mohammed Al-Khars, Mohammed Al-Hassan, Raja Rajan, Mahesh Attimarad, Katharigatta N. Venugopala & Afzal Haq Asif, Novel Drying Technology of Microsphere and Its Evaluation for Targeted Drug Delivery for Lungs, Drying Technology: An International Journal, 2015, 33, (4), 502-512.
- 15- Azza A. K. El-Sheikh, **Mohamed A. Morsy**, Ahlam M. Abdalla, Azza H. Hamouda, and Ibrahim A. Alhaider, “Mechanisms of Thymoquinone Hepatorenal Protection in Methotrexate-Induced Toxicity in Rats” Mediators of Inflammation, vol. 2015, Article ID 859383, 12 pages, 2015. doi:10.1155/2015/859383.
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- 17- **Anroop B Nair**, Rachna Kumria, Bandar E Al-Dhubiab, Mahesh Attimarad, Sree Harsha, Noninvasive sampling of gabapentin by reverse iontophoresis., Pharm Res 2015 Apr 16;32(4):1417-24.
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- 21- Rachna Kumria, **Anroop B Nair**, Garima Goomber, Sumeet Gupta Buccal films of prednisolone with enhanced bioavailability. Drug Deliv 2014 Jun 3:1-8.



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- 23- Reem I. Al-wabli, **Mohammed A. Khedr**, Adnan A. Kadi, Mohammed A. Motaleb, Khalid A. Al-rashood, Wafaa A. Zaghary, Synthesis, molecular docking and antibacterial evaluation of various quinoline schiff bases: labeling and biodistribution of ^{99m}Tc-2-(p-hydroxybenzylidene)-1-(quinolin-4-yl) hydrazine, *Medicinal Chemistry Research*, 2014, 23(9), 4011-4020
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1. **El-Mahdy**, T.S., El-Ahmady, M. and Goering, R.V. (2014) Molecular characterization of methicillin-resistant *Staphylococcus aureus* isolated over a two-year period in a Qatari hospital from multinational patients. *Clin Microbiol Infect.* 20:169-173.

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1. Naveed Ullah, Mir Azam Khan, Taous Khan, **Afzal Haq Asif** and Waqar Ahmad. Mentha piperita in nephrotoxicity; a possible intervention to ameliorate renal derangements associated with gentamicin. *Indian Journal of Pharmacology* 2014,46(2): 166-70
2. Linda M. Tahaineh, Abla M. Albsoul-Younes, **Mais H. Iflaifel**, Iman Al-Shehabe. Evaluating Unfractionated Heparin Fixed Dosing Protocol and Establishing an Institutional Therapeutic Range for UFH in Hospital Setting in Jordan. *Clinical and Applied Thrombosis/Hemostasis* 2014, Vol 20(1) 73-77.
3. **Tahir Mehmood Khan**, Syed Azhar Syed Sulaiman, **Ibrahim Al-Haider**, & Abdul Aziz Alhafez; assessment among patients with uraemic pruritus; *Journal [AMJ]* 2014, 7, 2, 81-82]



DSR projects 2014-2015

S. No	Title	Name of the Co-Investigators	Budget in SAR
1	Evaluation of therapeutic effect of bone marrow-derived stem cells on acetaminophen-induced hepatotoxicity in rats	Ahmed Ragaa Nour Ibrahim Dr. Mohamed A M Morsy, Dr.Hamza Naeem Ahmed	80000
2	Development of transdermal delivery system of vildagliptin and its comparison with oral therapy	Dr. Anroop B Nair, Dr. Bandar E. Aldhubiab, Dr. Mahesh Attimarad, Dr. Sree Harsha N	82400
3	Formulation and Evaluation of Vildagliptin Dual Drug Release microsphere	Dr. Arshia Shariff Dr. Bandar E. Aldhubiab, Dr. Sree Harsha N	54900
4	Development of Nano based drug delivery system for the buccal delivery of acyclovir	Dr. Bandar E. Aldhubiab Dr. Anroop B Nair Dr. Mahesh Attimarad, Dr. Sree Harsha N	77400
5	Subchronic administration of mitoxantrone and the influence of inducing and inhibiting agents on the induction of cardiotoxicity -A metabolic evaluation in mice.	Dr. Promise Emeka Dr. Mohamed Morsy, Dr Ibrahim Alhaider, Dr Maged Elsayed	72400
6	Design and Evaluation: Vildagliptin–Metformin Nanoparticle Combination	Dr. Sree Harsha Dr. Bandar E. Aldhubiab, Dr. Mahesh Attimarad, Dr. Sree Harsha N	55900
7	Effect of concurrent administration of date palm fruit with Lisinopril on serum potassium level in rabbits	Dr. Kazeem B. Yusuff Dr. Promise Emeka, Dr. Mahesh Attimarad	62,000
8	Phytochemical and biological screening of essential oils from some aromatic plant families in the eastern area (Al-Ahsa) of Saudi Arabia	Dr. Maged El-Sayed Mohamed Dr Ibrahim Alhaider Dr Hany Ezzat Khalil Dr Omar Mohafez	112400
9	Simultaneous determination of amlodipine, hydrochlorothiazide and several sartans by Liquid Chromatography and /or Capillary Electrophoresis in formulations and plasma	Dr. Mahesh Attimarad Dr. Sree Harsha N, Dr. Anroop B. Nair, Dr. Bandar E. Al Dhubaib	75400
10	Design and Synthesis of Novel Phosphonate Containing molecules that could be used in Treatment of cancer	Dr. Mohammed Abdou Khedr Dr. Ibrahim Al-Haider, Dr. Bandar Al-Dhubiab Dr. Tamer Mustafa Dr. Maged El- Sayed	96100
11	Hesperidin ameliorates methotrexate-induced nephrotoxicity in rats	Mohamed A. Morsy Ahmed R. Ibrahim; Mohammed I. Mohammed	66400
12	Augmentation effects of novel naringenin analogues and ciprofloxacin as inhibitors for NorA efflux pump (EPs) and pyruvate kinase (PK) against MRSA	Dr. Nashwa Hafez Mohamed Zaher Dr. Mohamed Ismail Mostafa	98000



13	Interactions between the Red palm weevil (Rhynchophorus ferrugineus) and its host the date palm (Phoenix dactylifera): a Metabolomic study	Dr. Khalid Abd-Allah Al-Hudaib Dr. Hany Ezzat Khalil Dr. Maged El- Sayed	
14	Development of transdermal delivery system for combination antiemetic therapy for chemotherapy induced nausea and vomiting in cancer patients	Dr Noor Kamil Dr Anroop Nair Dr Mahesh Attimarad	74275
15	Evaluation of the effect of Arugula, Lupin and Sage oils on levels of different adipokines in obese rats	Dr. Ibrahim Al-Haider Dr. Majed Mohamed Dr. Tamer Shehata	99400
16	In-vivo and In-vitro Evaluation of Atorvastatin Transdermal Patches as Promising Drug Delivery System	Dr Tamer Shehata Mohafez	Dr Omar ٥٨٤٠٠
17	Design, synthesis and structural elucidation of ethyl 2-((substituted phenyl)amino)-4-(4-fluorophenyl)-6-methyl-1,4-dihydropyrimidine-5-carboxylate molecular scaffolds for multi-drug resistant and extensively drug resistant strains of Mycobacterium tuberculosis	Dr Venugopala K.N V. Attimarad and Dr. Bandar E. Aldhubiab	Dr Mahesh 74400
18	Design, Synthesis and Biological Evaluation of a Novel Series of Celecoxib Prodrug Possessing Nitric Oxide Donor Moiety	Dr. Wael Soliman	64400
19	Determination of the active ingredients of the Prosopis Farcta leaves	Dr. Sabah Akrawi, Dr. Bandar E. Aldhubiab, and Dr. Mahesh Attimarad	74000.00



COCP Faculty Training Activity Programs

A- Teaching Programs		Date	Faculty
1	Orientation Program	17-9-2014	Dr. Nancy, Dr. Ahmed Adel, Dr. Hala
2	International diabetes federation in MENA region	27-9-2014	Dr. Mays
3	ACCP certificate of "Routine drug and food interactions during antihelmenthic therapy"	22-10-2014	Dr. Noor Kamil
4	Antibiotic Resistance Symposium	11-2014	Dr. Morsy, Dr. Emeka, Dr. Ahmed Adel
5	Interactional criteria for community engagement	(23-24)-11-2014	Dr. Morsy, Dr. Maged, Dr. Hany
6	Updates of osteoporosis	15-12-2014	Dr. Mays
7	ACCP certificate of "Expression of six drug transporters.."	19-2-2015	Dr. Noor Kamil
8	ACCP certificate of "Influenza vaccination and technology"	19-2-2015	Dr. Noor Kamil
9	ACCP certificate of "How MDMA's pharmacology and pharmacokinetics drive desired effects.."	19-2-2015	Dr. Noor Kamil
10	ACCP certificate of "New drug applications: Role of clinical pharmacology"	25-2-2015	Dr. Noor Kamil
11	Advanced cardiovascular care	12-2-2015	Dr. Hala, Dr. Mays
12	Pain management-King Fahd Hospital	4-2-2015	Dr. Hala
13	Moderate sedation and analgesia course	25-2-2015	Dr. Hala
14	First aid during lectures	(14-15)-4-2015	Dr. Taghreed
15	Improving patient safety and minimizing medication errors	2-5-2015	Dr. Ahmed Adel, Dr. Amal, Dr. Mays
16	Medication management	30-4-2015	Dr. Amal
17	Current therapeutic guidelines	23-4-2015	Dr. Dalia, Dr. Hala, Dr. Mays



B- Teaching Programs		Date	Faculty
1	Learning outcomes: concepts and methods of measurements	(11-12)-11-2014	Dr. Morsy, Dr. Maged
2	Fundamentals of visible learning	(2-3)-12-2014	Dr. Morsy
3	Educational technology	(16-17)-12-2014	Dr. Morsy
4	Intended learning outcomes	23-2-2015	All faculty members
5	Teaching skills of large groups	(2-3)-3-2015	Dr. Taghreed
6	Setting up achievement tests according to scientific criteria	(15-16)-3-2015	Dr. Sabah Akrawi
7	Effective teaching strategies	(30-31)-12-2014	Dr. Ahmed Adel

C. Research development (workshops and conferences)		Date	Faculty
1	PSCCH international cardiac conference	19-10-2014	Dr. Hala
2	1 st Heart failure symposium	16-10-2014	Dr. Mays
3	Annual pharmacy advancement conference	15-10-2014	Dr. Mays
4	Managing references using endnote	(4-5)-11-2014	Dr. Nancy
5	Thinking skills	(25-26)-11-2014	Dr. Nancy
6	APPS annual meeting, USA	(2-6)-11-2014	Dr. Anroop
7	2 nd international conference of clinical pharmacy, Sanfransisco, USA	(2-3)-12-2014	Dr. Sabah
8	4 th international conference of nanotech, Sanfransisco, USA	(3-4)-12-2014	Dr. Harsha
9	3 rd international conference on computer-aided drug design & medicinal chemistry, Sanfransisco, USA	(8-10)-12-2014	Dr. Mohammed Abdou
10	Reviewing scientific research	17-2-2015	Dr. Maged
11	26 th scientific conference of Saudi heart association	13-2-2015	Dr. Mays
12	XIII international conference on medicinal chemistry, USA	(9-10)-3-2015	Dr. Venugopala
13	Dealing with research failure and turning it into success	(10-11)-3-2015	Dr. Shahzad, Dr. Hany, Dr. Mahesh, Dr. Noor, Dr. Harsha, Dr. Anroop, Dr. Kazem
14	MSACL 2015 USA conference & Exhibits	28-3-2015	Dr. Mahesh
15	30 th meeting of Saudi biological society	(7-9)-4-2015	Dr. Morsy and Dr. Tamer
16	4 th MNGHA research day- King Abdul aziz hospital	23-4-2015	Dr. Amal



	D. IT	Date	Faculty
1	Reflow	11-2-2015	All faculty
2	Blackboard	28-12-2014	All faculty
3	SPSS	8-3-2014	Dr. Venugopala, Dr. Mahesh, Dr. Noor, Dr. Harsha, Dr. Anroop, Dr. Kazem, Dr. Emeka
4	Principles of Photoshop	7-12-2014	Dr. Morsy
5	Prezi presentaion	(8-9)-2-2015	Dr. M.Abdou, Dr. Maged, Dr. Morsy
6	E-surveys skills	24-2-2015	Dr. Morsy
7	Update training on SDL	8-3-2015	Dr. Shahzad
	E. Quality Assurance	Date	Faculty
1	Course report	5-3-2015	All faculty members
2	Intended learning outcomes	23-2-2015	All faculty members
3	Risk management planning	30-11-2014	Dr. Afzal Haq
4	Quality managing system	10-3-2015	Dr. Emeka
5	Setting up operational plans	(10-11)-2015	Dr. Maged



Student Projects 2014-15

	Name of the Student	Supervisor	Title of the Project
1	Abbas Ahmed Alghannam. Mostafa Ismail	Dr. Mahesh Attimarad	Determination of metoprolol and hydrochlorthiazide in Bulk and Pharmaceutical Formulation by RP-HPLC
2	Fahad Abdulaziz Al-Subaie Abdulrahman	Dr. Mahesh Attimarad	Development of validated RP HPLC method for simultaneous determination of metformin containing anti-diabetic drugs in formulations
3	Fahed Abdallah Saleh Al Moleheim. Yousef Mohamed Abd Alkarim Al Jashy	Dr. Hany Ezzat	Genetic, botanical and chemical characteristics as authentication tools of <i>Carissa macrocarpa</i> growing in Saudi Arabia
4	Sara Al-Safar Masha'el El-Dosary Ohood Bu-Haymed	Dr. Taghrid El-Mahdy	Characterization of soil bacteria isolated from the eastern province, Saudi Arabia
5	Abdullah Mohammed Bujubarah Hussain Mansour Bujubarah	Dr. Venugopala K.N	Synthesis and structural elucidation of benzothiazole analogues for potential pharmacological properties
6	Ali Abdul Wahab bin Ali Hassan Muntadhar Ali Bu-Saleh bin Matouk	Dr. Anroop Nair	Formulation and evaluation of niosomal gel for iontophoretic skin delivery of doxorubicin
7	Amnaha alshams Batool Alhasan Ayyat Alherz	Dr. Nashwa Zaher	Healthcare counseling provided for pregnant women in Saudi Arabia
8	Mariam Radi Buhulaiqahhalika Dua'a Mohammed Al-Hamdan	Dr. Nashwa Zaher	A Comparative Study Between Diet and Exercise Therapy and Bariatric Surgery Among Obese in Saudi Arabia
9	Ola Ali Al-Jaber Zainab Mohammed Al-Shag Thanaa Adnan Al-Saleh	Dr. Nashwa Zaher	Formaldehyde concentration in keratin hair straightening products in Saudi Arabia
10	السيد مشني بن السيد الحربي سعد سعود بن شعيفان السبيعي عبدالسلام محمد يحيى عواجي	Dr. Omar Mohafez	Evaluation the hypotensive effect of garlic extract and vitamin-C on hypertensive rats
11	عمار علي بن محمد الثملاان عبدالإله سامي بن سلمان بوسعد	Dr. Omar Mohafez	Evaluation of the protective effect of red ginseng extract from streptozotocin induced β -cell damage in rat model
12	عبدالله ناجي محمد القطان حيدر علي بن عبدالوهاب الصحاف	Dr. Omar Mohafez	Evaluation the effect of sage oil on Aryl Hydrocarbon receptor signaling in diabetic type-1 rats model
13	نصرالله ياسين بن عبدالله السليمان حسين عبدالله بن محمد الحويكم	Dr. Omar Mohafez	Evaluation the effect of ginger and thyme on irritable bowel syndrome
14	حسين علي ابن حسن الدواء احمد عبدالله بن علي المكلف حسين يوسف بن حسين الهلال	Dr. Omar Mohafez	Evaluation the combing effect of Gymema Sylvestre, Chitosan and Ascorbic acid(Chitocal) on weight reduction and lipid profile in obese rats
15	علي هادي بن جواد العلوي محمد جاسم بن محمد السالم عيسى سعد بن عبدالرحمن بورسيس	Dr. Omar Mohafez	Evaluation the synergistic hypoglycemic effect of cinnamon and curcumin in diabetic rat model
20	عبدالله مجري بن جفين القحطاني	Dr. Omar Mohafez	Evaluation the effect of Camel urine on breast cancer cells



List of the graduate students (2015)

	Female		Male
1	Luluah Adel Almulhim	1	Khalifa Yousef Al-Rajeh
2	Maryam Albinhamdhah	2	Mohammed Al-Abdulwahid
3	Alya Salah Balghonaim	3	Taher Hashem Al-makki
4	Fatima Ahurayri	4	Amin Ayesh Albrahim
5	Amnah Al-Sabt	5	Ammar Ali al-abdullatif
6	Sarah Shar Alshehri	6	Salah Adel Almajhad
7	Maryam Abdullah Algaber	7	Basil Hussain Al-khalifa
8	Najala Al Shakmobarak	8	Hassan Saleh Al-shakhs
9	Afnan Alkhuneifar	9	Mohammed Ali Al-Hassan
10	Baneen Mohamed AlGatheb	10	Ahmed AlAswad
11	Bashayer Al-Nuaim	11	Hamzah Saleh Abandar
12	Muneera Almulhim	12	<i>Mohammed Jassim Al-saeed</i>
13	Sakinah Abdullah Al Hajji	13	Osama Ibrahim Bo Saad
14	Latifah Khalid Al Mulhim	14	Abdullah Mohamed Al- Khamees
15	Zahra Ali Alobedan	15	Ali Hussain Bomejdad
16	Wejdan Al_Humaini	16	Hamood Zayed Al-omrani
17	Zahrah Sami Albohassan	17	Mohammed Taha Al-amer
18	Sukainah Ali Alamer	18	Hussain AlDandan
19	Montaha Mostafa Alhajji	19	Jabir Ali Al-aseeri
20	Reem Samir Al-Amer	20	Abdul Elah Al-Saeed
21	Enam Ali AlNaser	21	Maher Yousef
22	Alaa Saleh Al-Moha	22	Amjad Badukhi
		23	Mohammad Abdulakarim Al-khars
		24	Moosa Abdul Wahid Al-smael
		25	Maitham Abdullah Al-Ali
		26	Mustafa Ali Al-Howaikum
		27	Meitham Essa Al-khudair
		28	Ali BouMajada
		29	Fahad Sami Al-Fahaid



List of the graduate students (2014)

	Female		Male
1	Marwah Eisa Al-Nowis	1	Mokhtar Al-Omar
2	Amal Rasoul Al-Turaifi	2	Abdul Elah Maghrabi
3	Loloah Abdullah Al-Mulhim	3	Abdulsattar AlHussain
4	Maryam Jamal Al-Saeed	4	Mohammed Alhammad
5	Sarah Ibrahim Al-amer	5	Abdullah Khababah
6	Norah Abdl Mohsen Al-Banyan	6	Abdullah S. Al-osaimi
7	Marwa Ahmad Al-ramadan	7	Abdul Aziz Anezi
8	Kawthar Taleb Alsaid Hassan	8	Abdulhamid jaafar Al-Nehab
9	Fatimah Al-Haddad	9	Ali Ahmad Al-Ramadhan
10	Hawraa Mouhamad Al-Amer	10	Hamd S. Neami
11	Sumaya Abdul Aziz Al-khawajah	11	Mortadha Bukhadar
12	Fatn Yousef Alhomdan	12	Nazer Habib Dandan
13	Hawra Mohammed Al-Khluteet	13	Mahdi Bu Jabarah
14	Nourah Ahmad Alomran	14	Shahid Hamid Khalid
15	Sarah Khalid Al-Hussain	15	Abdullah Al-Bujabarah
16	Nagella Ahmad Al Dlijan	16	Mohamed Al-Mutawa
17	Hawra Habeeb Al-khamis	17	Abdullah Saeed Hajji
18	Kawthar Ali Alali		
19	Fatimah Mohammed Al-Hassan		
20	Leena Al-om		
21	Zahra Hussain Bohassoun		



List of the graduate students (2013)

	Male		
1	Ahmad Hussain Al-Bahrani	16	Fahad Md. Al Mulhim
2	Ahmed Faudil-Naeem	17	Abdulaziz Bo- Hassan
3	Ahmed Saad Al-Naeem	18	Maitham Al-Muslem
4	Anas Fahad Al-Mulhim	19	Yasser Suliman Al-Bader
5	Ahmad Adel Al-Amer	20	Ali Al-Wabari
6	Hussin Al-zekry	21	Hussain Ali-Bahrani
7	Ahmed Ali Al-Rashed	22	Mohammed Ahmad Al-Jobran
8	Mohammed Al-Ismaail	23	Ali Al-Yaunis
9	Hassan Saleh Al-Alawi	24	Abdullah Ali-Bin Saleh
10	Mohammed Al-Hajji	25	Jed Mohammad Al-Qahtani
11	Hassan Ali Al-Abbad	26	Abdullah Mohammed Al-Shaksh
12	Murtadha Abdullah Al-Homaid	27	Mohammed Abdullah Al-Shakhas
13	Sulaiman Al-Muhaish	28	Ali Jawad Al-Yuosef
14	Haron Al-shaikh	29	Mohammed abdullah Al-Wabari
15	Abdul Rahman Al-Najada	30	Monther A Sultan



Committees' annual reports

Committee Formation and Structure:

All committees are formed by Dean's Executive Order, at the beginning of each academic year, after discussion with Vice Dean and departmental Chairs, and are approved by College Council. A committee is formed for 2 years with replacement of 20-30% member after a year.

A committee shall be composed of 3-5 faculty members representative from each department, a faculty member with special expertise /training /experience, student and administrative representative and a committee chair in addition, more than 90% committees meet according to schedule with quorum, and more than 90% committees charges assigned to committees by dean were successfully met.

1- Quality Management Unit

QUALITY MANAGEMENT UNIT

Annual Report 2014-2015

I. Charge of the Unit

The purpose of quality management unit is to develop policies and procedures by which the college can measure its working in all domains like education, training, research, administration and services to achieve its mission, using standards provided by National and International Accrediting Agencies. QMU, in collaboration with Deanship of Quality Assurance will oversee all the quality issues ranging from reviewing changes in study plan to administration of the programs through teaching, training and assessment strategies within the program with required documentation, surveys, and their analysis; and also prepare Annual Program and Periodic Self Study Report. The Unit will make recommendations based upon the analysis and ensure their implementations in the relevant area as part of dynamic and continued improvement process, towards fulfillment of the college mission. The Unit will also establish assessments/internal audit system/policy for all of its procedures and activities.

II. Members:

- | | |
|---------------------------------|----------------|
| 1. Dr. Ibrahim A. Alhaider | Director/Chair |
| 2. Dr. Afzal Haq Asif | Coordinator |
| 3. Dr. Taghreed Said Al-Mahdy | |
| 4. Dr Sahibzada Tasleem Rasool | |
| 5. Dr. Maged Alsyed | |
| 6. Dr Yasir Ibrahim | |
| 7. Dr Mahesh Attimarad | |
| 8. Dr. Sree Harsha | |
| 9. Dr. Promise Emeka | |
| 10. Dr. Noor Kamil | |
| 11. Dr. Muneer ul Islam | |
| 12. Mr. Anas Al-ahmed Student | |
| 13. Ms. Fatima Aldoghan Student | |



III. Sub-Units/Committees

Quality Management Unit, while working as unit according to its “Roles and Responsibilities” , has following sub-committees, working under the umbrella of the Unit:

1. Accreditation Committee

1.	Dr Ibrahim bin Abdulrahman Alhaider	Chair
2.	Dr. Sahibzada Tasleem	Coordinator
3.	Dr. Afzal Haq Asif	Members
4.	Dr Sabah Akrawi	Member
5.	Dr Maged	Member
6.	Dr Yasir Ibrahim	Member
7.	Dr Mahesh	Member
8.	Dr Promise Emika	Member
9.	Dr. Taghrid Elmahdy	Member
10.	Dr. Wael Soleiman	Member

2. Strategic Plan Monitoring Committee

1.	Dr Ibrahim bin Abdulrahman Alhaider	Chair
2.	Dr Afzal Haq Asif	Coordinator
3.	Dr. Yasir Ibrahim	Member
4.	Dr Sahibzada Tasleem	Member
5.	Dr. Taghreed	Member

3. Assessment Committee

1.	Dr Ibrahim bin Abdulrahman Alhaider	Chair
2.	Dr. Maged Al-syed	Coordinator
3.	Dr. Afzal Haq Asif	
4.	Dr. Sree Harsha	

IV. Number of meetings held during the academic year: 4

QMU worked as per its roles responsibilities (attached), along with its subcommittees usually all worked together to accomplish its responsibilities and to achieved assigned KPI's based upon COCP assessment Plan. The Unit worked in close association with the Curriculum Development Committee met regularly to provide input to the unit, however, QMU itself had 7 meetings during academic year 2013-2014

1.	First meeting:	Sep	11, 2014
2.	Second meeting:	Jan	04, 2015 (working paper)
3.	Third Meeting:	March	09, 2015
4.	Fourth Meeting:	May	05, 2015



Accomplishments of Quality Management Unit: 2014-2015

The Quality Management Unit, accomplished the following during current academic year: 2014-2015:

1. Secured Conditional Accreditation by CCAPP (Canada) for 2014-2016 (Received the confirmation from CCAPP on July 05, 2014)
2. Secured Certification of its Pharm D Program by ACPE (USA) for 2014-2016 (Received the confirmation from ACPE on July 2015)
3. Prepared and implemented action plan on [CCAPP](#) and [ACPE](#) reports
4. Prepared abstract of College Program for Middle East competition of Pharmacy program and secured 2nd Award of excellence
5. Prepared and Submitted Interim Report for ACPE, as certification requirement, as a result of which 2 criterion were further approved, leaving behind 2 criteria for monitoring (Accreditation Committee)
6. Planned and implemented [NFOP-2014-15](#), followed by evaluation, for newly joining faculty members
7. Prepared and submitted [Proposal for Prep year program improvement](#) based upon faculty feedback
8. Organized and implemented Quality Assurance Campaign for students motivation for participation in Quality Surveys, for first semester 2014-15, with one of the highest turnover among KFU colleges.
9. **Organized seminars** on Annual course Reports, ILO writing, Annual Program Report and risk Management Planning in Higher Education.
10. Organized Course Report Seminar for the year 2014-15 and forwarded recommendations to Curriculum Development Committee
 - a. [First Semester Report](#)
 - b. [2nd Semester Report](#)
11. **Established Collaboration with College of Pharmacy, Qaseem University**, for benchmark for students achievement with
12. **Provided Guidelines for program improvement** to Colleges of Pharmacy, Northern Border University and Qaseem University for program improvement leading to accreditation



13. Assisted the administration in Meeting of Deans of Pharmacy Colleges of the Kingdom including basic data collection for further planning for promotion of pharmacy education in the Kingdom
14. Assisted KFU higher administration for preparing collaborative contract for bench mark and peer review of program administration with South Carolina College of Pharmacy, Medical University South Carolina, USA and Virginia Commonwealth University, USA
15. Prepared guidelines for Program Development and quality assurance for Pharm. D. degree.
16. Prepared and submitted [Course and program Assessment](#) report for the year 2014-2015 (Assessment Committee)
17. Prepared and submitted [Annual Program Report: 2013-2014](#), got approved by office of VP Academic Affairs
18. Approved assessment of [COCP Mission achievement report 2013-2014](#), and prepared development plans based upon these report assigning responsibilities to various committees and departments, with timelines.
19. Administered following online surveys for the academic year 2014-15:
 - a. End of Year Faculty Survey 2014-15
 - b. End of year Students survey 2014-15
 - c. Alumni Survey 2014-15
 - d. Employer Survey 2014-15
20. Collected data and prepared [assessment of mission achievement](#) based upon approved KPI's for 2014-2015
21. Planned and implemented Quality Awareness Program for Students-2014-5 (QAPS-2015), both for male and female sections
22. Organized Quality Assurance Campaign to be launched during last week of April 2015, in collaboration with Academic Affairs Committee to enhance students participation in Quality surveys (CES, PES and SES)
23. Improved COCP KPI's with inclusion of those assigned by office of Vice President, Academic Affairs as per NCAAA standards
24. Assigned COCP KPI's to all College Committees
25. [Prepared and got approved COCP](#) Quality Calendar 2015-2016
26. Provided feedback to Academic Affairs Committee on:



- a. Improved Stat form for final exam results
 - b. Specifying slots for quizzes and Midterm early in the morning to avoid wastage of students time
27. Improved the Program delivery by implementation of the following in 100% of the courses:
- a. [Orientation to the course and its online-evaluation](#) by the students on a form administered by Assessment Committee
 - b. [Teaching Observation by the peers](#)
 - c. [Exam Question Moderation](#)
 - d. [Grading moderation](#)
28. Provided feedback to Professional Development Committee for publishing Proceedings of COCP Professional Development Program every year
29. [Sixteen Program ILO's](#): Assisted Curriculum Development Committee for modification of Program ILO's from 75 to 16 in 5 domains of learning as per NCAAA directions and got approved by KFU administration. The ILO's were thoroughly discussed and presented to the faculty.
30. All the faculty members revised their course ILO's in groups made according to the subject areas: Pharmacology courses as one group, Pharmaceutics as one group etc
31. Comply with the directions of VP office for submission of quality documents (Course Specifications, Course Reports, Program Specifications and Program Reports)
32. The strategic Plan Committee reviewed all annual reports of strategic plan 2011-2015 and compiled comprehensive report with action plan for objectives/sub-objectives not yet achieved. [S trategic Plan Report Final.2015.pdf](#)

DR. IBRAHIM A. ALHAIDER Ph D
Dean/Director QMU
King Faisal University, Al-Ahsa
June 22, 2015



Example of Quality Management Unit meeting minutes

MINUTES OF 2nd MEETING

Ref : KFU/COCP/QMU/2/2015

Dated : 04/01/2015

To: All Members of the committee

CC: Secretary to the Dean

Date and Time: Sunday, Jan 04, 2015 at 12:30 PM

Venue: Meeting Room, College of Clinical Pharmacy, KFU

I. Attendees:

1. Dr. Taghreed Said Almahdy
2. Dr. Yasir Ibrahim
3. Dr. S. Tasleem Rasool
4. Dr. Maged Alsaeed
5. Dr. Promise Emeka
6. Dr. Mahesh Attimarad
7. Dr. Sree Harsha
8. Dr. Wael Soleiman
9. Dr. Afzal Haq Asif

Present 09, Regrets 01 Leave 0 Attendance Level 90%

II. Agenda:

1. Follow up of decisions of First Meeting
 - a. ACPE action Plan
 - b. CCAPP action Plan
2. Left over strategic objectives: COCP Strategic Plan 2012-2015
3. Online data collection:
 - a. Course objective achievement data
 - b. Stat form and final exam results
4. Strategic Plan 2015-2018/19
 - a. SWOT analysis
 - b. Strategic Initiatives
5. Miscellaneous

III. Discussion & decisions:

Sl. No.	Item	Responsibility	Date	Status
0	The meeting was started with Dr. Afzal Coordinator QMU in chair, as per respected Dean's advice. After formal greeting the Chair thanked all the members for their hard work in implementing the decisions made during first meeting			
1. Follow up.	1.a. Dr. Tasleem was requested to start writing the required report with collection of data from relevant corners, in assistance with Dr Harsha and Dr.	Dr. Tasleem Dr. Mahesh Dr. Harsha	Feb 28, 2015	Open



Sl. No.	Item	Responsibility	Date	Status		
	ACPE Action Plan	Mahesh. The report may be sent to TTU consultants for review during 1 st week of march, 205				
		The process for Collaborative contracts and adjunct faculty positions may be expedited by the COCP administration	The Dean	immediate	open	
		Community Pharmacy rotation development	Dr. Wael Dr Yasir	Jan 15, 205	awaited	
		A note on How administrative and social/behavior sciences contents have been increased in the study plan, with evidence	Dr Kazeem CDC	Jan 15, 2015	open	
		A note on removal of redundancy in Chemistry related courses.	CDC	Jan 20, 2015	open	
		A note with evidence, how assessment result are used for program improvement, with evidence	CDC	Jan 22, 2015	open	
		A note on how assessment results are used to improve experiential program	EEC	Jan 22, 2015	open	
		A note on impact of DU-COCP on COCP-KFU, with evidences, number of admissions, EE sites, with 5 years capacity chart	Dr Tasleem, Dr. Yasir	Jan 22 2015	open	
		Faculty development (new faculty) in teaching and learning, use of technology	PDC	Jan 22,2015	open	
		Plan for effective use of new building for educational & research purpose	Dr. Tasleem	Jan 22, 2015	open	
		Student participation in committees: Dr Omar Mohafiz to select students for all Committees (except Recruitment Committee), through Student Services committee. (At least one MoM of each committee till Feb 28, 2015 with student participation	Dr Omar SSC	Jan 29, 2015	open	
	1.b.	1.b. Action Plan for CCAPP	IPE: The QMU expressed its concern for not having IPE module/sessions during past semester. It is recommended that IPE be implemented during the current semester Dr. Emeka was requested to contact COM to know the module structure, so that those matching with therapeutics could be shared as IPE sessions It was also recommended that COCP administration should contact with that of COM, for IPE implementation IPE in common with CON was also suggested KFU IPE committee meeting may be held with immediate effect as a step forward for IPE implementation	The Dean, COCP Dr. Promise Emeka	Jan 22, 205	open
	1.c	1.c	Simulation and OSCE All the members stressed upon the implementation of OSCE in various courses, however the simulation lab opening in new building will satisfy the requirement. CDC and PP department will prepare list of courses with skills to be taught in simulation lab and assessed through OSCE	The Dean for simulation lab. Mr. Tameem CDC for preparation of course lists with skills	Jan 31, 205	open



Sl. No.	Item	Responsibility	Date	Status	
	1.d	.The QMU appreciated the response of PDC and AAC on the previous decisions (blackboard workshop), Mission achievement report and uploading required information on COCP web-page	Thanks to Dr Abdohu, Dr. Wael, Dr. Mahesh		
	1.e	Reasons, suggestions and plan for improvement am based upon deviated results in the past semester are still awaited from PS and PP department. However QMU appreciated response from BMS department that will be discussed during upcoming meeting	Dr. Bandar Dr. Yasir	Jan 15, 2015	open
	1.f	Meeting with prep year by female section wa appreciated,, however by male section be held during upcoming semester	Dr Bandar, Dr Tasleem Dr. Mahesh	Feb 15, 2015	Open
2.	Leftovers from Strategic Plan 2012-205. 2.1. Plan for Master Program Objective 6.1.8ia The committee learnt that the work has been started on this objective under direct supervision of respected Dean. It was recommended that the NCAAA standards and requirements as per NQF should be strictly observed during new program development. The QMU will forward the relevant documents to Dr. Kazeem	Dr. Afzal to discuss with Dr. Kazeem	Immediate	open	
	2.2. Teaching observation objective 4.2.3 To fulfil the above stated objective for improvement of teaching and learning at COCP, a <u>proposed form</u> was discussed for implementation during upcoming semester. It was recommended that the HOD's of all three departments will take necessary action to implement teaching observation at least 2 times in a semester	HOD's: Dr. Bandar Dr. Tasleem Dr. Yasir Dr. Taghreed	Feedback on form: Jan 15, 2015 Implementation: Feb, April, 2015	open	
	2.3. CPD for community Pharmacists objective 5.4.2 The committee recommended to EEC and CEC to manage such activity during April this year. After discussion with the respected Dean, it is recommended that such activity may be arranged at the occasion of consultants' visit during April, 2015	Dr Yasir to collaborate with Director Dawa Pharmacy for the activity		open	
	2.4. Bench mark with peer program outcome Objective 4.3 COCP is entering in collaborative arrangements with COP, QU, which may help COCP to bench mark with some of its program KPI'a/outcomes such as completion rate, progression rate, employment rate, grade distribution, faculty student ratio, student satisfaction with services, teaching etc. However the members recommend to make such arrangements with COP, KAAU or COP KSU to have an equivalent or better benchmark as a motivation to excel	Respected Dean for reflection	Implementation: June 2015	open	
3.	Online data collection: The committee recommended online collection of Course objective achievement data and final results in a format easy to use in other COCP documents.	Dr. Harsha, Dr. Maged, Dr. Mahesh	Jan 22, 2015	open	
4.	Strategic Plan 2016-2019/20 The matter will be discussed with respected Dean for:			open	



Sl. No.	Item	Responsibility	Date	Status
	SWOT analysis Determining Strategic directions for new plan based upon KFU plan			
5.	Miscellaneous 5.1. Improvement in Science Subject contents for prep year The committee recommend: <ul style="list-style-type: none"> • Collect data/opinion from first 2 year course instructors regarding knowledge base of entry level students based on results • to prepare outline of topics needed to be covered as an entry requirement in various science subjects: Chemistry, Biology, Math; • Revisit the prep year science subject contents • Prepare recommendations for improvement in Prep year courses with specific ILO's to be covered in various subjects 	The Dean, to constitute an Adhoc committee with members from each department (subject to approval by the Dean)	Final report end of Feb 2015	open
6.	The meeting was adjourned with the vote of thanks by the Chair			

1. Signatures:

Sr. No	Attendees	Signature
1.	Dr. Ibrahim A. Alhaider, Director QMU	
2.	Dr. Taghreed El-Mahdy	
3.	Dr. Sahibzada Tasleem-ur-Rasool	
4.	Dr. Yasir Ibrahim	
5.	Dr. Maged El-Sayed Mohamed	
6.	Dr. Mahesh Attimarad	
7.	Dr. Sree Harsha Nagaraja	
8.	Dr Promise Emeka	
9.	Dr. Wael Soleman	
10.	Dr. Afzal Haq Asif	

2. Dean's Approval/comments:

Head of Committee: for further action Plan (internal/External) and for record

Head of Committee

_____ Date _____



Recruitment Committee

ANNUAL REPORT: 2014-2015



ANNUAL REPORT: 2014-2015

1. **Academic Year:** 2014-2015
2. **Chair:** Dr Ibrahim Alhaider - Dean
3. **Members:**
 1. Dr. Sabah Akrawi
 2. Dr Yasir Ibrahim
 3. Dr Sahibzada Tasleem Rasool
4. **Number of meetings held during the academic year 2013-2014** is Sixteen meetings after the executive order was performed.

Meeting's No.	Date of meeting	No. Of applicant interviewed	No. Of applicant		
			Recommended	Highly recommended	Rejected
1	Aug. 26 th 2014	2	-	1	1
2	Sept. 2 nd 2014	2	1	-	1
3	Sept. 17 th 2014	3	1	2	-
4	Sept. 22 nd 2014	2	-	-	2
5	Oct. 21 st 2014	2	2	-	-
6	Nov. 5 th 2014	3	2	-	1
7	19,Nov., 2014	3	-	2	1
8	Dec. 19 th , 2014	1	1	-	-
9	Dec. 30 th , 2014	3	-	-	3
10	Jan. 06 th , 2015	1	1	-	-
11	Mar. 12 th 2015	1	-	-	1
12	Apr. 30 th 2015	1	-	-	1
Total		24	8	5	11



5- Action:

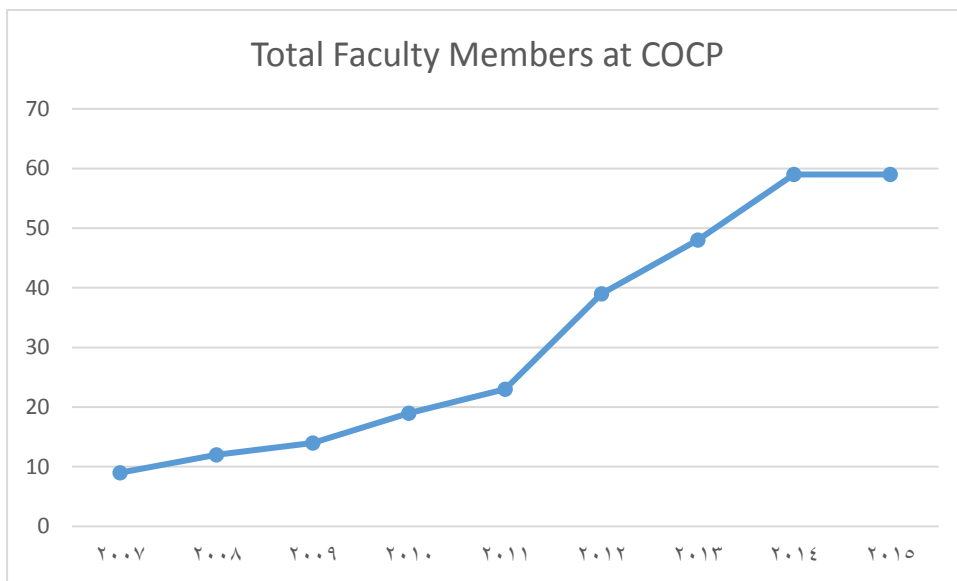
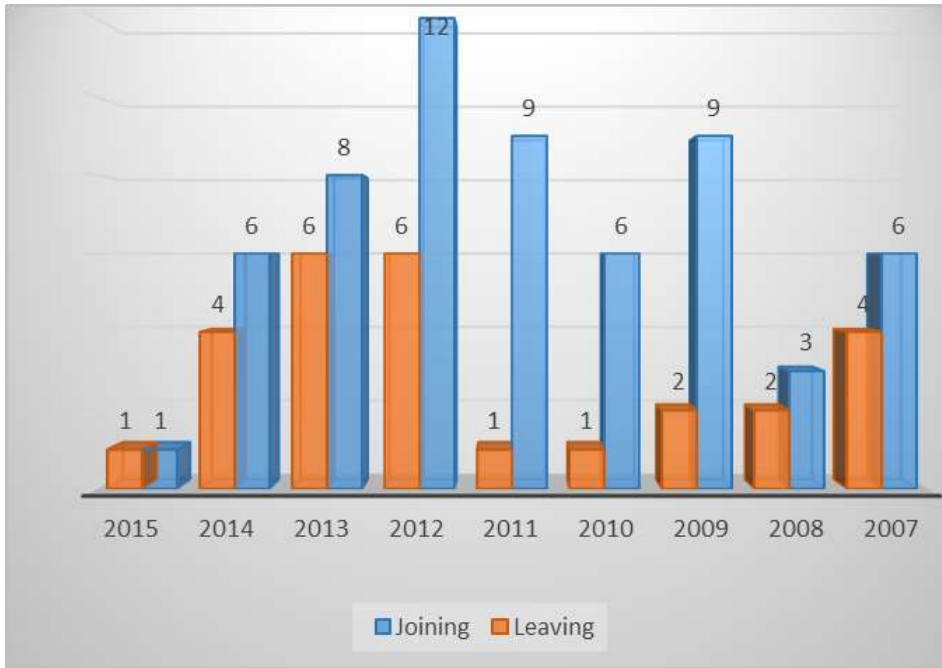
According to the Faculty Recruitment Plan for the academic year 2013-2014 and 2014-2015, and the COCP Dean request, the COCP Recruitment Committee tried to recommend faculty members for the academic year 2014-2015, so it accomplished the following:

- a- Every month a short list was prepared of applicants submitted their CVs to the KFU web page or directly submitted to the COCP administration.
- b- An interview schedule was designed to do interview face to face, if it is suitable, or through Skype for the short listed applicants.
- c- Each committee member fill up an interview evaluation format with recommendation for each applicant.
- d- Committee met after each interview session and discussed the interview evaluation format of each committee member to predict the average.
- e- The recruitment committee coordinator prepared the meeting minutes with the recommendation and submitted to the respected COCP Dean for approval.

Faculty members left and joined COCP

Year	Faculty Left	Faculty Joined
2007	4	6(Afzal, Harsha, Hafiz, Sherif, ...)
2008	1 (Mosalhy)	4 (Sangi, Tasleem, Tanveer, Mahesh)
2009	2 (Mahmoud, Ibrahim)	9 (Setti, Mueen, Shahzad, Asia, Fatma, Safa, Azz, Arshia, Sheeba)
2010	1 (Shetti)	6 (Ibrahim,Bandar,Tahir, Noor, Ashraf...)
2011	1 (Ashraf)	9 (Nashwa, Taghreed, Morsy,Emika, Anroop, Zaitoun, Yasir,Amal,dalia,)
2012	6. (Sangi,Hafiz,Kamil, Fatima, Safa, Sheeba)	12 (Raed, Omar, Tamer, Raaga, Kazeem, , Saira, Hani, Abduho, Mamoon, Waleed, Sabah, Mahmood)
2013	6 (Mamoon, Sherif, Tahir, Azza, Saira, and Mueen)	8 (Christophe, Wael, Venugopala, Michelin, Ziad, Sarsour, Ahmed, Hala)
2014	4 (Arshia, Zaitoun, Raed, Raaga)	6 (Snawar, Kareem, Mukhtar, Nancy, Heba, Sahar).
2015	Ahmed Raja	Dr. Muneer ul Islam





Example of Recruitment Committee meeting minutes:

2- Curriculum Development Committee

CURRICULUM DEVELOPMENT COMMITTEE ANNUAL REPORT: 2014-2015

I. Charge of the Committee:

The purpose of curriculum development committee is to monitor, evaluate and continuously improve the study plan so that it should fulfill the college mission in general and lead towards achievement of the program outcomes in special. The committee will have liaison with the Quality Assurance Unit for feedback and will design and implement strategies for final revision of the study plan within the framework provided by National and International accrediting bodies, based upon input from the faculty, students and stakeholders to address the new needs of the community; and to be in pace with recent advancement in the knowledge and practice of pharmacy.

II. Members:

1. Dr. Afzal Haq Asif (Chair)
2. Dr Yasir Ibrahim
3. Dr Promise Emika
4. Dr. Maged Alsyed
5. Dr Asia Taha
6. Dr Mansour Alotaibi
7. Mr. Turki Adakheel (student member)
8. Ms. Sulafa Alsahlavi (Student member)
9. Dr Jean Dib (SAMSO) Ex-officio

III. Number of meetings held during the academic year:

The Committee worked in close association with Quality Management Unit of the College.

1. First Meeting: Nov 11, 2014 Joint with QMU for discussion and approval of APR-2013-14
2. Second Meeting: Jan 04, 2015 jointly with QMU for ACPE/CCAPP follow up with curricular recommendations
3. Third Meeting: March 03, 2015, First meeting without QMU
4. Fourth Meeting: March 09, 2015 jointly with QMU, NCAAA requirements: ILO's, OSCE
5. Fifth Meeting: May 15, 2015, jointly with QMU, Program ILO discussion and approval
6. Sixth meeting: June 02, 2015: Second separate meeting



IV. Accomplishments

A. Improvement in the Program & Courses

The Pharm D program of the COCP secured ACPE certification and CCAPP accreditation during the past academic year 2013-2014. The COCP is also planning for applying for NCAAA accreditation in accordance with the schedule chalked out by the KFU administration.

Therefore, the committee worked on continuous development of the program/courses. Following recommendations were made and were approved by the college council

1. **Based upon the annual course reports**, as approved by the departments, the committee revised the following courses and updated these in their contents/ILO's:
 - a. Anatomy and Histology-1, 2
 - b. Biochemistry-1
 - c. Clinical Biochemistry
 - d. Medicinal Chemistry Courses
 - e. All 3 courses in Pharmaceutical Care

2. **As per recommendations from Annual Program Report 2013-2014:** [Annual Program report 2013-2014.Sep 20.doc](#)

- a. **Simulation and OSCE** [10.Simulation Experiences in Pharm D Program.Proposed.doc](#)

The committee after discussion selected courses where simulation can be adopted as tool of learning and teaching. The committee recommends speedy completion of Simulation/Clinical Skill Lab

As an initiative from Pharmacy Practice Department, OSCE was implemented as assessment tool for all three Experiential Modules of the Pharm D program. The proposed changes has been approved by the college council.

[9.Letter to Dean from CDC Exp.Education.OSCE.doc](#)

- b. **Inter-professional Education: Two Elective Courses**
[IPE Elective Courses by COCP.docx](#)

The committee after consultation with Pharmacy Practice Department, designed Two Inter-professional Education Courses, which will be elective for students of other health programs. The courses were approved by the College Council and University Committee for Study Plans, and will be offered during the academic year 2015-2016. The students of Pharm D and other health programs will share learning and teaching in these courses with an objective to participate according to their future career responsibilities in health system.

3. **Recommendations from Students through Program Evaluation Survey and Exit Survey**

- a. **Drug Information Rotation**

On the recommendations from the students, the Pharmacy Practice Department recommended addition of Drug Information Rotation to



the APPE. The course, its objectives and assessment was approved by the Committee.

b. IPPE improvement

On the recommendations of the students as well as by the IPPE supervisors, the duration of Introductory Pharmacy Experiences (both IPPE-1, and IPPE-2) has been increased from four to five weeks (from 160 to 200 hours)

Weekly reflective reports and weekly projects has been added to IPPE-1 and IPPE-2

[9.Letter to Dean from CDC Exp.Education.OSCE.doc](#)

The above changes have been approved by the College Council and the University Committee for Study Plans

4. ACPE and CCAPP review Reports

Based upon ACPE and CCAPP Reviewers reports, following changes were made in the Pharm D Program Courses. The changes will be implemented during 2015-2016 and the assessment data and instructors report will be forwarded to the ACPE. The changes were approved in 1st meeting of the Committee [3.MoM.1.CDC.2015.doc](#)

a. Review of Chemistry Related courses for improvement and removing redundancies

All the courses were thoroughly revised for their contents and ILO's and few of the overlapping in some of the topics were removed

b. Improvement in social and behavioural contents in courses

As per ACPE reviewers comments, the contents of the courses on Pharmaceutical Care-1,2 and 3 were further enriched with topics on social and behavioural sciences. Introduction to the fundamentals of human behavior, needs and motivation theories, and its relationship to patient behavior, principles and methods of effective oral and written communication and patient counseling, cultural competence with its impact on communication, and barriers to effective communication are added to the course content

c. Strengthening Advanced Community Pharmacy Practice Experience

The course, syllabus, and assessment form were thoroughly revisited by the Experiential Education Committee and were discussed and approved by the Curriculum Development Committee for immediate implementation. Weekly projects, patients counselling, drug use control and evaluation, administration and management skills for community pharmacy operations have been added to the contents

5. NCAAA accreditation Standards:

a. Restructuring Program ILO's and their approval
[6.MoM.4.QMU.CDC.2015.PILO.doc](#)

Committee, discussed the recommendations from DQA/VP, AA, regarding redefining of Pharm D Program ILO's for use in program evaluation and assessment. The task was accomplished by



subcommittee: Dr. Afzal, Dr. Maged and Dr. Taghrid. The subcommittee defined initially 25, and later on simplified to 16 (copy attached) in 5 domains of learning as defined by NCAAA/NQF, after extensive discussion. The P.ILO's were disseminated to all faculty and also discussed in faculty meeting (both male and female). Final discussion and approval was made by the joint meeting of QMU and Curriculum development committee. The PILO were mapped with courses in matrix form as per NCAAA recommendation.

The faculty mapped their course ILO's with the program ILO's and were approved by the relevant HOD's after discussion in the department and later approved by the committee

The current 16 PILO will be adopted in Program Specification: 2016-17 and data will be presented in Annual Program Report: 2015-16

6. Updation of text book editions

All the text books and reference books were thoroughly revised; the book editions were updated where required

7. Improvement in Experiential Modules Assessment:

The committee recommended the following as mandatory requirements for successful completion of APPE for all Pharm D students Passing grades in Mid and Final OSCE in aggregate

- a. Passing grades in written exam to be held at the end of 10 clinical rotations
- b. Passing the research rotation
- c. The weightage of various segments will be as under:

i.	End of Rotations exam for Two Rotations in APPE-1	15%
ii.	End of Rotations exam for Four Rotations in APPE-2	30%
iii.	End of Rotations exam for Four Rotations in APPE-2	30%
iv.	Mid OSCE	5%
v.	Final OSCE	7.5%
vi.	Comprehensive Written Exam	7.5%
vii.	Research	5%
	Total	100%

The recommendations were approved by the college council for implementation during upcoming year: 2015-2016

8. Addition of Research Rotation in APPE:

Student has to pass compulsory research rotation, which will have following components:

- i. Assessment of written research report by panel of examiners
40%



- ii. Presentation and Defense of research project in presentation session, assessed by panel of assessors, one of whom will be students' supervisor: 30%
- iii. Participation and defense of the project in Poster Session evaluated by COCP faculty: 30%

The recommendations were approved by the college council for implementation during upcoming year: 2015-2016

B. Review of all course specifications/course files

The committee reviewed all the course specifications of both semesters and suggested changes to the departments where required, particularly in course ILO's

C. Awareness and training Programs:

The Committee organized following programs/workshops during the year 2014-2015:

1. Workshop on Course Specification and Reports

A two days workshop on course reports and course specification was organized by the Committee, Dr Afzal, Dr Tasleem and Dr Maged moderated the workshop. All the faculty members brought their documents and a detailed discussion with correction in the documents were made during the workshop

2. Annual Program Report Presentation:

Annual Program Report 2013-2014 was presented at faculty forum and feedback was collected and suggestions were incorporated in the report

3. Prep Year students' orientation

The Committee participated in Orientation Program for the prep year, presenting detailed orientation on the Program

4. Orientation of New Faculty on the Program

The committee organized sessions for orienting the new faculty on the COCP Pharm D program as a part of **New Faculty Orientation Program-2014-2015**. The feedback from the participants was excellent

D. Miscellaneous

1. Annual Program Report 2014-2015

Annual Program Report 2014-2015 is in process and will be submitted on Sep 15, 2015

- 2. The committee provide assistance to all faculty members with an open door policy, on any kind of curricular issue, such as filling out any course template, or refining course objectives and contents

- 3. The committee worked closely with QMU and Assessment committee for program and course evaluations. Assistance was provided for determining KPI's for assessment of quality of teaching and learning.



V. Attendance Level:

1. Overall attendance level in meetings remained 85% (because of low students and TA's attendance)

VI. Obstacles, Issues to be addressed:

1. Attendance of student members remained at lower percentage as compared to the faculty members
2. NCAAA have improved templates for all the courses and program specifications, but the guidelines for filling out these templates are not available.

VII. Suggestions and recommendations:

1. Academic Affairs committee may provide free hours for students for participation in committee
Activities in the upcoming academic schedule: 2015-2016
2. COCP administration may provide some incentive for attendance of College Committee meetings
3. The office of Vice President Academic Affairs may request NCAAA for provision of guidelines for proper documentation and filling out various templates

VIII. Work remaining and future Plan

1. Updated version of Study Plan with addition of Mapping of each course ILO's with 16 Program ILO's

IX. Enclosures:

1. All Minutes of all Meetings



DR. AFZAL HAQ ASIF,
Submitted: June 20, 2015
Chair
Curriculum Development Committee,
COCP, KFU, AL-Ahsa



Example of Curriculum Development Committee meeting minutes

MINUTES OF 1st MEETING

Ref : KFU/COCP/CDC/1/2014-2015

Dated : March 03, 2015

TO: All Members of the members

CC: Secretary to the Dean.

Subject: Minutes of the Meeting

Date & Time: March 01, 2015 1: 00 PM

Venue: Meeting Room, College of Clinical Pharmacy

Attendees:

1. Dr. Afzal Haq Asif
2. Dr. Yasir Ibrahim
3. Dr. Promise Emeka
4. Dr. Maged Alsyed
5. Dr. Asia Taha
6. Ms. Sulafa A. Sahlavi student member
7. Mr. Turki Aldakheel Student member

Present(P) 6 Regrets(R) 2 Leave(L) 0 Attendance Level 75%

Agenda:

1. Course Report recommendations: Semester -1 2014-15
2. Service Learning in various courses as per respected Dean's recommendation
3. IPE in Pharm D program; current status (Dr Promise to update)
4. Any proposal for improvement of contents, objectives/ILO's from faculty and departments: comments on ILO's
5. ACPE interim report requirements
6. Miscellaneous

Decisions



S.No	Agenda Item & Decisions	Responsibility	Deadline	Status
	The chair welcomed all the members in the meeting with welcome note for new student members. Before start of discussion on agenda items, all the members recommended Dr. Mansour, lecturer pharmacy practice department as alumni representative of the committee, while Dr. Yasir will take care of stakeholders/pharmacy practitioners view point on study plan.	The Dean for approval	NA	open
	The comprehensive course report of 1st semester courses presented by Dr. Maged was discussed			
	1.1. Students weakness in mathematical skill and in some basic science areas was discussed. The Dean had already assigned Dr. Tamer to review prep year math curriculum, which was mostly found satisfactory. However the course delivery and assessment strategies need to be reviewed. The committee recommends the QMU of COCP to prepare recommendations to be sent to college council and to VP academic affairs for review of quality practices during prep year.	QMU for Proposal for Prep year	Immediate	Open
	1.2. The sequencing of some courses such as Biopharmaceutics followed by clinical pharmacokinetics and Pharmacognosy followed by Natural products and alternative medicine in the upcoming major revision will be considered. Similar concerns regarding other courses will also be reviewed in upcoming major revision keeping in view their horizontal alignment, students needs for experiential modules during summer and detailed departmental feedback.	QMU to compile detailed data	---	open
	1.3. The issue of students weakness in problem based questions during 1 st semester chemistry course was discussed The committee recommends to increase case studies as instructional tool and as approved earlier, 30% of case based/problem solving questions in summative assessment, which will increase in the later years of program. This will also help in improvement of self directed learning skills among the students.	Heads of Departments	immediate	Open
	1.4. The committee recommend implementation of CES as proposed by QMU, COCP, to make the course evaluation more objective and meaningful.	QMU	immediate	open
	Service Learning: The committee showed concern on some administrative issues in implementation of service learning outside the university for various courses. As suggested by student members, the possibility of use of various colleges of KFU for service learning is recommended. A proposal will be initiated by the committee.	Dr. Emeka and Dr Maitham With student members for assistance	March 29, 2015	open
	IPE: Emeka informed limitations in collaboration with COM for iPE The committee recommends University IPE committee for further assistance	The Dean	immediate	open



	Course ILO's: The committee recommends to send reminder for the HOD's to review course ILO's in courses to be in line with the aim, content and objectives of the course, and send back to the committee in case of any proposed change	HOD's; reminder to be sent	immediate	open
	ACPE Interim Report: The ACPE recommendations regarding: 1. Improvement of contents in Social, behavioral, management and administrative domains 2. Removal of redundancy in Chemistry related courses 3. Development of Community Pharmacy Rotation were successfully implemented in the study plan. The committee appreciates the contribution of Dr. Kazeem, Dr. Ahmed Sarsour, Dr. Abdohu, Dr. Venu and Dr. Wael. The committee recommends to add course content tables/course plans with lecture schedules, highlighting the added/amended contents and/or objectives as appendix to interim ACPE report	Dr Kazeem (social, administration and management contents Dr. Abdohu (Chemistry, Med. Chem) Dr. Wael & Dr. Yasir for community pharmacy rotation syllabus	immediate	open
	The meeting was adjourned with vote of thanks to the members, particularly the student members for their active participation in discussion and beneficial feedback and suggestions			

1. Dr. Afzal Haq Asif (Head)

2. Dr. Yasir Ibrahim

3. Dr. Promise Emeka

4. Dr Maged Alsyed

5. Dr. Asia Taha

6. Ms Sulafa A. Sahlavi

7. Mr. Turki Aldakheel

8. _____

Dean's Approval/comments:

.....



Academic Affairs Committee:

Academic Affairs Committee Report (2014-2015)

1. **Academic Year :** 2014-2015
2. **Chair:** Dr. Bander E. Aldhubaib
3. **Coordinator:** Dr. Mahesh Attimarad
4. **Members:**

Dr. Mohd Morsy
Dr. Anroop B. Nair
Dr. Taghrid Almahdy ,
Dr. Venugopala K. N,
Mr. Abdalqadoos Al-Qatifi,
Mr. Mannaa Almnjm,
Mr. Muntazar Adnan ,
Mr. Muntathir Salman Alghadeer,
Sara Mahmoud Al-Safar,
Sara Saad Al-Namy,
Doaa Reyadh Al-Farhan,
Sara Gaber Al-shehry.

The Academic Affairs Committee (AAC) monitors the smooth delivery of the Pharm. D. courses to prepare highly competent Pharm. D. graduates. The AAC met six times during the academic year with meetings during September to April. The major responsibilities are organizing orientation program for the new preparatory and pharm. D. students; preparing schedules for registration, lectures, laboratory, midterm and final exams, solving students registration problems, academic counseling and remedial program for weak students etc.

Following were the activities of the academic affairs committee during the academic year 2014-2015

- This academic year 29 male students and 23 female students successfully completed their Pharm D program and graduated on 7th April 2015 during 36th graduation ceremony of King Faisal University.
- For the first semester of 2014-2015 session, 15 male students & 43 female students registered for Pharm. D. program and 54 male students & 51 female students were registered for preparatory year.
- Total of 165 male students and 174 Female students registered for the 2014-2015 session.
- 11th Orientation Day and white coat ceremony for first year Pharm D. students This event was organized on 31st August, 2014 from 9:00 am – 11:30 am.
- On the basis of KFU calendar, academic affairs committee prepared COCP academic calendar (from August 2014 to July 2015) and forwarded to students and all faculty after approval from Dean.
- A letter was forwarded to Deanship of admission and registration to add the names of new staff members and subjects to the banner system.
- Course Coordinators list was prepared for both first and second semester and forwarded to all the faculty members and quality management unit.
- Midterm exam schedule was prepared after consultation with students. It was scheduled from October 26, 2014 to November 21, 2014 during the first semester and from to March 15, 2015 to April 10, 2015 during second semester.
- The Committee plan and submit the next semester schedule in advance. During the 8th week of first semester, second semester schedule was submitted and for the summer courses and first semester of 2015-2016 schedule has been submitted.
- Old curriculum students requested to open few courses during the 1st and 2nd semester. The request was approved after some discussion and courses were made available in the 1st and 2nd semesters.



- With the help of COCP Professional Development Committee, Academic Affairs Committee organized a workshop on Black Board during Monday and Tuesday, December 29th and 30th from 9:00 am to noon at computer lab of Deanship of E learning. Dr. Mosleh Adileh from Deanship of E-learning supervised the workshop.
- During first semester some second semester courses such as Pharmaceutical analytical Chemistry, First Aid and Emergency medicine, Therapeutics-2 were opened graduating students. Similarly, during second semester some of the graduating students requested to open first semester courses such as Drug Information services, therapeutics-3, clinical Pharmacokinetics and Pharmacoeconomics.
- Suggestions from students were included in the final exam schedule plan and finalized in committee meeting involving all the student representatives from both male and female sections. First semester final exams were held between December 31, 2014 to January 16, 2015 and second semester final exams were held between May 19- June 4, 2015.
- Invigilation schedule were prepared for midterm and final exam and distributed to all faculty members on time.
- Few students were absent for midterm exam during first semester but this number had increased during the second semester. The students have submitted medical certificates for their absence but medical certificates issued by the government hospitals only, were considered as legitimate; whereas, medical certificates from private hospital were rejected. After reviewing the situation, the committee has recommended that the midterm exam should be conduct during the last week of the semesters.
- Midterm exam result for all the courses have been collected. Students having low grades (below 60%) will be informed to attend the remedial classes.
- In preparation for the next academic year (1st semester of academic year 2015-2016), first semester schedule has been planned according to the new building. However, letter has been sent to the College of Medicine, requesting the female faculty and lab space for conducting Anatomy and Histology-1 practicals for females and to the College of Education for teaching Contemporary Cultural Issues, Islamic Studies and compulsory Islamic courses to our students.
- All the faculty were encouraged to use OMR sheets for the evaluation of MCQs, match the following and True/false questions.
- Committee collected and documented the midterm and final exam results of first and second semester. Committee also prepares consolidated midterm and final exams results and forward to Dean, Vice Dean and quality management unit.
- A list of 29 male and 23 female students, graduating in 2015 has been forwarded to College Council.

5. Attendance Level: Overall attendance level in meetings remained 93%

6. Obstacles, Issues to be addressed:

1. Classes during midterm exam.
2. Number of absents during midterm exam

Thanks to all committee members for their tremendous effort and quality work.

Dr. Bander E. AIDhubaib
Head,
Academic Affairs Committee,
COCP, KFU, AL-Ahsa

Submitted: June 4, 2015



Example of Academic Affairs Committee meeting minutes



ACADEMIC AFFAIRS COMMITTEE

Ref : KFU/COCP/AAC/4/2014-15

Dated : 15/2/2015

To: All Members of the Academic Affairs Committee

CC: Secretary to the Dean

Subject: Minutes of the 4th Meeting

Date and Time: Sunday, 15th February, 2015; 11: 50 am

Venue: Meeting Room, College of Clinical Pharmacy, KFU

Attendees List : Dr. Bandar E. Al-Dhubiab, Dr. Mahesh Attimarad, Dr. Mohd Morsy, Dr. Anroop B. Nair , Dr. Taghrid El-Mahdy, Mr. Venugopala K. N, Mr. Abdalqadoos Al-Qatifi, Mr. Mannaa Almnjm, Mr. Muntazar Adnan , Mr. Muntathir Salman Alghadeer, Sara Mahmoud I-Safar, Sara Saad Al-Namy, Doaa Reyadh Al-Farhan, Sara Gaber Al-shehry.

Present 14, Regrets 0 Leave 0 Attendance Level 100 %

Agenda:

- Preparation of Next semester schedule
- Preparation of Midterm exam
- Other Matters if any,

Opening Statement: Dr. Bandar, Head, Department of Pharmaceutical Sciences, welcomed all the committee members.

Discussion:

Sl. No.	Item	Responsibility	Date	Status
1.	Dr. Bandar, invited all the committee members for the meeting and thanked them for their support.	All the committee members	---	Close
2.	Dr. Bandar Informed all faculty members to use Black board for better teaching and learning process.	All Faculty	---	Close
3.	As 7 th week is approaching committee decided to conduct the midterm exam from 15 th March 2015. Dr. Mahesh and Dr. Taghrid will prepare the schedule to distribute to class leaders to fill up course for midterm exam.	Dr. Mahesh Dr. Taghrid	19-2-2015	Open
4.	All the faculty must be informed to take the name list from the banner system for the students attendance. No student should be allowed to attend the classes without registration.	All the committee members	---	Close
5.	Schedule for the 1 st semester of next academic year 2015-2016 has to be submitted to Deanship of student admission and registration during first week of March	Dr. Mahesh Dr. Taghrid	25-02-2015	Open





Sl. No.	Item	Responsibility	Date	Status
	2015. Dr. Mahesh with help of Dr. Taghrid will prepare the tentative schedule and display to students to collect the overlap of courses.			
6.	College has to send the letter to Deanship of Student Admissions and Registration to register new faculty members in banner system.	Dr. Mahesh	17-2-2015	Open

Head : Dr. Bander E. Al-Dhubiab, _____

Members :

Dr. Mahesh Attimarad, : Mahesh V.A Dr. Anroop B. Nair, : _____

Dr. Mohammed Morsy, : M. Morsy Dr. Venugopala K. N: _____

Dr. Taghrid El-Mahdy : Taghrid Mr. Mannaa Almnjm, : _____

Mr. Abdalqadoos Al-Qatifi: _____ Mr. Muntazar Adnan: _____

Mr. Muntathir Salman Alghadeer: _____ Sara Mahmoud I-Safar: _____

Sara Saad Al-Namy: _____ Doaa Reyadh Al-Farhan: _____

Sara Gaber Al-shehry: _____

Dean's Approval/comments:

Head of Committee: for further action Plan (internal/External) and for record



Research and Laboratories Committee

Annual Report of the Research and Laboratory Committee 2014-2015.

Ref: KFU/COCP/2nd annual report

Dated: 3/6/2015

TO:

Regarding the annual achievement of research and laboratory committee, we are presenting our activities during academic year 2014-2015.

1- Meetings:

Several meetings were performed in order to follow up the specifications of the laboratory utilities required for the new building, in addition to prepare the chemical lists required for the students. On the other hand, the committee invited the staff to apply for DSR, KACST and other grants.

Several DSR grants were accepted by KFU, details are listed below. Several publications during the current academic year were published in high ranked journals.

2- New Equipment Arrival

During 2014-2015, college of clinical pharmacy received the equipment, which was accepted in the tender during 2013-2014.

3- Publications of the faculties during 2014-2015

1-Anti-hypertensive medicines prescribing for medical outpatients in a premier teaching hospital in Nigeria: a probable shift of paradigm, Unyime I.E, Yusuff K.B, Pharmacy Practice, 2014; 12(2): 419

2-Islam, M. M. and Zhang, CL. (2014) TLX: The master regulator for neural stem cell maintenance and neurogenesis. Biochimica et Biophysica Acta (BBA) - Gene Regulatory Mechanisms. Volume 1849, Issue 2, February 2015, Pages 210–216. doi:10.1016/j.bbagr.2014.06.001. Epub 2014 Jun 13.

3-Iron deficiency anaemia in reproductive age women attending obstetrics and gynecology outpatient of university health centre in Al-Ahsa, Saudi Arabia. Taha A, Azhar S, Lone T, Murtaza G, Khan SA, Mumtaz A, Asad MH, Kousar R, Karim S, Tariq I, Ul Hassan SS, Hussain I. Afr J Tradit Complement Altern Med. 2014 Jan 28;11(2):339-42

4-Microbial Contamination of Potable Water in Al Ahsa Region, SAHIBZADA T. RASOOL, MOKHTAR JAWAD AND ABDUL SATTAR, Pollution Research, Vol 33, Issue 04, 2014 ; Page No.(647-650)

5-Emeka PM, Badger-Emeka LI. et al., (2014). Dietary Supplementation of chloroquine with Nigella sativa seed and oil extract in the treatment of malaria induce Plasmodium berghei. Pharmacognosy magazine 2014; (10) ;s357-s362.

6-Determining the involvement and therapeutic implications of host cellular factors in hepatitis C virus cell-to-cell spread. N Barretto, B Sainz, S Hussain, SL Uprichard Journal of virology 88 (9), 5050-5061

7-Morphological changes of some pathogenic microbial strains induced by novel thiazole derivatives. Medicinal Chemistry Research journal, 2014, 23,1844

8-Kamil N, Imran ul H S. Hepatoprotective Effect of Calotropis procera in Isoniazid and Rifampicin Induced Hepatotoxicity. Phcog J, Vol 6, Issue 5, Sep-Oct 2014, pp 9-14

9- "Pharmacokinetic Interaction between Dietary Black Tea and Carbamazepine in Epileptic Patients" Sabah H. Akrawi, Muna J. Hadi, Yasir Ibrahim, and Sabah Al-Dabbagh; Latin American Journal of Pharmacy; 34 (4), pp 754-9, 2015.



- 10-**Multi-drug resistance protein (Mrp) 3 may be involved in resveratrol protection against methotrexate-induced testicular damage. El-Sheikh AA, Morsy MA, Al-Taher AY. *Life Sci.* 2014 Dec 5;119(1-2):40-46.
- 11-**Noninvasive sampling of gabapentin by reverse iontophoresis, Nair AB, Kumria R, Al-Dhubiab BE, Attimarad M, Harsha S, *Pharm. Res.* 32: 1417-1424, 2015.
- 12-**Microbial Contamination of Potable Water in Al Ahsa Region, SAHIBZADA T. RASOOL, MOKHTAR JAWAD AND ABDUL SATTAR, *Pollution Research*, Vol 33, Issue 04, 2014 ; Page No.(647-650)
- 13-**Naveed Ullah, Mir Azam Khan, Taous Khan, Afzal Haq Asif and Waqar Ahmad 2014. *Mentha piperita* in nephrotoxicity; a possible intervention to ameliorate renal derangements associated with gentamicin. *Indian Journal of Pharmacology* 2014,46(2): 166-70 impact factor 0.69
- 14-**Design, synthesis, and computational studies on dihydropyrimidine scaffolds as potential lipooxygenase inhibitors and cancer chemopreventive agents. Venugopala KN, Reshme G, Mohammed AK, Rashmi V, Bandar E. Aldhubiab, Sree Harsha, Odhav B. *Drug Des Devel Ther* 2015;9:911-921.
- 15-**[Harsha S, Bandar E. Al-Dhubiab, Anroop B. Nair, Mohammed Al-Khars, Mohammed Al-Hassan, Raja Rajan, Mahesh Attimarad, Venugopala Narayanaswamy & Afzal Haq Asif. "Novel Drying Technology of Microsphere and Its Evaluation for Targeted Drug Delivery for Lung", *Drying Technology: An International Journal*, 2015, 44 (4): 502- 512
- 16-**Repositioning of 2,4-dichlorophenoxy acetic acid as a potential anti-inflammatory agent: in silico and pharmaceutical formulation study. Mohamed A. Khedr, Tamer M. Shehata, Maged E. Mohamed. *European Journal of Pharmaceutical Sciences* 65 (2014) 130–138
- 17-** Sabah H. Akrawi, Muna J. Hadi, Yasir Ibrahim, and Sabah Al-Dabbagh; "Pharmacokinetic Interaction between Dietary Black Tea and Carbamazepine in Epileptic Patients"; *Latin American Journal of Pharmacy*; 34 (4), pp 754-9, 2015

4- Conferences attended by the faculties during 2014-2015

- 1-** Speaker invitation for Sree Harsha, Optimization of particles size for lung specific drug delivery by way of microspheres, DoubleTree by Hilton Hotel San Francisco Airport, San Francisco, USA during December 01-03, 2014.
- 2-** Venugopala KN, Fernando Albericio, Bander E. Al-Dhubiab, Govender T. Total Synthesis of Natural Cyclic Depsi-Peptides by Convergent SPPS and Macrolactonization Strategy for Anti-Tb Activity. 17th International Conference on Medicinal Chemistry and Molecular Pharmacology, Miami, USA, March 9-10, 2015
- 3-** dr. amal abu alhomos, 4th research day, king abdulaziz hospital, 23 April 2015
- 4-**Anroop Nair, American Association of Pharmaceutical Scientists annual meeting and exposition, San Diego, USA, November 2-6, 2014.
- 5-**M. Morsy. ICPSP 2015: XIII International Conference on Pharmaceutical Sciences and Pharmacology, Paris, France. January 23-24, 2015.
- 6-** Clinical Pharmacy Practice 2 symposium 24 April 2014, Al Jaber ENT &OPH hospital, Al hasa, KSA. Speaker 3- Cardiac care conference 27 September 2014 Saudi Diabetes & Endocrine Association in collaboration with the International Diabetes Federation in MENA Region, Gulf Meridien Hotel, Al-Khobar/ KSA. Speaker 4- Alhasa Pharmaceutical Conference & Exhibition Scientific Program.
- 7-** Sabah Akrawi, The Evaluation of Renoprotective Effect of L-Carnitine Against Gentamicin Nephrotoxicity, 2nd international conference of Clinical Pharmacy, December 2-3 2014, San Francisco, USA.



8-Tamer M. Shehata ,Ahmed S. Zidan, Sherif E. Emam and Fakhr-eldin S. Ghazy. Transdermal Formulation and Stability Studies of Optimized Sulpiride-Solid Dispersion"Technique. The 30th Meeting of Saudi Biological Society, April, 7-9, 2015 in Tabuk, KSA

5- Student's research grants during 2014-2015

- 1- Novel curcumin derivatives of potential enhanced anti-inflammatory, analgesic effects and evaluation of patient's compliance Nassim Mohamed Alswilam, Fatemah Foad Aldogan, Sarah Abd-Allah Almodafar supervision: Dr.Nashwa Zaher amount 10000 SR
- 2- Effect of metformin on BP, HR and ECG of rats administered with cardiotoxic agent doxorubicin. Student: Anas Abdullah Al-Ahmed: 212507641. Supervised by Dr Promise Emeka

6- DSR Grants 2014-2015

	Name	Status of your project	Title of the accepted project	Budget of the accepted project
1	Mohamed Morsy	Rejected		
2	tamer shehata	Rejected		
3	Muhammad Shahzad	Rejected		
4	Dr. Sree Harsh	Accepted	Formulation and optimization of lung-targeting microspheres: In vitro/ Pharmacokinetic studies	69900
5	Mahesh Attimarad	Accepted	Capillary Electrophoresis Method development for simultaneous determination of antidiabetic drugs in biological samples and its application to pharmacokinetic studies	70000
6	Dr Venugopala K.N	Accepted	Insilco design, synthesis and characterization of (1,2,7-trisubstituted-indolizin-3-yl)(substituedphenyl)methanone molecular scaffolds: A search for novel anti-tubercular agents against MDR and XDR strains of Mycobacterium tuberculosis	77437.6
7	Kazeem Yusuff	Accepted	Does co-administration of date palm fruits with hydrochlorothiazide correct thiazide - induced hypokalemia in male rabbits	56900
8	Dr. Nashwa Hafez	Pending		
9	Dr. Yasir A. Ibrahim	Accepted	Assessment of Physicians and Clinical Pharmacists Awareness about the new guidelines of dyslipidemia	26338
10	Omar Mohafez	Rejected		





11	Anroop Nair	Accepted	Design and development of polymeric nanoparticles for oral delivery of candesartan	65000
12	Dr. Afzal	Accepted	Novel drug delivery approach to treat diabetes: In vitro/ In vivo studies	70400 SAR
13	Michelyne Haroun	Accepted	MOLECULAR MODELING SCREENING, SYNTHESIS AND ANTIDIABETIC EVALUATION OF NEW THIAZOLIDINEDIONE (TZD) ANALOGUES AS POTENTIAL ANTIDIABETIC TYPE 2 AGENTS	82000 ryals
14	Christophe Tradrat	Accepted	Design, synthesis and cytotoxic evaluation of novel azapodophyllotoxin analogues as potential anticancer agents	82000 ryals
15	Mais Hasan Iflaifel	Accepted	Assessment of physicians and clinical pharmacist awareness about new guidelines of dyslipidemia	0
16	Mahesh Attimarad	Accepted	Capillary Electrophoresis method Development for Simultaneous estimation of antidiabetic drugs in biological samples and its application to pharmacokinetic studies	70000
17	Sahibzada T Rasool	Accepted	Screening of Herbal HCV RNA replication inhibitors	92700
18	Dr. Sabah Akrawi	Accepted	Determination of the active ingredients of the Prosopis Farcta leaves	74000

The Chair of the committee: Dr. Tamer Shehata



Example of Research & Laboratory Committee meeting minutes:

	Kingdom of Saudi Arabia Ministry of Higher Education King Faisal University College of Clinical Pharmacy <small>PO Box 415, Al-Hada 21513, Jeddah - No. 74811175 Fax: +966 13413131</small> [Research and Laboratories Committee]			
Minutes of Meeting				
Research and Laboratories Committee				
Ref: KFU/COCP/RLC/4 th meeting		Dated :Thursday1/1/2015		
TO: All Members of the Committee				
CC: Secretary to the Dean.				
Subject: Minutes of the 4th Meeting				
Date & Time: 1 January, 2015; 11:00am				
Venue: Meeting Room, College of Clinical Pharmacy				
Present(P) 11 Regrets(R)2 Leave(L) 0 Attendance Level 100%				
Agenda:				
<ol style="list-style-type: none"> 1. Minutes of previous meeting 2. A letter from UMETU for the ranking of KFU ranking 3. A letter from Elsevier 				
Decisions:				
S.No	Agenda Item & Decisions	Responsibility [Member Name]	Deadline	Status
1.	The chair started the meeting by opening the discussion about the agenda main points	Dr.Tamer Shehata		Open/Status
2.	Announcement to all the faculty for going to the website to see the university ranking	www.urapcenter.org	Open/Status
3.	We received a report from Elsevier about the scientific activity of the university prepared by Elsevier publisher			
The Chair: Dr. Tamer Shehata				
Coordinator: Dr. Mohammed Abdou				
Members:				





Kingdom of Saudi Arabia
Ministry of Higher Education
King Faisal University
College of Clinical Pharmacy
P.O. Box 40, Al-Deer 31952 Jeddah - Saudi Arabia 21513 Fax: +966 (0)4733
[Research and Laboratories Committee]



Attendees	Signature
Dr. Tamer Shehata	<i>Tamer</i>
Dr. Mohammed Abdou	<i>M. Abdou</i>
Dr. Omar Mohafez	<i>Omar</i>
Dr. Sabah Alkrawi	<i>S. Alkrawi</i>
Dr. Mohamed Morsy	<i>M. Morsy</i>
Dr. Mahesh Attimard	<i>Mahesh</i>
Dr. Anroop Nair	<i>Anroop</i>
Dr. Kazem Yousef	<i>Kazem</i>
Dr. Majed Alsayed	<i>Majed</i>
Dr. Asia Taha	
Mr. Tamim Alyahian	

Dean's Approval/comments:

[Signature]
.....
.....
.....
.....

Head of Committee: for further action Plan (internal/External) and for record

.....
.....

Note: Please don't hesitate to contact QAU, if you need any assistance



Students Service Committee:

Annual report of the student services committee 2015

In accordance with the vision and mission of the College and its role in the preparation of a highly efficient clinical pharmacist and the College's interest in integration of the students personality aspects as well as their academic achievement we achieved the following extracurricular activity.

- 1- White coat ceremony for the first year students 31.8.2014. **Attached report**
- 2- Arranging the rental textbooks project for students
- 3- Informed the students about all news, advertisements, competitions like The Holy Quran, sport competition, conferences and so on.....
- 4- Scientific trip to visit Saudi Pharmaceutical Industries and Medical Appliances (SPIMACO). **Attached report.**
- 5- Celebration of the Pharmacist day
- 6- Draw yourself before and after the exam activity (Females only)
- 7- My health is my happiness activity (Females only)
- 8- The third art competition activity (Females only)
- 9- Work shop entitled (how to overcome your shy) (Females only)
- 10- The second forum for female university students in Aramco (Females only)
- 11- Exhibition step pre-employment (Females only)
- 12- The successful registration workshop (Females only)
- 13- Scientific trip to Medical and Cosmetic Products Co. Ltd (TABUK). **Attached report.**
- 14- Awareness for International Day of AIDS. **Attached report.**
- 15- Write fact on yourself activity. **Males only**
- 16- Participation in the fifth university exhibition "University and community together build up future of our generation" that held on **Attached report.**
- 17- Participation in preparing the required chemicals, glass wares and laboratory scientific instruments for students.
- 18- Workshop for male students entitled "Research Utilities and Support". **The Report is attached.**
- 19- Students participation in DUPHAT conference in Dubai
- 20- Participation in the World Assembly of Muslim youth in the Guide me campaign. **Attached report.**
- 21- Participation in "your health matters campaign" in prince Ibrahim Palace
- 22- Participation in the sport activity especially the football game. **Attached report.**
- 23- Training program for leader students in the student services committee

Student services committee

Dr. Omar Mohafez



Attachments

كونوا على موعد مع المحاضرة
الشيقة بعنوان

كيف هو

وماهي

أسراره

من الأساسيات

جوائز

قيمة

للحضور

يقدمها لكم طلاب كلية الصيدلة الإكلينيكية بجامعة الملك فيصل :
أنس الأحمد و عبد الملك بالغنيم
الموعد يوم الأربعاء بتاريخ 1436 /4/22
في ساعة النشاط .

يقدمها لكم طلاب كلية الصيدلة الإكلينيكية بجامعة الملك فيصل :
أنس الأحمد و عبد الملك بالغنيم

يقدمها لكم طلاب كلية الصيدلة الإكلينيكية بجامعة الملك فيصل :
أنس الأحمد و عبد الملك بالغنيم
الموعد يوم الأربعاء بتاريخ ١٤٣٦ /٤/٢٢

يقدمها لكم طلاب كلية الصيدلة الإكلينيكية بجامعة الملك فيصل :
أنس الأحمد و عبد الملك بالغنيم
الموعد يوم الأربعاء بتاريخ ١٤٣٦ /٤/٢٢



تصور مقترح للبرنامج الثقافي بالمدسة الأميرية " بيت الثقافة " المنفذ من قبل كلية الصيدلة
للعام ١٤٣٥/١٤٣٦هـ

البيان	تفاصيل البيان
شعار البرنامج	- احمي نفسك من كورونا
أهداف البرنامج	- التوعية من كورونا فيروس - كيفية الوقاية من المرض - المطلوب عمله عند الشك في الإصابة
تاريخ وموعد البرامج	- الاثنين ٤/٥/٢٠١٥ م - ٥ مساءً
عدد المشاركين	- طلاب الفرقة الرابعة تحت إشراف د/ياسر أحمد
المستهدفون	- جميع أفراد المجتمع
الجهات المنظمة	- كلية الصيدلة
نسبة الحضور المتوقع	-
الجهات المقترح مشاركتها من داخل الجامعة	- جميع الكليات
الجهات المقترح مشاركتها من خارج الجامعة	- الشؤون الصحية بالأحساء المستشفيات العامة والخاصة بالمنطقة
توصيف البرنامج	- عرض عن مرض الكورونا - فيديو عن طرق الوقاية
احتياجات ومتطلبات البرنامج	- طباعة بانر - طباعة المنشورات - بعض الجوائز - للحضور - جوائز للطلاب - وأعضاء هيئة التدريس - وجبات للطلاب
عدد طلاب المشاركين ٣٠ طالبا وعضوين هيئة تدريس على الأقل. الجوائز ممكن تكون فلاشات - تشرتات - مدليات - دروع - كويونات شراء- او ما تروته مناسباً	- ٣ × ٣٠٠ = ٩٠٠ - ١٠٠٠ - ١٠٠٠ - ٣٠٠٠ - ١٠٠٠



تصور مقترح للبرنامج الثقافي بالدرسة الأميرية " بيت الثقافة " المنفذ من قبل

كلية الصيدلة

للعام ١٤٣٥/١٤٣٦هـ

البيان	تفاصيل البيان
شعار البرنامج	- لا للسمنة
أهداف البرنامج	- التوعية من السمنة ومخاطرها - التعريف بالأمراض التي تسبب بها السمنة - كيف الوقاية والعلاج من السمنة
تاريخ وموعد البرامج	- الاثنين ٢٥/٤/٢٠١٥ م - ٥ مساءً
عدد المشاركين	- فريق من طلاب كلية الصيدلة تحت إشراف د/عمر محافظ
المستهدفون	- طلاب المدارس الثانوية
الجهات المنظمة	- كلية الصيدلة
نسبة الحضور المتوقع	- كثير
الجهات المقترحة مشاركتها من داخل الجامعة	- جميع كليات الجامعة
الجهات المقترحة مشاركتها من خارج الجامعة	- مديرية الشؤون الصحية
توصيف البرنامج	- عرض عن السمنة وأنواعها - عرض بالأمراض المرتبطة بالسمنة - ملصقات
احتياجات ومتطلبات البرنامج	- عدد ٥ جهاز لقياس الطول والوزن - بائير - منشورات - جوائز للحضور - جوائز للطلاب وأعضاء هيئة التدريس - وجبات للطلاب
عدد طلاب المشاركين ٢٥ طالبا وعضوين هيئة تدريس على الأقل.	٧٥٠ = ١٥٠ × ٥
الجوائز ممكن تكون فلاشات - تشرتات - مدليات - دروع - كويونات شراء - او ما ترونه مناسباً	٣ × ٣٠٠ - ٩٠٠ = ١٠٠٠ - ١٠٠٠ - ٣٠٠٠ - ١٠٠٠ - ١٠٠٠ -



تصور مقترح للبرنامج الثقافي بالمدسة الأميرة " بيت الثقافة " المنفذ من قبل كلية الصيدلة
للعام ١٤٣٥/١٤٣٦هـ

البيان	تفاصيل البيان
شعار البرنامج	- حياه أطول صحة أفضل بدون تدخين
أهداف البرنامج	- التوعيه بالمكونات الضارة الموجودة بالتبغ - التوعيه بالأمراض التي يسببها التدخين - التوعيه بالأمراض على الصحة العامة - التوعيه الأضرار البيئية والاقتصادية
تاريخ وموعد البرامج	- الاثنين ٢٧/٤/٢٠١٥ م - ٥ مساءً
عدد المشاركين	- طلاب الفرقة الثالثة تحت إشراف د/أفضل حق
المستهدفون	- جميع فئات المجتمع بها فيهم طلاب الثانوية
الجهات المنظمة	- كلية الصيدلة الإكلينيكية
نسبة الحضور المتوقع	-
الجهات المقترح مشاركتها من داخل الجامعة	- مختلف كليات الجامعة
الجهات المقترح مشاركتها من خارج الجامعة	- مديرية الشؤون الصحية بالأحساء
توصيف البرنامج	- عرض فيديو عن الحالات المرضية والأضرار - محاضرات توعيه وتثقيف - محاضرات عن كيفية الأرقام عن التدخين
احتياجات ومتطلبات البرنامج	١- قاعة مجهزة بالكمبيوتر وبرجكتور ٢- أدوات لقياس وظائف الرئتين (يمكن ان يطلب من المركز الصحي او كلية الطب) ٣- بانر يلخص ورشه العمل ٩٠٠ SAR ٤- منشورات تحتوي على معلومات للحاضرين 1000 SAR ٥- بعض الجوائز للحاضرين 1000 SAR ٦- جوائز للطلاب المشاركين وأعضاء هيئة التدريس 3000 SAR ٧- وجبات للطلاب 1500 SAR
عدد طلاب المشاركين ٤٠ طالبا وعضوين هيئة تدريس علي الأقل.	
الجوائز ممكن تكون فلاشات - تشرتات - مدليات - دروع - كويونات شراء - او ما ترونه مناسباً	



”تقرير رحلة علمية“

التاريخ: ٢٠١٨-٢٠/٤/٢٠١٥
المكان: شركة تبوك للصناعات الدوائية

نظمت لجنة الانشطة الطلابيه رحلة علمية لزيارة مصنع شركة تبوك للصناعات الدوائية والمستلزمات الطبية بتبوك ، لطلاب الفارم D من قسم الذكور، وذلك كجزء من خطة الأنشطة للفصل الدراسي الثاني من العام الدراسي ١٤٣٥/١٤٣٦ هـ في الفتره ١٨-٢٠/٤/٢٠١٥

تحت إشراف الدكتور تامر شحاتة والدكتور ماجد السيد.

- الهدف من الزيارة:
- التعرف على المراحل المتعددة لتصنيع الأشكال المختلفة للمستحضرات الدوائية (من المادة الخام وحتى المنتج النهائي)
- زياره قسم الأشربه و المستحضرات الصليه و التعرف علي طرق التحضير و التعبئة.
- زياره المنطقه العقيمه و الخاصه بتصنيع الحقن و قطرات العيون و التعرف علي طريقه التشغيل و التعقيم و التعبئة.
- زيارة قسم التحكم في الجودة للتعرف على الطرق المختلفة لتقييم المنتجات الدوائية.
- الاطلاع علي طرق التخزين الجيد للأدويه بمخازن الشركه.
- التعرف علي طرق توزيع الادويه بالمملكه.

وقد بينت ردود الفعل التي تم الحصول عليها من الطلاب أن الرحلة العلمية كانت تفاعلية جدا وبلغت الهدف المرجو منها.

د/ تامر محمد شحاته

عضو لجنة الانشطة الطلابيه و المشرف علي الرحلة



صور للطلاب خلال الزياره



”تقرير رحلة علمية“

التاريخ: 2014/12/8-6

المكان: الشركة السعودية للصناعات الدوائية والمستلزمات الطبية (سبيماكو الدوائية)

نظمت لجنة الانشطة الطلابيه رحلة علمية لزيارة مصنع الشركة السعودية للصناعات الدوائية والمستلزمات الطبية (سبيماكو الدوائية) بالقصيم ، لطلاب الفارم D من قسم الذكور، وذلك كجزء من خطة الأنشطة للفصل الدراسي الأول من العام الدراسي ١٤٣٥/١٤٣٦ هـ في الفترة 2014/12/8-6

تحت إشراف الدكتور تامر شحاتة والدكتور وائل سليمان.

- الهدف من الزيارة:
 - التعرف على المراحل المتعددة لتصنيع الأشكال المختلفة للمستحضرات الدوائية (من المادة الخام وحتى المنتج النهائي)
 - زياره قسم الاشربه و المستحضرات الصلبه و التعرف علي طرق التحضير و التعبئة.
 - زياره المنطقه العقيمه و الخاصه بتصنيع الحقن و قطرات العيون و التعرف علي طريقه التشغيل و التعقيم و التعبئة.
 - زيارة قسم التحكم في الجودة للتعرف على الطرق المختلفة لتقييم المنتجات الدوائية.
 - الاطلاع علي طرق التخزين الجيد للادويه بمخازن الشركه.
 - التعرف علي طرق توزيع الادويه بالمملكه.
- وقد بينت ردود الفعل التي تم الحصول عليها من الطلاب أن الرحلة العلمية كانت تفاعلية جدا وبلغت الهدف المرجو منها.

د/ تامر محمد شحاته

عضو لجنة الانشطة الطلابيه و المشرف علي الرحلة



صور للطلاب خلال الزياره



فريق الكلية لكرة القدم 2015



فعليات اليوم العالمي للإيدز

نظمت لجنة الخدمات الطلابية بكلية الصيدلة الإكلينيكية يوما لإحياء اليوم العالمي للإيدز في ٣ ديسمبر ٢٠١٤ بقاعة النخيل الساعة ١١:٠٠ ص وذلك لزيادة الوعي بمثل هذا المرض. وقد بدأت الفعاليات بالترحيب بجميع أعضاء هيئة التدريس والطلاب ثم قام طلاب الفرقة الثانية بعمل اسكتش تمثيلي. ثم القى سعادة الدكتور / عمر محافظ الأستاذ المشارك بقسم العلوم الطبية الحيوية عرضا عن طرق انتشار المرض والأعراض والعلاجات المختلفة. وقد أوضح سعادته المفاهيم الخاطئة حول مرض الإيدز. وشارك جميع أعضاء هيئة التدريس والطلاب بفاعلية في المناقشة.

لجنة الخدمات الطلابية

د/ عمر محافظ



11th White Coat Ceremony
Sunday 5-11-1435 31-8-2014



Speaker	Activity	Time
The Dean	Welcome Speech for all new students.	9.00 – 9.15
Vice Dean	A presentation of the academic rules and the Plan of Study	9.15 – 9.30
Head of Pharmacy Practice Department	A lecturer to introduce the Faculty of Clinical Pharmacy and the future for its graduates.	9.30 – 9.45
Dr. Afzal Haq	The Faculty Departments and curriculum	9.45 – 10.00
Dr. Mahesh Attimarad	Presentation for browse the college website	10.15–10.30
Dr. Omar Mohafez	Presentation to introduce student Extra-curricular activities. Students textbook project Feedback from students evaluation	10.30–11.00
Mr. Anas Al-Ahmad	Discussion “An experience of a student during first year”	11.00 – 11.15
Laboratories Supervisor	A round at the faculty to have a look on the Faculty building, laboratories, classrooms. - To take a photograph for the students that will be uploaded on the Faculty website.	11.15-11.30



“Research Utilities and Support” workshop

Academic and Scientific Committee organized a workshop on **“Research Utilities and Support”** for Pharm. D students of male section. On Wednesday, February 18, 2015, in Al-Nakhiel hall, College of Clinical Pharmacy.

The objective of workshop:

To motivate and create research culture in Pharm D students. The workshop provided an opportunity for students to understand the need of doing research in Undergraduate level and possible research prospects at the College of Pharmacy. Speakers have emphasized various funds, grants, awards and facilities offered by College of Clinical Pharmacy and King Faisal University to motivate students in research activities. Indeed, this workshop helped the audience to improve their confidence and understanding about research, which in turn reduced gap between research activities and student involvement.



Workshop conducted by Academic and Scientific Committee



Community engagement participation

College of clinical pharmacy has been participated in the fifth university exhibition *“University and community together build up future of our generation”*.

Objective of the exhibition:

- 1- Activating the role of community participation that is one of the pillars of the vision and message of both King Faisal University and the College of Clinical Pharmacy.
- 2- The college has participated in the reception of high school students and providing them with all the information on the study in the college and informed them about the requirements for enrolling in the college in addition to the career chances for Pharm.D.
- 3- Activating the role of the student services, where more than 20 students (males and females) and five faculty staff of student services committee have participated in the exhibition.

Student services committee
Dr. Omar Mohafez





يوم الصيدلة السعودي

ما أجمل أن يحتفل الأب بميلاد أحد أبنائه حينما يراه يكبر ويزهو ويشتد عوده ، وعلى هذا تحتفل كلية الصيدلة الإكلينيكية بميلادها السعودي في يوم الصيدلي السعودي وقدمت لجنة الأنشطة بالكلية نشاطا حيث حضر العديد من طلاب الكلية وقدموا مشاركاتهم في الأركان الترفيهية وكذلك ركن التعريف بالصيدلة وركن الأحلام الصيدلانية وتم تقديم وجبة إفطار للطلاب الحاضرين وتعليق شعارات مهنة الصيدلة السعودي على صدورهم وكان هدف هذا النشاط هو معرفة الطلاب أماكن العمل بعد التخرج وتقديم معلومات قيمة عن تاريخ تأسيس كليات الصيدلة بالمملكة العربية السعودية ،، وتضمن النشاط الاحتفال باليوم الوطني السعودي ومسابقات ثقافية شارك فيها الطلاب وفاز أربع طلاب (عبد الرحمن المبيريك، السيد الحربي، علي الخليفة، منتظر الشخص) وكان ذلك في يوم الاثنين الموافق ٢٠١٤/٩/٢٢ ميلادي او ١٤٣٥/١١/٢٧ هجري .

تم إشراف وترتيب النشاط من قبل: فهد عبدالله الملحم .





الأنشطة الطلابية للعام الدراسي 2015/2016

م	النشاط	طلبة/طالبات
1.	يوم التهيئة للطلبة الجدد	طلبة وطالبات
2.	تفعيل يوم الصيدلي السعودي	طلبة وطالبات
3.	معرض الجامعة والمجتمع	طلبة وطالبات
4.	صحتي سعادتي	طالبات
5.	ارسم نفسك قبل وبعد الاختبار	طالبات
6.	ورشة عمل للطالبة فاطمة الدوغان	طالبات
7.	المسابقة الفنية الثالثة	طالبات
8.	محاضرة الطالبة فاطمة المبارك	طالبات
9.	برنامج توعية بالمدارس الثانوية	طلبة وطالبات
10.	حفل التفوق	طالبات
11.	حملة "لك يا...."	طالبات
12.	ورشة عمل (كيف تتغلبين على خجلك الاجتماعي)	طالبات
13.	مؤتمر دوقات العالمي بدبي	طالبات
14.	منتدى طالبات الجامعة الثاني بارامكو	طالبات
15.	معرض خطوة قبل التوظيف	طالبات
16.	التسجيل الناجح بكلية الصيدلة لقاء تعريفى بأنظمة التسجيل	طالبات
17.	المشاركة في مؤتمر دوقات دبي ٢٠١٥	طلبة وطالبات
18.	نشاط اكتب حقيقة عن نفسك	طلبة
19.	احياء اليوم العالمي للإيدز	طلبة
20.	المشاركة في دوري كرة القدم بالجامعة	طلبة
21.	رحلة علمية لزيارة مصنع سبيماكو بالقصيم	طلبة
22.	رحلة علمية لزيارة مصنع الادوية بتبوك	طلبة
23.	ورشة عمل عن البحث العلمي والمشاركة بالمؤتمرات	طلبة
24.	الندوة العالمية للشباب الإسلامي حملة أرشدني	طلبة
25.	حملة توعية عن التدخين واضراره على الصحة العامة والبيئة	طلبة وطالبات لم تتم الموافقة
26.	حملة توعية عن السمنة واطارها على الصحة	طلبة وطالبات لم تتم الموافقة
27.	حملة توعية بعنوان احمي نفسك من كورونا	طلبة وطالبات لم تتم الموافقة

لجنة الخدمات الطلابية
د/ عمر محافظ



**Report on participation of the college
in the World Assembly of Muslim youth
*Guide me campaign***

Venue: Cordoba elementary school, Aramco, Al-Ahsa

Time and date: Thursday, 6/2/2015

There was a participation of the college in the awareness program prepared by **World Assembly of Muslim youth** for high school students to help them in choosing their colleges.

four students participated in this awareness by providing the students with the following:

- General information on the college; construction, place and ways of contact.
- Departments of the college.
- Requirements for enrolling in the college.
- Subjects, contact hours and credits
- Provided them with booklet about the college of clinical pharmacy

Participant's students:

1. Anas Abedella Al-Ahmed
2. Turki Saied Adekhail
3. Mossab Al-Adail

Student service committee

Omar Mohafez



Example of Students Services Committee meeting minutes



Kingdom of Saudi Arabia
Ministry of Higher Education
King Faisal University
College of Clinical Pharmacy
[Students service Committee]



Minutes of Meeting Students Service Committee

Ref : KFUCOCP/SSC/4th meeting Dated : Monday 24/11/2014

TO: All Members of the Committee

CC: Secretary to the Dean.

Subject: Minutes of the fourth Meeting

Date & Time: 24th November 2014; Monday; 11: 00 AM

Venue: Student services center, College of Clinical Pharmacy

Present(P) Regrets(R) Leave(L) Attendance Level %

Agenda:

Discussion the arrangements for the SPIMACO trip.

Decisions:

S. No	Agenda Item & Decisions	Responsibility [Member Name]	Deadline	Status
1.	We have collected the student's suggestions, opinions and finally decided the final plan for our agenda.	Staff members	26/11/2014	closed Status
2.	All members were informed to encourage students in different grades to participate in the trip.	All members	24/11/2014	closed Status
3.	The names of students who will participate were recorded.	All members	24/11/2014	closed Status

The Chair: Dr. Omar Mohafez

Omar Mohafez



COCP Professional Development committee

COCP Professional Development Committee annual report

2014-2015



COCP Faculty Training Activity Programs

1435-1436 H (2014-2015) 1st semester

	C- Specific Knowledge & Skills	Date	Faculty
1	Orientation Program	17-9-2014	Dr. Nancy, Dr. Ahmed Adel, Dr. Hala
2	International diabetes federation in MENA region	27-9-2014	Dr. Mays
3	ACCP certificate of "Routine drug and food interactions during antihelmenthic therapy"	22-10-2014	Dr. Noor Kamil
4	Antibiotic Resistance Symposium	11-2014	Dr. Morsy, Dr. Emeka, Dr. Ahmed Adel
5	Interactional criteria for community engagement	(23-24)-11-2014	Dr. Morsy, Dr. Maged, Dr. Hany
6	Updates of osteoporosis	15-12-2014	Dr. Mays
7	ACCP certificate of "Expression of six drug transporters.."	19-2-2015	Dr. Noor Kamil
8	ACCP certificate of "Influenza vaccination and technology"	19-2-2015	Dr. Noor Kamil
9	ACCP certificate of "How MDMA's pharmacology and pharmacokinetics drive desired effects.."	19-2-2015	Dr. Noor Kamil



10	ACCP certificate of "New drug applications: Role of clinical pharmacology"	25-2-2015	Dr. Noor Kamil
11	Advanced cardiovascular care	12-2-2015	Dr. Hala, Dr. Mays
12	Pain management-King Fahd Hospital	4-2-2015	Dr. Hala
13	Moderate sedation and analgesia course	25-2-2015	Dr. Hala
14	First aid during lectures	(14-15)-4-2015	Dr. Taghreed
15	Improving patient safety and minimizing medication errors	2-5-2015	Dr. Ahmed Adel, Dr. Amal, Dr. Mays
16	Medication management	30-4-2015	Dr. Amal
17	Current therapeutic guidelines	23-4-2015	Dr. Dalia, Dr. Hala, Dr. Mays
	D- Teaching Programs	Date	Faculty
1	Learning outcomes: concepts and methods of measurements	(11-12)-11-2014	Dr. Morsy, Dr. Maged
2	Fundamentals of visible learning	(2-3)-12-2014	Dr. Morsy
3	Educational technology	(16-17)-12-2014	Dr. Morsy
4	Intended learning outcomes	23-2-2015	All faculty members
5	Teaching skills of large groups	(2-3)-3-2015	Dr. Taghreed
6	Setting up achievement tests according to scientific criteria	(15-16)-3-2015	Dr. Sabah Akrawi
7	Effective teaching strategies	(30-31)-12-2014	Dr. Ahmed Adel
	C. Research development (workshops and conferences)	Date	Faculty
1	PSCCH international cardiac conference	19-10-2014	Dr. Hala
2	1 st Heart failure symposium	16-10-2014	Dr. Mays
3	Annual pharmacy advancement conference	15-10-2014	Dr. Mays
4	Managing references using endnote	(4-5)-11-2014	Dr. Nancy
5	Thinking skills	(25-26)-11-2014	Dr. Nancy
6	APPS annual meeting, USA	(2-6)-11-2014	Dr. Anroop
7	2 nd international conference of clinical pharmacy, Sanfransisco, USA	(2-3)-12-2014	Dr. Sabah
8	4 th international conference of nanotech, Sanfransisco, USA	(3-4)-12-2014	Dr. Harsha
9	3 rd international conference on computer-aided drug design & medicinal chemistry, Sanfransisco, USA	(8-10)-12-2014	Dr. Mohammed Abdou
10	Reviewing scientific research	17-2-2015	Dr. Maged
11	26 th scientific conference of Saudi heart association	13-2-2015	Dr. Mays
12	XIII international conference on medicinal chemistry, USA	(9-10)-3-2015	Dr. Venugopala
13	Dealing with research failure and turning it into success	(10-11)-3-2015	Dr. Shahzad, Dr. Hany, Dr. Mahesh, Dr. Noor, Dr. Harsha, Dr. Anroop, Dr. Kazem
14	MSACL 2015 USA conference & Exhibits	28-3-2015	Dr. Mahesh
15	30 th meeting of Saudi biological society	(7-9)-4-2015	Dr. Morsy and Dr. Tamer



16	4 th MNGHA research day- King Abdul aziz hospital	23-4-2015	Dr. Amal
	F. IT	Date	Faculty
1	Refwork	11-2-2015	All faculty
2	Blackboard	28-12-2014	All faculty
3	SPSS	8-3-2014	Dr. Venugopala, Dr. Mahesh, Dr. Noor, Dr. Harsha, Dr. Anroop, Dr. Kazem, Dr. Emeka
4	Principles of Photoshop	7-12-2014	Dr. Morsy
5	Prezi presentaion	(8-9)-2-2015	Dr. M.Abdou, Dr. Maged, Dr. Morsy
6	E-surveys skills	24-2-2015	Dr. Morsy
7	Update training on SDL	8-3-2015	Dr. Shahzad
	G. Quality Assurance	Date	Faculty
1	Course report	5-3-2015	All faculty members
2	Intended learning outcomes	23-2-2015	All faculty members
3	Risk management planning	30-11-2014	Dr. Afzal Haq
4	Quality managing system	10-3-2015	Dr. Emeka
5	Setting up operational plans	(10-11)-2015	Dr. Maged



Example of Professional Development Committee meeting minutes



Kingdom of Saudi Arabia
Ministry of Higher Education
King Faisal University
College of Clinical Pharmacy
Professional Development Committee



Minutes of Meeting Professional Development Committee

Ref: KFU/COCP/RLC/3rd meeting

Dated: Wednesday 26/11/2014

TO: All Members of the Committee

CC: Secretary to the Dean.

Subject: Minutes of the 3rd Meeting

Date & Time: 26, November 2014; 11.00am

Venue: Meeting Room, College of Clinical Pharmacy

~~Present(P) 5, Absent(A) 0, Regrets(R) 0, Leave(L) 0, Attendance Level 100%~~

Agenda:

1. Nomination of two faculty members for a workshop "Dealing with research failure and turning it into success"

Decisions

S.No	Agenda Item & Decisions	Responsibility [Member Name]	Deadline	Status
1.	Announcement to all the faculty for attending a research workshop then nomination to be done from those who will respond.	Dr. Mohammed Abdou		Open/Status

The Chair: Dr. Mohammed Abdou

Coordinator: Dr. Sree Harsha





Kingdom of Saudi Arabia
Ministry of Higher Education
King Faisal University
College of Clinical Pharmacy
P.O. Box 400, Al-Qadisiyah, Dammam - 31421, Saudi Arabia Fax: +966 3 8601174
Professional Development Committee



Attendees	Signature
Dr. Mohammed Abdou	M. Abdou
Dr. Sree Harsha	Sree Harsha
Dr. Wael Soliman	Wael Soliman
Dr. Mohamed Shahzad	Mohamed Shahzad
Dr. Michylene Haroun	Michylene Haroun

Dean's Approval/ comments:

.....
.....
.....
.....

Head of Committee: for further action Plan (internal/External) and for record

.....
.....

Note: Please don't hesitate to contact QAU, if you need any assistance



Learning Resources Committee:

ANNUAL REPORT: 2014-2015

Annual Report of Learning Resources Committee (2014-2015)

1. Academic Year : 2014-2015

2. Chair:

Dr. Michelyne Haroun

3. Members:

Faculty members: Dr. Christophe Tradrat
Dr. Shahzad Chohan
Students: Fahd Almulhim
Athbah AlOwaifeer

4. Number of meetings was held (attached) during the academic year: Five meetings

- a- First meeting: Oct. 13, 2014.
- b- Second meeting: Nov. 3, 2014.
- c- Third meeting: Jan. 12, 2015.
- d- Fourth meeting: Feb. 25, 2015.
- d- Fifth meeting: May 14, 2015.

5. The main charge assigned by the dean of COCP:

Organize workshop/orientation sessions for both faculty and students for appropriate use of KFU learning resources and Saudi Digital Library.

Current Committee (Sept. 2014—May 2015)

Action	Evidence / Comment
1- LRC was in a continuous concern about the needs of faculty members concerning scientific journals. consequently an email was sent to the faculties informing them about the Central Library process of renewing journal or ordering new journals upon their needs. Faculty members were informed about the renewal of all journals formerly subscribed by COCP in case of no faculty objection and were encouraged them to order new journals of their interest. A list of former journal requests was enclosed in the email.	Email sent by Dr. Michelyne in Aug. 25, 2014. See attached <i>Task 1 a</i> .
Following the solicitation of faculty members, a letter addressed to the deanship of Library Affairs (DLA) was sent from LRC to respected COCP Dean. The letter included the renewal request of old electronic and hard copy journal subscriptions, in addition to new journal requests from faculty members.	Email enclosing the letter was sent by Dr. Michelyne to COCP respected Dean in Aug. 25, 2014. See attached <i>Task 1 b</i> .
2- Following the duty of LRC to equip the faculty with beneficial and valuable programs for teaching and research,	See minutes of first LRC meeting of Oct. 2014.



the committee invited Dr. Nashwa Zaher and Dr. Mohammed Abdou, as they are drug design specialists, in order to discuss in their presence the offer made by Accelrys, the internationally well-known American and most prominent Molecular Modelling and Drug Design company. It should be noted that Accelrys encloses a large number of modules and is by far richer in modules and topics, more elaborated and sophisticated than MOE (the drug design program presently available in the faculty). The package offer of Accelrys related to Discovery Studio program includes:

- a 40% discount on the acquisition by COCP of two perpetual research licenses which will become the property of the university and not anymore an annual subscription;
- a subscription to five years of a teaching license for twenty students;
- a gold maintenance equivalent to unlimited online training and questions to faculty members. This gold maintenance will allow faculty members to be trained online by Accelrys specialists in order to learn, practice and manage all Accelrys molecular modelling modules of Discovery Studio program and to ask unlimited online questions.

Unfortunately, the discounted offer of Accelrys included a gold maintenance for only one year. Dr. Michelyne explained to the committee members that she is still pursuing hard negotiations with Accelrys company in order to try to obtain two years gold maintenance and not only one year as an one year offer maintenance is too short. It is worth noting that Accelrys has given in the past a gold maintenance for two years for other universities.

Email offer sent by Accelrys to Dr. Michelyne in Jan. 28, 2015. See attached Task 2.

3- LRC informed faculty members about the possibility of selecting what suit them from foreign titles through a Library database containing more than 35,000 title or to suggest any book outside the database.

Email sent by Dr. Shahzad in 22/9/2014.

4- After the acquisition of SciFinder, the indispensable electronic research tool, by KFU Central Library (CL) due to LRC efforts, the latter followed out very closely the imperative need of faculty members to access to SciFinder remotely at anytime and anywhere. After great labour, the database was finally made remotely accessible for faculty members.

An email announcement was sent by Dr. Shahzad informing about the remote access to SciFinder and specifying all detailed steps to access to the database.

Email announcement made by Dr. Shahzad to faculty members in Nov. 4, 2014. See attached Task 4.

5- Similarly after the acquisition of American Chemical Society (ACS) journals by CL, LRC succeeded in implementing the remote access to this essential online database on 4/11/2015.

An email announcement was sent by Dr. Shahzad to

Email announcement



faculty members announcing the remote accessibility to ACS and explaining all detailed steps to access to it.	made by Dr. Shahzad to faculty members in Nov. 4, 2014. See attached Task 5.
6- Taylor and Francis database trial period announcement made by LRC and invitation to COCP faculty members to massively use this database in order to help implementing it by CL.	Email sent by Dr. Shahzad on Nov. 19/2014.
7- Credo Reference database online trial period announcement made by LRC.	Email sent by Dr. Shahzad on Nov. 20/2014.
8- Refworks email announcement made by LRC inviting faculty members to express their interest in the renewal of this reference management software database.	Email sent by Dr. Shahzad on Dec., 4/2014.
9- Renewal of ithenticate software recommended by LRC to respond to the urgent request of Dr. Emeka. Respected COCP dean processed the request to DLA.	Email sent by Dr. Shahzad on Jan., 12/2015. See attached letter from COCP dean to DLA task 9.
10- LRC provided faculty members teaching books from the collection of books entrusted to the committee.	Dr. Asia related was given a Biochemistry teaching book on Jan. 13, 2014.
11- Refworks database training workshop co-organized with Professional Development Committee (PDC).	The workshop took place on Feb. 11, 2015 in COCP and was attended by COCP faculty members.
Refworks certificates distributed by Mr. Elanz were Forward to faculty members by Dr. Michelyne.	Refworks certificates email sent by Dr. Michelyne in March 17, 2014. See attached task 11.
12- Refworks database subscription was renewed by the Deanship of Library Affairs (DLA). The renewal was recommended by LRC, upon faculty members' request and proceeded by respected COCP dean.	Database icon accessible on CL Website.
13- LRC was in continual surveillance and monitoring the proper functioning of SciFinder and ACS online journals. For every problem occurring in the remote accessibility of SciFinder or ACS, LRC was rapidly restoring the remote access after effective continual and fruitful contacts with CL officers and with SciFinder management company. Emails were then sent to faculty members announcing the restoration of the remote access. LRC received emails from faculty members acknowledging the reparation of the remote access.	Emails sent by Drs Maged El-Sayed, Promise Emeka, Naswa Zaher, Venugopala Narayanaswamy, Wael Soliman and others during Feb., 2014.
14- LRC processed the urgent request of Dr. Afzal related to Therapeutics teaching books, that are highly indispensable to students, through DLA channels. A letter was sent from respected COCP dean to DLA following the recommendation of LRC requesting pharmacotherapy books for students.	The official request letter of COCP dean was sent to the dean of Library Affairs on 19/1/1436. See attached letter from COCP dean to DLA task 14 a.



An email of appreciation and thanks was sent by Dr. Afzal to the committee acknowledging their efforts and support.	Dr. Afzal email was sent in Feb. 25, 2015. See attached Task 14 b.
15- LRC checked if the journals requested earlier by COCP faculty members have been subscribed by DLA and if they are really available in CL. Dr. Shahzad found out that only three journals recommended by COCP faculty have been subscribed by DLA.	Email sent by Dr. Shahzad to the committee chair in March. 2, 2015.
16- Rules of borrowing books: deep investigations about borrowing rules from CL for faculties and students were conducted by Mr. Fahd. Mr. Fahd sent next to the committee a document containing detailed rules pertaining to the borrowing policy. The information was then emailed to faculty members and students in order to inform them about the detailed procedures and duration of borrowing books from CL.	Email sent to faculty members and students by Mr. Fahd in March. 3, 2015. See attached Task 16.
17- LRC urged faculty members to send an updated edition of their teaching books in order to meet Curriculum Development Committee objectives of urgently acquiring updated books for the date of coming of the Accreditation Commission to COCP. The purpose of acquiring updated books through the book renting policy of the Central Library hasten securing the updated books through CL channels before the Accreditation Commission shows up at COCP. Following faculty members' responses, LRC prepared a list of updated books.	Email sent by LRC to faculty members in March 30, 2015.
18- Upon LRC recommendation, COCP dean sent an official letter to DLA requesting the purchase of the updated teaching books.	See attached letter from COCP dean to DLA task 18.
19- After the unfortunate interruption of ACS journals in The whole Kingdom of Saudi Arabia, Dr. Michelyne has succeeded in opening new solution contact channels with King Abdulaziz City for Science & Technology (KACST). She succeeded in obtaining the contact number of the officer responsible of journal subscriptions in KACST journal subscriptions, Mr. Abdullatif Almunif. She convinced the latter to provide COCP faculty members any ACS journal of their interest. An email address was placed by Mr. Almunif at the disposition of COCP in order for them to request and obtain ACS journals. An email was sent to COCP faculty by Dr. Michelyne explaining the way to acquire an ACS journal through KACST with the help of Mr. Almunif.	Email sent by Dr. Michelyne in April 15, 2015. See attached Task 19.
20- A training workshop on the importance, utility and manipulation of the research database SciFinder was delivered on April 8, 2015 for faculty members and students in both male and female sections by	Email announcement made by Faculty Development Committee on April 5, 2015.



Dr. Christophe Tradrat.

21- An interruption occurred in the remote access to SciFinder.

LRC restored the remote access following fruitful contacts with CL and SciFinder company.

An email announcement about that issue was sent to faculty members.

Email sent by Mr. Fahd in April 14, 2015.

22- A Saudi Digital Library (SDL) training workshop on how to access the electronic resources of CL including Scopus, Science direct, Elsevier, Springer, Medline, etc.. was simultaneously delivered by Dr. Christophe and Dr. Michelyne for students in both male and female sections on May 6, 2015.

Email announcement made by Dr. Shahzad on May 4, 2015.

23- LRC invited faculty members to express their needs about new journal subscriptions.

Email sent by Dr. Shahzad to faculty members in May 21, 2015.

24- LRC processed the renewal of all journals already subscribed by COCP in addition to the new faculty journal demands. A recommendation letter was sent from the committee to respected COCP dean that included a CD of the list of journals requested by faculty members. Respected COCP Dean sent a letter to DLA recommending the renewal of present COCP journal subscriptions and to proceed with new faculty demands.

Email recommendation sent from Dr. Michelyne to respected dean in May 26, 2015.
See attached Task 24.

25- Ithenticate workshop, intended to be conducted by database CL manager, Mr. Saeed Elanz on the [plagiarism detection comparison database](#) during the activity hour of Wed. May 6, 2015, was postponed by PDC to a later date and replaced by an urgent Quality Management Unit (QMU) workshop. Unfortunately, Mr. Elanz suddenly decided not to conduct for free. It is worth noting that workshop remuneration policy is inexistent at COCP. The committee decided then to recommend to respected COCP dean to request to Deanship of Quality Assurance and Academic Accreditation to conduct a workshop in iTenticate for the next academic year.

An email request including appropriate documents was sent from the committee to respected COCP Dean in this context.

Email sent from Dr. Michelyne to respected COCP Dean in May 31, 2015.
See attached Task 25.

27-Restoration of ACS remote access through KACST website. Email announcement made by Mr. Fahd to COCP.

Email sent by Mr. Fahd in May 31, 2015.

28- Endnote subscription request was processed by LRC in order to fulfil faculty need to this prominent reference managing database.

Email sent by Dr. Michelyne to respected COCP dean in May 31, 2015.
See attached Task 28.

Learning Resources Committee (2014-2015) successfully accomplished all the above tasks..



7. Attendance Level: Overall attendance level in meetings remained 100%

8. Obstacles, Issues to be addressed:

- a. A budget is required for workshops in order to tackle the remuneration of some workshop trainers.
- b. Many crucial COCP journal subscription requests highly required for research were not treated by Deanship of Library Affairs.
- c. Some teaching tools and databases are still not available although processed by COCP Respected Dean since the former academic year.

9. Work remaining:

- a- Follow up the acquisition of Accelrys drug design database program Discovery Studio (Task 2).
- b- Follow up the updated book request (Task 18).
- c- Follow up the faculty journal requests (Task 24).
- d- Follow up implementation of iThenticate database subscription by CL (Task 9) and the conduction of a workshop in Ithenticate (Task 25) for next academic year.
- e- Follow up the implementation of Endnote database subscription (Task 28).

10. Enclosures:

- a- Documents related to tasks No 1, 2, 4, 5, 9, 11, 14, 16, 18, 19, 24, 25, 28.
- b- Action Plan of LRC of the year 2014-2015.
- c- Copies of the minutes of the five meetings.

Dr. Michelyne Haroun
Submitted in June 2, 2015.
Head,
Learning Resources Committee
Al-Ahsa, Saudi Arabia



Example of Learning Resources Committee meeting minutes



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LEARNING RESOURCES COMMITTEE



Minutes of Meeting

Ref: KFU/COCP/LRC/3/2014

Dated: 11/3/2014

TO: All Members of the Department/Committee
CC: Secretary to the Dean.

Subject: Minutes of the Meeting

Date & Time: **November 3, 2014 at 10: 00 AM**
Venue: Meeting Room, College of Clinical Pharmacy
Attendees: Bulleted List

Present(P): 4 Regrets(R): 0 Leave(L): 0 Attendance Level: 100%

Agenda:

1. Announcements from Deanship of Library Affairs
2. Informative email to faculty members about Taylor and Francis database
3. Follow up SciFinder remote access
4. Follow up ACS journals
5. Follow up the teaching book request of Dr. Afzal
6. Other emerging issues.

Decisions

S.No	Agenda Item & Decisions	Responsibility [Member Name]	Deadline	Status
1.	The committee members discussed the announcements received from Respected Dean on behalf of the Dean of Library Affairs concerning: 1) The acquisition of recent Arabic books; 2) Online trial period on the academic database Credo Reference. The committee decided to email to all faculty members the announcements.	Dr Mohammed Shahzaad	Within one week	Open
2.	Dr Mohammed Shahzaad emailed the above announcements to all faculty members.	Dr Mohammed Shahzaad	Within one week	Closed
3.	The committee members discussed the announcement of Taylor and Francis database sent to Respected Dean from the Dean of Library Affairs. The committee decided to email to all faculty members to inform them and to draw their attention on the importance of this complete integrated database that includes topics in sciences and humanities such as chemistry, mathematics, media, politics, sociology, sports, etc... The committee also decided to send to each department chairperson a copy of an informative booklet of the database in order to allow this database content to be at the disposal of all faculty members.	Dr Michelyne Haroun and Dr Mohammed Shahzaad	Within one week	Open
4.	Dr Mohammed Shabzaad emailed the Taylor and Francis database announcement to all faculty members. He distributed to chairpersons of each department of the faculty the informative booklet of Taylor and Francis database.	Dr Michelyne Haroun and Dr Mohammed Shabzaad	Within one week	Closed
5.	Dr. Christophe Tradrat has checked the online availability of the list of periodicals sent from the Dean of Library Affairs to Respected Dean. He found out that some periodicals are online	Dr. Christophe Tradrat		Closed





LEARNING RESOURCES COMMITTEE

	accessible, others are available as hardware copies.			
6.	The committee considered the remote access availability of SciFinder and Dr. Michelyne was commissioned to contact the library officers concerning this issue.	Dr Michelyne Haroun	Within one week	Open
7.	Dr. Michelyne has contacted Mr. Saeed Elanz, the officer of the deanship of library affairs to inquire about SciFinder remote access. They informed her about the remote access availability of SciFinder through KACST (King Abdulaziz City for Science & Technology) and enlightened her about the way to online access to SciFinder through KACST.	Dr Michelyne Haroun	Within one week	Closed
8.	Dr. Michelyne has informed the committee members about the great news concerning SciFinder remote access. She communicated to Dr. Shahzad the instructions of the online remote access to SciFinder through KACST. Dr. Shahzad has then expedited an instructive email on this matter to all faculty members.	Dr Michelyne Haroun and Dr Mohammed Shahzaad	Within one week	Closed
9.	The committee members expressed their concern about the outcome of ACS (American Chemical society) subscription request sent from Respected Dean to the Dean of Library Affairs more than one year ago. Dr. Michelyne was in charge to contact the deanship of library affairs to follow up this crucial request.	Dr Michelyne Haroun	Within two weeks	Open
10.	After contacting Mr. Saeed Elanz, the officer of the deanship of library affairs, Dr. Michelyne has been notified by him about the new online subscription by the deanship of library affairs to ACS journals and the instructions to its online access. She informed the committee members about this great committee accomplishment and Dr. Shahzad was commissioned to announce this valuable information to all faculty members.	Dr Michelyne Haroun and Dr Mohammed Shahzaad	Within one week	Closed
11.	The committee discussed the urgent request sent by Dr. Afzal concerning teaching books in Therapeutics. The committee mandated Dr. Shahzad to investigate with former members of LRC about the most effective and prompt way to accede to an urgent primordial request for teaching books such as Dr. Afzal's request.	Dr Mohammed Shahzaad	Within two weeks	Open
12.	Dr. Shahzad informed the committee members that it is impossible to order teaching books through conventional university channels before two years.	Dr Mohammed Shahzaad	Within two weeks	Closed
13.	Dr. Michelyne contacted then the officers of the deanship of library affairs who revealed to her that the only effective way to request teaching books is through a written request from Respected Dean to the Dean of Library Affairs. An official letter request was then sent from Respected Dean to the Dean of Library Affairs concerning this urgent request of Dr. Afzal.	Dr Michelyne Haroun	Within two weeks	Closed





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LEARNING RESOURCES COMMITTEE



Head : Dr Michelyne Haroun *مستشفى حارون*

Members :

1. Dr Christopher Trairat *[Signature]*
2. Dr Muhammed Shahzaad *[Signature]*

Dean's Approval/comments:

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Head of Committee: for further action Plan (internal/External) and for record

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Note: Please don't hesitate to contact QAU, if you need any assistance

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Experiential Education Committee:

ANNUAL REPORT: 2014-2015

1. **Academic Year:** 2014-2015
2. **Chair:** Dr Yasir Ibrahim
3. **Coordinator:** Dr Ahmed Sarsour
4. **Members:**
 1. Dr. Afzal Haq Asif
 2. Dr. Waleed AlHassan
 3. Dr. Dalia Almaghrabi
 4. Dr Promise Emika adhoc
 5. Dr. Ali AlShehri adhoc
 6. Mr. Khalid AlZyadi
 7. Mr. Hussain Mohamed
 8. Miss Lulu AlMolhim
5. **Number of meetings held during the academic year:** A total of 10 meetings carried monthly on the first Tuesday after the end of each rotation.
6. **Charges assigned by Dean:**
 - a. **Previous Committee Sep 2013—Jun 2014**
 1. Exploring the availability of additional training sites in Dammam
 2. Expansion in the training sites in National Guard AlAhsa
 3. Allocating the new student for IPPE-1,2 and APPE
 4. Updating of the Training Manual and the assessment tool
 5. Staff development continuous with PSAP everyweek
 6. Preceptors training including
 - i. Introduction to precepting Dr. Yasir
 - ii. Quantify use Dr. Yasir
 7. Mapping of COCP IPPE-1, 2 and APPE with CCAP Standards 28,29,30,31 and 32 (How IPPE-1,2 and APPE prepare students for APPE)
 8. Responsibilities
 - i. APPE and overall Dr. Yasir
 - ii. IPPE-2 Dr. Afzal and Dr. Maitham AlHawaj
 - iii. IPPE-1 Dr. Emeka and Dr. Didi
 9. Finalizing the placement of students for the IPPE-1, 2 and APPE.
 10. Revisiting the Training Manual and the assessment tool
 11. Capacity planning till 2017 for APPE
 12. Quality assurance plan for Experiential Education
 13. Compilation of preceptors and training sites manual
 14. Orientation for IPPE-1,2 and APPE students
 - b. **Current Committee Sep 2014—Jun 2015**
 1. Finalizing the placement of students for the IPPE-1, 2 and APPE.
 2. Revisiting the Training Manual and the assessment tool
 3. Orientation for IPPE-1,2 and APPE students
 4. Addition of Drug Information rotation
 5. Revising the Community Pharmacy rotation's syllabus.
 6. Working with the University IT department to develop allocation software for IPPE 1 and 2.



7. Actions:

Experiential Education Committee (2013-2014 and 2014-2015) accomplished all the above tasks

8. Attendance Level: Overall attendance level in meetings remained 80%

9. Obstacles, Issues to be addressed:

1. Attendance of student members remained at lower percentage as compared to the faculty members
2. New supportive staff has replaced Mr. ALSaqr and needs to be trained
3. New system dealing with MOH for students' training in Dammam and Khobar area

10. Work remaining:

1. Preparing for next year students' training
2. Compilation of preceptor and sites manual
3. Revisiting of training manual
4. Exploring extra sites for future training

11. Enclosures: *(Please pres Ctrl and click to open the document)*

1. All minutes of meetings e.g. of meetings included.
2. Students' allocation for IPPE-1,2 and APPE
3. Training manual

DR. Yasir A. Ibrahim,
Submitted: June 1, 2014
Chair,
Experiential Education Committee,
COCP, KFU, AL-Ahsa

