



**RAK Medical and Health Sciences University
Ras Al Khaimah, UAE**

Meeting Minutes 01/2026

Committee Title:	University Council Meeting 02/2026		
Date of Meeting:	18 February 2026	Start Time:	10 am
Venue/ Location:	Board Meeting Room	End Time:	12 am
Chairman:	Prof. Ismail Matalka	Secretary:	Mrs. Asiya Shaikh

Members	Present	Excused
1- Prof. Mohamed El Tanani – VP Research & Dean of Pharmacy	√	
2- Dr. Biji Thomas George - Professor- Surgery and Acting Dean - RAKCOMS	√	
3- Prof. Muhammed Mustahsen – Dean, RAKCODS	√	
4- Prof. Ibrahim Faouri – Dean, RAKCON	√	
5- Dr. Eslam El Nebrisi, Dean QAIE	√	
6- Prof. Manal M. Sami, Dean of Student Affairs	√	
7- Prof. Elsheikh Ahmed Badr, Executive Director- Center for Health Workforce Development and Professor- Community Medicine	√	
8- Prof Omer Eladil Abdalla Hamid Mohammed, Professor of Internal Medicine & Director SIDC		√
9- Dr. Omar Al Jadaan Professor & Chairperson - General Education	√	

#	Agenda Item	Decision / Recommendation	Responsibility	Action / Timeline
-	Welcome note	The President welcomed all the members.	---	---
I	Review of previous Minutes of the Meetings - 01-2026, 14 Jan 2026	The members noted the minutes of the previous meeting (01/2026) held on 14 Jan 2026 which was already approved by the Chairman.	---	---
II	The status / Approval and action taken of the following items from the previous Meeting:			
1	Assessment Policy	Dr. Ngaraj presented the modified policy. Resolution: The members approved the modifications made to the policy. It will be recirculated to all members for reference.	Assessment Office	---
2	Micro Credential Course- Good Clinical Practice	The President requested that the Deans implement the micro-credential course. Students are required to complete the course, record their participation, and report back accordingly. Resolution: The members agreed to implement Good Clinical Practice as a mandatory micro-credential module for the following students now <ul style="list-style-type: none"> • RAKCOMS – Year 2 • RAKCODS – Year 4 • RAKCON – Year 3 • RAKCOP – Year 3 	Dean QAIE / All Deans	---

		Students in Year 1 will undertake the course in the next academic year when they advance to Year 2.		
3	General Education	Resolution: The President requested all Deans to review all General Education Courses, including their content and credit hours.	Deans	In process
4	DigiVal Systems	<p>Mr. Monther provided an update on DigiVal systems and processes, including the DigiVal feedback received from the College of Medicine.</p> <p>Regarding the OSCE examination feedback, a system investigation was conducted, and the necessary actions and plans have been implemented in coordination with the DigiVal team and college of medicine to ensure that the system is available and fully prepared for students to conduct the examination.</p> <p>Feedback was also received from the College of Nursing regarding the student short attendance report. The college has requested access to customize the system to generate this report at the year coordinator level.</p> <p>The President emphasized that DigiVal should be customized and adjusted to meet the university's needs and requirements.</p>	Registrar	OSCE examination within 2 weeks
5	Academic Calendar	<p>Mr. Monther Presented the updated Calendar to the members he mentioned that will be a separate calendar for clinical in dental college</p> <p>Resolution: Mr. Monther will circulate the updated calendar to the members for final approval and final inputs. Following approval, Dr. Manal will finalize the events for the next academic year 2026-2027.</p>	Deans	Within 2 weeks

6	New admission	<p>The President informed the members that admissions for all programs are now closed. By the end of this week, admissions for the Master of Clinical programs will also close. Accordingly, admissions for the upcoming academic year will open next Monday, and the admission criteria will remain the same.</p> <p>The members agreed that after the issuance of the conditional offer letter, the student will complete the health consent form.</p>	Ms. Rasha	Monday 23 February 2026
7	Pending student Registration for the second semester for the academic year 2025-2026	<p>Mr. Monther presented the list of finally registered students and the pending student registrations for the second semester of the Academic Year 2025–2026.</p> <p>Fee-defaulter students (30 fee defaulters have been contacted and requested to sign an undertaking letter committing to settle all outstanding dues before the end of the semester. Continuous students who fail to clear their dues will not be allowed to register for the Academic Year 2026–2027 and will be required to apply for study break. For graduating students, results and graduation documents will not be released until all outstanding fees are fully paid.</p>	Mr. Monther	1 week
II	University Issues:			
1	University Website Update	<ul style="list-style-type: none"> The President informed that the current website content is incomplete and does not accurately reflect the University’s achievements; much of the content has not been updated. He mentioned that a committee has been formed to work on updating and revising the website content. And engage a website developer assisting the IT team. <p>Resolution:</p> <ul style="list-style-type: none"> All Deans are required to review and revise their respective content on the website. Update all pages to accurately represent the University, its colleges, and 	President / Dean QAIE / All Deans	---


		<p>programs.</p> <ul style="list-style-type: none"> • Include comprehensive details on teaching, training, examinations, and outcomes. 		
2	Fire & Life Safety Training and Mock Fire Drill (total of 2 days)	The President informed the members that the Fire & Life Safety Training and Mock Fire Drill will be conducted after Eid Al-Fitr and will take place on a Friday.	President	---
3	Training on Sustainability.	The members agreed to conduct a training session on Sustainability for faculty. on 27 February 2026 from 8:30 a.m. to 11:30 a.m.	President	---
III	RAK College of Medical Sciences:			
1	policy for students who absent themselves for strategic reasons during mid-term and end-semester/end-year examinations.	<p>Prof.Biji raised a concern regarding the misuse of sick leave by students and suggested introducing a cap.</p> <p>Resolution:The members agreed to limit the number of medical certificates permitted per term.</p>	Acting Dean RAKCOMS	---
IV	RAK College of Pharmacy: NIL			
V	RAK College of Nursing: NIL			

VI	RAK College of Dental Sciences: NIL			
VII	Deanship of QAIE:			
<u>Key Institutional Documents:</u>				
1	Policies Review and Update:	<p>The QAIE Dean presented the following policies for review and approval:</p> <ul style="list-style-type: none"> 6.18 Academic Advising Policy 7.1 Environmental health & safety (EHS) policy 7.2 Life safety & emergency preparedness 7.3 Hazardous materials, laboratories & clinical safety 7.4 Physical resources, facilities & equipment policy 7.5 Digital & information technology environment policy 7.6 Information security, data & digital resilience policy 7.7 Sustainability & green campus policy 8.1 Library Collection and Archive Policy 9.5 Purchasing Policy <p>Resolution: The members reviewed the above-mentioned policies and approved them as presented</p>		---
2	Institutional Rankings:	<p>The QAIE presented the Report on QS &THE national rankings.</p> <p>Resolution: Dr Eslam will circulate the report to all the members</p>	DEAN QAIE	---
3	RAKMHSU Surveys	The QAIE Dean informed that the survey response rate across all	Acting Dean RAKCOMS	---

		<p>programs at RAKMHSU is very low.</p> <p>Resolution: The President requested the QAIE Dean to reopen the survey and circulate it again from the President's email to all students to encourage them to complete it.</p>		
VIII	Deanship of Student Affairs: NIL			
1	Convocation- June 2026	<p>The Dean of Student Affairs informed that The convocation will be held on June 24 and 25. On June 24, 106 students from the College of Medicine and Master of Pharmacy will graduate. On June 25, 107 students from the College of Nursing, including RNBSN and Master of Nursing, will graduate. The College of Dental Sciences convocation will be held in September as their students will complete their summer course in July.</p> <p>Resolution: The members agreed on the proposed convocation dates. It was also agreed that the College of Dental Sciences convocation will be held in September. A letter will be sent through the protocol office to the palace to invite Sheikh Saud bin Saqr Al Qasimi or designate a representative to attend the ceremony.</p>	Dean Students Affairs	---
2	Issues related to the co/extracurricular and community engagement activities.	<p>The Dean of Student Affairs informed that the university convocation will take place over two days, on June 24 and June 25. The convocation will include graduates from the Colleges of Medicine, Pharmacy, and Nursing.</p> <p>On the first day (June 24), a total of 106 students will graduate, including students from the College of Medicine and the Master of Pharmacy program.</p> <p>On the second day (June 25), 107 students will graduate from the</p>	Dean Students Affairs	---

	<p>College of Nursing, including students from the RNBSN program and the Master of Nursing program.</p> <p>Regarding the College of Dental Sciences, their convocation will be held in September, as the students are currently undertaking a summer course and are expected to complete their program in July.</p>		
IX	Other Business: NIL		

PLEASE NOTE: Please review the "Responsibility" section of the University Council minutes of the meeting thoroughly. Take all necessary actions that fall within your scope of responsibility, proceed accordingly, and ensure the task is completed.


Mrs. Hind Edhadeh
 Secretary




Prof. Ismail Matalka
 President, RAKMHSU