



# **THE VICE CHANCELLOR'S ANNUAL REPORT**

**Submitted to the Board of Trustees**

for

**Academic Year 2009-2010**

By

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Vice Chancellor**

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## Message from the Vice Chancellor

The academic year 2009/2010 was marked by significant milestones. As we look back at our achievements, challenges and plans, we are filled with pride and great sense of accomplishment. This report highlights the exceptional work of every faculty member, staff and student in DU's strive for excellence in teaching, research and community service.



**Vice Chancellor at Faculty and Staff Retreat-  
January 14, 2010**

The year witnessed numerous achievements and changes, as evidenced in various sections of this report. The most important achievement to date is the completion of the quality audit stage and the publication of the quality audit report by the Oman Authority for Academic Accreditation which placed DU in the forefront of universities in the Sultanate to complete this stage. Highlighted below are other selected achievements, changes and challenges.

### **Achievements**

- Recompose the Quality Assurance Board (QAB) to avoid overlap of personnel and functions with the University Council and to activate its role. The newly formed QAB showed a commendable level of professionalism and productivity. The manuals, policies, forms, and studies prepared by it testify to that.
- Approach completion of the construction of the new campus. We have prepared our relocation plan during the academic year 2010-2011, and are eager to have the opening ceremony during the celebrations of the 40<sup>th</sup> anniversary of the national day in November 2010.
- Establish the Learning Support Center as part of the Center for Teaching and Learning (CTL). This center aims to promote learning excellence among students by providing special support to them.
- Receive approval from MoHE for five new programs: a new master program in educational administration and four undergraduate programs in physical education, insurance, mechatronics and civil engineering. The new programs are expected to attract tens of eligible students beginning fall 10-11.
- Continue to receive recognition from the British Council for maintaining the required standards of security and professionalism in conducting the IELTS exam.
- Continue to offer a very successful summer Arabic program for non-speakers of Arabic. This year the program is offered to a group of British students.
- Raise research productivity of the faculty by publishing 37 articles in journals, 18 books or chapters in books, and presenting 33 papers in conferences and seminars plus numerous other research activities.

- Submit 4 research proposals to the Research Council (TRC), one of which received approval for funding. DU was second to SQU in the number of research proposals submitted to the TRC.
- Signing a new detailed agreement with the German university Neu Ulm that specifies the financial and administrative commitments of each party when students are exchanged between the two universities, and the number of students that can be admitted under this agreement in any one semester.
- Signing an agreement with the Salalah College of Technology (STC) that describes the specific requirements for transfer from that college to DU and the equivalence of courses in business administration and engineering between the two parties. This agreement is the first of its kind among higher education institutions in Dhofar and shall facilitate the transfer of many students from STC to DU particularly after STC students complete their diplomas.

### **Changes**

- Student enrolment increased by 4% from 1935 in spring 2008-09 to 2018 in spring 2009-2010. The enrolment rise is expected to increase upon moving to the new campus particularly since 5 new programs have been added.
- The number of new students registered at FP decreased significantly from 588 in the academic year 2008-09 to 476 in the academic year 2009-10. This calls for concern and requires investigation of the reasons such as H1N1 flu that scared many parents from sending their children to schools and colleges as well as the financial situation of many families. However, the total number of new students did not drop that sharply since last year: from 663 to 603 students, which is mainly due to the introduction of new programs particularly at the graduate level.
- Appointment of two new senior staff to strengthen DU administration: Deputy Vice Chancellor for Academic Affairs and Deputy Vice Chancellor for Academic Support Services.
- Number of full-time faculty and non-academic staff was only slightly changed as the change in the number of students did not warrant any substantial changes.
- International diversity in faculty composition was maintained. There were 20 different nationalities with the non-Omani Arabs of different nationalities representing the largest group.
- University Research Board has continued to offer short-term faculty development grants and seed money grants to numerous faculty members.
- Promotion of several faculty members from instructor to lecturer and from lecturer to assistant professor in more than one college.
- Freezing external non-academic recruitment, where possible, in various departments and positions and rotation of some employees between departments and units

### **Challenges**

- Although the proposed budget for 2010-2011 includes a much smaller deficit than last year, the financial situation remains of concern particularly since construction of the new campus has required over 10 million riyals of university capital. T
- Bridging the gap between the generally low academic standards of incoming students and the higher academic standards at DU. We continue to implement

new action plans to achieve this goal particularly with regard to FP and the courses in English communication skills.

- Recruiting qualified faculty, staff, and administrators to a peripheral location in an environment of tough competition with universities in Oman and the region.

As a final note, it is important to consider what lies ahead. Despite all the challenges, the future looks bright as DU is about to move to the new campus.

Muhammad A. Faour

## 2. Administrative Affairs

Administrative affairs include the following three departments: Administrative Services, Buildings and Maintenance, and Human Resources. The report summarizes the activities, achievements and future plans of each of these departments.

### 2.1 Administrative Services

#### 2.1.1 Security Services

The table below presents the tasks completed, challenges encountered and future plan of security services.

<b>Completed Tasks</b>	<b>Challenges</b>	<b>Future Plan</b>
1. Guarding 4 main gates, two of which for 24 hours, one gate for 15 hours and the fourth for 10 hours	1. Many students did not carry their university identification card, which led to disputes with them and referral to Student Affairs Office	1. Better coordination with relevant parties prior to organizing public gatherings and ceremonies
2. 24-hour security for the two female dormitory buildings	2. Security unit was not informed about some ceremonies and public gatherings which led to confusion and embarrassment to both security guards and visitors	2. The security risk emanating from the few numbers of guards at the Engineering building will be eliminated upon relocation to new campus
	3. The number of guards assigned to Engineering building (3 guards) is less than needed and thus poses a challenge	

#### 2.1.2 General Administrative Services

The table below presents the tasks completed, challenges encountered and future plan of general administrative services other than security. This includes 4 types of services covered by 4 units: insurance, transportation, food, and mail and reception.

<b>Unit</b>	<b>Completed Tasks</b>	<b>Challenges</b>	<b>Future Plan</b>
<b>Insurance</b>	Medical and life insurance is outsourced to a company which relieves the DU insurance officer of much of the needed work. All insurance claims were processed and acted upon.	Delays in paying medical invoices to employees	A new tender is being announced in order to get more efficient services from the insurance company
<b>Transportation</b>	All owned and rented vehicles were heavily used to cover transportation needs of female students, visitors, staff and faculty who go on business trips. Students who need this service are: female students living in the DU dorms and female students engaged in internship/practicum courses.	Travel itinerary of female students is not always clear and known to the unit well ahead of travel date and time particularly at the beginning of fall semester.	Better coordination with student affairs regarding transportation of female students at the dorm at the beginning and end of the academic year..
<b>Food</b>	Supervision of services at two cafeterias outsourced to two local restaurants for quality monitoring	Although the quality of food is acceptable or good, students complain about the prices of several food items	A new tender is being announced for food catering services at the new campus with stricter terms
<b>Mail and Reception</b>	1. Improved organization of internal mail services within DU which also helped in raising the efficiency of external mail services 2. Better organization of reception of visitors in coordination with security and concerned DU units	Some DU units do not provide adequate information for courier companies	A new plan is being prepared to improve internal and external mail services

## 2.2 Buildings and Maintenance

### 2.2.1 Completed Maintenance Tasks

Type of Maintenance	Number of Requests
Air Conditioning	123
Electricity	129
Carpentry	145
Plumbing	78

In addition to the tasks mentioned in the table, the department completed the following maintenance and related tasks:

- 1- Responding to urgent cases such as the sudden power cut-off due to external (Power company) or internal problems (malfunctioning cables or fuses)
- 2- Repairing water leakage both in buildings and green yards
- 3- Supervising planting works and the picking of fruits such as bananas and coconuts and distributing them to employees
- 4- Supervising all cleaning work at the university
- 5- Preparing Ibn Rushd Hall for all occasions such as meetings, workshops, tests, and ceremonies
- 6- Preparing classrooms for final exams
- 7- Participating in the cultural week and supporting DU departments by supplying them with technicians, painters, and other workers
- 8- Reorganizing car parkings
- 9- Helping in the reparations of Al Marooj Theater for the DU ceremonies
- 10- Managing a 'lost and found' office.

### 2.2.2 Challenges

The department faces several challenges notably the following:

1. Given the nature of the residential buildings in the temporary university premises which were not designed to be offices and classrooms, there were frequent problems of remodeling and maintenance to suit learning needs at DU.

2. There is a problem of power shortage in the Saada area where the temporary premises are located. This is a daily challenge for a university that needs to cater to increasing number of students with rising demand on power.
3. Students and many employees do not use power wisely. Air conditions and electric power are kept running without interruption even when they are not used.

### **2.2.3 Future Plan**

The department is beginning to implement the recommendations of the self-study and the Quality Audit Report notably the establishment of a detailed preventative system of maintenance and addressing the issues of safety and health hazards at both the current and new campuses. More details appear in the action plan that is being prepared for the MoHE.

## **2.3 Human Resources**

### **2.3.1 Activities**

Human Resources Department (HR) continues to implement the strategies and policies that comply with the university's mission and strategic plan in the following priority areas:

- Recruitment, retention and promotion.
- Training, development and continuous learning.
- Omanization
- Performance follow up and management.
- Employee improvement.
- Full Utilization of HR System (LOGOS).
- Update personnel records in the database.

HR continued to make rapid strides in implementing and achieving the objectives envisaged in the quality audit portfolio and made every effort to create a good and congenial work environment for the employees of DU.

During the academic year 2009-10, a number of major activities occurred as summarized below:

- 1- To reach educational excellence and enhance quality of services, DU strives to recruit qualified and diversified academic and non-academic from Oman and elsewhere whose credentials satisfy DU criteria and those of Omani authorities.

During this academic year, HR was involved in the following activities:

- Follow-up with 27 academic staff on securing the documents required by the Ministry of Higher Education for their appointment approval. As well, securing work permits for them from the Ministry of Labor.
  - Follow-up on the appointment of 6 non-academic staff. This includes advertisements, making short lists, conducting required assessment tests, interviews and selection.
2. HR managed to fill 2 vacant positions by transferring surplus staff from a department to another which led to fill 3 vacant positions. This saved the university more than RO 17,000 per annum.
  3. Two academic and 10 non-academic employees were promoted to higher ranks.
  4. Recruited some qualified staff on a part-time basis instead of full time basis. By doing so, we fulfill the department needs and at the same time reduce the financial burden upon the university. This saved DU around RO 16,000 per annum.

### 2.3.1.1 Omanization

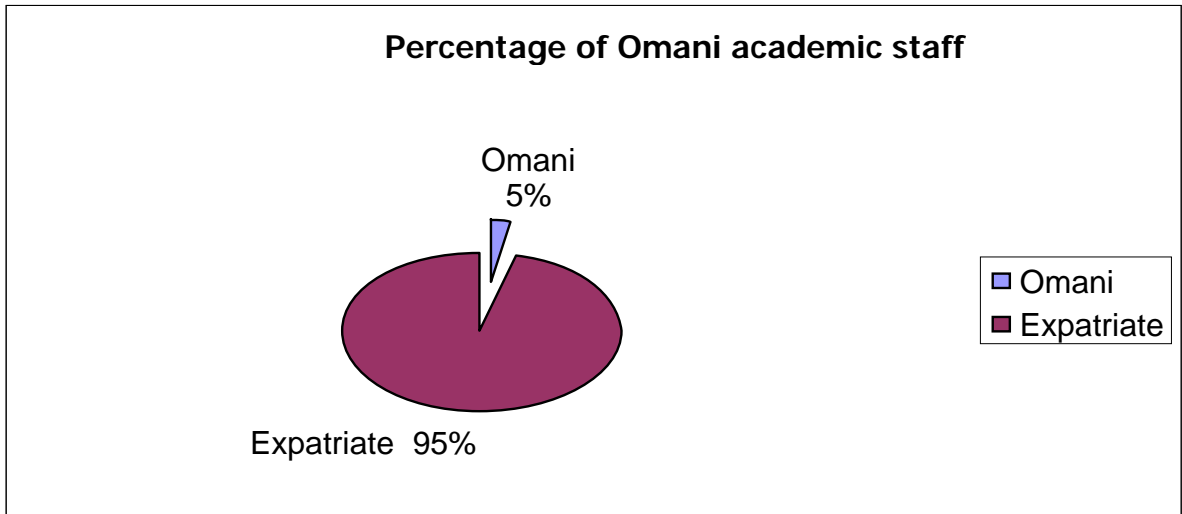
DU has been striving for Omanization as a policy of HR; the percentage of Omani academic staff stood at 6 faculty members as compared to 110 faculties from expatriate category.

In the non academic category the number of Omani staff during the current academic year stood at 112 as compared to 46 of the non Omani category.

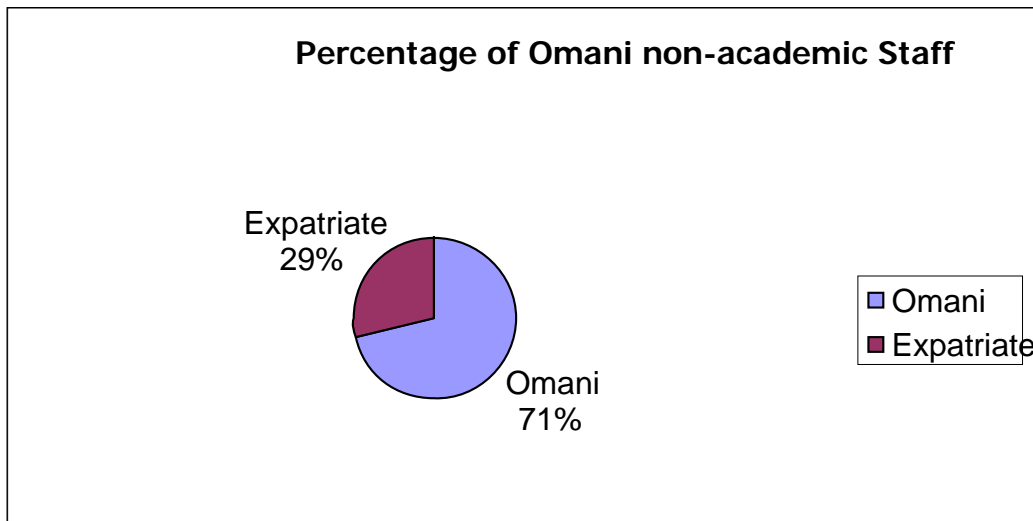
Efforts are made to further achieve the full Omanization in the non academic staff. The distribution is shown below

#### Percentage of Omani academic & non-academic staff:

- Total number of Omani academic staff is 6
- Total number of expatriate academic staff is 110



- Total number of non-academic Omani staff is 112
- Total number of non-academic expatriate staff is 46



### **Part-time staff at DU**

The following two tables show the number of academic and non-academic part-timers distribution over DU departments and colleges:

<b>College/Center</b>	<b># Academic part timers</b>	<b># Non-Academic part timers</b>
College of Arts & Applied Sciences	7	3
College of Commerce & Business Administration	3	1
College of Engineering	2	1
Foundation Program	0	0
Total	12	5

<b>Department</b>	<b># of part timers staff</b>
Vice Chancellor Office	1
Administrative Services Department	0
Buildings & Maintenance	1
Human Resources	0
Finance	1
Continuing Education Center	0
Library	1
Computing & Networking Services	2
Information & Public Relations Office	3
Admissions & Registration	2
Student Affairs	1
Total	12

**Percentage of Total hours lost to absenteeism: 1.5%**

#### **2.3.1.2 Recruitment Policy**

The HR has a very well documented recruitment policy as given in the university bylaws for both academic and non academic staff.

The HR department undertakes to recruitment both academic and non academic staff through out the year. During the Year 2009-2010 the average time taken to recruit the staff is given as follows:

**Average time to recruit from the date of recruitment to date of employee hired:**

<b>Academic Staff</b>	:	<b>3 to 4 Months</b>
<b>Non-Academic</b>	:	<b>1 Month</b>

DU is also one of the favored employers which were evident by the fact that for each position advertised there are a large number of applications received. From the application received the short listing of qualified candidates are drawn for final recruitment. During the Ay 2009-10 the number of qualified candidates compared to resumes where approximately in the **ratio of 5:1**

Since DU gives priority to recruit qualified Omani staff, during this academic year, all the six non-academic vacant positions have been fill by qualified Omani staff as shown below:

<b>Position</b>	<b>Nationality of recruits</b>	<b>Number of Recruits</b>
Alumni Officer	Omani	1
Stores Officer	Omani	1
Graphic Designer	Omani	1
Photographer	Omani	1
Library Assistant	Omani	2
<b>Total</b>		<b>6</b>

### **2.3.1.3 Training**

The university offered a number of training programs for a number of staff either on a one time or frequent basis. The following table below shows the number of employees who went through different training programs during the year. The university also offers an annual English Language training program and encourages the employees to join this program to improve their English language skills.

<b>Sr.</b>	<b>Program title</b>	<b>No. of participants.</b>	<b>Date</b>
1	Cisco Networking Module 3	3	17/09/09-09/01/10
2	IELTS Preparation Course Level 2	5	12/12/09-16/02/10
3	Cisco Networking Module 4	4	20/02 - 11/04/10
	<b>TOTAL</b>	<b>12</b>	<b>-</b>

### 2.3.1d DU Non-Academic Staff Development Programs

Sr.	Program title	No. of participants.	Training Hours	Date
1	Cisco Networking Module 3	3	60	17/09/09-09/01/10
2	IELTS Preparation Course Level 2	5	40	12/12/09-16/02/10
3	Cisco Networking Module 4	4	60	20/02 - 11/04/10
3	English training course	26 ( Level 1 & 2)	80	29/05-10/08/10
	<b>TOTAL</b>	<b>38</b>	<b>240</b>	-

- As it is evident from the above table that the number of training programs offered were 4
- Total number of training hours 240 hours
- Total number of employees joined the training courses 38
- Average number of training hours per employee 6.32 hours
- Percentage of employees gone through training 24%

### 2.3.2 Achievements

During the academic year 2009-10, the department made endeavors to improve the working of the department and to streamline the database and the policies of human resources of the university. The following is some of the achievement of the human resources Department in ensuring better quality of service:-

1. As most of the HR operations and transactions are performed on the software system (logos). HR staff has been trained on the system twice during this year. Trainers in the system have been invited to DU to train staff and to solve any arising problems by the system users.
2. The human resources department at DU has recently updated the database for most of the staff in the system and this process is still ongoing.
3. The department has initiated the task of making an HR manual to document its operations.
4. Performance evaluation of staff and its procedure had been reviewed
5. Training to staff had been imparted to equip them with requisite skills to perform their task better.

### 2.3.3 Future Plans

The department envisages doing the following in the next academic year

- Update all the record and all ensure prompt services to all employees
- Undertake formulation of HR manual
- Training needs to be identified and training arranged to help employees get the requisite skills
- Undertake the task to try formulate a strategic human resources plan for the university

### 3. Financial Affairs

#### 3.1 Activities

- During the Academic year 2009-2010 the collection process has been speeded up as there was a noticeable deduction in the sponsors and students account receivables. The department applied several techniques and rules to slash the student’s balances.
- The Budget Officer managed to control and monitor the approved budget during the year 2009-2010. The budget section prepared the final draft for the year 2010-2011 budget. There were several intensive meetings with the deans and heads of the departments to review the proposed budget and reduce the expected deficit.

##### 3.1.1 Quality Performance Indicators

###### 1. Measured time required for students to complete financial transactions (separate registration period from other periods).

In order to measure the time required for finalizing the student’s transaction in the finance department; the needed transaction should be listed as the following:

Transaction	Min Time required	Max Time required	Total Transaction per day during registration
Application fees	3 Min	15 Min	139
Paying tuition fees (Cash)	3 Min	30 Min	1699
Paying tuition fees (Cheques)	3 Min	30 Min	341
Register for differed payment service	1 Min	10 Min	355
Paying Books fees – Private	3 Min	15 Min	638
Paying Books fees- Sponsor	3 Min	5 Min	
Paying other fees	3 Min	5 Min	-

Note: Max time is depicting the total time student might wait in the queue.

## 2. Measured time required for staff and faculty to complete financial transactions.

Transaction	Min Time required	Max Time required	Total Transaction till date
Paying allowance (Ticket, schooling...etc)	1 day	3 days	108
Leave encashment	1 day	2 day	-
Advance for events/official assignment	1 day	2 day	230
Master Salaries	2 day	4 day	9

- The table includes the timing of executing the approved and full documented transactions.

## 3. Total Operating Expenditures per FTE Student

College/Unit	No. Student	Operating expenses	Expense/Student
CAAS	505	740,204	1466
CCBA	387	220,010	569
FPU	681	598,963	880
ENG	392	398,960	1,018
<b>Total College/Unit</b>	1965	1,958,137	-
<b>Total University</b>	1965	4,035,172	2,054

### **3.2 Changes**

- The department activated the bank rules in the students deposit process. There was a new strategy that enhances the student to ease the payment process and utilize the banks services to avoid waiting in the cashier queue.
- There was a dramatic improvement in the Logos system utilization, most of the reports were extracted from the systems and the quarterly reports were fully provided by the system.
- Appointment of new cashier in the place of the resigned one.
- Prepare several drafts of the academic year 2010-2011 budget. The most conservative scenario carries an expected deficit of some RO 500 thousand.
- As per the submitted proposal for the capital increment the university opened a new bank account to receive funds from the Board of Directors.
- Work with the logos team to apply the necessary modification to reach the ideal utilization of the system.

### **3.3 Future Plan**

- Enhance the collection process rules by applying “exam card” policy which will impose the students to clear their outstanding before setting for their final exams.
  - Work on reviewing the finance applied procedure and rule to create more flexible and efficient control on the financial transaction.
  - Propose differed scenario to reduce the expected budget deficit and increase the revenue.
  - To reduce pressure on the finance department and involve the bank in most of the financial transaction and save time and effort of the finance staff to enhance other services.
-

## 4. Foundation Program

### 4.1 English Language Unit (ELU)

#### 4.1.1 Student Admission and Enrollment - ELU

Placement tests were given to 402 students in Fall 2009/10 and to 211 students in Spring 2009/10 making the total 613 students. Table 1 below shows the enrollment figures for new and continuing students.

Table 1	Fall 2009/10		Spring 2009/10	
	New	Continuing	New	Continuing
Level One X	99	10	37	30
Level One R	91	21	61	52
Level Two	105	140	51	133
Level Three	19	196	11	212
<b>Total</b>	<b>314</b>	<b>367</b>	<b>160</b>	<b>427</b>
	<b>681</b>		<b>587</b>	

#### 4.1.2 Academic Programs - ELU

##### 4.1.2.1 Achievements

The following improvements were implemented:

- The teaching materials of different levels and skills were reviewed and enhanced to suit the learning outcomes.
- New teaching booklets were designed for Level 1 Low and High Beginners.
- The weekly contact teaching hours were as follows: 20-22 in Level 1 (including Study Skills), 20 in Level 2, and 16 in Level 3.
- New placement tests were designed to facilitate the placement of students in the appropriate levels of English.
- Assessments in the ELU unit were aligned with the learning outcomes stated in the syllabi.
- Some of the language related student activities and projects were exhibited during the Cultural Week and the first issue of *FP Chronicle* was published.
- Weekly Level meetings were conducted to monitor the implementation of the study plans and to share ideas of good practice.
- Oral reporting on news items was introduced in Level 3 to encourage students to research and expand their knowledge of world affairs.

- All English Level 3 students took the IELTS exam as an exit exam (Academic format for Fall Semester and GT for Spring Semester). In Spring Semester only half of the students took the IELTS GT while the other half didn't take the IELTS due to the cancelation of the session because of the storm alert. The results of both sessions were as expected with the vast majority of students scoring between band 3.5-4.5 and a small percentage scoring 5.0-6.0.
- The promotion policy from one level to another was reviewed and approved by UC as follow:
  - Level 1X students who pass their final exams with 60 to 70 are to be promoted to level 1R
  - Level 1X students who pass their final exam with 75 and above will be promoted to Level 2.
  - Level 3 students who pass their final exams with less than 70 will take ENG 101A while those who pass with 70 and above will enroll in ENG 101B
- English Retreat was organized to share concerns about improvement strategy at the university level and accordingly some recommendations were made.
- Student Activities were organized in the form of contests to encourage students to use English outside the classroom.
- Starting from Fall 09/10 the ELU utilized a new attendance system designed and monitored by the FP Math/IT unit. (FP Attendance Manager)

#### **4. 1.2.2 Shortcomings**

- The compiled and in-house developed materials are less attractive to students and lack developmental sequencing of content.
- Timetable constraints don't always allow faculty to observe other classes for collegial purposes.
- Lack of opportunities for students to carry on independent learning in a Student Access Center.
- Lack of full integration of all the skills creates some instructional shortcomings.
- Assessment is heavily reliant on paper-and-pencil tests which are considered to be excessive, disregarding the importance of portfolio assessment.

#### **4. 1.2.3 Points of Improvement**

- Restructure the program to tackle the shortcomings of teaching fragmented skills by introducing total integration.
- Use *Headway Plus* and *Headway Academic Skills* series for the three levels by assigning to each unit one instructor to teach the Headway Plus (all skills) and another instructor to teach the Headway Academic Skills, also in an integrated manner. Using both series will facilitate the attainment of the OAS.
- Use more holistic approach in assessment by decreasing the number of tests (to two tests and a Final exam) and giving weight to continuous and portfolio assessment.

- Include extended reading materials in the program and require students to read a number of level-appropriate fiction and non-fiction books to be included in their portfolio assessment.
- Plan and implement more co-curricular activities that encourage students to be more immersed in English outside the classroom.
- Dedicate separate bulletin boards to each level to showcase students' work in addition to important announcements.
- Allocate free time in the timetable to create more opportunities for internal workshops.
- Make special effort to include more critical thinking activities.
- Use more technology in the classroom in the new campus, such as smart-boards.
- The new campus may provide facilities for Course Management System to allow students' access to programs and software that could help them improve their skills in writing, spelling, grammar, pronunciation and vocabulary.

#### 4. 1.3 Faculty Recruitment - ELU

The FP conformed to the recruitment requirements according to the projections in enrollment. Two new instructors were recruited to replace the ones who left and to accommodate needs of the program in the light of new enrollment.

#### 4. 1.4 Faculty Composition - ELU

The table below shows the Foundation Program's faculty composition in the ELU in Fall and Spring 2009/2010 The Faculty- Student ratio in ELU was around 1:18 in Fall and 1:16 in Spring, as students take 18-20 hours of English per week.

<b>English Unit – Fall 09/10</b>							
<b>No.</b>	<b>Nationalities</b>	<b>Male</b>	<b>Female</b>	<b>Area of Specialization</b>	<b>Bachelor's</b>	<b>Master's</b>	<b>Doctorate</b>
1	Cypriot	0	1	Education/English	0	1	0
2	Iraqi	3	0	English	0	3	0
3	Canadian	2	0	English	0	2	0
4	Lebanese	0	1	English	0	1	0
5	Indian	8	10	English	0	15	3
6	American	1	0	English	0	1	0
7	Spanish	1	0	English	0	1	0
8	Tunisian	1	0	English	0	1	0
9	Australian	1	0	English	0	1	0
10	Omani	2	3	English	4	1	0
11	Jordanian	2	1	English	0	3	0
12	Ukrainian	0	1	English	0	1	0
<b>Total</b>		<b>21</b>	<b>17</b>		<b>4</b>	<b>31</b>	<b>3</b>
<b>Percentage</b>		<b>55.26%</b>	<b>44.73%</b>		<b>10.52%</b>	<b>81.57%</b>	<b>7.89%</b>

<b>English Unit – Spring 09/10</b>							
<b>No.</b>	<b>Nationalities</b>	<b>Male</b>	<b>Female</b>	<b>Area of Specialization</b>	<b>Bachelor's</b>	<b>Master's</b>	<b>Doctorate</b>
1	Cypriot	0	1	Education/English	0	1	0
2	Iraqi	3	0	English	0	3	0
3	Canadian	2	0	English	0	2	0
4	Indian	8	10	English	0	15	3
5	American	1	0	English	0	1	0
6	Spanish	1	0	English	0	1	0
7	Tunisian	1	0	English	0	1	0
8	Australian	1	0	English	0	1	0
9	Omani	2	3	English	4	1	0
10	Jordanian	2	1	English	0	3	0
11	Ukrainian	0	1	English	0	1	0
<b>Total</b>		<b>21</b>	<b>16</b>		<b>4</b>	<b>30</b>	<b>3</b>
<b>Percentage</b>		<b>56.75%</b>	<b>43.24%</b>		<b>10.81%</b>	<b>81.08%</b>	<b>8.1%</b>

## **4.2 MATH & IT UNIT**

### **4.2.1 Student Admission and Enrollment – Math/IT Unit**

<b>TABLE 1</b>		<b>Fall 09/10</b>		<b>Spring 09/10</b>	
<b>No.</b>	<b>Course</b>	<b>No. of Units</b>	<b>No. of Students</b>	<b>No. of Units</b>	<b>No. of Students</b>
1	<b>FPM 100A</b>	11	223	10	223
2a	<b>FPM 100B [Applied]</b>	6	121	6	137
2b	<b>FPM 100B [Pure]</b>	4	77	4	99
3	<b>FPT 100A</b>	12	208	11	209
4	<b>FPT 100B</b>	12	189	10	181

## 4. 2.2 Academic Programs - Math & IT Unit

### 4.2.2.1 Achievements

The following improvements were achieved in the Foundation Math/IT Unit in the academic year 2009/2010:

- Placements Tests were reviewed and designed to assess students' entry levels and to meet the Omani Academic Standards. Moreover, IT Placement Test was practical-based to ensure the ability for the incoming students in computer skills.
- New Math and IT Glossary and Guideline booklet for the placement tests were designed and distributed to the new students taking the placement test at DU. This booklet gave all the necessary information related to the main concepts to be tested, in addition to the main Math and IT English terminology translated into Arabic. Additionally, sample questions were provided at the end of this booklet to familiarize the students with the type of questions in the Placement Test.
- Math and IT syllabi for both Levels were restructured and modified according to the AUB recommendations and Oman Academic Standards.
- FPM 100 B – Level 2: In the second Math course students were streamed into Applied Math and Pure Math. Students who majored in Business and Arts took Level 2 (Applied Math), and those who majored in Sciences and Engineering took Level 2 (Pure Math). This helped a smooth transition of students to their different Colleges and majors in the University.
- The promotion policy to more advanced courses in the colleges was revised such that students who score
  - 70 and above in Pure Math are promoted to Math 199 and Physics 170,
  - 60 - 69 in Pure Math would take the bridge courses Math 120 and Physics 100.
  - 70 and above in IT Level 2 would be promoted to CMPS 100B
  - 60 - 70 in IT Level 2 would take the bridge course CMPS 100E.
- A new Attendance Manager System for the FP has been developed by our Unit to monitor student attendance electronically. The students were informed about their warning letters per email after exceeding a predefined number of hours for each course.
- New Net School Support Software was installed in all IT Labs to ensure smooth and fast file collection from all students' computers, in addition monitoring of students work by the instructors.
- New additional bridging courses were offered in CAAS after coordination committees and meetings between FP and CAAS.
- Weekly departmental meetings were conducted to ensure the implementation of the study plans and to discuss any concerns.
- Assessments in the Math/IT unit were aligned with the learning outcomes stated in the syllabi.

- New FP release form was restructured and improved to meet the new changes (bridging courses) which were approved by the university after the coordination meetings between FP and the Colleges.

#### 4.2.2.2 Shortcomings

The main shortcomings of the program are related to the weak entry level of students from high schools and the short time to bridge the gap between high school and university.

#### 4.2.2.3 Points of Improvement

- More IT Labs to be provided in the new Campus.
- New typing software to be installed to motivate and encourage our students to enhance their typing skills.
- Coordinate more closely with the English Language Unit to integrate IT skills in the language projects.
- Continuous reviews on the Math and IT materials to overcome the difficulties that both students and teachers.
- To use more student centered teaching methods and encourage good study habits.

#### 4.2.3 Faculty Recruitment – Math/IT Unit

In Fall Semester 2009/2010, Math/IT Unit recruited 1 new faculty member for IT.  
In Spring Semester 2009/2010, no new faculty was recruited for the Math & IT Unit.

#### 4.2.4 Faculty Composition – Math/IT Unit

The table below shows the faculty composition in the Math/IT Unit. The Faculty-Student ratio in the Math unit was around 1:84 in Fall, 1:92 in Spring, as students take 5 hrs of Math per week. The ratio in IT was 1:99 in Fall and 1:98 in Spring, for 3 hrs/wk.

##### Fall and Spring Semesters 2009/2010

No.	Nationalities	Male	Female	Area Of Specialization	Bachelors	Masters	Doctorate
1	Lebanese	2	0	Math/IT	0	3	0
2	Pakistani	1	0	Math	0	1	0
3	Jordanian	3	0	Math/IT	0	2	0
4	Indian	2	0	IT	0	2	0
5	Iraqi	0	1	Math	0	1	0
	Total	8	1		0	10	0
	Percentage	88.88%	11.11%		0 %	100 %	0 %

## 4.3 Standing Committees

### 4.3.1 The Academic Committee

The FP Academic Committee continued its efforts to implement the new program, making revisions on the scope and sequence, based on the recommendations made by the AUB consultants and the FP-Colleges coordination committees. New placement tests and exit exams were designed and conducted. In addition, this committee organized classroom observations and coordinated the participation of FP faculty in workshops that were organized by the Center for Teaching and Learning (CTL). Finally, proposals and plans were prepared related to the IELTS tests and the Evening program.

### 4.3.2 The Administrative Committee

The FP Administrative Committee ensured that all student portfolios were well maintained. The registration process and the orientation sessions for new students were well planned and executed.

This committee conducted student surveys related to learning outcomes for each level and subject. The Learning Outcomes surveys that were conducted each semester offered insight into the level of students' perceptions regarding their attainment of these outcomes in all the courses.

- The FP conducted various performance evaluation surveys;
  - Peer Evaluation was pilot tested in a formal manner.
  - Formative and summative evaluations were performed
  - The FP faculty evaluated the coordinators and the FP staff, while the coordinators evaluated the conveners. The director's evaluation was done last year and it is carried out every two years.
  - FP students evaluated the performance of each faculty.
  
- Another important function of this committee was to prepare an Action Plan to address the recommendations of the Quality Audit Report by the Oman Academic Council (OAC – presently called the OAAA).

### 4.3.3 The Examination Committee

The FP Examination Ad Hoc Committees for each level and subject worked hard to ensure that the assessments corresponded to the learning outcomes set in the syllabi. All FP faculty participated, on rotation basis, in the design and preparation of tests, while the final versions were approved by the Coordinators, Conveners and the Director. The practice of moderation of all exams within the ELU and the Mat/IT units and the double marking process aimed to ensure accurate and fair marking. This practice was noted in the *Quality Audit Report*, p.22:2.8:

**“The Panel was pleased to note the formation of an Examination Committee for the Foundation Program which is tasked with aligning the main assessment tools with the learning outcomes of each level. Final exams on this program are now double marked and moderated to ensure accuracy and fairness.”**

#### 4. 3. 4 Other Ad Hoc Committees

1. The FP Grievance Committee dealt with FP students, faculty and staff grievance cases.
2. The Student Disciplinary Committee reviewed a few cases of misconduct and resolved them.
3. The Cultural Week Committee coordinated the activities and events of the FP during the Student Activities Week.

#### 4. 4 General FP Achievements

- FP student and faculty participation was significant this year with more than 30 projects.
- FP prepared and monitored an evening foundation program offering English, Math and IT to adult working students.
- FP faculty members were committed to enhance their performance and a good number of them participated in the workshops organized by the CTL.
- Many faculty members were active in research and community service: there were two published papers in refereed journals, six papers were presented in conferences held in Oman and internationally, four manuscripts have been accepted for publication, two research papers are in progress.
- DU is actively engaged in the events and activities of the Oman Quality Network which is chaired by the FP Director.
- FP benefited from the presence of Omani faculty to give orientation sessions to students regarding the importance of commitment and work discipline.
- It is assuring to document that the tracking of students' performance in the university programs after exiting from the FP continuously shows more than satisfactory performance in English, Math and Computing courses. This aspect of FP achievement was also noted in the *Quality Audit Report*, p. 19:2.3:

**“The Panel was pleased to be told details of the five-year strategy being implemented in the Foundation Program to support raising current entry standards onto academic programs, and the Panel heard from faculty that this strategy was felt to be impacting positively.”**

- Special effort was made to improve social cohesion by organizing two social events per semester for the FP faculty, staff and their families.
- Photoshop workshop was organized by an FP faculty member (Math/IT unit) for the DU non-academic staff.

#### 4. 5 Special FP Achievement

Out of the seven audited higher education institutions whose reports have been published so far, only two institutions were given an affirmation for planning to revise their Foundation Programs according to the Oman Academic Standards (Majan College and Ibra College of Technology), while DU's efforts in already implementing them were noted as follows:

**Affirmation 6: The OAC supports DU's efforts to align its FP with Oman's National General Foundation Program Standards.**

*Quality Audit Report, 20: 2.4*

The *Quality Audit Report* further states on page 20: "The University acknowledges the challenge faced in dealing with the English language deficiencies of the incoming students ...[which] has prompted several proposed initiatives. **These efforts are likely to be supported by changes made to the Foundation Program in line with the national 'General Foundation Program Standards'. The Panel saw examples of good quality documentation relating to this revised program and in interviews heard about newly developed academic rules and regulations being implemented to support it.**"

**4.6 Future plans**

- Consolidate the achievements of the FP and enhance student performance.
- Focus on the implementation of the Action Plan related to the recommendations of the OAC.
- Establish Pastoral Care unit at the FP to guide, support and advise the FP students.
- Refer students with remedial needs to the Student Learning Center to get additional support in English or Math.
- Reactivate the FP-Colleges coordination meetings.

## 5. College of Commerce and Business Administration

The college of business administration began the academic year 2009-10 with a new leadership team, determined to achieve the vision it has set for itself. The prime objective of the college was to increase enrolment and attract students from the corporate world and simultaneously work on improving the academic environment in the college. It was ably supported by a dedicated team of faculty and staff members whose unwavering support helped the college achieve its goals and contribute to the overall development and success of DU. The following are some of the highlights about the performance of CCBA during the academic year 2009-10.

### 5.1 Teaching and Research

Any institution of higher learning is known by its academic and research development. One of the key components to achieve this is its faculty.

#### 5.1.1 Faculty Composition

71% of the faculty members have a doctorate degree

Full Time faculty: 11

Part time faculty: 3

Name	Gender	Nationality	Degree	Rank	Specialty
Sabhi M. Saleh	M	Canadian	Ph.D.	Assoc.Prof.	Accounting
<b>Department of Accounting &amp; Finance</b>					
Syed Ahsan Jamil	M	Indian	Ph.D.	Assist. Prof.	Finance
Muawya A. Hussein	M	Sudanese	MBA	Lecturer	Economics/Law
Halim A. Jabara	M	Canadian	MBA	Instructor	Accounting
Abdullah Ghazali*	M	Omani	MBA	Lecturer	Finance
Ananda S.*	M	Indian	Ph.D.	Lecturer	Accounting
<b>Department of Management, Marketing &amp; MIS</b>					
Shanker Menon	M	US	Ph.D.	Assoc. Prof.	Management
Asim Alraji	M	Iraqi	Ph.D.	Professor	Management
Sami Samir	M	Iraqi	Ph.D.	Assist. Prof	Marketing
Khaleequzaman Khan	M	Indian	Ph.D.	Assist. Prof	Statistics
Amal Al-Dujaili	M	New Zealand	Ph.D.	Assist. Prof	MIS
Tariq Al Hadi	M	Sudanese	Ph.D.	Assist. Prof	Marketing
Tarek M. Alhousary	M	Syrian	MBA	Lecturer	Marketing/MIS
Muhammad Aref	M	Indian	MBA	Lecturer	MIS

Mohammed Sulaiman*	M	Omani	Ph.D.	Lecturer	Management
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\*Part-time instructor

\*\*Fall semester only

### Faculty Recruitment: No. of faculty recruited – 3

As the CCBA started the masters program it needed experienced faculty to teach courses in master program where the medium of instruction is Arabic. The following faculty members were recruited during the academic year 2009-10

Name	Rank	Start date
Asim Alaraji	Professor	01.9.2009
Sami Al Azzawi	Assoc. Professor	01.9.2009
Tariq Al Hadi	Assist. Professor	13.2.2010

## 5.1.2 Changes in Faculty Composition

Faculty motivation is one of the important aspects of overall development of the college. In pursuant of this objective Mr. Halim Jabara was promoted to the rank of lecturer from instructor with effect from 1.9.2009. During the academic year 2009-10 Mr. Halim Jabara resigned as faculty after completing the fall semester.

## 5.1.3 Standing Committees

In order to ensure smooth functioning the following standing committees were formed and were active as per their respective objectives for which they were constituted.

### 1. Advisory Committee

- Dr. Sabhi Saleh -Chair
- Prof. Asim Alaraji
- Dr. Shanker Menon
- Dr. Syed Ahsan Jamil
- Dr. Khaleequzzaman Khan

### 3. Research Committee

- Dr. Sabhi Saleh -chair
- Prof. Asim Alaraji
- Dr. Shanker Menon
- Dr. Syed Ahsan Jamil

### 5. Student Affairs Committee

- Dr. Sabhi Saleh –chair
- Representative of the student affairs
- Mr. Tareq Alhousary
- Mr. Muawya Hussein
- Mr. Hamid Mussallam Ramidhan Al Mhari(Student)

### 2. Administrative Committee

- Dr. Sabhi Saleh -Chair
- Dr. Shanker Menon
- Dr. Syed Ahsan Jamil
- Director Of OAR
- Dr. Syed Ahsan Jamil

### 4. Curriculum Committee

- Dr. Sabhi Saleh- Chair
- Representative of OAR
- Dr. Shanker Menon

### 6. Library Committee

- Dr. Sabhi Saleh -chair
- Director, University main Library
- Prof. Asim Alaraji
- Dr. Sami Al Azzawi
- Dr. Amal Dujaily
- Mr. Mohammed Aref

## 7. Graduate Committee

- a. Dr. Sabhi Saleh –chair
- b. Prof. Asim Al Araji, Director Graduate Program
- c. Dr. Shanker Menon
- d. Dr. Syed Ahsan Jamil

*Percentage of faculty represented on committees of the college: 91%*

### 5.1.4 Publications and Conferences

The faculty continued to be involved in various research activities. The table provides a summary of the research types. Details on the faculty engaged in research are provided in the Appendix.

Research Type	CCBA
Referred journal papers	15
Manuscripts accepted but not yet published	6
Books/book chapters	3
Conference proceedings/conference papers	13
Works in progress	
Other research activities	3
Exhibitions	
Sub total	40

## 5.2 PROGRAMS AT CCBA

The programs being offered at CCBA have increased from the academic year 2009-10 and are successfully attracting large numbers of students. The following is the description of the program at offer at CCBA:

Program	Total credits	Medium of Instruction	Concentrations
Master	42	Arabic	Public administration
Bachelors	120	English	Management Accounting Finance Marketing Information systems
Diploma	60	English	Management Accounting Finance Marketing Information systems

Apart from the above programs CCBA is also started with its **evening programs** offering both diploma and bachelors program in the evening to working professional of Dhofar region. This program has attracted a lot of working professional and in coming years will grow in students enrolment.

### 5.2.1 New academic programs

- CCBA started the masters program in public administration. The medium of instruction being Arabic
- CCBA also stated the bachelors evening program for working executives

### 5.3 Community services

- As part of the Arab Omani Training Institute agreement with CCBA, the College has conducted an extensive training program over six months for 12 trainees preparing for the **Arab Certified Public Accountant (ACPA)** certificate. Training was offered in the following areas; financial accounting, cost accounting, auditing, management and economics. Two faculty members were involved in this program.
- **Tareq Al Housary**, Lecturer of CCBA represented DU on the Omani Quality network as its member and will serve the network in the area of quality assurance at institution of higher learning in Oman.
- **Muawya Ahmed Hussein** of CCBA conducted Workshop for Ministry of Foreign Affairs in Oman "Globalization and World Trade Organization" 31/3/2010
- **Muawya Ahmed Hussein** was a speaker at the symposium Omani Industry, Essence and Future February 28, 2009.



DU Students from CCBA and CE clean Mirbat Port Beach in collaboration with Mariott Mirbat

### 5.4 Student Admission and Enrolment

Student enrolment in the CCBA totaled **397** in the fall semester and **413** in the spring semester showing a marginal increase in the number of the students at the college. Table I shows the details of the enrolment concentration wise for the academic year 2009-10

<b>Table</b>							
<b>CCBA</b>							
<b>Enrolment Statistics</b>							
<b>Academic year 2009-10</b>							
<b>Concentrations</b>	<b>Number of students</b>						
	<b>Academic year 2008-09</b>			<b>Academic year 2009-10</b>			<b>% Change</b>
	<b>Fall</b>	<b>Spring</b>	<b>Total</b>	<b>Fall</b>	<b>Spring</b>	<b>Total</b>	
<b>Business Administration</b>	28	30	<b>58</b>	36	17	<b>53</b>	-9%
<b>Marketing</b>	17	20	<b>37</b>	19	17	<b>36</b>	-3%
<b>Accounting</b>	59	58	<b>117</b>	51	69	<b>120</b>	3%
<b>Finance</b>	21	23	<b>44</b>	21	35	<b>56</b>	27%
<b>Management</b>	79	71	<b>150</b>	50	68	<b>118</b>	-21%
<b>MIS</b>	187	186	<b>373</b>	168	152	<b>320</b>	-14%
<b>Masters</b>	0	0	<b>0</b>	52	30	<b>82</b>	
<b>Evening Program (UG)</b>					25	<b>25</b>	
<b>Total</b>	391	388	<b>779</b>	397	413	<b>810</b>	4%

The teaching program involved **12 FTEs** (full time equivalents) during the academic year 2009-10

The courses on offer and student enrolment was 180 credit hours in fall and 204 credit hours in spring with the average class size at 16.62 and 16.24 respectively

<b>Table 2</b>				
<b>CCBA</b>				
<b>Course Offering and Student Enrolment</b>				
<b>AY 2009-2010</b>				
	<b>Credit Hours</b>	<b>Courses/sections</b>	<b>Student enrolment</b>	<b>Average Size</b>
<b>FALL</b>	180	60	1014	16.6
<b>SPRING</b>	204	68	1104	16.2
Total	384	128	2118	16.4

The Number of course with less than 10 enrolments was **19 courses in fall** semester and **17 courses in spring** semester.

The ratio of gender distribution at CCBA is given in table 3

<b>Table 3</b>		
<b>CCBA</b>		
<b>Gender distribution</b>		
<b>AY 2009-2010</b>		
	<b>Male</b>	<b>Female</b>
<b>FALL</b>	252	136
<b>SPRING</b>	286	152
<b>Total</b>	<b>538</b>	<b>288</b>

The Number of graduating students for diploma and Bachelors for the Ay 2009-10 is given in table 4

<b>Table 4</b>		
<b>CCBA</b>		
<b>Graduating Students</b>		
<b>AY 2009-2010</b>		
	<b>Diploma</b>	<b>Bachelors</b>
<b>FALL</b>	25	11
<b>SPRING</b>	-	-
<b>Total</b>	25	11

## 5.5 Internship Program

CCBA during the academic year 2009-10 built new relationships with industry and ministries in order to help provide internship opportunities to its students. During the year **30 students** successfully underwent training in **14 organisations** and received commendation from their industry supervisor for their good works and contribution.

## 5.6 Other significant activities

- The Master program in management was started and has an enrolment of 82 students. The program is a success and had attracted student from all over Oman.
- The undergraduate evening program was conceptualised and started in spring semester and has an enrolment of 25 students sponsored from bank Muscat.
- The BA program in insurance was conceptualised and is awaiting approval from the MOHE in the department of accounting and finance.
- As part of the Arab Omani Training Institute agreement with CCBA, the College has conducted an extensive training program over six months for trainees preparing for the ACPA (Arab Certified Public Accountant) certificate. Training was offered in the following areas; financial accounting, cost accounting, auditing, management and economics. Two faculty members were involved in this program.

- During the current academic year many guest lecture were organised from the industry and ministries to give students insight about the working of the organisations.
- A seminar on women entrepreneurs' lesson to be learnt was organised to make female students aware of the entrepreneur skills required of a business student.
- A lecture by official from Muscat securities market was hosted by CCBA aimed at introducing students at DU and other institutions in Salalah to the various investment instruments and the operations of the securities market in Oman. Students were shown how the securities market operates, who the main players in this market are, and how to buy and sell financial securities. The role and responsibilities of stock brokers and other intermediaries in maintaining an orderly and secure market were also emphasized an insight about the working of the Muscat stock exchange.
- CCBA explored the opportunity to build successful arrangement with Salalah College of technology to provide opportunity to their students of diploma and higher diploma programs to get enrolled with CCBA for continuing their bachelors program.

## **5.7 Future Plans**

CCBA has made rapid strides during the academic year 2009-10. The unrelenting quest for quality and support for helpful ideas has generated a positive impact on all the faculty members and has transformed the entire work environment. The most important and palpable aspect is the transformation in the academic outlook and mindset. A system is now in place and internal governance is much improved and effective.

### **Future development in CCBA includes:**

- CCBA will start offering the BA program in management with concentration in Insurance from the next year. Other programs being considered are master in business administration (MBA) to be offered in English and a diploma in internal business and hospitality and tourism to be offered in English.
- Encouraging peer assisted learning whereby academically qualified students assist their colleagues in the learning process particularly in accounting courses.
- Cultivating and sustaining an environment for enhancement in English language proficiency where communication in English gets permeated among teachers and students.
- Developing broader, closer and intensive ties with the business community and other stakeholders.
- Encouraging the faculty to develop teaching material and case studies in an Omani context in order to expose the students to the realities of the Omani environment.
- Exploring the possibility of setting up a placement office for graduating students in business.
- An international conference will be organized in the month of April on the topic 'Omani economy and globalization' which will attract academicians and researchers from all over the world.
- CCBA will also make endeavors to forged academic collaboration with industry to offer executive development workshops to its employees.

## 6. College of Arts and Applied Sciences

The College of Arts and Applied Sciences (CAAS) offered 273 courses during 2009-10. The student/faculty ratio was about 11.29

Department/Unit	Courses offered during the academic year	Total Number of students
Social Work	30	1708
Education	42	534
Computer Science	54	989
Languages and Translation	139	2853
Math and Science	37	1654

There are 47 faculty members that teach at CAAS.

- 7 are part-timers
- 7 are Omanis
- 68% are holders of doctorate degree.

### 6.1 Computer Science Department

#### 6.1.1 Major changes in the program

In this academic year, several changes have been proposed to the CS program. Basically, these changes aim to add more programming content in order to improve the practical skills of students. This will better support the industry requirements and make easier the recruitment of the CS students.

The changes also aim to insert courses addressing emergent technologies and move courses from major to elective requirements (this is applied to outdated courses or courses having inappropriate contents for the current context of DU students).

The document attached to this report summarizes the proposed changes.

#### 6.1.2 Faculty members

Name	Highest academic degree	Nationality	Area of expertise	Number of courses taught since 09/ 2009
Ali Wad Haleeb Mohammad	M.Sc.	Sudanese	Computer Control and Artificial Intelligence	12
Biju Theruvil Sayed	M.Sc.	Indian	Information Systems	12
Nabil Sahli	Ph.D.	Canadian	Database, artificial intelligence, e-government	11
Mohamed Badra	Ph.D.	French	Wireless Networks, Peer-to-Peer Networking	10

Nafaâ Jabeur	Ph.D.	Canadian	Sensor Networks, Artificial Intelligence, Web and Mobile Cartography	8
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In addition to the courses listed above, some faculty members have supervised final project students CMPS 490.

### 6.1.3 Courses offered

The following is a listing of the courses that were offered by the department distributed by semesters and program.

#### *Fall semester*

<b>Course Code</b>	<b>Course Title</b>	<b>Number of sections</b>	<b>Number of students</b>
CMPS 100A (+ CMPS100E)	Introduction to Technical Computing for the Arts	4	95
CMPS 100B	Introduction to Technical Computing for the Sciences	4	95
CMPS 110	Introduction to Programming	2	39
CMPS 160	Data Abstraction	2	22
CMPS 180	Digital System Design	1	22

<b>Course Code</b>	<b>Course Title</b>	<b>Number of sections</b>	<b>Number of students</b>
CMPS 200	Analysis and Design of Information Systems.	1	18
CMPS 205	Introduction to Multimedia Concepts	1	22
CMPS 215	Computer Organization with Assembly Language.	1	13
CMPS 240	Analysis of Algorithms	1	22
CMPS 250	Computer Networks	1	24
CMPS 260	Operating Systems	1	18
CMPS 270	Database Systems	1	15
CMPS 310	Programming Languages	1	9
CMPS 340	Advanced Programming in Java	1	10
CMPS 405	Artificial Intelligence	1	13
CMPS 425	Computer Graphics	1	7
CMPS 440	Selected Topics in Computer Science	1	14
CMPS 490	Final Project	1	2

## Spring semester

Course Code	Course Title	Number of sections	Number of student
CMPS 100A (+ CMPS100E)	Introduction to Technical Computing for the Arts	4	91
CMPS 100B	Introduction to Technical Computing for the Sciences	6	140
CMPS 110	Introduction to Programming	2	39
CMPS 160	Data Abstraction	1	21
CMPS 180	Digital System Design	1	24
CMPS 200	Analysis and Design of Information Systems	1	22
CMPS 205	Introduction to Multimedia Concepts	1	24
CMPS 215	Computer Organization with Assembly Language	1	23
CMPS 240	Analysis of Algorithms	1	23
CMPS 250	Computer Networks	1	17
CMPS 260	Operating Systems	1	14
CMPS 270	Database Systems	1	23
CMPS 280	Introduction to Internet Programming and Web Design	1	2
CMPS 290	Introduction to Database Management	1	11
CMPS 317	Advanced Programming in C++	1	21
CMPS 405	Artificial Intelligence	1	3
CMPS 410	Software Engineering	1	12
CMPS 440	Selected Topics in Computer Science	1	9
CMPS 490	Final Project	1	10

## Summer semester

In summer 2010, DU decided to open basic courses (DU requirements courses) only. For this reason, two courses will be offered: CMPS 100A and CMPS 100B.

### 6.1.4 Research by faculty

See Appendix

### 6.1.5 Future development

The plan is to allow CS students to take 3 new computer science courses (2 major core courses in programming and 1 major core course in hardware and troubleshooting). The intention is also to remove 3 courses from the list of major core courses and merge some of their contents with other existing courses and/or as electives. This will improve the CS student skills and allow for a better achievement of the department's mission.

## 6.2 Education Department

### 6.2.1 Faculty Members

Name	Rank	Degree	Nationality	Area of Experience	No. of Courses Taught
Dr. A. Ayoub	Asst Prof.	Ph.D	Canadian	TEFL/TESL Education	7
Dr. Ahmed El Shafee		Ph.D	Canadian		10
Dr. A. El Sayed	Asst. Prof.	Ph.D	Egyptian	Education	14
Dr. Basma Faour	Asst. Prof.	Ph.D	Lebanese	Education	1
Dr. Somaiya Al Baraami		Ph.D	Omani		1
Dr. Mohammed Al Fallooji		Ph.D	Iraqi		1
Dr. Sobhy Soliman	Asst	Ph.D	Egyptian	Ed. Tech.	6
Mr. Moosa Ali Sulaiman		MA	Omani		3
Total					43

### 6.2.3 Research by Faculty

See Appendix

### 6.2.4 Students in Various Programs in the Department

#### Fall 2009/2010

Program	Number of Students
M. Ed. C & I: Teaching English Language	32
B. Ed: English Language Specialization	34
B. Ed: Information Technology Specialization	44
B. Ed: Mathematics Specialization	15
B. Ed: Science Specialization	5
Total	130

#### Spring 2009/2010

Program	Number of Students
M. Ed. C & I: Teaching English Language	31
B. Ed: English Language Specialization	29
B. Ed: Information Technology Specialization	43
B. Ed: Mathematics Specialization	14
B. Ed: Science Specialization	2
Total	119

### 6.2.5 Courses offered

The Department offered a total of **40 courses to 532 students.**

<b>Fall 2009/2010</b>		<b>Spring 2009/2010</b>	
<b>Course Code</b>	<b>No. of Students</b>	<b>Course Code</b>	<b>No. of Students</b>
1. EDUC 120	<b>40</b>	1. EDUC 120	<b>4</b>
2. EDUC 250	<b>38</b>	2. EDUC 150	<b>46</b>
3. EDUC 300	<b>20</b>	3. EDUC 205	<b>27</b>
4. EDUC 303	<b>20</b>	4. EDUC 320	<b>21</b>
5. EDUC 360	<b>24</b>	5. EDUC 350A	<b>6</b>
6. EDUC 365	<b>14</b>	6. EDUC 350B	<b>9</b>
7. EDUC 410A	<b>10</b>	7. EDUC 350C	<b>2</b>
8. EDUC 410 D	<b>5</b>	8. EDUC 350D	<b>8</b>
9. EDUC 440 A	<b>10</b>	9. EDUC 420	<b>28</b>
10. EDUC 485A	<b>4</b>	10. EDUC 440A	<b>4</b>
11. EDUC 485B	<b>1</b>	11. EDUC 440D	<b>3</b>
12. EDUC 485C	<b>2</b>	12. EDUC 485A	<b>6</b>
13. EDUC 490	<b>7</b>	13. EDUC 485D	<b>5</b>
14. EDUC 502	<b>12</b>	14. EDUC 490	<b>9</b>
15. EDUC 507	<b>8</b>	15. EDUC 504	<b>10</b>
16. EDUC 508	<b>8</b>	16. EDUC 516	<b>7</b>
17. EDUC 516	<b>18</b>	17. EDUC 585	<b>12</b>
18. EDUC 590	<b>12</b>	18. EDUC 605	<b>11</b>
19. EDUC 611	<b>13</b>	19. EDUC 625	<b>12</b>
20. EDUC 640	<b>20</b>	20. EDUC 690	<b>16</b>
<b>Total</b>	<b>286</b>		<b>246</b>

## 6.3 Department of Languages and Translation

### 6.3.1 Faculty Composition

#### Full time Faculty:

Al-Abdullah, Mufeed	Associate Professor	PhD
Al-Bainy, Ramez	Assistant Professor	PhD
Al –Saqqaf, Abdullah	Assistant Professor	PhD
Bakir, Murtadha	Visiting Professor	PhD
K. Sharma, Amrendra	Assistant Professor	PhD
Risse, Marielle	Assistant Professor	PhD
Thakur, Vijay	Assistant Professor	PhD
Kumari, Maruthi	Lecturer	PhD

Umale, Jaishree	Lecturer	PhD
Abdo, Saleh	Lecturer	MA
Al-Mashani, Salim	Instructor	MA
Hayajneh, Luai	Instructor	MA
Sukumaran, Nechikottu	Instructor	MA
Woerner, Helen	Instructor	MA

### Part time Faculty:

Cass, Stephen	Instructor in Fall Part-time instructor in Spring	MA
Noor Al kaaf	Part time instructor	MA
Isam Abdelrahman	Pat time instructor	MA

### Graduate Assistants

In the academic year 2009/10, the department had 8 graduate assistants

### 6.3.2 Courses Offered

The department offered 57 courses in the fall and 54 in spring

### 6.3.3 Number of Students

#### 6.3.3.1 Number of Graduating students by Major

<u>Major</u>	<u>Summer09-10</u>	<u>Fall 09-10</u>	<u>Spring 09-10</u>
<b>BA in English Language</b>	5	10	11
<b>BA in Translation</b>	7	3	3
<b>Diploma in English Language</b>	8	10	23

#### 6.3.3.2 Number of students in different Majors

<u>Majors</u>	<u>Summer09-10</u>	<u>Fall 09-10</u>	<u>Spring 09-10</u>
<b>BA in English Language</b>	-	110	106
<b>BA in Translation</b>	-	39	38
<b>Dip in English Language</b>	-	143	143

### 6.3.3.3 Student Enrolment in Courses

	Summer 2009	Semester 1	Semester 2	Total
Courses numbered 300 and above		46	50	96
Courses numbered 210 through 290		46	58	104

### 6.3.4 Research

See Appendix.

## 6.4 Mathematics and Sciences Unit

### 6.4.1 Faculty Members

Faculty Member	Highest Degree	Nationality
Rawashdeh, Edris	Ph.D.	Jordan
Falooji, Mohammad	Ph.D.	New Zealand
Boudjema, Mounira	Ph.D. (2005)	USA
Merabet, Hocine	Ph.D. (1996)	USA
Siddiqui, Sabir	Ph.D. (1990)	India
Ul Hassan, Israr	Ph.D. (2001)	UK
Woerner, Edwin	Ph.D (1990)	USA
Raed Abdelkarim	M.S. (1996)	Jordan
Mohammed Jaweed	Ph.D (2009)	India

#### 6.4.1.2 Changes in Faculty members' composition during the year:

Two new faculty members hired fall 2009.

Professors of Mathematics Dr. Mohamed Falooji and Dr. Edris Rawashdeh have been hired. In addition, Dr. Mohammad Jaweed Ameen has completed his Ph.D in Mathematics, and was promoted from instructor to lecturer.

### 6.4.2 Courses Offered by Number of Students

Course	Summer 08-09	Fall 09-10	Spring 09-10	Total
MATH 103	30	168	120	328
MATH 120			40	40
MATH 199	20	46	30	96
MATH 200		65	40	105
MATH 204	1	66	58	125
MATH 205	19	17	21	57
MATH 210		15	29	44
MATH 215		15		15
MATH 240		12		12
MATH 250		9	22	31
MATH 255			9	9
MATH 260			16	16
MATH 280			12	12
MATH 305		19		19
MATH 320		18	2	20
MATH 335		8		8
MATH 360		6		6
MATH 370		31	15	46
MATH 375				
MATH 380				
MATH 415		7		7
MATH 440			4	4
MATH 470			4	4
MATH 490			3	3
BIOL 100		27	16	43
BIOL 120L				
BIOL 160		1		1
CHEM 100		28	19	47
CHEM 130		15	21	36
CHEM 130L		20	11	31
CHEM 170			10	10
CHEM 280			8	8
PHYS 100		75	50	125
PHYS 170		46	60	106
PHYS 170L		55	53	108
PHYS 210		27	40	67
PHYS 210L		34	31	65
<b>Sub-Total</b>	<b>70</b>	<b>830</b>	<b>754</b>	<b>1654</b>

### 6.4.3 Students in various programs in the Unit:

Major	Diploma in MATH	BA in Math	BS in Math
Student's Number Spring 2009	25	4	8
Student's Number Spring 2010	29	1	9
Increase (%)	14%	-75%	3%
Total Student's number Spring 2009	37		
Total Student's number Spring 2010	39		
Increase (%) for Total number	5%		

The BA in Mathematics was frozen by the University Council in Spring, 2008. We currently have one student finishing the program. The Diploma program has grown, in several specific cases due to students switching from the BS program to the Diploma program, with the intension of transferring to the Department of Education after finishing the Diploma in Mathematics.

### 6.4.4 Research by faculty

See Appendix

### 6.4.5 Future development

The Mathematics and Sciences Department is still affected by the university-wide problem with low levels of English language and mathematics and science backgrounds among the students. As one step towards improving the performance of our students, the unit has expanded the tutorial program, which was implemented in spring 2009. There are now tutorial sessions for all engineering calculus and physics courses. The Mathematics and Sciences Department also suffers from low enrollment. The move to the new campus, and especially the laboratory facilities in the science laboratories is expected to encourage more students to major in mathematics or science.

## 6.5 Department of Social Sciences

### 6.5.1 Faculty members

The Department had six full time faculty members and one part timer. We hired a new faculty member Dr. Reem for Social Work this academic year. We also had one more

addition, Dr. Najjar who was the registrar of the university last year, joined us this year as a full time faculty member.

➤ The following table shows, the academic status of each full time faculty member:

<b>Instructor</b>	<b>Nationality</b>	<b>Degree</b>
Lakshmi Narayanan	American	Ph.D.
A.Abu Saleh	Lebanese	Ph.D
H.Al-Deeb	Omani	M.A
Ibrahim Najjar	Canadian	Ph.D.
Pamella Raburu	Kenyan	M.A
Reem Abudiyada	Palestinian	Ph.D
M. Hanafy	Egyptian	Ph.D

Several Departmental meetings were held during this academic year for discussing academic issues and adjusting the Social Work program to comply with the students needs. Meetings were also held to plan for the practicum for students, and for revising courses and co-ordination of courses that are taught by different faculty. The Internship manual is presently being revised to enhance the quality of information. We are also trying to network with other agencies, schools and hospitals to get more opportunities for our social work students for practicum experiences as well as full or part time employment opportunities.

### **6.5.2 Courses offered**

The following 29 courses were offered this academic year:

<b>Course</b>	<b>Summer 08-09</b>	<b>Fall 09-10</b>	<b>Spring 09-10</b>	<b>Grand Total</b>
1. PSYC 150	33	38	42	113
2. PSYC180-	-	24	15	39
3. PSYC 215	-	20	-	20
4. SOCS 100	72	180	160	412
5. SOCS 102	35	148	190	373
6. SOCS 110	-	29	-	29
7. SOCS 150	54	50	31	135
8. SOCS 200	61	71	53	185
9. SOCS 210	-	-	22	22
10. SOCS 220	-	-	26	26
11. SOCS 340	-	-	11	11
12. SOCS 460	35	-	-	35
13. SOCS 375	32	16	-	48
14. SOWO 200	-	22	25	47
15. SOWO 235	15	22	-	37

16. SOWO 245	1	13	-	14
17. SOWO 255	-	1	16	17
18. SOWO 270	-	3	6	9
19. SOWO 280	-	3	16	19
20. SOWO 300	-	10	-	10
21. SOWO 320	2	8	-	10
22. SOWO 330	-	5	-	5
23. SOWO 370	-	10	-	10
24. SOWO 410	-	12	-	12
25. SOWO 440	-	8	1	9
26. SOWO 450	-	1	13	14
27. SOWO 380	-	-	15	15
28. SOWO 475	-	1	19	20
29. SOWO 490	-	5	7	12

### **6.5.3 Research**

See Appendix

### **6.5.4 General Comments**

The academic program in Social Work was reconstructed three years ago and implemented, since then has been few revision this year. However, few adjustments were made this academic year. Since we have declining enrollment in some social work classes, we pre-planned our advising prior to the spring semester as recommended by our new Dean and this helped us to adjust our course offerings. We changed the course offerings to ensure that many classes had enough students registered.

The contents of the course (SOCS 200: World Civilizations II) is still under revision, now the course also is being taught with emphasis on the teaching of English.

The university required courses are well covered by our present faculty; no more than one qualified professor is needed for teaching major social work courses next year. Even though our enrollment is declining, surprisingly our admission rate at the foundation level has increased. Just in this Spring semester 20% of all the new students admitted were for social work.

## **6.6 Community service by CAAS faculty**



Environmental Club presentation at Dhofar University



“Six Thinking Hats” at the Royal Air Force of Oman, Salalah

Faculty	Type of Service
<i>From the Computer Science Department</i>	
Nabil Sahli	<ul style="list-style-type: none"> <li>▪ Elaboration of a new program (Design of New Media) in conjunction with the Graphic Design and Interior Architecture department from the Engineering College (this program has already the approval of AUB and will be submitted soon the ministry of High Education).</li> </ul> <p>This program is a BS combines courses from CS and from GRDS (in addition to other new courses).</p>
Mohamed Badra	<ul style="list-style-type: none"> <li>▪ Steering Committee chair of NTMS 2011</li> <li>▪ Technical committee member of ICC and Blobecom conferences.</li> </ul>
Biju Sayed	<ul style="list-style-type: none"> <li>▪ ICDL (International Computer Driving License) Training and Testing Center Coordinator.</li> <li>▪ Involved in establishing and running the ICDL Training and Testing Center at Dhofar University under the auspicious supervision and valuable guidance of The Vice Chancellor, (The Managing Executive, DU ICDL Center) and in Administrative support with the Head, CEC.</li> </ul>

Ali Haleeb	<ul style="list-style-type: none"> <li>▪ Participated in a seminar at Salalah College of Technology.</li> </ul>
Nafaâ Jabeur	<ul style="list-style-type: none"> <li>▪ Program committee member in the International Workshop on the Role of Services,</li> <li>▪ Ontologies and Context in Mobile Environments RoSOC-M 2010</li> <li>▪ Organizing committee member of the Third IFIP International Conference on New</li> <li>▪ Technologies, Mobility and Security NTMS 2011</li> <li>▪ Program committee member in the ACS/IEEE Workshop</li> <li>▪ Future Trends on Ad-hoc and Sensor Networks (FT-ASN 2010).</li> </ul>
<i>Languages and Translation Department</i>	
Stephen Cass	<ul style="list-style-type: none"> <li>▪ Yoga instructor: providing 3 yoga classes per week at a local hotel. The classes are free of charge and open to the general public.</li> </ul>
<i>Social Work Department</i>	
Reem	<ul style="list-style-type: none"> <li>▪</li> </ul>
<i>Education Department</i>	
Basma Faour	<ul style="list-style-type: none"> <li>▪ Gave a lecture entitled “The Six Thinking Hats” at the Royal Air Force of Oman, Salalah. January 18, 2010,</li> </ul>

#### University Service

Helen Woerner	<ul style="list-style-type: none"> <li>▪ DU Student Environmental Club activities (2009-10)</li> <li>▪ 350.org Campaign (Salalah Climate Action Network) (2009)</li> <li>▪ Saada School Environmental Club presentation at Dhofar University (2009)</li> <li>▪ Earth Hour - Night Under the Stars (Al Bustan complex) (2010)</li> </ul>
Luai Hayajneh	<ul style="list-style-type: none"> <li>▪ Organiser of Dhofar University First Annual Translation and Interpretation Competition DU-TrIC</li> <li>▪ Languages and Translation Club</li> </ul>
Maruthi Kumari	<ul style="list-style-type: none"> <li>▪ Taught pronunciation and spelling to the students for the English Club;</li> </ul>

## 7. College of Engineering

### 7.1 College Statistics

The College, like the whole University, is preparing to move to the new DU campus, where the space allocated in the new Engineering building will be sufficient to accommodate any future expansion in programs and in number of faculty, staff, and students.

The new Civil engineering program and the Mechatronics program in the Mechanical Engineering department, have been approved by the MoHE and will be initiated starting September 2010. Student enrollment still varied significantly from one program to another. Highest enrollment is in the GD and CCE programs. Enrollment in the new Chemical engineering program is rising steadily. The BS in Software Engineering program has been frozen temporarily due to low enrollment. However, the overall enrollment in CE programs has increased due to efforts exerted by relevant CE faculty to publicize these programs amongst Foundation Program students, and amongst the community.

The student/faculty ratio for the College has risen to around 26:1 compared to 23:1 of last year. This is due to the fact that the students increase in number has not been matched by similar increase in number of faculty in some departments. The enrollment in CE has been consistently increasing since its foundation in 2004. Table 1 summarizes student enrollment over the past 5 years, including the Foundation Program students, whereas Table 2 presents student numbers excluding those enrolled in the FP.

**Table 1: Student Enrollment from Fall 2004 to Spring 2010, including FP students.**

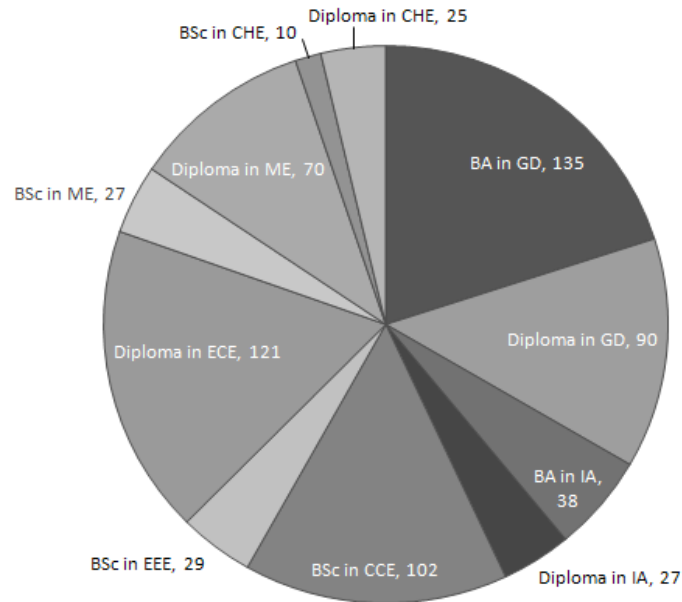
Major	Fall 2004-2005	Spring 2004-2005	Fall 2005-2006	Spring 2005-2006	Fall 2006-2007	Spring 2006-2007	Fall 2007-2008	Spring 2007-2008	Fall 2008-2009	Spring 2008-2009	Fall 2009-2010	Spring 2009-2010
BA in GD	21	23	24	47	116	111	111	118	134	132	129	135
Diploma in GD	-	-	-	-	-	10	64	68	64	81	88	90
BA in IA	-	-	-	-	-	9	18	19	24	27	31	38
Diploma in IA	-	-	-	-	-	1	2	5	5	5	15	27
BSc in CCE	5	9	44	48	68	69	89	93	111	103	106	101
BSc in EEE	1	2	9	8	18	22	21	26	28	28	26	29
Diploma in ECE	-	-	-	-	-	13	72	66	154	125	127	116
BSc in SE	-	-	-	-	4	4	2	2	3	7	9	1
Diploma in SE	-	-	-	-	-	1	2	3	1	6	13	5
BSc in ME	-	-	10	17	34	32	33	33	31	31	21	27
Diploma in ME	-	-	-	-	-	3	57	58	89	68	71	70
BSc in CHE	-	-	-	-	-	-	-	-	1	1	7	10
Diploma in CHE	-	-	-	-	-	-	-	-	-	8	12	25
<b>Total</b>	<b>27</b>	<b>34</b>	<b>87</b>	<b>120</b>	<b>240</b>	<b>275</b>	<b>471</b>	<b>491</b>	<b>645</b>	<b>622</b>	<b>655</b>	<b>675</b>

**Table 2: Student Enrollment from Fall 2004 to Spring 2010, without FP students.**

Major	Fall 2004-2005	Spring 2004-2005	Fall 2005-2006	Spring 2005-2006	Fall 2006-2007	Spring 2006-2007	Fall 2007-2008	Spring 2007-2008	Fall 2008-2009	Spring 2008-2009	Fall 2009-2010	Spring 2009-2010
BA in GD	7	11	17	36	61	64	71	89	94	98	94	97
Diploma in GD	-	-	-	-	-	8	24	32	30	53	60	62

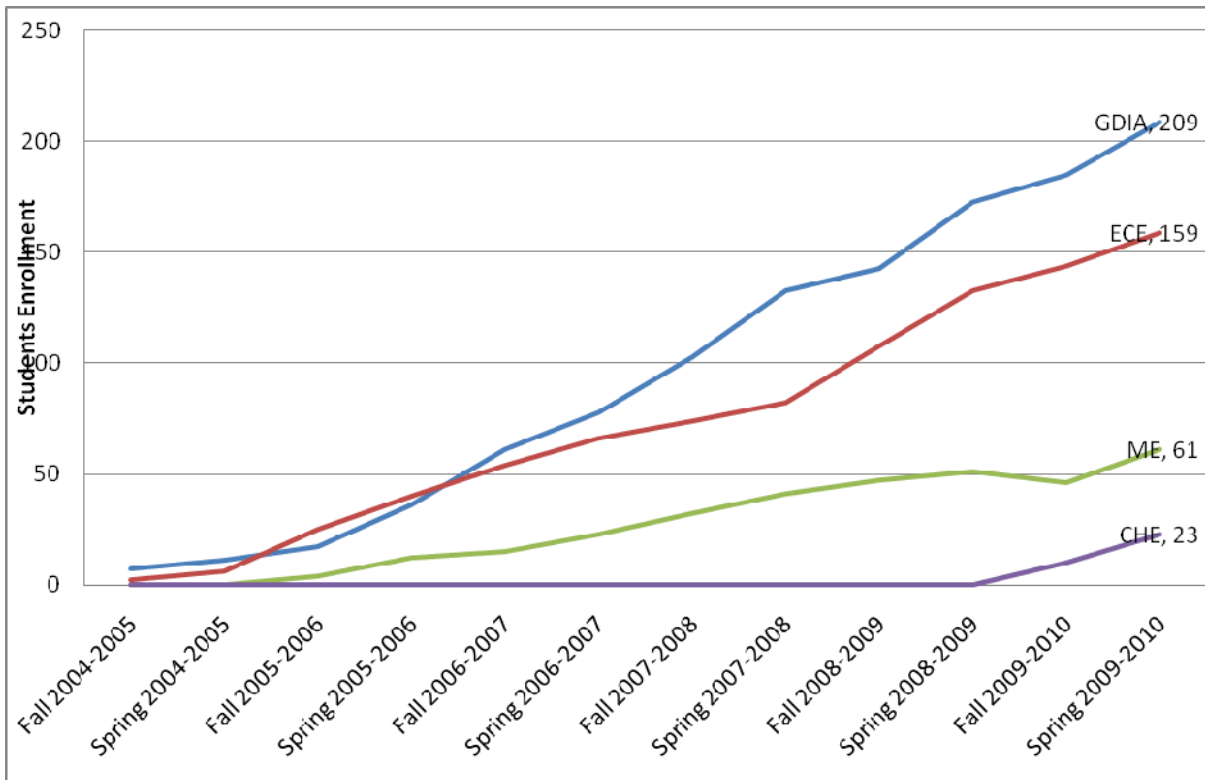
BA in IA	-	-	-	-	-	6	8	8	14	20	24	34
Diploma in IA	-	-	-	-	-	-	-	4	5	5	7	16
BSc in CCE	2	4	20	32	42	46	52	52	59	61	66	62
BSc in EEE	-	2	5	8	12	16	12	18	18	18	18	25
Diploma in ECE	-	-	-	-	-	4	10	12	31	54	60	72
BSc in SE	-	-	-	-	-	-	1	1	1	2	5	-
BSc in ME	-	-	4	12	15	22	20	24	24	26	18	21
Diploma in ME	-	-	-	-	-	1	12	17	23	27	28	40
BSc in CHE	-	-	-	-	-	-	-	-	-	-	3	3
Diploma in CHE	-	-	-	-	-	-	-	-	-	6	7	20
<b>Total</b>	<b>9</b>	<b>17</b>	<b>46</b>	<b>88</b>	<b>130</b>	<b>167</b>	<b>210</b>	<b>257</b>	<b>299</b>	<b>374</b>	<b>390</b>	<b>450</b>

Figure 1 shows CE student enrollment in each department since the establishment of the College in the 04-05 academic year. The newly established Chemical engineering department has a consistent growth in the number of students during its first 2 years.



**Figure 1: Student enrollment in the 09-10 academic year**

Figure 2 shows the development in students enrollment in each of the CE departments. The Mechanical engineering department enrollment is on the increase again after a slight drop last year.



**Figure 2: CE student distribution by department over the past 5 years.**

Class enrolment has varied from one major to another. An overview of class sizes over the 2 terms is in Table 3. Measures have been effectively implemented to avoid having classes with enrollment less than 10 students.

Table 3: Variation of class sizes in CE.

	Total no. of Classes	Classes less than 20 students	Classes less than 15 students	Classes less than 10 students
<b>Fall 09-10</b>	64	50	32	17
<b>Spring 09-10</b>	77	64	41	13

## 7.2. Academic Programs

Two new programs have been prepared in collaboration with AUB, and approved by the MoHE. The first is in Mechatronics in the Mechanical (and Mechatronics) Engineering department, and the other is in Civil Engineering to be offered by the new department of Civil and Environmental Engineering.

The existing CE programs have been also modified for the sake of further improving the course offering, and to widen the scope of topics being offered through additional elective

courses. These changes do not affect the core structure of our programs (university, college, and program requirements are still matched), but only make them better. These changes/additions can be summarized as follows:

1. Introduction of new Engineering Workshop course for all engineering majors except GDIA. The need for this course has been raised by many external reviewers including OAC auditors, MoHE delegation, and AUB academics, in addition to local companies whom CE administration have visited during the course of this year. With the move to the new campus, space limitation is no more a major obstacle in offering this and other lab- style courses.
2. The ECE department conducted starting May 29, 2010, a new 2- week workshop for students titled” Computer assembly and maintenance”. The Workshop is aimed at providing students with hands- on experience concerning computer assembly and introduction to computer maintenance (reverse engineering).
3. Courses contents in most programs have been slightly modified to keep in line with recent technical developments and new textbooks contents. Also, some outlines have been changed to avoid overlap with newly- introduced elective courses.
4. New elective courses have been offered, the aim is to widen the scope of topics being offered, and to give students more options to choose from.

Course offering has been documented through course files that contain samples of all students’ outputs during the term, class grades, and faculty handouts. In addition to course evaluation forms, course outcomes forms have been also filled by students and added to the course files. For quality assurance, peer review and class visits have taken place.

The specifications for CE new laboratories and equipments to be commissioned in the new Campus starting next academic year have been finalized, and purchase requests place by the Campus project management. The new ccommunications laboratory has been received and installed in the current CE building.

### **7.3 Summer Training**

The responsibility of organizing the summer training and allocating training sites for the students has been handled over to the College from the CEC in the 08-09 academic year. During the 09-10 academic year, the number of partnering institution in Dhofar region and in the whole country has risen to around 37. An internship manual and guidelines have been developed for faculty and students, and a full- time faculty member, Dr. Aref Wazwaz, has been assigned as summer training coordinator for one year.

### **7.4 GDIA Collaboration with Graphik Worx- Cyprus Renewed**

The College has renewed its contract with S&M Graphik Worx Co. Ltd, Cyprus, to continue providing consultation tasks during the 09-10 academic year. Their Representative, Mr.

Sevag Magarian, visited the College 4 times during which he conducted a large scope of tasks including:

1. Design of the graduation booklet, invitation cards, and certificates of appreciation.
2. Design of the IELTS envelope, DU newsletters, FP poster, exhibition poster, and others.
3. Evaluation of GDIA student projects, Motion Graphic and Senior Research presentations.
4. Presentation on logos design and art portfolio.
5. Support in the preparation for the students art exhibition.
6. Guiding and assisting groups of students in their projects.
7. Designs for different sets of logos for the colleges and FP.
8. Assistance in teaching number of classes.
9. Prepared brochure for Civil Engineering new major.
10. Evaluating the Final Year Projects (exhibits and written reports).
11. Collected and prepared a power point presentation for a selection of students' recent works from different classes.



a prize for 'The Best Relevance to Society' project at the 4th Engineering Students Gathering, which was held from April 4th to 6th at Sultan Qaboos University



EEE Graduating Students Participate in the 2nd Annual Undergraduate Research Conference on Applied Computing (URC 2010) at Zayed University

## 7.5. Faculty and Staff Recruitment

The number of CE faculty has been consistently increasing since its establishment to meet the increase in students' numbers. Six new faculty have joined the College starting September 08. These are:

- Dr. Thabit Sultan, assistant professor, ECE,
- Dr. Wisam Al Azzo, assistant professor, ECE,
- Dr. Aref Wazwaz, assistant professor, CHE,
- Ms. Astrid Werner, assistant professor, GDIA,
- Mr. Shadi Al Hroub, lecturer, GDIA,
- Mr. Ahmad Faisal, instructor, ME,

Faculty members who left CE at the beginning of the 09-10 academic year are Dr. Issam Damaj (ECE), Dr. Kuppusamy Ramasamy (ECE), Dr. Iyad Abdullah (GDIA), Ms. Judith Night (GDIA), and Dr. Rafat Al Waked (ME). No changes in the CE staff were made, except the appointment of Ms. Fatema Barham as a part- time secretary.

## 7.5.1 Faculty Composition

### Full- Time Faculty

The composition of full- time faculty members is shown in Table 3. Evidently, all ECE and ME faculty of professorial rank are PhD holders. In the GDIA department, 4 have MFA, and 3 faculty are Bachelor degree holders. Mr. Mohamad Zaidan received his MFA degree and hence has been promoted to the rank of assistant professor. Diversity of origins is evident since the 17 full- time faculty members listed are of 9 different nationalities as indicated in Table 4.

Three additional faculty members, a workshop technician, a laboratory assistant, and two secretaries are expected to join the College starting September 2010.

**Table 4: Full- time faculty composition in the 09-10 academic year.**

Faculty Name	Gender	Nationality	Degree
Farid Chaaban	M	Lebanese	Ph.D.
Heba Hassan	F	Egyptian	Ph.D.
Nidal Al Said	M	Greek	Ph.D.
Thabit Sultan	M	Iraqi	Ph.D.
Wisam Al Azzo	M	Iraqi	Ph.D.
Sheik Mohammed	M	Indian	M.Sc.
Mohamed Abdul Jabbar	M	Iraqi	M.Arch.
Mohamad Zaidan	M	Egyptian	M.F.A
Wafa Osmen	F	Tunisian	M.F.A.
Astrid Werner	F	German	M.F.A.
Magdi El-Din	M	Egyptian	B.F.A
Khaled Adam	M	Egyptian	B.S.
Shadi Al Hroub	M	Jordanian	B.F.A
Aref Wazwaz	M	Jordanian	Ph.D.
Yousef Gharbia	M	Australian	Ph.D.
Naser Nawayseh	M	Jordanian	Ph.D.
Ahmad Faisal	M	Indian	M.Sc.

### 7.5.2. Faculty Development

Faculty members had participated in many development activities and initiatives within DU, and outside it. Table 5, 6, and 7 show a briefing of the faculty development activities, the community service, and involvements in students activities, respectively.

**Table 5: Faculty development activities**

<b>Faculty Member</b>	<b>Dept.</b>	<b>Activity</b>	<b>Date</b>	<b>Place</b>
Y. Gharbia	ME	Workshop on Motion and Mechatronics Technology Day, organized by MSC Institute of Technology	14 <sup>th</sup> -15 October 2009	Abu Dhabi and AUS Sharjah
H. Hassan, N.Nawayseh	ECE, ME	Seminar on 'Using Coal for Electric Power Generation in the Sultanate of Oman'	24 -25 Jan., 2010	Muscat
H. Hassan, A. Werner, M. El Din	ECE, GDIA	Presentation on 'Mist Water in Dhofar' (by CER Germany)	2 February, 2010	DU
N. Al Said	ECE	Free Software Symposium	9 March, 2010	Muscat (Information Technology Authority)
N. Nawayseh, S. Mohammad	ME, ECE	Seminar on Intellectual Property	16 March, 2010	Research Council, DU
Y. Gharbia, N. Nawayseh, N. Al Said, M. Abdul Jabbar, M. Zaidan	ME, GDIA, ECE	Workshop on 'Writing Across the Curriculum'	18 May, 2010	DU
All CE Faculty	CE	Workshop on 'Developing Program and Course Learning Outcomes'	30-31 May 2010	CTL-AUB
N. Al Said, S. Mohammad	ECE	Technical Training on new labs in ECE Dept. by Teklab Oy (Finland) and BIG (Oman)	31 May- 4 June, 2010	Finland

**Table 6: Community activities**

<b>Faculty Member</b>	<b>Dept.</b>	<b>Objective (Title)</b>	<b>Date</b>	<b>Place</b>
H. Hassan	ECE and CHE	Elected member in the Parent Teacher Association (PTS) of the British School Salalah	October 2009-April 2010	British School, Salalah
K. Adam	GDIA	Project involved redesigning of the Restaurant in Haffa House Hotel, Salalah	November, 2009-July 2010	Haffa House Hotel, Salalah
N. Nawayseh	ME	Selected by DU to be Technology Transfer Agent (TTA) between local industry and DU through the Industrial Innovation Center	3 March, 2010	DU

**Table 7: Involvement in students' activities**

<b>Faculty Member</b>	<b>Dept.</b>	<b>Objective (Title)</b>	<b>Date</b>	<b>Place</b>
A. Werner	GDIA	'Saada School Environmental Club'	29	Saada School,

		presentation	December, 2010	Salalah
K. Adam	GDIA	SQU Engineering Students' Gathering	April 4-6, 2010	Sultan Qaboos University
A. Wazwaz	CHE	Sports Day in Student Cultural Activities Week	24 April, 2010	Al Nasr Club, Salalah
T. Sultan, S. Al Hroub	ECE	Jury member in evaluation of school projects during Student Cultural Activities Week	24-28 April. 2010	DU

### 7.5.3 Standing Committees

Members to all standing university and college committees have been elected at the beginning of the academic year 09-10. Committees that were more actively involved in academic matters during the academic year are:

- Academic/Administrative Committee, met consistently on weekly basis to discuss students petitions, and various academic issues pertaining to the function and programs of the College.
- The Advisory Committee met and discussed issues related to chairs nomination, and other relevant issues.
- Scientific Research Committee met and discussed URB and TRC research grants applications submitted by CE faculty.
- Student Affairs Committee has been called to discuss cases of student misconduct and to recommend measures to the Dean.
- In addition to committees meetings, regular department and Faculty meetings were conducted to discuss issues related to the work of the departments and the College.

### 7.6. Research and Publications

Faculty in the College of Engineering have benefited from the newly introduced TRC research grants offered by the National Research Council of Oman, and from University Research Board grants during the 09-10 academic year.

During this academic year, the GDIA faculty and students organized the first DU students art exhibition that was marked with big attendance by the local schools and the community. This year has also witnessed prizes and awards being won by CE students, mainly in GDIA, in many local and regional competitions.

In what follows are the research outputs from all CE departments, including patents, publications in refereed journals, regional and international conferences, research projects, workshops, and exhibitions. Details of the research projects will be published in the URB research report.

**P.S.** The University, through the GDIA department, has been assigned as a partner university (PU) for all Global Sciences and Technical Forum (GSTF) conferences.

The details of the research outputs and the faculty involved is provided in the Appendix

## 7.7 General Remarks

### 7.7.1. Links with the Community

Several initiatives were taken and visits were exchanged with several local industrial as well as academic institutions. The main objective is to further consolidate links with local firms, and to discuss means of collaboration.

- Visit to Dhofar Power Company.
- Visit to Raysut Cement.
- Meeting with PDO Delegation.
- Visit to Omantel.
- Visit to Industrial Estates of Salalah.
- Visit to Port of Salalah Company.
- Visit to Ministry of Housing.
- Visit to the Engineering Unit in the Royal Diwan.
- Meeting with Dean of the College of Applied Sciences, Rustaq.
- An agreement is being finalized with Salalah Technical College in which a course equivalency matrix has been established for students transferring from STC to the College of Engineering.



Mechanical Engineering students visited Raysut Cement Factory January 12, 2010.



Mechanical Engineering students at Octal Petrochemicals Company 7<sup>th</sup> of January, 2010

Faculty members have also organized site visits for their students in various programs. The list of visits is shown in Table 8.

**Table 8: Field trips and visits by CE classes.**

No.	Course Code	Course Name	Name of Instructor	Site	Date	No. of Students
1	EECE 470	Computer Networks	Dr. Sultan	DU CNS Services	17/10/2009	16
2	GRDS 340	Professional Practice	Mr. Abdul Jabbar	Dhofar National Press	07/11/2009	24
3	GRDS 232	Photography	Mr. Adam	Magseel	07/11/2009	27
4	GRDS 232	Photography	Mr. Adam	Raysot harbor	13/01/2010	27
5	GRDS 220	Digital Media I	Ms. Werner	DU Art Exhibition	13/01/2010	14
6	GRDS 232	Photography	Mr. Al Hroub	Magseel	18/11/2009	32
7	GRDS 232	Photography	Mr. Al Hroub	Al Baleed Museum	05/01/2010	32
8	MECH 413	Air Conditioning	Dr. Nawayseh	RAFO	02/01/2010	3
9	MECH 276	Strength of Materials	Dr. Nawayseh	Octal Petrochemicals	07/01/2010	18
10	MECH 270	Properties of Materials	Dr. Nawayseh	Octal Petrochemicals	07/01/2010	15
11	MECH 371	Heat Transfer	Dr. Gharbia	Raysut Cement CO.	12/01/2010	8
12	INTA 203	Int. Arch. Studio III	Mr. Abdul Jabbar	Merbat	15/03/2010	12
13	INTA 201	Int. Arch. Studio I	Mr. Abdul Jabbar	Merbat	15/03/2010	2
14	INTA 305	IA Advanced Studio V	Mr. Abdul Jabbar	Merbat	15/03/2010	5
15	INTA 390	Exhibition Design	Mr. Adam	Industrial Area	20/03/2010	10
16	EECE 211L	Electric Circuits Lab.	Mr. Mohammed	Dhofar Power Station	29/03/2010	10
17	EECE 360	Control Systems	Dr. Hassan	Royal Air Force	04/04/2010	6
18	EECE 211L	Data Mining	Dr. Al Said	Royal Affairs	07/04/2010	8
19	EECE 422	Information Theory & Coding.	Dr. Sultan	T.V. Radio Center	12/04/2010	9
20	EECE 342	Communication Systems	Dr. Al Azzo	T.V. Radio Center	12/04/2010	8
21	EECE 370L	Web Programming Lab.	Dr. Al Said	Delmon for IT	14/04/2010	8
22	GRDS 428	TV Fundamentals	Mr. Zaidan	T.V. Radio Center	17/5/2010	16
23	INTA 405	Interior Arch. Studio	Mr. Adam	DU New Campus	30/5/2010	7
24	GRDS 130	Basic Drawing	Ms. Werner, Ms. Osmen	Taq Castle	6/6/2010	26

### 7.7.2 Co-Curricular Activities

The 09-10 academic year has been characterized by wide scope of CE student activities and initiatives, and prizes won, some of which are shown in the following list:

- CE projects and art exhibitions were prepared for the DU Students' Activities Week. These projects and exhibits were quite impressive, according to visitors testimonies. The number of projects and exhibits has been consistently increasing and getting more advanced and complex.
- The First DU Students Art Exhibition has been organized and conducted in January 9-13, 2010, by students and faculty of GDIA department.
- Two ECE technical papers submitted by students during the Third Engineering Gathering in Muscat.
- GD exhibition and presentations during the Third Engineering Gathering in Muscat.
- Students from the CE took part in the 4<sup>th</sup> Engineering Students Gathering, which was held from April 4<sup>th</sup> to 6<sup>th</sup> at Sultan Qaboos University, and won the prize for

‘The Best Relevance to Society’ project. There were exhibits from all national universities and colleges as well as from Qatar and the UAE.

- CE students took part in the Graphic Design Exhibition at the 11<sup>th</sup> Student’s Gathering at the College of Applied Sciences in Salalah, which was held on April 5<sup>th</sup> and 6<sup>th</sup>, 2010. DU won the second overall prize in the exhibition. Prizes were also awarded to two students for their work, the first prize in the category of ‘Best Graphic Design’, and the first prize for ‘Best Drawing’.
- For the second consecutive years, the CE students won the first prize in the Cultural Competition organized by the Student Affairs unit at DU.



First Art Exhibition for Students - January 9 - 13, 2010

## 7.8. Future Plans

### 7.8.1. On the Facilities Side:

- The new campus is expected to provide much more space and hence eliminate the space restriction that the College had in the temporary premises.
- The new Workshop course has been acquired, and will be offered to all students except the GDIA.
- State- of- the- art labs will be in operation in the next academic year.
- To allocate a space in the new campus for permanent exhibition and display of students works in various departments and programs.

### 7.8.2. On the Academic Side:

- To meet the increase in students’ numbers, the CE academic lines will be further increased to cover the needs of new programs. Additional faculty will be needed in the ECE department.
- To enhance the enrolment in the Interior Architecture program, it is essential to reduce the number of required credits, to make it comparable with the GD program, and other CE programs.
- To initiate and consolidate the new programs in Civil engineering, and Mechatronics.
- To establish new programs based on expert market need surveys.

- To establish mission statements and learning outcomes for individual programs in each department.
- To assure the alignment of CE mission statement and learning outcomes with those of the departments, programs, and courses.
- Further collaboration and research activities with local industries and firms should be emphasized.

## 8. Quality Assurance Board

The Quality Assurance Board (QAB) was recomposed on February 14, 2010 as the Quality Audit Report was about to be published. It had a number of executive and operational tasks, along with several strategic related functions. Once formed, the QAB developed its manual, which was sent to the MoHE on May 10, 2010.

The QAB comprised of the following members:

- Dr. Basma Jadayel, CTL Director and Chairperson (also in charge of quality of academic services)
- Mr. Tarek Alhousary, Quality Assurance Manager
- Dr. Syed Jamil, Risk Management Officer
- Mr. Ali Akaak (Representative of Academic Support Services)
- Ms. Janet Williamson (Executive Officer)

The focus of the tasks of QAB was on the recommendations and affirmations that were reported by the Audit Panel. The following is the list of accomplished tasks from February 14 and till June 20 in each area.

### 8.1 Quality of Academic Services

The QAB examined related issues to academic services that were highlighted in the Quality Audit report. The QAB Chair examined a number of issues and it was agreed in QAB meetings to pursue and accomplish the following:

1. **Faculty Manuals-** Examined the Colleges and FP Faculty Manuals and a report was sent to the UC. College deans and directors will work together on developing a uniform template.

**Recommend-** Develop a new revised version of the Faculty Manual before Fall 2010.

2. **Entity and Activity Review-** Examined the work of the Standing Committees in all colleges and programs

**Recommend-**

1. Develop a more systematic and formal approach to documenting meetings.
2. Re-examine the roles of the Standing committees to ensure unity and clarity in tasks and decisions across colleges.
3. Reassess the inconsistencies between standing and ad-hoc committees functions
4. Ensure that there every college that has a graduate program forms a graduate committee.

3. **Unified Syllabus Template-** The QAB created a unified syllabus template in accordance with the OAAA (formerly known as OAC) comments.

*Recommend-* Pending the UC's approval, the QAB recommends that all colleges use it as of Fall 2010.

4. **Academic Honesty Policy and Procedures-** As part of its efforts to confront and address academic dishonesty, CTL created *Guidelines for Faculty on Student Academic Honesty Policy*. The purpose of this guide is to help faculty members in promoting academic integrity among their students. It will also create an environment where students and faculty work together focusing on hard work, honesty, and responsible behavior in the pursuit of knowledge. The guide addresses behaviors that interfere with the pursuit of knowledge, sets clear expectations, and offers ideas on how to reduce opportunities to engage in academic dishonesty and suggested techniques to detect it. The policy also included a suggested list of sanctions corresponding to violations/infractions. The QAB reviewed the document and suggested changes. The UC approved it on May 23 and it is now on the CTL website under "Useful Resources".

*Recommend-*

1. Conduct training sessions on preventing academic dishonesty.
2. Communicate the new procedures and sanctions for violating academic honesty codes visually through posters and in written publications such as the student handbook and the university catalogue and course syllabi.

5. **Course and Instructor Evaluation-** Student feedback is an important component in any higher education institutions. The QAB recommended a set of procedures for administering and analyzing student evaluation forms in order to ensure the effectiveness of course and instructor evaluation. These recommendations were the result of an assessment of the already existing course and instructor evaluation process and form. Furthermore, the QAB created a "course and instructor evaluation checklist" for the academic staff /secretaries of departments. This checklist will guide the procedures and preparation for administering the course and instructor evaluation.

**Action:** The new form and the procedures were implemented starting May 24, 2010.

*Recommend-*

1. Distribute the checklist one month into each semester and make sure that every staff member who will be involved in the process has a copy.
2. Ask CTL to provide an orientation/training session for the concerned staff on proper procedures.

6. **Proposal for New Courses-** assessed whether a set of procedures for proposing new courses exists and recommended a form.

**Action -** QAB created a template for new course proposal guidelines. The UC will decide on that form.

*Recommend-*

1. The guidelines should be clearly written and communicated to appropriate committee.
2. Include the form as well as the procedures in the faculty manual.

7. **Grade Appeal Form-** The QAB noted some discrepancies in the procedures for grade appeal (comparison between student handbook p.15 and DU catalogue p. 30& 31 showed that there is some discrepancy). In addition, there is no written evidence to the time period for the appeal. Thus, the QAB created a new form which was presented to the UC for approval.

*Recommend-*

1. The form needs approval to be used in the Fall 2010.
2. Students should know about the procedure either during orientation or in the handbook or catalogue.
3. The form must be made available on-line and in faculty manuals.

8. **University Graduate Attributes-** recommended a set of university graduate attributes. These included communication skills, problem solving, lifelong learning, team work, information literacy, and discipline knowledge. The UC will need to approve of these attributes.

*Recommend:* Once the UC approves them, they should be communicated to all academic faculty members and included in course and program learning outcomes.

9. **Academic Advising-** Piloted a survey to assess the effectiveness of academic advising. The results showed that the majority of the surveyed students are satisfied with the academic advising. However, certain aspects of advising could be improved, particularly, that the advisor should offer support to students to accomplish their career goals and keep them informed about program changes and university regulations.

*Recommend-* Re-word the items in a simplified format. Make sure that the survey covers a wider spectrum of students.

10. **Student Placement/Internship Programs-** reviewed student internship programs (manuals, etc.) from the three colleges. Currently, the university offers field experiences to students majoring in business, engineering specialization areas, graphic design, interior architecture, education, social work, and translation. The results of the analysis showed that the university as a whole does not have all the elements of a successful placement program since it is not centralized or unified.

*Recommend:* Starting Fall 2010, DU should establish a clear set of policies and procedures governing field experiences. The policies should include a clear

description of the responsibilities for the faculty member, student intern, and the cooperating organization as well as proper assessment among others.

11. **Peer Review** – DU has piloted the peer review process in order to assess the teaching effectiveness. The QAB was asked to assess the peer review policy and procedures based on the expected feedback from faculty members. To date, the QAB has not received enough feedback to be able to draw valid conclusions or make recommendations. However, it should be noted that the informal feedback from those involved in the process highlighted some positive aspects of the review such as an opportunity to re-assess their own teaching and course material as well as the acknowledgment of such a process. There were some negative aspects which had to do with the abuse of the review such that it was to evaluate the instructor rather than suggest improvements.

*Recommend:* Due to the importance of the issue, the matter has to be followed up rigorously by the deans and the FP director.

12. **Learning Support Center-** the CTL submitted a proposal for establishing the Learning Support Center (LSC). The LSC provides students with individualized assistance in a supportive atmosphere for various academic disciplines. The center makes use of peer tutors to foster learning by peers. The UC approved the proposal on May 23, 2010 and it needs to be approved by the BOD.

*Recommend:* It is urgent that the LSC starts its operations in the Fall 2010 semester. A training session for all peer tutors should be scheduled as soon as possible and an assessment of the effectiveness of the services should be conducted periodically at the end of each semester.

## 8.2 Quality of Non-Academic services

1. **Proposal for Risk Management** at DU was developed
2. **Financial Affairs-** Examined Risk factors in some units- the financial affairs department is in need of clear cut documented policies and procedures. In the absences of such policies or a financial management manual it is very difficult to execute the work effectively and efficiently.

*Recommend:* There is a dire and urgent need to review the existing policies and procedure of the department and document them in the form of procedure and rules which should be strictly followed. This will mitigate the unfortunate possible instances of either over payment or under payments.

Furthermore, the internal control/internal audit of the department needs a fillip with regards to their work. There is no formal system of internal audit.

*Recommend:* Revamp the internal control system and procedure and put into place a formal continuous internal audit.

3- **Administrative Department's Manual-** The QAU examined the existing manuals and found that they lack in clarity and procedures.

*Recommend:* An outstanding sample of manuals should be sought, adopted and adapted to fit DU. The department needs to define its role clearly, examine DU Bylaws and develop its policy manual accordingly as soon as possible.

### 8.3 Quality of Academic Support Services

#### 1. Computing and networking department

- a. CNS Backup policy - reviewed and suggested changes. The policy was submitted to the QAB also and further new amendments were suggested. The CNS policy on acquiring, maintaining, and disposing of computer equipment was reviewed and suggested changes in the policy were given.
- b. Procedure for purchase and tendering is under review.
- c. Internet Access- CNS has worked on enhancing the speed of the Internet access and server capacity to allow faculty and students faster and more efficient use of the Internet services. In addition, it established an email account for each student

*Recommend:* Revise the CNS backup policy to incorporate all issues of IT security and name it IT security policy. The CNS develops indicators to measure the effectiveness of the services provided.

2. **Central Library-** There has been an increase in funding for the library that is double that of last year's expenditure. Furthermore, printing facilities were made available to students.

*Recommend:* A criterion should be developed to measure how the increased funds to the library are spent (references, textbooks, and other materials) and assess the effectiveness of these acquisitions. The library needs to develop a system of data collection to measure the effectiveness of its services.

3. **Student Affairs Office (SAO)-** The QAU reviewed the complaint form that was developed by SAO and placed on the DU website. There has to be a clear distinction between what defines complaints, suggestions or grievances. Each term entails a different set of policies and procedures and consequently requires a separate form. Furthermore, the SAO has not finalized the alumni survey.

*Recommend:*

1. SAO should provide a clear operational definition of the terms and work closely with the college deans and FP director on relevant policies and procedures.

2. Follow-up is a significant element of the grievance process. SAO should have a clear and well-documented system.
3. SAO needs urgently to create a simple alumni survey as early as next Fall 2010.

4. **Office of Information and Public Relations (OIPR)**- The QAB provided feedback on the design and content of the forms and suggested changes. The forms are uploaded on the OIPR website.

#### **8.4 Further Plans/ Recommendations**

- Think of standing committees on a university wide level such as Library, Promotion and Recruitment committees.
- Make the survey on academic advising an annual practice for assessing the effectiveness of academic advising.
- Conduct a study on the effectiveness of the whole field experience program from all colleges.
  - Collect data on the number of cooperating institutions, organizations, or school involved as well as the number of students participating.
  - Design a comparative study annually to note significant trends and changes from previous years.
- Establish clear criteria and set of procedures that governs producing written comprehensive peer review reports.
- Involve CTL's services as part of external consultation in peer review and involve the center in establishing a University Peer Review Committee.
- Assign the Risk Management Officer the task of quality assurance of the two administrative departments -the financial affairs and human resources.
- Assign the Quality Assurance Unit Officer the task of following-up on the academic support services units and other administrative units.
- Develop a separate part-time faculty manual. The manual should establish guidelines to the appointment, classification and evaluation of part-time faculty members. The manual would also include a section regarding assigned teaching tasks to non-academic staff at DU.
- Create a University Policy Register that compiles all the official university, administrative and operational policies of Dhofar University. If possible, make it available online so as to become a source of reliable information and assist in decision making. The Office of the Vice Chancellor or the QAB could oversee the implementation.
- Adopt a standard, yet flexible, policy format/template at Dhofar University to ensure consistency from one policy to another.

## 9. Center for Teaching and Learning (CTL)

The center continued its activities of providing academic related services to faculty. On March 30, 2010, the center received a commendation from the Omani Authority for Academic Accreditation (OAAA) formerly known as the Oman Accreditation Council (OAC).

***“The OAC commends Dhofar University for the establishment of the Centre for Teaching and Learning and its positive implementation.” P.20 (OAC Audit Report)***

The Center also developed a proposal for the Learning Support Center which will start offering its services to students beginning Fall 2010.

### 9.1 Activities: September 2009- July 2010

Goal	Type of Activity and Responsible Party	Target Audience /Date/Outcomes and Assessment
1. Provide services to university teaching through orientation programs for new faculty	Coordinated with the OIPR to produce the new faculty handbook <i>CTL</i> <i>Director, Dr. Basma Jadayel Faour</i>	September 13, 2009 22 New Faculty attended
2. Collaborate with other international university organizations in teaching and learning initiatives	English Language-Assessment and Course Design <i>Dr. Ghazi Ghaith, Professor TESOL AUB</i>	On September 26 - 29, 2009 40 faculty members attended. ENGL101 was redesigned and objectives aligned with the new scope and sequence.
3. Facilitate networking among different colleges.	Coordinate the scope and sequence of English, Math, and IT courses <i>CTL Director</i>	<ul style="list-style-type: none"> <li>•Began in February 2009 and ongoing</li> <li>•Concerned DU Departments in FP and CAAS</li> <li>•Math committee created a new scope and sequence, reassessed the FP placement test, revised course material. The same happened with the IT committee. Follow-up was rigorously pursued with the English committee</li> </ul>
4. Provide services to university teaching through workshops	Workshop on “the Writing Process- <i>To Write that is a right all right</i> ” <i>CTL Director</i>	All Faculty teaching English on October 22, 2009. About 45 faculty members from FP and CAAS- Some started using techniques- one such reflection is on the CTL website.
5. Provide discipline-specific services	Design of language materials for FP Level 1 <i>CTL Director</i>	FP Faculty from September 2009 till February 2010. FP Level 1- assessment is ongoing with external benchmarking from Dr. Gillian Bartlett, University of Toronto
6. Publish periodical	A CTL newsletter on	January 15, 2010

newsletter- which covers events and developments related to teaching	Learning Outcomes and the revised Bloom's Taxonomy <i>CTL Director</i>	Some faculty emailed the director expressing their appreciation for the ideas and information in the newsletter.
7. Engage in community service activities as part of DU's mission towards excellence in community service	presented a lecture entitled "The Six Thinking Hats" at the Royal Air Force of Oman, Salalah <i>CTL Director</i>	A large number of participants along with the "Chief officer of the base" On January 18, 2010, Results from the lecture evaluation showed that the participants benefitted from this new approach of looking at important decisions from a number of different perspectives
8. Foster a unified culture of teaching through idea sharing and discussions	A two-part workshop on "Language Assessment and Creating Effective Assignments" <i>Dr. Marielle Risse &amp; Ms. Helen Woerner from the Department of Language and Translation</i>	Faculty from the Department of Language and Translation February 16 & 23, 2010 15 faculty members from the L& T department participated in the first part where the focus was on writing test specifications in language courses, understanding of key testing concepts, and principles of assessment. The second part was "Giving Students the Chance to Honestly Shine" through creating effective assignments.
9. Conduct research to raise awareness of important social issues	Regional Consultative Workshop on Advancing the ECCD Agenda in the Arab Region <i>CTL Director</i>	70 participants from 17 countries from the Arab world and Canada, Switzerland, the Netherlands, Turkey, UK, and USA. on 22-25 March, 2010 in Jordan Presented key findings of the current situation of the early childhood services and programmes in selected countries the Arab Region and identified through a SWOT analysis a set of recommendations that became an action-oriented plan to provide directions for strategic priorities.
10. Assist the university in improving teaching	Develop a faculty teaching Handbook <i>CTL Director</i> –	Incomplete version to be continued by early Fall 2010.
11. Provide services to university teaching through workshops	Workshop on "Writing to Learn: Writing across the curriculum" <i>CTL Director and Dr. Marielle Risse from the Department of Language and Translation</i>	All DU faculty especially those who do not teach English courses on May 16 and May 18, 2010. In all, 45 faculty members participated. There was a request to have another session at a later date.
12. Provide	Resources on Discipline	May 20, 2010

information to faculty and instructional staff on innovation in teaching and learning	specific strategies on writing to learn: Writing across the curriculum <i>CTL Director</i>	A list of useful resources of articles and research papers were uploaded on the CTL website.
13. Assist the university in improving teaching and learning	Produce a Faculty guideline on Student Academic Honesty <i>CTL Director</i>	May 23, 2010 The University Council approved the guidelines on May 23, 2010 and the guidelines were posted on CTL website thereafter for all faculty.
14. Collaborate with other international university organizations in teaching and learning initiatives	Workshop on “Writing Learning Outcomes” <i>Dr. Saouma BouJaoude from the American University of Beirut</i>	Chairs of Departments and two faculty members from each attended on May 30, May 31. All 40 participants worked on identifying a department mission statement and developing program and course learning outcomes. This will be the first of capacity building that will continue under the support of CTL into next semester where it will align with the university mission.
15. Provide support to DU’s faculty in teaching and learning	“Learning Support Center” <i>LSC CTL Director and the new LSC coordinator</i>	Launched June 23, 2010. The center will be part of CTL and its role is to assist students to become more efficient and effective learners.

## 10. University Research Board

This year the URB revised the guidelines and policies related to short-term faculty development grants, seed grants and regular research grants. One of the reasons for the revision was to motivate faculty members to apply for external funds (e.g. from the Research Council, TRC) and to increase their publication in refereed journals. For example, application for funding from TRC has been stated as a main requirement for a successful application for a seed grant or a regular grant from the URB.

The URB has produced a checklist to help College Research Committees evaluate research grants applications before passing the applications to the URB. All application forms have been updated to accommodate the new guidelines and policies of the URB. The new application forms and the checklist can be downloaded from DU website.

### 10.1 Short-Term Faculty Development Grant Applications

Short-term faculty development grants cover the travel expenses for faculty members who are presenting research papers or exhibitions in local, regional, or international venues. Papers accepted for poster presentation are not funded by the URB. The amount covered is usually up to RO 975.

Nine short-term faculty development grant applications were submitted to the URB for evaluation. Eight applications were for presenting a research paper at national or international conferences and one application was for an exhibition. Five applications were funded by the URB (Table 2).

**Table 2 Short-term faculty development grants for 2009-2010.**

	Faculty Name	College/ Department	Conference Details	Paper Title	Amount [RO]
1	Dr. Heba Hasan	CE/ ECE	The International Conference on Electric Power and Energy Conversion Systems (EPECS'09), American University of Sharjah, Sharjah, UAE, November 10-12, 2009.	Enhancement of FACTS stability through robust adaptive control	805
2	Dr. Ramez Al-Bainy	CAAS/ Translation	2 <sup>nd</sup> International Conference on Translation: Translation in the New Millennium, University of Sharjah, UAE, 28 & 29 March, 2010	Addition and Omission in Literary Translation	538
3	Mr. Mohammed	CE/ GDIA	3rd Annual International Conference Computer	Improving the Animation of	975

	Zaidan		Games, Multimedia & Allied Technology (CGAT 2010), Singapore, Singapore, April 6-7, 2010	Virtual Humans (VH) by Embedding Human Emotions, Moods and Personality	
4	Dr. Naser Nawayseh	CE/ ME	17th Congress of the European Society of Biomechanics, Edinburgh, United Kingdom, July 5-8, 2010	Power absorbed by seated people during whole-body fore-and-aft vibration	234
5	Dr. Abbas Abu Saleh	CAAS/ Social Sciences	Cultural and Historical Heritage of Mount Lebanon (Al- Shouf), Lebanon.	Al – Shouf in confrontation with Ottoman Tyranny	448
<b>Total</b>					<b>3000</b>

## 10.2 Seed Grant Applications

Seed Grants are intended to provide start-up funds for newly appointed faculty members. Lecturers or instructors who are newly promoted to a professorial rank are also entitled to apply for a seed grant.

Four seed grant applications were submitted to the URB for evaluation. Three of the four applications were approved by the URB (Table 3). The applicant of the rejected application was encouraged to use her department resources to carry out her study and to seek fund from her college or DU (not from URB) to present her work in an exhibition (Table 3).

**Table 3 Seed Grants during 2009-2010**

	<b>Faculty Name</b>	<b>College</b>	<b>Department</b>	<b>Topic</b>	<b>Amount [RO]</b>
1	Dr. Mounira Boudjema	CAAS	Science and Mathematics	Numerical Studies of NMR Relaxation in Porous Media	1000
2	Dr. Thabit Mohammed	CE	ECE	Applying a Neural Network for Stereo Matching	1000
3	Dr. Aref Wazwaz	CE	CHE	Optical Modeling of the Selective Coatings Made Up of Composite and Non-Composite Layers	1000
<b>Total</b>					<b>3000</b>

### 10.3 Applications for Funds from the Research Council (TRC)

The URB has been assigned by the Vice Chancellor and the University Council to handle applications for research support from external bodies such as The Research Council (TRC) of Oman. The Research Council accepts proposals for research grants from scholars and researchers of all academic institutions in Oman.

Five applications from different colleges were discussed by the URB and were approved for submission to TRC (Table 4). For each application, the URB prepared a set of recommendations to the applicants to improve their proposals and enhance their chance of securing a fund from TRC. Only one proposal was approved for funding by TRC: proposal 3 by the computer science faculty.

**Table 4 Applications for TRC funds 2009-2010** (DU faculty members are indicated with bold letters)

	<b>Applicant Name</b>	<b>College</b>	<b>Department</b>	<b>Topic</b>
1	<b>Dr. Farid Chaaban</b> , Dr. Mahaad Shamma, and <b>Dr. Heba Hassan</b>	CE	ECE	Impacts of Socioeconomic Conditions in Setting Priorities for GHG Technology needs Assessment
2	<b>Dr. Lakshmi Narayanan</b> , <b>Dr. Reem Abuiyada</b> , and Mr. Hamid Swakroon	CAAS	Social Sciences	Education and Human Resources: Empowering Women in the South of Oman
3	<b>Dr. Nafaa Jabeur</b> , <b>Nabil Sahli</b> , and <b>Mohamad Badra</b>	CAAS	CS	Sensor Networks for an Enhanced and Personalized Management and Use of Resources
4	<b>Dr. Naser Nawayseh</b> and Prof. Michael J. Griffin	CE	ME	Biodynamic Responses of Seated People Exposed to Whole-Body Vibration in a Multi-Axis Environment
5	<b>Dr A. Wazwaz</b> and Dr. Jaouad Salmi	CE	CHE	Multipurpose Solar Concentrated Parabolic Dish Collector for Solar Energy Conversion

### 10.4 Questionnaires

The URB evaluated four internal questionnaires (questionnaires submitted by a DU staff member) and three external questionnaires (questionnaires submitted by a non-DU

faculty member). All internal questionnaires were approved for distribution while only two external questionnaires were approved for distribution (Table 5).

**Table 5 Questionnaires Approved for Circulation in DU, 2009-2010**

	<b>Applicant Name</b>	<b>Institute</b>	<b>Topic</b>
1	Dr. Khader Khan	DU	In defense of nonnative English speaking teachers administrators' perception.
2	Dr. Khader Khan and Mr Isamedin Ibrahim	DU	Vocabulary learning strategies
3	Dr. Marielle Risse	DU	Questionnaire for Department of Language and Translation upper level classes
4	Mr Isamedin Ibrahim	DU	Reading and writing tests and FLCAS questionnaire
5	Amin Bin Hujrah	Salalah College of Technology	A study of emotional intelligence and implication among academicians in Dhofar region
6	Mr. Suhail Al Awaed	المديرية العامة للتربية و التعليم بمحافظة ظفار	اتساق التفضيل المهني لطلاب الصف الثاني عشر في سلطنة عمان مع المتطلبات المهنية

There were 157 research output activities in various aspects

<b>Research Type</b>	<b>CCBA</b>	<b>CAAS</b>	<b>CE</b>	<b>FP</b>
Referred journal papers	15	15	7	2
Manuscripts accepted but not yet published	6	2		4
Books/book chapters	3	7	2	2
Conference proceedings/conference papers	13	9	11	4
Works in progress		7	2	2
Other research activities	3	21	16	2
Exhibitions			1	
Sub total	40	61	42	14

## 11. LIBRARY

### 11.1. Changes

- a. The number of titles in Ebrary (e-books) has increased from 42,903 titles to 58,584 titles full text.
- b. Workshops were held in the library about the use of the library new system and the databases for the University staff and the students.
- c. Subscribed to the E-journal databases, Arts & Sciences II and Mathematics & Statistics in JSTOR.
- d. Completed the data entries of 13981 volumes into the new library management system.
- e. Provided a new photocopy machine that uses smart cards technology to charge the users for consumed copies.
- f. Added new shelves for the faculties' publications.
- g. Added new shelves for the stories.
- h. Extended the library working hours to 8:00pm instead of 4:00pm.
- i. Three staff members attended training workshops at SQU library.

No.	Subject	2008/2009	2009/2010
1	Library Area	1000 square meters	1000 square meters
2	Library Staff	6	8
3	Library Collections (Books)	12500	13981
4	Library Collections (Printed Periodicals)	53	58
5	Library Collections (Electronic Periodicals)	1. Jstor ( e-Journals) 2. Ebrary (e-Books) 3. Britannica (e-References)	1. Jstor ( e-Journals) * Arts & Sciences II * Mathematics & Statistics 2. Ebrary (e-Books) 3. Britannica (e-References)
6	Computers	51	51
7	Reading tables	68	68
8	Reading chairs	186	186
9	Fire cylinders	12	12
10	Study Carrels	30	30
13	Library Management System (LMS)	With 12355 Book titles	* With 13981 Book titles * Special printer for classification No.
14	RFID (Security System)	15.000 tags ( <b>12355 tags are activated</b> )	15.000 tags ( <b>13981 tags are activated</b> )

### 11.2. Challenges

- a. Penalty for delayed return of library materials is still not implemented.

- b. The contribution of the faculty members in ordering the library books is not active.
- c. The resignation of two library staff members.

### **11.3. Future Plans**

The Library is planning to:

- a. Relocate the library materials to the new library building.
- b. Add more Books, Journals and e-Resources.
- c. Open an audiovisual section in the new library building.
- d. Enable the users to use the library e-Resources from outside the campus.
- e. Implement penalty for delayed return of materials.
- f. Add a self recharge machine for the photocopy smart cards.
- g. Recruit four more staff.

## 12. Computing and Networking Services (CNS)

CNS provides an integrated environment of information technology networks that support and enhance the academic activities of students, faculty, staff and administration.

CNS provides networking services and central and distributed computing support to the academic and administrative units of DU, which include support and maintenance of central server systems, implementation, support and maintenance of campus networks, support for personal computing, end-user training, consulting, negotiation of software, hardware and maintenance contracts, computer repair, and the purchase of software and supplies.

In this academic year 2009/2010, CNS has played an active role in fulfilling the University's mission and, at the same time, it played an active role in planning and designing of computing facilities for the new campus including communication infrastructure, network backbone and Data Center.

### 12.1. CNS Changes, Activities and Achievements for 2009-2010

In trying to keep DU community updated on IT, CNS has achieved good progress in many areas that included but not limited to:

***a. Networking projects for the new campus IT infrastructure, unified communication and wireless solution (on going):***

Good network do not happen by accident, CNS has identified new campus network requirements and recommended and selected the best design of high level of resilience built-in and able to accommodate IP telephony anywhere in the network. The design has accommodated top of the line network infrastructure to provide additional bandwidth, redundancy, flexibility and scalability, and support link aggregation.

***b. Data Centre infrastructure for the new campus (On going:)***

CNS is working closely with the new campus management to identify and design the data centre architecture as per the industry standard. The design follows the best practices and covers included raised floor, false Ceiling & Lighting system, partitions, access doors, power sockets, redundant distribution UPS, HVAC, environment monitoring system, automatic fire suppression system, electrical cabling, stand-by generator and network passive cabling.

***c. Email account for DU students in a Clustered Email Server with SAN storage capacity (September 2009):***

DU-based email service was offered to all DU students starting the first semester, September 2009 for the first time. The old email server was replaced with more reliable, higher capacity systems with expanded email storage allocation SAN (Storage Area Network), and has deployed clustering to eliminate a single point of failure.

If, for whatever reason, the server is not available, then the other server is firstly aware, and secondly has the capability of taking over the dead server's role, which grants an uninterrupted flow of email service. The idea was to always have a 'hot spare' machine to takeover, or 'failover' if the other machine is unavailable.

***d. Upgrade for 2 computer labs (December 2009):***

In an effort to keep DU students updated with the advanced technology, Two labs (50 computers) in the College of Arts and Applied Sciences were updated to include top of the line computers and the latest windows 7 operating system.

***e. Dedicated staff for CNS Helpdesk (September 2009)***

Established a dedicated technical support helpdesk trained in problem resolution and is working basically for support over the phone. The support helpdesk consists of a single person for the time being.

The helpdesk should evaluate and prioritize issues to ensure that the most critical problems receive prompt attention. Helpdesk technical support has the knowledge and experience to fix problems over the phone by providing solutions to DU staff. Helpdesk responsibility includes:

- Diagnose basic network connectivity issues
- Diagnose and document the symptoms of hardware, software and system problems
- Resolve and document any basic user issues
- Escalate unresolved issues to the next level technical support (Computer office technical support, computer lab technical support, maintenance coordinator, network operation centre, Oracle database system, etc)

***f. Forms and procedures for programs changes (October 2010):***

Produced forms and procedures for changes in Logos programs, which were recommended by the external IT audit.

***g. Library system database and security health check (April 2010):***

A support visit from Edutech was conducted and some points were maintained with respect to Virtua and Elims such as:

- I. Virtua ILS maintenance:
  - Review oracle database initialization files to review the tuning parameters and update new tuning parameters if released by VTLS.
  - Execute keyword indexing scripts (for all 5 indices).
  - Remove Chameleon iPortal temporary files, Infostaion temporary files and listener log files.
- II. Elims RFID maintenance:
  - Retune the RFID gates for optimal frequency.
  - Remove SIP log files for from Counter Station.
  - Clean up access and database logs for Elims local host.
  - Test the RFID reader of tags.

***h. Library system (Virtua) version upgrade (on going):***

The Library System (Virtua) will be upgraded to the latest version by the end of July 2010, before the transition to the new campus.

***i. Renewal the Enterprise Business Space Security Antivirus solution (March 2009):***

Renewed the Antivirus software for all computers at DU. The renewal license is for 1600 workstations and 2400 Mailboxes. It contains protection for workstations / smart phones / file servers / mail servers / Internet gateways / Anti-Spam / Mobile security.

Kaspersky Business Space Security provides integrated protection for corporate networks of any size or level of complexity from all types of contemporary Internet threats. It exercises control over all incoming and outgoing data including email, web traffic and all network interactions

***j. Recovery system for Logos SIS, HR, and Finance (On going):***

Completed the necessary preparation for establishing a disaster recovery system for Logos SIS, HR, and Finance with the necessary servers specification.

***k. Logos application upgrade and maintenance (April 2010):***

Production Server and Test Server application was upgraded successfully to the latest Logos version.

Faculty and staff have discovered the advantages of the new features in the upgraded version and have undergone more than 2 weeks hands-on training.

***l. Renewal of the Microsoft School Agreement & E-learning features (May 2010):***

In an effort to meet technology needs in a simple and quick way and to get quality licensed software product for our faculty, staff, and students, the Microsoft School Agreement with International Information Technology Co. LLC (An OHI Group Company), Microsoft Gold partner representative in Oman has been renewed. With this School Agreement licensed all available Microsoft products software upgrades and downgrades during the licensed period throughout the entire campus.

These software packages are licensed on a year-by-year basis with costs being calculated based on an annual count of the number of computers in the campus. There is no need for a 'Software Assurance' option, since upgrade rights are included by default, allowing us to run any version of the software they have licensed under the agreement.

A School Agreement can offer significant savings compared to Select Agreement Licensing, particularly for larger number of computers. The subscription license period is from May 2010 to May 2011, and it will be renewed each year.

***m. Knowledge transfer & training for CNS staff:***

Knowledge transfer is an ongoing process and will happen during the design stage, implementation of any new solution during the academic year for involved CNS staff. In addition, CNS provided CISCO certified training for most of CNS staff during this year. Furthermore, CNS is providing continuous training and support to accommodate for the need of various types of users across the campus.

***n. Updating the CNS manual (On going):***

CNS is producing a comprehensive manual for its work that defines tasks, objectives, positions, procedures, and strategic plans.

***o. Clustered Mail Servers database health check and fine tuning (May 2010):***

CNS has health check the Exchange server back-end and front-end performance configuration as per the Exchange Analyzer Tools. The goal was to have integrity test of Microsoft Exchange server and improve the skills of in-house team supporting the Microsoft exchange. Database configuration and clustering checking and fine tuning were also considered.

***p. ADSL load balance for DU internet connection and Quality of Service (October 2009):***

Planned for and upgraded the speed of the University's Internet connection to ensure Internet service continuity, in case one of the local Internet connections is disrupted. CNS has performed a successful failover scenario (automatic action without user interaction), demonstrating service continuity when either Internet connection is lost for http traffic.

Two parallel ADSL lines (2\*8Mb/s) have been merged in addition to the existing leased line connection 2 Mb/s. This load balance ADSL lines will be able to better serve the increasing number of computers every semester. Quality of service configuration for the Leased line (2Mbps) was made to improve and dedicate all the bandwidth of the SMTP/POP3 (Sending/Receiving) traffic.

***q. CNS policy for backup and restore for DU servers (On going):***

Prepared a draft policy for the back and restore for DU servers. It is submitted to the Quality Assurance Board for Comments.

***r. Educational Technology, Learning Management Systems (LMS):***

Implemented a robust web-based learning infrastructure capable of supporting every course at Dhofar University, and one that adheres to the following principles:

- Enhances the learning experience for students
- Presents a consistent and branded resource for both students and faculty that integrates with centralized web-based student services

## 12.2. CNS Quality of Services

### a. Measured response time for technical assistance, technician response time:

The table below shows the statistic for the academic year 2009-2010:

CNS	Service requests	Response time	Solution time	Aver. response time	Solution time
Offices	388	2817 min	302 hours	7.2 min/request	47 min/request
Labs	580	2205min	744 hours	3.8 min/request	77 min/request

### b. Measured % of time that network servers are kept online:

CNS has calculated the percentage of time that critical servers one kept online during this academic year 2009/2010 described as follow:

- Production Logos Server used for Students information System (SIS), Finance System (FS) and Human Resources System (HS): **99.075%**
- Portal Logos Server used for web registration, Employee Self Service (ESS): **99.03 %**
- Proxy Server for internet web browsing **99.315 %**
- Mail Server for mail services: **99.765%**

### c. computer labs usage:

Percentage of computer labs usage as of 30/05/2010:

College	Fall			Spring			Remarks
	Lab Name	Total Hours /week	Percentage	Lab Name	Total Hours /week	Percentage	
CAAS	LAB1	15	38%	LAB1	24	60%	
	LAB2	18	45%	LAB2	18	45%	
	LAB5	9	23%	LAB5	15	38%	
	LAB3	30	75%	LAB3	40	100%	Open Lab in Spring semester
	D105	12.5	31%	D105	9	23%	
	A111 Physic	27	68%	A111 Physic	32	80%	
	LRC	40	100%	LRC	40	100%	Learning Resources Centre
FP	D104	27	68%	D104	27	68%	
	LAB4	30	75%	LAB4	24	60%	
	A205	15	38%	A205	12	30%	
	FP1	24	60%	FP1	22	55%	
	FP2	24	60%	FP2	24	60%	
CCBA	FP3	22	55%	FP3	22	55%	
	LAB6	21	53%	LAB6	24	60%	
CE	LAB7	12	30%	LAB7	24	60%	
	Q101	21	53%	Q101	24	60%	
	Q105	40	100%	Q105	40	100%	Open Lab in academic Year
	Q109	23.5	59%	Q109	27	68%	
	Q211	18	45%	Q211	30	75%	
	Q301	11	28%	Q301	13.5	34%	
	Q304	10	25%	Q304	15	38%	

*d. Quality of computers in labs:*

	Computer model	CPU Speed	H.D.	RAM
1	Dell GX 520	3.2 GHz Pentium4	80 GB	512 MB
2	Dell GX 620	2.8 GHz Pentium4	80 GB	512 MB
3	Dell GX 745	3.4 GHz Pentium4	160 GB	1 GB
4	Dell Precision 490 // workstation Pentium4	Intel Xeon(R) CPU 5110@ 1.60 GHz	160 GB	2 GB
5	Lenovo IBM M59P	3.00GHz Core 2 Duo	300 GB	2 GB
6	Lenovo IBM M55P	2.4 GHz Core 2 duo	160 GB	1 GB
7	Lenovo IBM M57P	3.0 GHz Core 2 duo	320 GB	2 GB
8	Lenovo IBM M58P	3.0 GHz Core 2 duo	320 GB	2 GB
9	Lenovo IBM MT-M 6483 – CK6 // workstation	2.66 GHz Core 2 duo	500 GB	3 GB
10	Mac. Pentium (R) D CPU	1.8 GHz Power PC	150 GB	1.5 GB
11	IMAC 9.1 Core 2 Duo	2.66 GHz Power PC	300 GB	4 GB

	Building	Lab Name	No.PCs	Computer model
1	CAAS	CAAS - Lab1	25	Lenovo IBM M58P
2		CAAS - Lab2	26	Lenovo IBM M55P
3		CAAS - Lab3	25	Lenovo IBM M59P
4		FP - Lab4	26	Dell GX 520
			1	Dell GX 520
5		CAAS - Lab5	26	Lenovo IBM M58P
			1	Lenovo IBM M55P
6		FP - D104	25	Lenovo IBM M57P
7		CAAS - D105	25	Lenovo IBM M57P
8	Library	50	44 Lenovo IBM M57P + 5 IBM M55P + 1Dell GX 270	
9	Cisco Lab (Old Meeting Room)	19	Dell GX 620	
10	Admin. A	CAAS - Phy. Lab	12	Dell GX 520
11		FP – A205	26	Dell GX 520
12	FP	FP LAB1	27	Dell GX 520
13	Mawada	FP LAB2	25	Lenovo IBM M55P
14		FP LAB3	26	Lenovo IBM M57P
15	CCBA	Lab7	23	Lenovo IBM M55P
16		Lab6	26	Lenovo IBM M55P
	1		Lenovo IBM M55P	
17	College of Engineering CE	Mac. GD lab	18	14 Mac PC 8.2. + 3 IMAC 9.1 +1 Dell 520
18		Motion Graphics	15	Dell Pers. 490 workstation
19		Software lab	13	Lenovo IBM M57P
20		Electrical & Comp. Eng. lab	17	Dell GX 520 + 1 GX 280
21		Mechanical Eng. Lab	2	Lenovo IBM M57P
22		General PC lab	8	7 Dell GX 520 + 1 Dell 745
23		Mechanical Dynamics & materials lab	1	Dell GX 520
24		PC lab No.2 GD Dept.	25	Lenovo IBM MT-M 6483 – CK6
25		ME – Solid Mechanics workshop & lab	3	2 Lenovo IBM M57P + 1 Dell 520

**e. Use of email to communicate with instructor:**

CNS has provided the email services for all staff and students, but it has no control on how instructors are using it.

**f. Number of new equipment added:**

CNS has purchased some new IT equipments needed for internal development and services such as:

- New Production Logos Server for disaster recovery and failover. (1 server)
- UPS rack mounted 30 minutes with 80% of full load for 2 Mail servers, Library Server, Antivirus Server and new Logos server. (1 UPS)
- Two computer labs were upgraded this year. (60 computers)
- Internet Load Balance router with 2 WAN interfaces. (1 router)

***g. Number of faculty and staff served:***

CNS services covered academic, non academic staff and students. For this academic year 2009-2010 the numbers were as follow:

The academic staff approx.: **123**

The non-academic staff approx.: **140**

The registered students for the fall approx.: **1966**

The registered students for the spring approx.: **2018**

***h. Number of calls made by faculty and staff to Helpdesk:***

The helpdesk is working basically to support and solve most of the problems over the phone. Problems that cannot be solved on the phone are raised to next level in order to conduct an On-Site support by creating or forwarding an “IT support Form”. The Helpdesk receives about 30-40 calls per day.

***i. Number of professional development activities by staff***

CNS has conducted the Cisco academy course for most staff and transfer of knowledge training sessions for most servers’ applications such as Microsoft Exchange, Active Directory and Kaspersky Administration.

## 12.3 Personnel

Name	Position Title	Standing
Dimachkieh, Mohamad Ramez	Director of CNS	Full time
Al Attas, Khadija Saleh Mohammed	Oracle System Administrator	Full time
Al Ojaili, Ibtisam Abdul Qader	Help Desk Technical Support	Full time
Ramadan, Khalid Mahmoud	Senior Technical support	Full time
Al Hadi, Awadh Aqeel Ahmed	Technical support	Full time
Al Hakeem, Abdulrasheed Humaid	Computer Services Developer	Full time
Al Muati, Naef Ghanim Said	Maintenance Coordinator	Full time
Al Ojaili, Faiza Mohammed Salim	Technical support	Full time
Aydrous, Hisham Abdullah Ahmed	Senior Technical Support	Full time
Bait Hamidun, Asma Said	Technical Support	Full time
Bait Shajanah, Ahmed Khamis Ahmed	Technical support	Full time
Bait Ali Suliman, Amal	Secretary (New)	Part time
Joosa, Dharamanadhan	Electrical & Network Technician	Full time

## 12.4. CNS Future Plan

**a. *Upgrading email server application to Exchange 2010 and Windows 2008 with extended SAN storage capacity:***

To upgrade to Exchange 2010 to take the advantage of the new failover clustering capabilities in Windows Server 2008 and benefits from the new Exchange 2010 features and advantages, and increase the mailbox quota for each DU account.

**b. *Extending Storage Area Network (SAN) to accommodate data for staff, data for students and backup files for servers:***

DU faculty, staff and students will have a dedicated space (Quota) on the network storage SAN to save their files and documents. Security measures and proper backup will be considered for ensure availability in case of any disaster.

**c. *Library Tape Management and backup software for automatic servers backup:***

CNS is planning to implement a solution for Automatic servers backup to benefit for the high capability and the high-capacity tape drive / tape library to retrieve files in a fraction of the time taken by conventional utilities. This solution will be designed to fit the exact need and requirement of DU user and CNS System Administrator.

**d. *Helpdesk software as per ITIL standard:***

CNS is planning to implement expert software for IT support helpdesk to meet the enquiries of University staff. This will help CNS to focus more on the quality of IT services and responsive time.

***DU Computing & Networking Services contact***

Contact CNS helpdesk if you have questions about your account, resetting your password, connecting to Logos application, internet connection and other computer questions, etc...

E-Mail: [helpdesk@du.edu.om](mailto:helpdesk@du.edu.om)

Ext: 234

Talk to the Technical Lab Assistant in the lab if one is available, or send e-mail with questions and concerns to [helpdesk@du.edu.om](mailto:helpdesk@du.edu.om), let us know your concerns.

## **13. Office of Information and Public Relations (OIPR)**

OIPR is the frontline for the University in regards to the University relations with the community and the public at large. Its work covers a wide range of activities including producing newspaper articles about various DU activities, visual media coverage, University publications, information, translations, and advertising. Just like the years before, OIPR played a dynamic role in fulfilling the University mission and vision in all its activities, to create an atmosphere of understanding, trust and appreciation within and outside of the University during the academic year 2009/2010. Its achievements were clearly demonstrated by the two commendations that were given by the Oman Accreditation Council in the Quality Audit Report on its efforts in working with the community and the New Faculty Orientation Program.

OIPR work is conducted by three units specializing in information, public relations and publications. Following are the achievements on each of those sections:

### **13.1. Information Unit**

The information unit deals with journalism, media, publishing and press, information and translations, and advertising. It achieved the following:

#### **a. Ongoing tasks**

- Preparing for the relocation of OIPR to the new campus.
- Maintaining and developing excellent relations with the media which has resulted in greater DU publicity compared to previous years.
- Preparing and publishing newspaper reports for publication in the local media and DU website about special DU facilities such as labs, programs, graduates, employment, etc.
- Producing articles to cover various DU events.
- Planning for major DU events and reporting about them.
- Organizing DU press conferences.
- Creating DU promotion items such as brochures, gifts, etc...
- Documenting and archiving media materials.

**b. Number of articles published from Sep 2009 to June 2010:**

Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Total
5	9	7	7	7	5	18	19	17	7	101

**c. DU articles in the Local Newspapers from Sep 2009 to April 2010**

Newspapers	Al Shabiba	Al Watan	Azmann	Oman Daily	Al Roya	Al Khaleej	Al Hayat	Oman Tribune	Al Isbou	Oman Observer
<b>DU in News</b>	30	28	14	23	3	2	1	2	1	3

**d. DU advertisements in the Local Newspapers from Sep 2009 to April 2010**

Newspaper	Shabiba	Al Watan	Oman	Al Roya	Al Zaman	Total
<b>Amount O.R.</b>	5456.375	2977	1162.5	374.5	400	10370.38

### 13.2. Public Relations Unit

This unit deals with cultural and social activities, protocol, housing, exhibitions, travel and hotel booking, and community engagement.

**a. Statistics of flight and hotel bookings made during academic year 2009/2010**

Month	Sep 09	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	Total
<b>Flight Bookings</b>	55	29	30	21	23	16	18	23	23	13	251
<b>Hotel Reservations</b>	70	18	15	13	16	8	9	15	11	10	185

**b. Number of events organized during the academic year 2009/2010**

Seminars/lectures	Press Conferences	Community Engagement Events	Meetings/retreats	Exhibitions	Total
8	4	12	4	5	33

**c. Community Views of DU: (based on the feedback provided by 15 companies through questionnaires)**

<b>Item</b>	<b>Positive</b>	<b>Negative or Neutral</b>
<b>Know about events at DU</b>	80%	20%
<b>Satisfied with DU students training at their company</b>	85%	15%
<b>Think that DU's education standards meet the employer's needs</b>	90%	10%
<b>Think that the relationship between DU and the community is effective and positive</b>	80%	20%

**d. Ongoing 2009/2010 Tasks**

- Preparing for the relocation of OIPR in the new campus.
- Visiting companies in the region to strengthen relations and offer sponsorship opportunities for DU events.
- Managing travel and hotel arrangements for DU employees, new faculty, DU guests, students traveling on University assignments, etc.
- Working on a proposal for the Community Service Campaign with students, DU staff, and local companies.
- Finding and creating special offers, rates and deals for DU staff and students. PR staff members have already contacted a number of service providers and are ready to announce these offers in the new academic year.
- Working on establishing three physiotherapy rooms for the Wafaa Centers in Dhofar Region with the help of local companies and the Ministry of Social Development.
- Cooperating with other DU departments (i.e. Social Work) to organize social events that would serve the community such as linking them with Rekaaz Campaign during Student Activities Week.
- Organizing and assisting organizers such as the Student Affairs of DU events.
- Preparing for the BoD General Assembly meeting.
- Creating a contact database for Career Guidance Specialists who are working in schools all over the Sultanate.
- Documenting and writing reports on all OIPR activities throughout the year.
- Managing “Creative Omanis” Program by inviting well-known Omani speakers and an interested audience in a variety of fields and interests. In addition to organizing the event.
- Coordinating with DU Muscat Office.
- Maintaining excellent relationships with: Al Waffa Center for Special Needs, Sultan Qaboos Hospital, Sultan Qaboos University, Technical College, College of Applied Sciences, General Directorate of Education, Al Hilal, Dhofar and Al Nasar Sport Clubs.
- Visiting schools to give talks about how to choose a suitable major and career, and how to develop English skills in cooperation with OAR
- Keeping and updating the VIP list for various occasions.

- Offering condolences to DU staff and faculty who have lost a family member, and informing the rest of the staff by email.
- Arranging for condolences to be given to the staff/faculty member in Ibn Rushd Hall.

### 13.3. Publications Unit

This unit deals with preparation of publications, graphic design and layout, publication production, and photography.

#### a. Ongoing 2009/2010 Tasks

- Preparing for the relocation of OIPR in the new campus.
- Designing and producing University publications in print and web pages formats such as catalogues, BoD documentations, advertisements, condolences announcements, etc.
- Preparing materials such as cards for special event, flyers, brochures, bookmarks, etc. to be distributed inside and outside the University.
- Creating an effective archiving and documenting system for all photos, CDs, DVDs, news articles and paper material.
- Documenting and writing reports on all OIPR activities throughout the year.
- Designing and producing information items such as academic program flyers, event banners, etc.
- Photographing all DU events, archiving them and uploading selected photographs to the DU server for Academic Support Services.
- Selecting high quality and worthy pictures to make use of them in DU publications.

#### b. Number of Publication Unit services preformed during the academic year 2009/2010

<b>Mo</b> <b>th</b>	<b>Se</b> <b>p</b> <b>09</b>	<b>Oc</b> <b>t</b> <b>09</b>	<b>No</b> <b>v</b> <b>09</b>	<b>De</b> <b>c</b> <b>09</b>	<b>Ja</b> <b>n</b> <b>10</b>	<b>Fe</b> <b>b</b> <b>10</b>	<b>Ma</b> <b>r</b> <b>10</b>	<b>Ap</b> <b>r</b> <b>10</b>	<b>Ma</b> <b>y</b> <b>10</b>	<b>Ju</b> <b>n</b> <b>10</b>	<b>Tot</b> <b>al</b>
<b>Photograp</b> <b>her Service</b>	4	6	5	3	9	11	17	21	26	7	109
<b>Publications</b> <b>Designed</b>	11	19	17	12	12	3	26	14	10	5	129

### 13.4. Major Tasks Accomplished by OIPR

**1. New Faculty Orientation:** The orientation involved preparation for arrival, getting settled, and organizing a schedule of social activities whereby new Faculty members have an opportunity to meet with the VC, deans, administrators, other faculty members, and mentors. Along with CTL, OIPR contributed to the preparation of the New Faculty Handbook which orients faculty into academic and other matters.

#### 2. Fifth Graduation Ceremony

- a. Coordinated with the sponsor of the ceremony.
- b. Participated actively in organizing the ceremony.

- c. Prepared and distributed photo albums to VIPs.
- d. Prepared and delivered token compensations to some active participants in organizing the ceremony (police, media, etc.).
- e. Designed and produced the graduation materials.
- f. This was the first graduation ceremony to be broadcasted on Oman TV.

**3. “Experiences and Successes of Women and Men in Business” Seminar**

Participated in organizing the Businesswomen and Businessmen Success Experiences and Stories that is being held by CCBA on 15/11/2009.

**4. Student Handbook:** Design of the new version of the Student Handbook which was published on DU website and sent for printing. The printed is being proof-read and will be printed soon.

**5. General Assembly Meeting:** Made all the necessary arrangements to host the meeting at DU, such as preparing the meeting place, providing refreshments and news coverage.

**6.** Hosted Mist Water Lecture organized by the Ministry of Environment and Climate Affairs on 02/02/2010.

**7. Community Service:** Organized the first Faculty Community Service project by coordinating between Alsan School for girls and Dr. Mohammed Al Falloji to offer his services in giving a workshop to teachers in that school and neighbouring schools about how to differentiate between an excellent student and a talented student. Then PR representative, Layla Al Shahri, met with 3 heads of departments from the GD of Education about establishing a committee which will work towards exchanging expertise and knowledge between teachers at DU and schools and to find solutions and ways to improve education in Dhofar.

**8. OIPR CVs:** All OIPR staff handed their CVs in English to be unified by one format and added to the OIPR Portfolio.

**9. IELTS Press Conference:** Made all the necessary arrangements along with the FP to make this press conference a success and to provide the best news coverage for the announcement.

**10. Recruitment:** Applications for the vacant photographer position were reviewed, selected candidates were scheduled for interviews by the Recruitment Committee, and Mr. Hassan Al Gabri was appointed for the position on the 28<sup>th</sup> of December.

**11. Receiving the Higher Education delegation and Education delegations:**

Prepared a visit program, received them and took them on a tour around the University and the new campus.

12. **DU Students Art Exhibition:** OIPR assisted the committee responsible for organizing the DU Students' Art Exhibition since it started work in November 2009. Layla Al Shahri, PR Officer, was chosen to represent the Office in the committee and to follow up on whatever the committee needed assistance in whether it was to bring sponsors, media coverage, or any other arrangements that concern OIPR.
13. **OIPR Budget:** Finalized OIPR budget for the full year and made a plan based on the budget.
14. **DU Retreat:** Helped in the organization and arranging for the DU retreat, plus writing a full report of "PR Strategies for Attracting New Students" (bellow).
15. **Religious Lecture by Sheikh Abdulrab Al Yafai:** OIPR invited Mr. Abdulrab Al Yafai to give a lecture to DU students on good morals. The lecture was a great success and was attended by a large number of students from DU and the Technical College and the College of Applied Sciences. A letter of appreciation was given to Sheikh Abdulrab Al Yafai after the lecture.
16. **Hosted Campaigner Khamis Al Hattali at DU:** Staff members Layla Al Shahri and Iman Al Huraibi suggested that DU hosts the famous campaigner Khamis Al Hattali at the end of his journey by foot from Muscat to Salalah. A GPS gadget was bought as a gift from DU to honour him for his awareness campaign and to encourage him.
17. **DU participates in walk with Khamis Al Hattali organized for Traffic Week:** DU was the only other organization other than Dhofar Power company to sponsor the "Walk" to create traffic awareness.
18. **Press Conference on CCBA Evening Courses:** OIPR played an important role in organizing this event for the CCBA by reserving the hall in the Crowne Plaza, providing beverages and inviting the sponsor Sheikh Salim bin Oufait, media, VIPs and filming crew.
19. **Job Fair in Sohar Applied Sciences College:** Abdulrahman Baomar (OIPR), Saeed Al Mashani (HR), and Salim Al Hafeedh (SAO) attend the fair in Sohar and wrote a report about it.
20. **Press Conference on Quality Audit Results:** OIPR reserved Ibn Rushd Hall, invited the media and DU staff and Faculty to attend this event, reserved a cake after obtaining 2 quotations and prepared a detailed plan how to carry out the event in a professional and organized manner.
21. **OIPR service forms:** OIPR staff, prepared, edited and handed the OIPR service forms to the Quality Assurance Unit at DU, and they are now uploaded on the DU website and have also been sent to all staff. The purpose of these forms is to explain OIPR services and encourage DU staff to benefit from the office.

22. **Graduates' Gatherings:** OIPR assisted the Alumni Officer in the organization of this Gathering by contacting guests, sending invitations, being there during the time of the gathering, taking pictures and news coverage for the event.
23. **GHEDEX 2010:** DU paid 2500 OR to participate in this exhibition which took place 20-22 April in Muscat. This participation was accompanied with media coverage started in January 2010.
24. **New Campus Media Campaign:** a press release in the name of HE Sheikh Mustahik bin Ahmed Al Ma'shani, Chairperson of the BoT, was prepared to announce the new aspects of moving to DU new campus. It contains new information announced for the first time to the local press.
25. **Sixth Students' Activities Week:** OIPR played a major role in the organizing, publications and news coverage of this year's SAW.
26. **Rekaaz Campaign:** OIPR linked the Social Work Department with the famous Kuwaiti Rekaaz Campaign that aims to spread awareness among youth about the importance of taking responsibility of one's self. Furthermore, it will host the campaign to meet with DU students.
27. **General Assembly at DU:** OIPR made all arrangements with the Legal Advisor for the Assembly that took place in Ibn Rushd Hall.
28. **Seminar for Career Guidance Specialists (19 May 2010):** This will be a good opportunity for DU to present its programs to a number of Career Guidance Specialists in schools.
29. **Celebrating Teachers' Day:** Dhofar University sponsored "Teachers' Day" organized by the GD of Education and OIPR arranged to have a stand during the event as well as playing the DU film at the opening ceremony.
30. **DU students Training in Oman TV:** OIPR, Media, facilitated the process of giving a few DU students the chance to train in Information Office, Salalah headquarters during the summer twice a week.
31. **Photography Workshop by Nasreen Al Ghilani:** The well-known photographer Ms. Al Ghilani has volunteered to give a workshop at DU for the public, OIPR photographer, and interested DU staff and students in the second week of May.
32. **Exhibition of Higher Education Institutions:** this year DU paid 5000 OR to participate in this exhibition and all preparations have been made for a couple of PR staff to represent DU in July.

33. **Launching of the First Physiotherapy room in Al Wafaa Center in Salalah:** OIPR collected sponsors from a number of companies to donate physiotherapy equipment to the 3 Wafaa Centers in Dhofar. An amount has already been collected and OIPR is in the process of ordering the equipment.
34. **Nawras Careers for Engineering students:** OIPR has arranged with Nawras to hold a gathering between Nawras representatives in the HR department and DU Engineering students and graduates in June 24.
35. **Preparing for the New Faculty Orientation** for the upcoming academic year.
36. **Photography and Photoshop Workshop for Deaf and Mute youths:** OIPR has arranged to conduct this workshop in July for 25 people.
37. **OIPR staff Training:** 2 or 3 OIPR staff members will take a training course in July or August.
38. **DU Yearbook:** Working on the new DU yearbook.
39. **Hosting Peace Boat Japanese Students at DU:** OIPR arranged with AlNimer Tourism company to host 30 - 40 students on the 21<sup>st</sup> of August to engage them with DU student in dialogue and mutual exchange of culture.

### 13.5. Changes

1. Azza Al Baarami, Graphic Designer, and Hassan Al Gabri, photographer, were appointed to work in OIPR.
2. Producing a comprehensive manual for OIPR that includes tasks, objectives, positions, procedures, OIPR staff CVs and strategic plans.
3. Received commendations from the OAAA on the work done by OIPR in Community Service and New Faculty Orientation.
4. Having a more thorough and systematic work plan for employees.
5. Organizing media events such as TV broadcasting about DU functions and press conferences.
6. Preparing prototypes and suggestions for producing promotion items that could be given as gifts to visitors, school students, exhibitions...etc.
7. Designing and producing web-based service request form for media coverage, hotel and flight bookings and publications for DU staff use.
8. Organizing an archive for electronic and non- electronic items that are handled by OIPR.
9. Renewing the items used in the DU exhibits for GHEDEX and Higher Education Exhibition.

### 13.6. Future Plans

In order to cope with the changes and expansion at DU; OIPR proposes changing its title to the “Department of Information and Public Relations” with adequate changes in the

organizational structure and job titles and descriptions. The University should consider establishing a dedicated department for publications. The proposed changes are being made in light of what exists at other Omani universities and colleges. In the meantime, OIPR proposes to:

- a.** Assign a full-time Publications Officer.
- b.** Assign one of the existing Assistant in OIPR into “Community Engagement Officer”.
- c.** Assign one of the existing Assistant in OIPR into “Media Officer”.
- d.** Employ a full-time English Media Officer instead of a Translator. This job is a replacement for the previous Editor’s place.
- e.** Propose a detailed plan of high standard for the inauguration of the new campus and celebrating the 40<sup>th</sup> Oman National Day.

## 14. Student Affairs

The Office of Student Affairs (SA) covers a wide range of activities and services to DU students and community including extra-curricular activities, cultural events, student counseling, student dorms, career guidance, sport activities, and various services to students. Among all other activities, SA organized a student activities week with new activities that involved schools from various regions of Dhofar.

### 14.1. Activities and Achievements

Despite the limitations in resources and budget, the academic year 2009-2010 was full of activities. All DU students benefited in a way or another from SA services, either by participating in different activities, workshops, and lectures; or by benefiting directly from services like counseling, part time employment; or services such as getting new ID cards and various kinds of letters and release forms.

Following are the general management tasks that were performed:

<b>Task</b>	<b>Date</b>	<b>Notes</b>
Regulations update	09-Nov-09	USFC documents were revised
Elections of student representatives	16-Nov-09	Elections of a new University Student Faculty Council (USFC) were held according to written bylaws in different colleges.
SA Forms	20-Dec-09	Forms of Part-Time Employment, Maintenance/Repair, USFC, and Complaint Application were revised and uploaded to DU website after revision by QAB.
Interaction with the community	Through the academic year	Groups of students were taken in organized visits to Raysoot Industrial Area, Cultural Library, Police exhibition, art exhibition, etc.
Manual for SA	June-10	Producing a draft manual for SA that defines tasks, objectives, positions, procedures, and strategic plans.
Participating in students orientation activities	12-14 Sep-2009 13-14 Feb 2010	Helping new students in finding the place of placement test and introducing them to DU facilities.
Student Activities Week	24-28 Apr 2010	SAO manager chaired the organizing committee of the SA Week under the general supervision of AVC.
Relations with students and parent	Through the Academic year	Interacting with students, parents, visitors from various sectors. Responding to students problems (mostly hostel students)
Workshop for dorms supervisors	May 2010	In order to improve the work at the dormitories a workshop was conducted by Dr. Reem Abuiyada from Social Work department to the dorms supervisors starting.

## 14.2. Student Services Unit

### a. ID Cards:

Issued 817 new ID cards during the academic year 2009-2010, and reissued 108 cards for students who lost their ID cards. However, no cards were issued to the new faculty and staff due to problems in the system which we hope to be solved soon by CNS.

### b. Female Student Dorms:

Two new dorms were rented to house the female students as their number has increased from 209 last academic year to 240 this year. One was in Salalah (Al-Khaleej) and the other one is in Saa'da area (Al-Mashhoor). The number of supervisors and female security remained the same as it was last year. New activities were added this year to the dorms. Two new programs were added to the dorm services this year: (1) A site seeing program of trips and recreational activities was designed and provided for dorm residents starting December 2009 to May 2010 at rate of two trips per month, and (2) celebrating the graduation of the students who reside in the dorms, which took place at Ibn Rushed Hall on 18 Jun 2010.



## Students Activities Week 2010



**List of recreational trips:**

Responsible	Date	Place
Dorms Supervisors	17-18-19/Dec/10	187 students participated, they went to Arzat and Ateen.
	14-15/Jan/10	125 students participated, they went to Garzeez, Sahlanoot and Saa'da Park.
	28-29/Jan/10	51 students participated, they went to Raysout.
	4-5/Mar/10	90 students participated, they went to Al-Kheesa Beach
	18-19/Mar/10	114 Student participated, they went to Raysout.
	1-2/Apr/10	114 Student participated, they went to Mirbat.
	15-16/Apr/10	54 students participated, they went to Arzat and Ateen.
	13-14/May/10	86 students participated, they went to Garzeez and Ateen.
27-28/May/10	113 students participated, they went to Mirbat.	

On the other hand, there was a serious problem (shortage) in buss that transfers students from and to DU which caused a lot of problems for students who came late to classes.

Also there was the problem of Al Khaleej dorm which was unsuitable for living in and it required the University to do a lot of maintenance.

### 14.3. Counseling Unit

#### a. Counseling Cases:

The counseling unit served almost 1000 cases throughout the academic year 2009-2010. 250 students took transformation letters to the hospital. 48 students came for individual counseling on different issues. 80 students from college of Engineering were called for counseling regarding their absence and warning letters. 400 absence and warning letters were received from College of Art and Applied Science and most of students were called for counseling. No letters were received from College of Commerce and Business Administration.

#### b. Social Group:

Twenty three students have joined the social activities this year. There weren't many social activities done because of the budget limitation and cutting expenses. In addition there were no visits or trips because of the full schedule of DU buses. The only activity that was performed was the Social Exhibition in the Student Activities Week. The students made small workshops and made some artifacts and sold it to the visitors in the exhibition. The revenue was 480 OR and it was given to Al-Wafa Center.

### 14.4. Career Guidance (CG) Unit

The unit performed a number of lectures during the academic year as on the following table:

Lecture	Participated Students	Date	Goal
How Am I Doing?	20	20-Oct-09	It was given by Mr. Yaser Obaidoon about building self confidence.
Job Interviews	15	27-Oct-09	It was given by Dr. Mofeed Al- Abdullah about how to prepare for job interview.
CV Writing	25	09-Mar-10	It is on training the students to write a professional CV. It was given by Dr. Ahmed Shafeei from Education Dep. DU.
Job Search Through the Internet	12	16-Mar-10	Training the students to use the internet to search for a job. It was given by Mr. Ahmed Khamees from CNS Dep. DU.

In addition, the CG supervised the employment of part- time students who performed various types of academic and administrative services at many DU Units as shown in the following table:

Task	Date	Number of students that benefit the part time employment
Student employment	17 Oct 2009	5 Students were employed in various departments there name were sent to finance in Nov list which was sent in 07/12/2009 for payment.
	07 Dec 2009	25 Students benefit part time employment.
	18 Jan 2010	41 Students benefit part time employment.
	03 Feb 2010	17 Students benefit part time employment.
	07 April 2010	27 students benefit part time employment.
	15 Jun 2010	39 students benefit part time employment.

## 14.5. Cultural and Theatrical Activities

The CTA performed many activities and events during the academic year 2009-2010, which are shown in the following table:

### Lectures

Lecture Title	Date	Place
Student Activities	20 Jan 2010	It was held at Khadeeja bint Khoaild school for classes 11 and 12.

### Events

Event	Date	Participants
National Day	17 Nov 2009	Drama, dances, speeches, etc. 30 students participated.
Cultural Competition	29 Dec 2009	Between the students' of the three Colleges. 19 students participated.
Sultan Qaboos Creativity competition	20 Feb 2010	8 students participated in poetry, short story.
Literature Competition	22 Feb 2010	Short Story, theater and Nabati poetry writings.
Play show in cooperation with Applied Science College	09 Mar 2010	15 students participated.
Play show in cooperation with Directorate General of Heritage and Culture	27 Mar 2010	10 students participated.
International Poetry Day and Theater Day	28 Mar 2010	20 students participated.
Cultural Competition in Technical college	03 Apr 2010	6 students participated and win the competition.
Student Exhibition in the	5-6 Apr 2010	12 students participated.

Applied Science College		
Open Day Program	24 Apr 2010	40 students participated.

## 14.6. Sport Activities

The following is a summary of the sport activities in the academic year 2009-2010:

Activity – Event	Date	Participants
Resuming Training Students on Various games and Competition	During the semester	Illustrate the importance of sports for students and encourage them to exercise their favorite sport.
Training DU Football Team	2 Days a week	Training and maintaining fitness (during the academic year).
Football Competition	13 Dec 2009	25 students participated in the competition; this was organized by Sport Affairs Department in Dhofar Region.
Volleyball Competition	14 Dec 2009	8 students participated in the competition; this was organized by Sport Affairs Department in Dhofar Region.
Track and Field	15 Dec 2009	6 students participated, this was organized by Sport Affairs Department in Dhofar.
SQU Sport Day	17 Dec 2009	10 students participated in different competition. This was organized by Sultan Qabos University in Muscat.
Marathon 5Km.	09 Feb 2010	4 students participated in the marathun that was organized by Dhofar Club and was held in Raysut
Crow Plaza Football competition	26 Apr 2010	
D.U sport Day	28 Apr 2010	Involve all DU students and staff in different sports competition.
Friendly match with Bank Muscat team	08 May 2010	
Applied Science College football competition	10 May 2010	
Volleyball Competition	11-25 May 2010	students participated in the competition, this was organized by Sport Affairs Department in Dhofar
Colleges Football competition	26 Jun 2010	

## 14.7. Alumni Relations

A new alumni officer was appointed on 8 May 2010. He performed the following tasks:

Task	Date	Notes
Preparing a form to collect information about the students who are expected to graduate this semester in order to create an updated data base of their information.	18 May 2010	The form was distributed in all colleges and then collected. A Database was created with the new information.
Participating in the meeting of alumni survey for MoHE	25 May 2010	
Arrangement job placement for students	07 Jun 2010  09 Jun 2010	- 3 DU graduates were chosen to teach English in the English Language Center. - A list of graduate students in the required majors was sent to Khimji Training Institute as per their requirement to train some of DU graduates.
Calling honored students to attend honring ceremony	07 Jun 2010	100 students were called from various colleges
Preparing lists of Graduated students in 2007-2008 for MoHE	12 Jun 2010	The list was sent to MoHE as per their request
Calling Graduates to attend the job fair that will be done by Nowras at DU	14 Jun 2010	49 students were contacted based on the required majors by Nawras.

First gathering for DU alumni, May 2010



#### **14.8. University Student Faculty Council (USFC)**

The procedure of election and selection the members of USFC was updated. There were 6 meetings between members, 2 meetings with the VC to discuss various issues and one meeting with MoHE. In addition the members participate in the Student Activities week for the first time with an exhibition to introduce USFC to every one. The new addition to

USFC was providing the group with office where they can meet and discuss. Also an email was created for them to contact with each other and with students.

### 14.9. Personnel

There are 15 non-academic staff working at SAO.

No	Name	Position
1	Wathiqa Bait Said	SA Manager
2	Salim Kashob	Sport Activities Officer
3	Ameera Al-Helo	Counselor
4	Salim Al-Hafeedh	Career Guidance Officer
5	Hamed Ba-Omar	Acting Student Services Officer (replaced Mr. Asim Bamukhalif )
6	Ahmed Al-Yafye	Culture and Theatrical Activities supervisor
7	Abdul Azez Al-Amri	Assistant coach
8	Amira Al-Amri	Part-timer Secretary (replaced Mr. Hamed BaOmar)
9	Faiza Ibrahim	Dorm Supervisor
10	Amina Al-Mualem	Assistant Dorm Supervisor
11	Hiba Abdullah	Assistant Dorm Supervisor
12	Hala Basher	Dorm Supervisor
13	Fatima Al-Yafiy	Dorm Supervisor
14	Likhyar Al Amri	Assistant Dorm Supervisor
15	Tahir Burham	Alumni Relation Officer

### 14.10. Future Plans

- Conduct a survey among DU students to rate their satisfaction on SA services.
- Adding one more dorm supervisor to help improving dorm services.
- Increasing productivity by preparing action plans for each unit and following them up.
- Conducting regular meetings with dorms residents.
- Continuing training dorms supervisors to improve their work quality.
- Conducting more workshops for students in Career Guidance unit.
- Plan for more activities and workshops on Fine Arts and Social Activities.
- Hospital referring letters should be issued by the University physician.

## 15. The Continuing Education Center (CEC)

This report presents the CEC activities and achievements during AY 2009-10. The CEC catalogue for 2009-2010, comprises a group of programs, which were targeted for the personal and professional growth needs of practitioners in different areas such as English language, computer, business and management, and engineering programs designed to meet the training needs of individuals as well as groups of employees in the public and private sectors.

### 15.1. CEC Planned Programs for 2009-2010

#### a. General Programs

The CEC catalogue for 2009-2010 included 43 general continuing education programs. Those programs cover a wide area of training needs for both public and private sector employees as well as the community at large. They include the following areas:

Area	No. of Programs
English Language	7
Computer Science	7
Business & Management	12
Engineering Programs	10
Special Programs	7
<b>TOTAL</b>	<b>43</b>

#### b. Customized Programs:

In addition to the general continuing education programs, the following customized training programs were offered:

- a. International accounting standards for (SSDC.)
- b. Report writing for (SSDC.)
- c. Strategy for excellence in customer service for (SSDC.)
- d. Modern trends in financial management for( Wali Office)
- e. IELTS preparation program for (OIFC)
- f. Government IT training &certification project for (Global Skills Co.)

### 15.2. Promotional Activities

The CEC budget for promotional activities was removed this year. As such, the efforts and activities in this respect were concentrated on distribution of CEC catalogue, display of our programs on DU and CEC websites, producing banners, promotion visits and exhibitions in Salalah, and, using mass SMS messages to advertise for CEC programs for the first time.

### 15.3. Implemented Training Programs

Sr.	Program title	Date	Participants	Sponsor
1	International Accounting Standards	07/09/09-15/10/09	7	SSDCo.
2	Cisco Systems Module 3	17/09/09-09/01/10	9	Mixed group
3	ICDL G20	17/10 - 29/12/09	13	Omantel
4	General English (Elementary level)	19/10/09-13/01/10	8	Mixed group
5	General English (Elementary level)	24/10/09-18/01/10	9	ONLD Co.
6	Report writing	07 - 18/11/09	17	SSDCo.
7	IELTS Preparation Course Level 2	12/12/09-16/02/10	5	DU non-academic staff
8	IELTS Preparation Course level 1	07 - 15 / 02 /10	9	DU students
9	ICDL G21	13/02 -20/04/10	16	Ministry of Defense
10	General English (Intermediate level )	06/02 - 25/04/10	13	ONLD Co.
11	Cisco Systems Module 4	20/02 - 11/04/10	17	Mixed group
12	ACPA	28/02-30/12/10	8	Mixed group
13	Government IT Training and Certification (GITTC) Project	20/03-18/05/10	60	Civil service employees
14	Government IT Training and Certification (GITTC) Project	20/03-28/04/10	15	Civil service employees
15	Strategy for excellence in customer service	10-21/04/10	15	SSDCo.
16	Modern Trends in Financial Management	17-28/4/10	10	Wali office
17	IELTS Preparation Course Level 1	1/5-9/6/10	8+2 p	OIFC
18	ICDL G 22	8/5-8/7/10	15	NBO
	<b>TOTAL</b>	-	<b>256</b>	

### 15.4. DU Non-Academic Staff Development Programs

Sr.	Program title	No. of participants.	Date
1	Cisco Networking Module 3	3	17/09/09-09/01/10
2	IELTS Preparation Course Level 2	5	12/12/09-16/02/10
3	Cisco Networking Module 4	4	20/02 - 11/04/10
	<b>TOTAL</b>	<b>12</b>	-

## 15.5. Summary of Implemented Training Programs

Sr.	Program	# Programs	# Participants
1	CEC Programs	13	186
2	Cisco Networking	2	26
	ICDL	3	44
	<b>Total</b>	<b>18</b>	<b>256</b>

## 15.6. Students' Practicum and Summer Training

One of the CEC activities was to coordinate and organize practicum, study visits, data collection and training programs for the University students, at public and private sector organizations throughout the year in general, and summer vacations in particular. Training and practicum on DU campus were also organized for students from other universities and colleges.

Efforts done in this area during the current year can be clearly delineated in the following table:

Sr.	Activity	No. Of Students	College/Dept.
1	Training	8	Salalah Technical College
2	Training	4	Salalah College of Applied Sciences DU
3	Attachments	2	
	<b>Total</b>	<b>14</b>	<b>-</b>

## 15.7. Upcoming programs (subject to final confirmation by the clients)

Sr.	Program title	Participants	Unit/Company
1	English language	100	Octal Co.
2	ICDL	35	NBO
3	ICDL	10	Ministry of
	IT skills	8	Defense
	<b>Total</b>	<b>153</b>	

## 15.8. Summary of Achievements

1. Renewal of ACPA agreement with Omani Arab Institute for Administrative Training (Talal Abu Ghazalah for Vocational Training) (long term agreement)
2. Signing a Memo of understanding between DU and Omai National Livestock Development Company (ONLDC)
3. Continuation of Cisco Networking Academy programs at DU (long term agreement)
4. Renewal of ICDL contract (long term agreement).

5. There was a significant increase in the number of implemented programs from 14 last year to 18 this year.
6. Renewal of DU Membership of Arab Council for Training of Arab Universities students, (an organization affiliated to the Union of Arab Universities).
7. Signing ACQM agreement with Omani Arab Institute for Administrative Training (Talal Abu Ghazalah for Vocational Training)
8. Interdicting IELTS Preparation Programs, instead of General English programs.

It is apparent from the figures below that the CEC revenue for 2008-09 was slightly higher than the current year. This may be attributed to: only (8) candidates have joined the ACPA program this year, compared to 12 last year. The American students have shifted to Nizwa University. We have also faced some difficulties in offering ICDL programs on campus, due to lack of adequate computer Lab., particularly during students' class hours. Moreover, our fees are relatively higher compared to local competitors in the region. All these factors collectively had an adverse effect on the CEC revenues for 2009-10. Details are as follows:

Sr.	Activity	08-09	09-10	Remark
1	Implemented programs	14	18	+ 4 = 28% more that last year.
1	Total Participants	174	256	+ 82 = 47% more than last year.
2	Total training revenue (OR)	58,822	46570	(-12252)= 20% less that last year.
3	Students' Attachments & Summer Training	179	14	DU students' training is arranged by the colleges.
4	Instructors' Remuneration (OR)	8,590	11246	+RO 2656= 31 % more than last year.

### 15.10. CEC Personnel

- |                                |                              |
|--------------------------------|------------------------------|
| a. Eltayeb Ali Ahmed Elfeel    | Director of CEC              |
| b. Mohammed Salim M. Al Rawas  | Business Development Officer |
| c. Isamedin A. Ibrahim         | English Language Instructor  |
| d. Amira Nasser Ahmed Al-Yafai | Secretary                    |

### 15.11. Plan for Next Year 2010-2011

- a. Introduce Arab Certified Quality Manager (ACQM) program in collaboration with Talal Abu- Ghazaleh Establishment.
- b. Develop our Arabic for Non- Arabic Speakers' program in terms of curriculum, textbooks and software support programs. (In order to promote this program, specialized Instructor in teaching Arabic for non Arabic speakers **should** be recruited next year.
- c. Study the possibility of introducing General Diploma programs in Accounting, Business Administration, Finance, and HRD. These programs

may be conducted in collaboration with External Institutions. (evening classes and Arabic could be used as a medium of instruction )

- d. Strengthen and develop our existing bilateral agreements and enter into new fruitful collaboration with International training Institutions and marketing agencies.
- e. Exert more efforts to promote our CEC programs in the region.
- f. Investigate the possibility of extending our CEC activities to Muscat.
- g. Moving the IELTS form FP to CEC once it becomes a public center.

## **16. Office of Admission and Registration**

The Office of Admission and Registration (OAR) is in charge of admitting new students to the University and organizing their registration each semester in coordination with the academic units and the department of Financial Affairs. In addition, OAR prepares the course semester course schedules, the academic calendar, and carries out communication with MoHE in regards to students' records.

### **16.1. Admission Activities**

- a. Visited to the MoHE and the HEAC by the Director and the Assistant to the Director of Admission to discuss the students' enrolment for the fall 09-10.
- b. Participated in the annual educational regional and national exhibitions: the **GHEDEX 2010** in Muscat, April 20-22, 2009.
- c. Visited only a few high schools in Dhofar this year because of the Ministry of Education decision of not allowing colleges and universities to visit schools in the Sultanate.
- d. Promotion visits to companies, institutions, organizations, and banks in the Dhofar region to market evening programs in cooperation with the College of Commerce and Business Administration (CCBA).
- e. Admission to the CCBA Evening Program started in the spring 09-10.
- f. Assisted the 12<sup>th</sup> grade students in their applications to the HEAC.
- g. Participated in the Orientation Program for the new students in the fall and spring semesters at DU.
- h. Updated all admission applications for the undergraduate, graduate, and evening programs to be used starting September 2010 (Fall 10-11).

### **16.2. Registration Activities**

- a. The Students' Information System (SIS) was updated by the LOGSIS team who visited the University in April 2010.
- b. MoHE team visited the OAR in Dec. 2009.
- c. The information data of the private students were entered into the HEAC System.
- d. Graduation transactions and certificates for the academic year 08-09 were completed.
- e. Admission and registration for fall and spring 09-10 was completed.
- f. Graduation transaction for academic year 09-10 was completed.
- g. A comprehensive manual for the OAR which contains tasks, objectives, position, procedure, and plans was completed at the end of June 2010.

### 16.3. Admission & Registration Statistics

Number of Applicants, Admitted and Registered students: Semesters: Fall & Spring 08-09.

Colleges and Unit	Fall 08-09						Spring 08-09						Summer 08-09
	No. of Applications	Admitted	Registered	1 <sup>st</sup> Year		FP Registered	No. of Applications	Admitted	Registered	1 <sup>st</sup> Year		FP Registered	Registered students
				Diploma Bachelor	Master					Diploma Bachelor	Master		
CAAS	250	230	196	10	22	164	48	46	41	8	-	33	151
CCBA	193	172	134	8	-	125	63	59	48	6	-	42	174
CE	267	247	210	16	-	195	49	47	34	5	-	29	184
DU	710	649	540	34	22	484	160	152	123	19	-	104	509

Semesters: Fall & Spring 09-10.

Colleges and Unit	Fall 09-10						Spring 09-10						Summer 09-10
	No. of Applications	Admitted	Registered	1 <sup>st</sup> Year		FP Registered	No. of Applications	Admitted	Registered	1 <sup>st</sup> Year		FP Registered	Registered students
				Diploma Bachelor	Master					Diploma Bachelor	Master		
CAAS	163	146	128	3	12	113	91	88	82	3	1	78	
CCBA	248	216	145	10	52	83	100	96	72	10	25	37	
CE	165	144	127	7	0	120	59	55	49	4	0	45	
DU	576	506	400	20	64	316	250	239	203	17	26	160	

Average Class Size and size range by college.

20091 (Fall)									
Faculty					CAAS	CCBA	CE	FP	DU
Average Class Size and size range by college					18	17	11	16	16
20092 (Spring)									
Faculty					CAAS	CCBA	CE	FP	DU
Average Class Size and size range by college					18	16	12	18	16

**Comparative Results on Course Grade Statistics.**

<b>FALL 2008-2009</b>								
<b>College</b>	<b>No. of Registered students</b>	<b>Withdrawals</b>	<b>% Withdrawals</b>	<b>Total Failures</b>	<b>% Failures</b>	<b>Average Marks*</b>	<b>Max Marks</b>	<b>Min Marks</b>
CAAS	3553	74	2.08	304	8.70	74	100	40
CCBA	1111	12	1.08	114	10.50	70.7	95	40
CE	909	19	2.09	75	8.90	73.9	95	40
FP	2014	76	3.77	580	29.90	60.6	100	40
DU	7587	181	2.38	1073	14.50	69.80	100	40

\* The average marks is calculated based on students who completed the course

**Comparative Results on Course Grade Statistics**

<b>Spring 2008-2009</b>								
<b>College</b>	<b>No. of Registered students</b>	<b>Withdrawals</b>	<b>% Withdrawals</b>	<b>Total Failures</b>	<b>% Failures</b>	<b>Average marks*</b>	<b>Max Marks</b>	<b>Min Marks</b>
CAAS	3460	83	2.33	188	5.43	74.67	100	40
CCBA	1090	33	3.02	52	5.25	72.49	95	40
CE	1166	9	0.77	65	5.75	75.01	95	40
FP	1453	68	4.68	262	18.97	63.93	95	40
DU	7169	193	2.69	567	8.13	71.53	100	40

\* The average marks is calculated based on students who completed the course

**Comparative Results on Course Grade Statistics**

<b>Fall 2009-2010</b>								
<b>College</b>	<b>No. of Registered students</b>	<b>Withdrawals</b>	<b>% Withdrawals</b>	<b>Total Failures</b>	<b>% Failures</b>	<b>Average marks*</b>	<b>Max Marks</b>	<b>Min Marks</b>
CAAS	1062	22	2.70	76	7.70	73	95	40
CCBA	3772	94	2.50	274	7.70	70	95	40
CE	1007	28	2.78	61	6.50	74	95	40
FP	1501	116	7.70	228	16.50	66	100	40
DU	7342	260	3.20	639	9.60	70.75	100	10

\* The average marks is calculated based on students who completed the course

**Number of Courses Offered/Taught per semester- Number of Credit Hours Offered**

Semester	20091 (Fall)				20092 (Spring)				All
	CAAS	CCBA	EC	Total	CAAS	CCBA	EC	Total	
Number of Courses Offered	126	46	52	224	126	55	67	248	472
Number of Credit Hours Offered	373	138	160	671	372	162	181	715	1386
<b>Total</b>	499	184	212	895	498	217	248	963	1858

**Ratio of Males/Females**

Semesters	Faculty								DU	
	CAAS		CCBA		EC		FP		F	M
	F	M	F	M	F	M	F	M		
<b>20091 (Fall) Ratio of males/females (%)</b>	23.51	2.18	6.91	12.80	12.24	7.67	19.55	15.13	62.21	37.79
<b>20092 (Spring) Ratio of males/females (%)</b>	23.77	2.23	7.53	14.17	13.08	8.72	18.62	11.89	63	37

**16.4. Plan of action for the next 12 months**

- a. Admitting new students.
- b. Promotion visit to schools, banks, companies, etc...
- c. Preparing semester schedules (fall, spring, and summer)
- d. Preparing final exams time table. (fall, spring, and summer)
- e. Preparing list of graduate students. (fall, spring, and summer)
- f. Completing graduation transactions for students. (fall, spring, and summer)
- g. Preparing DU catalogue for 2010-2011
- h. Updating students files.
- i. Perpetration for shifting to the new campus.
- j. Recruiting new secretary and a new admission officer.
- k. Refining the OAR manual.

**16.5. Changes in Personnel**

- a. Mr. Ghassan El Kilani, the previous Assistant to the Director for Registration, was appointed as the Interim Director of Admission and Registration beginning of 1st September, 2009.
- b. Mr. Ali Akaak was appointed as Assistant to the Director of Registration beginning of 1st September, 2009.
- c. Ms. Sumaia Al-Rawas is nominated to be in charge of all scholarship students (MoHE & non MoHE).
- d. Ms. Meliar Omer was recruited as a part-time secretary till June 30, 2010.

- e. The position of the Admission Officer, was vacated by Ms. Salama Al Mashani, is still vacant.
- f. Assigning to Ms. Sumaia Al-Rawas full responsibility to follow up on scholarship students

## 17. Appendix: Research and Publications

### *College of Commerce and Business Administration*

#### **Refereed Journal papers**

1. Muawya, H. "The Impacts of Scientific Research on Sustainable Development: Case of Arab Region", *Journal of International Politics and Development*, Vol. 7, No.1, pp: 47-61, January 2009.
2. Muawya, H. "Impacts of Foreign Direct Investment on Economic Growth in the Gulf Cooperation Council (GCC) Countries", *International Review of Business Research Papers* Vol. 5 No. 3 April 2009 Pp. 362-376.
3. M. Hanaa, and A. Muawya, "Impact of Education in Infant and Child Mortality in Sudan: Case of Central Region," *Journal of US-China Public Administration* vol. 7 No. 3, pp. 84-102 ISSN 1548-6591, USA, March 2010.
4. Asim Alaraji, "Designing Arab Local Environmental Organization Through Nano-technology & Knowledge Management Technology: Untraditional Perspective" *Arab Journal of Administration* No. Vol.29 Dec. 2009.
5. Asim Alaraji, "Arab Universities Role in Knowledge Globalization Through Scientific Dialogue Among Civilizations" *Magallat Ittihad AL Jamiat AL-Arabiyya*-Vol.54 ,Dec.2009 .
6. Asim Alaraji, "University Role in Managing Mental Power: Between Linear and Non-Linear methodologies "(in), *Reform and Urban Development*, .Institute of Research and Urban Development, Beirut, 2009.
7. Amal Al-Dujaily, M.J Al-Fallogi (2010) Implementation of Extramural Learning Mode within the Gulf Region: An Analytical Study for Dhofar University. *The International Journal for Digital Society (IJDS)*, Vol.1, Issue 1, ISSN 2040 2570 <http://www.infonomics-society.org/IJDS/>
8. Biju. Sayed, Nafaâ Jabeur, **Mohammed Aref**, "An Archetype to Sustain Knowledge Management Systems through Intranet" *International Journal of Social Sciences*, Vol 4-4-31, Pg 228-232, 2009, ISSN 2070-3872.
9. **Azzawi, S.** The impact of market knowledge to heads of households in loyalty to the brand: an exploratory study, *Arab Academic of Management*, Cairo, Egypt, vol. (29), No. (1)2010)
10. **Azzawi, S.** Physical environment of the shopping centers and their impact on realizing the added value to the customer: an exploratory study in the moles of Amman, *Jerash University Journal for Studies& Research*, 2010, Jerash, Jordan.
11. **Azzawi, S.** The Impact of Career Alienation in scientific production: Case Study. *Journal of Arab Academic of Management*, Cairo, Egypt,21-23- 2010
- 12.**Azzawi, S.** Intellectual capital: Quantitative and Qualitative Indicators to measure. *Journal of Aledari,Muscat,Oman*,2010
13. **Azzawi, S.** Knowledge management and its impact on achieving the business value of high Jordanian pharmaceutical Companies: Empirical Study ,*Journal of Al-adari ,Muscat,Oman*,2010
14. **Tarig Khidir Eltayeb & Suhaiza Zailani**, "Going Green through Green Supply Chain Initiatives towards Environmental Sustainability" *International Journal of*

*Operations and Supply Chain Management*", Vol. 2, No. 2, pp. 22-38, 2009.

15. **Tarig Khidir Eltayeb**, Suhaiza Zailani & Walter Leal Filho: "Green Business among Certified Companies in Malaysia towards Environmental Sustainability: Benchmarking on the Drivers, Initiatives and Outcomes", *International Journal of Environmental Technology and Management*, Vol. 12, No. 1, pp. 95-125, 2010.

### **Manuscripts accepted but not yet published**

1. M. Hanaa and A. Muawya "Market Returns to Women Education in Sudan; A case of Central Region" *Journal of International Politics and Development*, accepted for publication in June 2011.
2. Muawya, "Social Impacts of Environmental policies in Arab countries" *Journal of International Politics and Development*, accepted for publication in January 2011.
3. **Shanker Menon**, L. Narayanan, "Cultural Intelligence: An Empirical Examination of Strategic Models", *Journal of Applied Business Research*, (2010), In press
4. Asim Alaraji, "University Role in Training Planning and Programming in the context of Linear-Dynamics and Nonlinear Dynamics", (accepted for publication in the *Indian Journal of Public Administration*)(English) 2009.
5. Asim Alaraji, "Nano-Technology:"Molecular Perspective "in Contemporary Organization Development" *Al Rafiedian Journal* (accepted for publication) 2010.
6. Al-Dujaily, Amal (2009) Am I Extravert or Introvert? The Personality Effect in Using Computer-Based Learning System, Submitted to CHB(*Journal Interacting with Computers, on Interfaces for the Active Web*)

### **Book Chapters**

1. Muawya "Energy and Sustainable Development: Environmental Impacts of Energy Use In Africa". *Survival and Sustainability: Environmental Concerns in the 21st Century Book Description*, Publisher: Springer, ISBN: 3540959904, Publish Date: 31/5/2010
2. Muawya, "Social Impacts of Environmental Policies in Arab countries", *Social impact of environmental policy*, Publisher, School of Public and Environmental Affairs at Indiana University Kokomo, United States, 2011
3. **Azzawi, S.** The culture of business organizations: concepts, principles and applications, Book tight and printed with the support of the Institute of Public Administration, Riyadh, Saudi Arabia (2009)

### **Conference Proceedings/Conference Papers**

1. S. Saleh, S.A. Jamil, 'Scope of Enterprise risk management in higher education sector of Oman', 2<sup>nd</sup> International conference on higher education and quality assurance, Mazoon University College, Oman, April, 6-7, 2010.
2. S.A. Jamil, M. Aref, 'Digital Oman-paradigm shift for businesses in Oman', 2nd international conference on leadership and the role for preparing the organization for unprecedented change, Institute of Productivity and Management, Ghaziabad, India, May, 24-25, 2009.
3. S.A. Jamil, 'Managing in the new world order: strategies for sustainable business

- development', Sur College of Applied Sciences, Sur, Oman, February 21-22, 2010.
4. S.A. Jamil, S. Saleh, 'Scope of Enterprise risk management in higher education sector of Oman', 2<sup>nd</sup> International conference On higher education and quality assurance, Mazoon University college, Oman, June, 12-13, 2010
  5. S.A. Jamil, & S. Saleh, "Women Investor's perception towards investment options- a case of Oman",- Review of Finance, a journal of European management association
  6. M. Hanaa, and A. Muawya, "Non-market Return to Women Education in Sudan: Case of Fertility", 1st EBES (Eurasia Business and Economics Society) 2009 Conference, held in Istanbul, Turkey, on June 1-2, 2009 at the historical main campus of Kadir Has University.
  7. Muawya, the Role of Foreign Direct Investment in Economic Integration in GCC Countries. 17<sup>th</sup> International Conference on Gulf Economic Integration: Challenges and Ambition, Saudi Economic Association- King Saud University- May 26-28, 2009 Riyadh, Kingdom of Saudi Arabia.
  8. Muawya, "Climate Change Impacts on East Africa", International Climate 2009 Conference online, Research and Transfer Centre "Applications of Life Sciences" of the Hamburg University of Applied Sciences, Germany, 2-6 November 2009
  9. **Asim Alaraji**, Arab Universities Role in Human Resources Development: linear and Non-linear Models, The Second Arab Conference For Human Resources Development. Muscat, Oman, 21-23/ Feb. 2010.
  10. Al-Dujaily, A., Al-Fallogi (2010) "Adoption of E-learning Technology: A future vision for Dhofar University", ED-MEDIA 2010--World Conference on Educational Multimedia, Hypermedia & Telecommunications to be held in Toronto, Canada, June 28-July 2, 2010. <http://aace.org/conf/edmedia/>
  11. S. A. Jamil, **Mohammed Aref**, "Digital Oman – Paradigm shift for Businesses in Oman", 2nd International conference on leadership & its role in preparing the organization for unprecedented change, IPM, Ghaziabad, India 2009, pg 215-225, ISBN 978-93-80043-24-1.
  12. **Tarig Khidir Eltayeb** & Suhaiza Zailani (2009), "Outcomes of the Green Supply Chain in the Certified Companies in Malaysia", *4th Annual Green Economics Conference*, Mansfield College, Oxford University, 31 July - 1 August 2009.
  13. Al-Dujaily, A., Al-Fallogi, M. & Pfahlert, J. (2009): Arab Females Desire for Extramural Study: "A Case Study in Sultanate of Oman": In T. Bastiaens et al. (Eds.), *Proceedings of World Conference on E-Learning in Corporate, Government, Healthcare, and Higher Education 2009* (pp. 1497-1504). Chesapeake, VA: AACE. Retrieved from <http://www.editlib.org/p/32670>

### Other Research Activities

1. T. Alhousary, "Introducing Knowledge-oriented Virtual Teams into Banking Organizations in Oman", PhD research, self-funded.
2. **Syed Ahsan Jamil**, assistant Professor and chair of the department of accounting and Finance submitted his D. Litt (Post doctoral program) thesis in finance to the University of Lucknow, INDIA
3. **Mohammed Aref**, lecturer in the department of management, marketing and MIS submitted his PhD thesis in computer science to the INDIA

## College of Arts & Applied Sciences

### Refereed Journal papers

1. M. H. Hamarsheh, **E. A. Rawashdeh (2010)**. Numerical Method for Solution of Semidifferential Equations. *Matematicki Vesnik*, Vol. 62, pp: 117-126, **2010**.
2. **Al-Falooji**; MJ and Al-Dujaily (2009); A: An Analytical Study of Extramural Possibility in Dhofar University, 12 Nov 2009 ... 200942  
[www.liceducation.org/LICE-2009/Final%20Programme](http://www.liceducation.org/LICE-2009/Final%20Programme)
3. Amal Al-Dujaily, **M.J Al-Falooji (2010)**: Implementation of Extramural Learning Mode within the Gulf Region, *The International Journal for Digital Society (IJDS)*, Vol.1, Issue 1, ISSN 2040 2570 (2010) (<http://www.infonomics-society.org/IJDS/>).
4. **Siddiqui,SA**, Pachauri, HO," Biostatistics In Clinical Practice: Fact or Fiction", *CIP Bulletin*, India, 2009, 33- 36.
5. **Siddiqui,SA** and Aref Mohammed, "Queuing Systems with New Service Time distributions", *Vikas*, Vol. 5, No.1, Dec., 2008.
6. M. Mekni, **N. Sahli**, B. Moulin, and H. Haddad. Using Multi-Agent Geo-Simulation Techniques for the Detection of Risky Areas for Trains. Journal paper in *Simulation: Transactions of the Society for Modeling and Simulation International*. (to appear in 2010)
7. **N. Sahli**, B. Moulin, EKEMAS, an Agent-Based Geosimulation *Approach to Support Planning in the Real-World*. *Applied Intelligence*, (will appear in volume 29 in 2010).
8. **B. Sayed**, **N. Jabeur** and M. Arif, "An Archetype to Sustain Knowledge Management Systems through Intranet", *International Journal of Social Sciences*, Vol. 4, Page no. 228- 232, 2009.
9. **A. Sharma**, and **M. Roy**, "Smile for Sale: A Study of Relational Truths in Shashi Tharoor's The Five Dollar Smile", *Labyrinth: The Bi-Annual Literary Journal of Post -Modernism*, Vol. 1, pp: 7-12, 2010.
10. **A. Sharma**, and **M. Roy**, "The Grammar of Conflicts in Riot", *The Indian Review of World Literature in English*, Vol. 6, pp: 1-7, 2010.
11. S.A. Musa, A.A.R Hamid, M.A. Alghorani, and **R. Abu Eiyada**, "Humanitarian Work Practice and the Necessity for Academic Discipline", Vol. 1, pp: 212 – 215, November, 2009.
12. Abdullah H. Al-Saqqaf (2009): "Wadi Hadramawt Arabic", in *Encyclopaedia of Arabic Language and Linguistics (EALL)*, Vol IV (Leiden: Brill)
13. Abdullah H. Al-Saqqaf (In press): "Hadrami Arabic Nominal Morphology" in *Materiaux Arabes et Sudarabiques (MAS)*.
14. Abdullah H. Al-Saqqaf (Forthcoming) : "The Arabic Dialect of Hadramout" in *Wortatlas der Arabischen Dialekte (WAD)* Edited by Peter Behstedt and Manfred Woidich
15. Abdullah H. Al-Saqqaf (Forthcoming, Book Chapter): *Hadrami Arabic Lexicon* in Mohamed Embarki (ed) *Arabic Dialects Classification: Cues and Models*. Benjamins (Amsterdam)

## Manuscripts accepted but not yet published

1. H. M. Jaradat, Fadi Awaedeh, and **E. A. Rawashdeh (2009)**. An Analytical Scheme for Multi-Order Fractional Differential Equations. Tamsui Oxford Journal of Mathematical Sciences.
2. Amal Al-Dujaily, **M.J Al-Falooji**: Adoption of E-learning Technology: A future vision for Gulf Universities, ED-MEDIA 2010- World Conference on Educational Multimedia and Hypermedia & Telecommunications, Toronto, Canada, June 28-July 2 (2010). (<http://www.aace.org/conf/edmedia/categories.htm>)

## Books/Book Chapters

1. W. Ahmed, M. J. Jackson and **I. Ul Hassan**, 2009, "Nanotechnology to Nanomanufacturing", Emerging Nanotechnologies for Manufacturing, William Andrew Applied Science Publishers, ISBN: 978-0-81-551583-8. pp1–15.
2. Al Agha Khaldoun, **Badra Mohamad**, Newby Gregory B. (editors), "New Technologies, Mobility and Security", December 2009, ISBN: 978-2-9532443-0-4.
3. **Frayha, N. Al-Thawraji** (Novel in Arabic). Beirut: Dar Annahar, 2010.
4. **Frayha, N.** "Education reform in the Arab world: its orientations, processes and shortcomings in Lebanon, Syria and the Sultanate of Oman" in **Education Reform in the Middle East: the Self and Other in the School Textbooks**. (Georg Eckert Institute-Germany). Amman: Dar Ashorouk, 2010.
5. **Frayha, N.** "Pressure Groups, Education Policy, and Curriculum Development in Lebanon: A Policy Maker's Retrospective and Introspective Standpoint". In **World Yearbook of Education 2010: Education and the Arab World**. (Eds. A.Mazawi and R.Sultana), N.Y.: Routledge, 2009.
6. Iraqi, Y. and **Jabeur, N.**, (2010) Survey on Operating Systems for Wireless Sensor Networks (in Arabic). Chapter 5 in Book: Sensor Network Deployment Algorithms (in Arabic). (in press)
7. **A. Sharma**, "Effects of Regional Variations on Language Learning", Swiftly Shifting Paradigms of English Language Teaching (ELT) in India, ed. A. K. Saini, Authors Press, New Delhi, In press, 2010.
8. **A. Sharma**, "Conscientious Methods of Evaluation: Some Pedagogical Issues and Concerns", English Language Teaching: New Perspectives, ed. A. K. Saini, Atlantic Publishers and Distributors, New Delhi, In press, 2010.
9. **V. Thakur. Discourse Analysis of a Novel: Theory and Method**, Lambert Academic Publishing, USA and UK, 2010.
10. **V. Thakur**, "From Critical Discourse Analysis to Construction and Performance of Identities in Literature", Building Bridges: Integrating Language, Linguistics, Literature and Translation in Pedagogy and Research, Sultan Qaboos University, 2009.

## In Progress

1. **M. J. Bakir**, "Against the Split-CP Hypothesis: Evidence from Iraqi Arabic", in Broselow, E. and Ouali, H. eds. Perspectives on Arabic Linguistics XXII-XXIII.

Amsterdam/ Philadelphia: John Benjamins, in press.

2. **M. J. Bakir**, "Translation of Syntactic Theory by Geoffrey Poole, Beirut": Arab Organization for Translation, in press.
3. **M. J. Bakir**, "Notes on the Verbal System of Gulf Pidgin Arabic", Journal of Pidgin and Creole Languages, in press.
4. **L. Hayajneh**, The Translation of Allah-referring expressions into English.
5. **M. Risse**, "The Flora and Fauna of Dhofar," an on-going research project documenting with photographs the important animals, plants and landscapes of the Dhofar region.
6. **M. Risse**, "John Clare Looks Good in a Dishdash: Linking John Clare to Middle Eastern Poetry," Paper accepted at the Modern Language Association Conference, Jan 6-9, 2011.
7. **M. Al-Abdullah**, and S. Ramadan, "Shakespeare's Languages in Hamlet" sent to Miscelánea.

### Conference Proceedings/Conference Papers

1. Al-Dujaily, A.; **Al-Falooji**, M. & Pfahlert, J. (2009). Arab Females Desire for Extramural Study: "A Case Study in Sultanate of Oman". In T. Bastiaens et al. (Eds.), *Proceedings of World Conference on E-Learning in Corporate, Government, Healthcare, and Higher Education 2009* (pp. 1497-1504). Chesapeake, VA: AACE. <http://www.editlib.org/p/32670>.
2. Amal Al-Dujaily, **M.J Al-Falooji**: Adoption of E-learning Technology: A future vision for Gulf Universities, ED-MEDIA 2010- World Conference on Educational Multimedia and Hypermedia & Telecommunications, Toronto, Canada, June 28-July 2 (2010). (<http://www.aace.org/conf/edmedia/categories.htm>)
3. M. Trassinelli, S. Bari, H. M. Dang, S. Geyer, E. Lamour, L. Maunoury, **H. Merabet**, J. Mérot, F. Mezardi, J.-Y. Pacquet, B. Pascal, C. Prigent, J.-M. Ramillon, R. Reuschl, J-P. Rozet, Th. Schlathölter, S. Steydli, and D. Vernhet, *Collisions of Ar<sup>17+</sup> ions with gaseous and solid targets at a few tens of keV/q probed by X-ray spectroscopy*, *J. Phys. Conf. Ser* 194, p. 132005 (2009).
4. **N. Jabeur** (2010): A Bully Approach for Mobile Map Generation. IEEE International Conference on Integrated Intelligent Computing (ICIIC 2010), Bangalore, India, August 05-07 (in press).
5. **B. Faour**. "Mapping Early Childhood Services and Programmes in Arab Countries: Challenges and Opportunities", Regional Consultative Workshop on Advancing the ECCD in the Arab World, Amman, Jordan, March 22-25, 2010
6. **L. Hayajneh**, "Translating English Medical Reports", the seventh annual Symposium of Translation: Technical Translation within Undergraduate Translation Programmes, Sultan Qaboos University, Muscat, Oman, April 10-12, 2010.
7. **M. Risse**, "Camels, Halwa and a Snowy Day: Linking Arab and Western Texts in the Literature Classroom", Language, Linguistics, Literature and Translation Conference, Sultan Qaboos University, Muscat, Oman, March 10-12, 2010.
8. **A. Sharma**, "Making 'skill-getting' and 'skill-using' a reality: A suggested approach", Third CELC International Symposium, National University of Singapore, Singapore, May 26-28, 2010.

9. **V. Thakur** and J. James, “Engaging the Learners in Productive Learning: Some Pedagogical Gateways”, 3<sup>rd</sup> CELC International Symposium on Global Perspectives, Local Initiatives: Reflections and Practices in ELT, National University of Singapore, Singapore, May 26 – 28, 2010.

## Other Research Activities

1. **Mohammed Fallooji** , Ministry of Economics of Oman, the Second Forum for Statisticians, Muscat, January, 2010.
2. **Mohammed Fallooji** ,Ministry of Economics of Oman, Workshop on the Applications of Statistical Analysis & Statistical Packages for Improving Official Data, Muscat, May, 2010.
3. **Mohammed Fallooji** ,Ministry of Health, Sultan Qaboos hospital annual Workshop, April, 2010.
4. **Edris Rawashdeh** ,On Volterra’s Population Growth Models (Submitted for publication).
5. **Edris Rawashdeh** Numerical Solution of First Kind Integral equations by Using Taylor Polynomials (Submitted for publication).
6. **Siddiqui, SA, Khan, K,**" Statistical Study of Rural Urban Differential in Infant and Child Mortality Rates in Dhofar Region of Sultanate of Oman" Submitted to the Chair of the department on April 5, 2010. **Research Proposal to TRC**
7. Finalizing a proposal entitled “Dhofar ECRIS Facility: A Laboratory for Fundamental and Applied Research in Atomic and Medical Physics”, to be submitted to TRC the end of May 2010.
8. **N. Jabeur, N. Sahli, and M. Badra**, “Mobility in Wireless Sensor Network to Support Processing and Service Personalization Case study: Ocean observation and maritime navigation management” Date of application, November 2009. **Research application for external fund**
9. **M. Badra** and I., Hajjeh, "MTLS: Multiplexing TLS", draft-badra-hajjeh-mtls-05.txt, in progress.
10. **B. Faour**. Mapping Early Childhood Services and Programmes in Seven Arab Countries. Funded by OSI- Open Society Institute, December 2009-February, 2010.
11. **M. Risse**, “Finding Sonnets about Camels: Using Local Voices in Literature Classrooms,” Essay submitted to College English Association Critic, March, 2010.
12. **A. Sharma**, Examination of the PhD thesis: A. Mauda, “Postmodernism and Feminism with special reference to Selected Works- Canadian Fiction”, Madras University, Madras, India, 2010.
13. **Mounira Boudjema**, "Numerical studies of NMR relaxation in porous media", Funded by URB seed grant, Dhofar University, January 2010.
14. M. Al-Abdullah, , "Discourse Analysis of Soliloquies in *Hamlet*."
15. M. Al-Abdullah, , ed., Sultan Al Azri's *Collusion* (Muscat: the Ministry of Heritage and Culture, 2007). This is a collection of Omani short stories translated by a number of Omani and American students in 2008. The book is to be sent for publication.

16. M. Al-Abdullah, ed., A collection of Omani short stories translated by W. Scott Chahanovich, 2010.
17. Abdullah H. Al-Saqqaf -*In Search of an English Pronunciation Model for Arabic Speakers* (Research Project with Dr Maruthi Kumari Vaddapalli, L&T. CAAS, Dhofar University)
18. Abdullah H. Al-Saqqaf .*Illustration of the IPA: Hadrami Arabic* ( to be published in *JIPA*)
19. Abdullah H. Al-Saqqaf .*Hadrami Arabic* (book)
20. Abdullah H. Al-Saqqaf .An anthology of English poems translated into Arabic
21. Maruthi Kumari -*In Search of an English Pronunciation Model for Arabic Speakers* (Research Project with Dr Maruthi Kumari Vaddapalli, L&T. CAAS, Dhofar University)

## **College of Engineering**

### **Refereed Journal papers**

1. **A. Wazwaz**, J. Salmi, and R. Bes, "Solar Net Collective Flux and Conversion Efficiency of the Nickel-Pigmented Aluminium Oxide Selective Absorber Prepared by Alternate and Reverse Periodic Technique in Different Prototype Volumes", Jordan Journal of Mechanical and Industrial Engineering, Vol. 4, pp: 177-192, 2010.
2. **A. Wazwaz**, J. Salmi, and R. Bes, "The Effects of Nickel-Pigmented Aluminium Oxide Selective Coating over Aluminium Alloy on the Optical Properties and Thermal Efficiency of the Selective Absorber Prepared by Alternate and Reverse Periodic Plating Technique", Journal of Energy Conversion and Management, Vol. 51, pp: 1679-1683, 2010.
3. **S. Sheik Mohammed**, K. Ramasamy, T. Shanmuganatham, "Wireless Power Transmission - A Next Generation Power Transmission System", International Journal of Computer Application, Number 13-Article 18, February 2010.
4. **S. Sheik Mohammed**, K. Ramasamy, T. Shanmuganatham, "A Sierpinski Fractal Based Microstrip Patch Antenna for Wireless Power Transmission System" International Journal of Computer Application, Number 13-Article 19, February 2010.
5. **R. Al-Waked**, "Effect of ventilation strategies on the infection control inside operating theatres", Journal of Engineering Applications of Computational Fluid Mechanics, Vol. 4 (1), pp: 1-16, 2010.
6. **R. Al-Waked**, "Crosswinds effect on the performance of natural draft wet cooling towers", International Journal of Thermal Sciences, Vol. 49, pp: 218–224, 2010.
7. **N. Nawayseh** and M. J. Griffin, "Power absorbed by seated subjects exposed to vertical whole-body vibration", Journal of Sound and Vibration, Vol. 329, pp: 2928-2938, 2010.

### **Books/Book Chapter**

1. **Y. A. Gharbia**, "Fabrication of Microlenses on Optical Fibers". VDM Verlag Dr. Muller, New York, 2009.
2. **N. Nawayseh**, "Biodynamic Responses to Vibration: Characteristics and Modelling", VDM Verlag Dr. Muller, In press, 2010.
3. **In Progress**
4. **A. Wazwaz**, R. Qawasmi, and M. Awad, "Biomedical Solar Autoclave", Funded by Palestine Polytechnic University
5. **A. Wazwaz**, "Optical Modeling of the Selective Coatings Made Up of Composite and Non-Composite Layers", Funded by URB seed grant, Dhofar University, January, 2010.

### **Conference Proceedings/Conference Papers**

1. **A. Wazwaz**, J. Salmi, and R. Bes, "Solar Net Collective Flux and Conversion Efficiency of the Nickel-pigmented Aluminium Oxide Selective Absorber Prepared by Alternate and Reverse Periodic Technique in Different Prototype Volumes", International Conference and Exhibition on Green Energy & Sustainability (ICEGES

- 2009), Amman, Jordan, November 10-12, 2009.
2. **A. Wazwaz**, "Accelerated Heat Degradation Testing and Characterization of Nickel-Pigmented Aluminium Oxide Selective Absorber", 2<sup>nd</sup> International Conference on the Palestinian Environment, Nablus, West Bank, Palestine, October 13-15, 2009.
  3. **W. F. Al-Azzo**, B. Mohd. Ali, S. Khatun, and N. K. Noordin", PAPR Reduction in OFDM Systems using Smoothing Technique", MICCC09 IEEE international conference, Kuala-Lumpur, Malaysia, December, 2009.
  4. **F. B. Chaaban**, and **H. Hassan**. "Modeling and measurements of the electromagnetic field of high voltage transmission lines: A practical case in Lebanon". International Conference on Electrical Energy and Industrial Electronics Systems, EEIES, Penang, Malaysia, December 7-8, 2009.
  5. S. Al-Shahaimi, A. Al-Qadhi, M. Shamas and **H. Hassan**, "Electrical power network design for an urban city in Oman", The 2<sup>nd</sup> Annual Undergraduate Research Conference on Applied Computing (URC 2010), Zayed University, Dubai, UAE, May 5 - 6, 2010.
  6. **H. Hassan**, "The deployment of FACTS in high voltage networks: A case study in Oman", The 5<sup>th</sup> IET International Conference on Power Electronics, Machines and Drives (PEMD 2010), Brighton, UK, April 19 - 21, 2010.
  7. **H. Hassan**, "The electrical power network in Oman and the need for FACTS", The 16<sup>th</sup> International Scientific Conference of the Lebanese Association for the Advancement of Science, Beirut Arab University, November 13 - 15, 2009.
  8. **H. Hassan**, M. El Metwally and A. Bendary, "Enhancement of FACTS stability through robust adaptive control", The International Conference on Electric Power and Energy Conversion Systems (EPECS'09), American University of Sharjah, Sharjah, UAE, November 10-12, 2009.
  9. **H. Hassan**, M. El Metwally and A. Bendary, "Dead-Zone robust adaptive controller for FACTS using quadratic and non-quadratic Lyapunov functions", The 8<sup>th</sup> IEEE International Conference on Power Electronics and Drive Systems (PEDS'09), Taipei, Taiwan, November 2 - 5, 2009.
  10. **M. Zaidan** and Siham Gaber, "Improving the Animation of Virtual Humans (VH) by Embedding Human Emotions, Moods and Personality", 3<sup>rd</sup> Annual International Conference Computer Games, Multimedia & Allied Technology (CGAT 2010), Singapore, Singapore, April 6-7, 2010.
  11. **N. Nawayseh** and M. J. Griffin, "Power absorbed by seated people during whole-body fore-and-aft vibration", 17<sup>th</sup> Congress of the European Society of Biomechanics, Edinburgh, United Kingdom, July 5-8, 2010.

### Other Research Activities

1. **A. Wazwaz**, and J. Salmi, "Multipurpose Solar Concentrated Parabolic Dish Collector For Solar Energy Conversion", The Research Council (TRC), Date of submission: March 13, 2010. (**Research application for external fund**)
2. P. Varahram, S. Mohammady, B. Mohd Ali, and **W. F. Al-Azzo**, "PAPR Reduction Using DSI-PTS Technique in WiMAX Systems".
3. F. Afrati, **N. Al-Said**, "On Approximation Algorithms for Data Mining Applications", Submitted to the International Arab Journal of Information Technology, Jordan, 2010.
4. **N. Al-Said**, "Mining *Student and Faculty* Data at Dhofar University ", Funded by

- URB seed grant, Dhofar University, October 2008.
5. **T. S. Mohammed**, "Applying a Neural Network for Stereo Matching", Funded by URB seed grant, Dhofar University, January 2010.
  6. **F. Chaaban**, M. Shammas and **H. Hassan**, "Impacts of socioeconomic conditions in setting priorities for GHG technology needs assessment", The Research Council (TRC), November 2009. **Research application for external fund**
  7. **W. F. Al-Azzo**, B. Mohd. Ali, S. Khatun, and N. K. Noordin, "Concatenated Multi-Dimensional Modulation for BER Improvement and PAPR Reduction in Digital Communication Systems", Patent, registration (in Malaysia) in progress (PI Number: 2010700015).
  8. **N. Al-Said**, "Using Data Mining to analyze student Behavior", Technical Report, Ministry of Education, Greece, 2009.
  9. **S. AlHroub**, Invited to attend: "Public Awareness Forum", Arab Countries Water Utilities Association, Belvedere, Tunis, May 23 - 28, 2010.
  10. **Y. A. Gharbia**, "Direct steam generation using parabolic Solar collector" (Unfunded)
  11. **N. Nawayseh**, "Effects of posture, backrest, and footrest on the power absorbed by people exposed to whole-body fore-and-aft vibration". (Unfunded).
  12. **N. Nawayseh**, "Solar water desalination based on humidification-dehumidification cycle", Funded by URB regular research grant, October 2008 – February 2010. (research completed)
  13. **N. Nawayseh** and M. J. Griffin, "Biodynamic responses of seated people exposed to whole-body vibration in a multi-axis environment", The Research Council, Date of submission: November 25, 2009. **Research application for external fund**
  14. **N. Nawayseh**, examination of the MSc thesis: S. Aye, "Evaluation of operator whole-body vibration and shock exposure in a South African open cast mine", University of Pretoria, Pretoria, South Africa, 2010.
  15. **N. Nawayseh**, "Importance of Scientific Research: Basics & Benefits", article in Al Shabiba newspaper, published on the occasion of the Sultanate of Oman 39<sup>th</sup> National Day, 2009.
  16. **N. Nawayseh**, Invited to be a Lead Guest Editor for a special issue for the Advances in Acoustics and Vibration journal, 2010.

## Exhibitions

1. **S. AlHroub**, "Black Balloon", Solo Exhibition, Omani Culture Center, Salalah, Oman, May 15-19, 2010.

## Foundation Program

### Refereed Journal Papers

1. **S. Jayaraman**, "Acquisition of Pronunciation of Consonant Clusters by Arabic Speakers of English as a Second Language", *Sino-US English Teaching Journal*, Vol. 7, pp: 46-56, January 2010.
2. K. Daqrouq, E. Khalaf, A. Al-Qawasmi, and **T. Abu Hilal**, "Wavelet Formants Speaker Identification Based System via Neural Network", *International Journal of Recent Trends in Engineering*, Vol. 2, November, 2009

### Conference Papers

1. **S. Jayaraman**, "Pronunciation problems in Language Learning – A study at the Phonetic Level in a Multilingual situation", *International Conference on Multilingualism and Education, Global Practices, Challenges and the Way Forward*, Kenyatta University, Nairobi, Kenya, July 22-23, 2010.
2. **S. Jayaraman**, "Acquisition of Pronunciation of Consonant Clusters by Arabic Speakers of English as a Second Language", *First International Conference on Foreign Language Learning and Teaching, (FLLT 2009) Bangkok, Thailand, October 16-17, 2009*.
3. **K. Khan** and I.A .Ibrahim, "Vocabulary Learning Strategies of EFL students at Dhofar University: A Case Study", *19<sup>th</sup> MELTA International Conference*, Kuala Lumpur, Malaysia, June 7-8, 2010.
4. **K. Khan**, "In Defense of Non-native English Speaker Teachers" *Oman International ELT Conference, 10<sup>th</sup> Annual Conference, Current Perspectives in ELT: New Methodologies, Research, and Best Practices*, Sultan Qaboos University, Muscat, Oman, April 21-22, 2010.

### Manuscripts accepted but not yet published

1. **S. Jayaraman**, "Phonetic Environment and F1-F2 frequencies of Oral Vowels in French", (Monograph Publication), VDM Publishing House Ltd., Germany, in Press.
2. **K. Khan**, "Integrating Local Cultures in English Language Teaching, *The Omani ELT Symphony: Maintaining Linguistic and Socio-Cultural Equilibrium*", in Al Mahrooqi, R & Tuzlukova, V. (Eds.), Sultan Qaboos University Oman, in press, 2010.
3. **A. Vennakkadan**, "ELT, Misspelling and E-resources", *The Omani ELT Symphony: Maintaining Linguistic and Socio-Cultural Equilibrium*, in press, 2010.
4. **A. Vennakkadan**. "Combating Spelling Difficulties with Comprehensive Approach", *Learning and Teaching in Higher Education: Gulf Perspectives*, in press, 2010.

### Research work in progress

1. **A. Vennakkadan**. "Internet for Spelling Mastery", *Perspectives, TESOL Arabia*, (under review). The article delves deep into the sources of materials available on the internet for facilitating mastery of the complex system of English orthography and examines

the need of giving due weight to spelling instruction in ELT curriculum

2. **A. Vennakkadan.** “Texting Versus spelling”, The study explores the impact of textspeak, a language remarkable for its common text abbreviations, dropping letters, using letter and number homophones and using non-conventional phonetic spelling on learners’ spelling skills in English.

### **Other research related activities**

1. **S. Burns,** “Effective Assessment Tools to Measure/Evaluate Learning Outcomes – English”, Oman Quality Network Seminar on Learning by Sharing: Implementation of the Oman Academic Standards for General Foundation Programmes, Muscat, Oman, March 17, 2010.
2. **S. Jayaraman,** "Duration and Geminate Consonants in Tamil", Proceedings of Confluence - International Seminar on 'Innovations in Language Teaching in Technical Education', (Confluence – TGPCET-ACE), held by TGP College of Engineering and Technology, in Association with Abha College of Engineering & Technology Nagpur, India, February 26, 2010.