



RAK Medical and Health Sciences University
Ras Al Khaimah, UAE

Meeting Minutes 01/2026

Committee Title:	University Council Meeting 01/2026		
Date of Meeting:	14 January 2026	Start Time:	1 pm
Venue/ Location:	Board Meeting Room	End Time:	5 pm
Chairman:	Prof. Ismail Mataalka	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 - 013-2025, 19 Dec 2025	The members noted the minutes of the previous meeting (013/2025) held on 19 Dec 2025 which was already approved by the Chairman.	---	---
II	University Issues:			
1	Discussion on Faculty Workload Policy.	<p>The members discussed the faculty workload policy and agreed that it should comprise three main categories:</p> <ol style="list-style-type: none"> 1. Teaching-related activities 2. Research-related activities 3. Administrative and University service-related activities <p>It was agreed that the term '<i>maximum teaching load</i>' should be replaced with '<i>recommended teaching load</i>'. The members also agreed that the teaching load may be adjusted based on institutional needs and to be decided by the College Dean.</p> <p>Resolution: The President recommended the QAIE Deanship to conduct a benchmarking exercise on workload practices across peer universities and to present the findings at the next University Council meeting for discussion and approval.</p>	President / Dean QAIE / All Deans	In process

2	Micro credential course - Good Clinical Practice.	<p>The President proposed the adoption of the Good Clinical Practice (GCP) Micro-credential as a requirement for all students prior to clinical phase transition. The proposal was discussed by the members.</p> <p>Resolution: The members agreed to consider <i>Good Clinical Practice</i> as a mandatory micro-credential module for the following students:</p> <ul style="list-style-type: none"> • RAKCOMS – Year 2 • RAKCODS – Year 4 • RAKCON – Year 3 • RAKCOP – Year 3 <p>The College Deans should communicate this requirement to all concerned students.</p>	Dean QAIE / All Deans	In process
3	Status of General Education Courses.	<p>The President proposed a comprehensive review of all General Education (GE) courses.</p> <p>The proposal was discussed in detail by the members, including recommendations to review the current curricula for Psychology and other GE courses offered across RAKCOMS that have some cross similarities and other colleges to ensure alignment and curriculum updating.</p> <p>The President further recommended the adoption of UAE-wide accredited courses for UAE Society and Islamic Culture, with implementation planned for the next academic year.</p> <p>Resolution: The President advised all Deans to revisit and critically review all General Education Courses, including their content and credit hours. The Deans were also advised to study the feasibility of delivering certain courses online or as pre-recorded sessions, and to determine how many courses could be conducted in the auditorium.</p>	All Deans / Chairperson General Education Dept.	In process

		<p>The President further advised Dr. Manal to arrange appropriate activities for <i>Islamic Culture and Medicine, Emirates Society</i>, and any other courses deemed suitable.</p> <p>The members also suggested to revise the Psychology & Behavioural Sciences taught by Dr. Haifa and also review the Biostatistics and Research.</p>		
4	Training on Sustainability.	<p>The President informed that the university is in the process of applying for the QS Sustainability Ranking, and that separate training sessions will be conducted on 6 February for staff and 13 February for faculty from 8:30 a.m. to 11:30 a.m.</p>	President	In process
5	Assessment Process document AY 2025-26.	<p>Dr. Nagaraj presented the Assessment Process document for the AY 2025-26.</p> <p>The proposed Assessment Process received feedback from the Deans of all colleges and was subsequently discussed during the meeting.</p> <p>Resolution:</p> <p>The members approved the recommendation to offer one additional opportunity for the Midterm examination in each course, limited strictly to the Midterm, to allow students an opportunity for improvement and to accommodate absentees. It was further agreed that the second examination opportunity will be scheduled one week after the first Midterm examination and will be conducted during weekend days.</p> <p>The members further agreed that the revised assessment approach will be implemented starting from the next academic year (AY 2026–2027). Accordingly, Dr. Nagaraj will revise the Assessment Process document and circulate the final version to the members for confirmation.</p> <p>Upon completion of the final revision, the Assessment Process document for AY 2025–2026 shall be deemed approved.</p>	Dr. Nagaraj	---

6	Update on DIGIVAL Systems	<p>Mr. Monther presented the status of the implementation of the DIGIVAL systems for all the Colleges and all the Programs.</p> <p>Resolution:</p> <ul style="list-style-type: none"> • The President requested the Deans to provide their feedback about the DIGIVAL systems to Mr. Monther. • Regarding the Quality Assurance Department for the DIGIVAL systems, the President requested all the Deans to nominate one contact person from each College for the KPI & HEDB. 	All Deans / Mr. Monther	In process
7	Academic Calendar 2026-27	<p>The members discussed the Academic Calendar presented by Mr. Monther.</p> <p>Resolution: The President suggested Mr. Monther to consult with all Deans and present the final Academic Calendar at the next University Council meeting.</p>	All Deans / Mr. Monther	In process
8	<p>Reviewing Fee Structure, Awards and Scholarships Committee:</p> <p>i. Proposed Fee Increase and Benchmarking Overview (pending committee review & approval)</p>			

- ii. Proposed Fee Structure for All Programs (pending committee review & approval)
- iii. Proposed Scholarships and Benchmarking Overview (pending committee review & approval)
- iv. Merit Scholarship and Fee Concessions Policies for the AY 2026-27 (pending committee review & approval)
- v. Seat Reservation and Fee Refund Policy for the AY 2026-27 (pending committee review & approval)

The members reviewed the fee structure and Scholarship recommendations, which are subject to further discussion and approval at the Board Meeting

President / Mr. Saleem


For Board's approval.

III	RAK College of Medical Sciences:			
1	Clinical Rotation OSCE - RAKCOMS	End Rotation OSCE Exams will be held at the end of the rotation and will not be conducted at the end of the rotation and will not be repeated at the end of the semester / year. It will affect students of MD Yr 4 onwards. In the last semester of MD Year 6, there will be a readiness-for-practice exit exam.	Acting Dean RAKCOMS	---
2	Student case - RAKCOMS	The student case was raised by Dr. Biji (Acting Dean-RAKCOMS) and the members approved the decision taken.	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	Annual Institutional Report - AY 2024-25	Dr. Eslam presented the Annual Institutional Report AY 2024–25. Dr. Eslam will make the necessary modifications and circulate the	DEAN QAIE / All Deans	---

		<p>updated Annual Institutional Report – AY 2024–25 to all members.</p> <p>Resolution: The Annual Institutional Report – AY 2024–25 was approved by the members, subject to the proposed modifications.</p> <p>The President directed Dr. Eslam to share the Micro-credential (MC) template with the Deans to support the preparation and submission of proposed MC courses.</p>		
2	Fact Book - AY 2024-25	<p>Dr. Eslam presented the Fact Book - AY 2024-25 to the members:</p> <p>Resolution: The Fact Book - AY 2024-25 was reviewed and approved by the members.</p>	DEAN QAIE	---
3	Quality Assurance Manual - V2.0	<p>Dr. Eslam presented the Quality Assurance Manual - V2.0 to the members:</p> <p>Resolution: The Quality Assurance Manual - V2.0 was reviewed and approved by the members.</p>	DEAN QAIE	---
5	Institutional Rankings: QS Sustainability Rankings.	<p>Dr. Eslam presented an overview of QS Sustainability Rankings.</p> <p>It was decided to revise and nominate a focal point for each College for the QS Sustainability Ranking submission. An email requesting the same will be sent to all Deans from the President's Office.</p> <p>Resolution: The members noted and approved the same.</p>	DEAN QAIE / All Deans	---

6	Evaluation mechanism for Adjunct Faculty	<p>The President also requested the Deans to determine the evaluation mechanism for Adjunct Faculty and for each course.</p> <p>End of course clinical surveys evaluate only the core faculty instead of all doctors</p> <p>QAIE will send email to each college to nominate core faculty of each course.</p> <p>The President proposed to form a focus groups of students from each rotation course to collect feedback on courses and adjunct faculty.</p>	All Deans	---
VIII	Deanship of Student Affairs: NIL			
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. Asiya Shaikh
 Secretary




 Prof. Ismail Matalka
 President, RAKMHSU