



جامعة الفلاح
AL FALAH UNIVERSITY

Community Engagement & Professional Development Committee

Community Engagement

How individuals and organizations can make a difference is what can define the meaning of Community Engagement.

Al Falah University is committed to advancing faculty involvement in active community service and to generate support for the University from external stakeholders, by identifying specific needs that can be filled by faculty and staff competences, whether these needs are articulated or not, and by encouraging faculty and staff members to meet these needs in ways that can generate recognition for AFU.

Community engagement is a practical way used in active process of implementing change. It is a process to emphasis that honest relationship building is for the benefit of the community.

AFU fulfills its core vision of aiming to achieve local and international recognition for academic programs, research and community engagement and service. The university supports any member of the AFU team to become engaged in all types of community service and engagements activities, as this practice enrich faculty, staff and students experience and open the doors towards understanding voluntary services, further research areas, and more academic, social and intellectual activities.

AFU goal is to reach beyond campus walls and contributes to a synergy and interaction among community engagement initiatives that extend from the academic colleges and administrative units to community members and organizations.

AFU Engagement

According to CAA standard 11, AFU will:

1. Have a plan for community engagement/service.
2. All plans will be documented, distributed to all faculty and staff, and to be reviewed periodically.



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3. All activities will be evaluated and included in the annual evaluation criteria for the benefits of community engagement, and professional development plans.
4. Responsibilities will be designated for community engagement to employees within the university.
5. AFU will develop and evaluate through its established advisory groups/board, the curriculum, and will work professionally towards developing the constitution and terms of references of the advisory group/board for each college.
6. AFU will ensure that all planned and distributed activities are consistent with its mission. All AFU faculty and staff will be told of the approved community engagement activities agenda.

AFU Community Engagement Committee

AFU Community Engagement Committee was formed and approved by Deans Council in 2015 to develop the sense of participation and responsibility towards the community.

The decree to establish the community engagement committee focused on the main responsibilities the committee should adhere to:

1. Identify specific community needs that can be filled by faculty and staff competences
2. Encourage faculty and staff members to meet these needs in ways that can generate recognition for the University
3. Develop a time-table of community engagement activities
4. Ensure implementation of agreed community engagement activities

Meeting with all designated community engagement members and head of the committee based on twice a week and approved schedule

The steps for AFU Community Engagement Committee need to follow for effective outcomes:

1. To determine plans goals
2. To plan out who to engage
3. To develop required strategies to apply those plans for internal and external individuals and community in general
4. To prioritize demanded activities



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5. To create and implementation plan
6. To monitor activities progress if short or long term ones
7. To build up ongoing relationships with all community categories and maintain those relationships

Annual Budget and Reporting

AFU annual budget is consistent with all university colleges and units, Community Engagement Committee as all other committees is provided with an approved annual budget which is administered through an allocated cost study set by the Finance Unit at AFU.

Community Engagement Committee will report on all activities takes place on an annual semester basis, and any financial matters related to any activity to be measured as well towards quality assurance for successful outcome and level of cooperation between AFU and its partners.

Proposed Future Plans

AFU Community Engagement Committee will oversee the following:

- To guide AFU in promoting excellence through educational initiatives and developing a comprehensive community engagement plan.
- To promote and coordinating services, learning opportunities and research form communities traditionally underserved by the AFU.
- To collaborate with Community Partners on projects that serve communities traditionally underserved by AFU.
- To support critical engagements around the languages, cultures, histories, and IT technology for certain community categories.
- To cover activities from all AFU academic Colleges, Departments and Admin units.
- To establish standards and policies that lead to professional learning and level of leadership.
- To encourage AFU students to participate in corporate and social responsible activities.
- To ensure that AFU engagement with the external community supports and aligns with AFU strategic goals.



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Community Engagement Types

- Community Engagement with a focus on community development or community education. This will involve educational programs presented by AFU faculty to groups and organizations outside the University campus.
- Community Engagement that focuses on best collaborations to produce research that improves well-being and quality of life.
- Community participation in consultation, conferences and decision-making.
- Community engagement that helps organizations, businesses etc. to improve their service delivery or to achieve their goals.
- Community engagement as part of social change movements or as part of the work of voluntary community organizations.

Conclusion and Recommendations

Community Engagement Committee will maintain an upgrade with all latest demands for improvement in order to compete with internal and external community demands. It will work on developing activities with clear targets and goals in the beginning of each academic year. Those activities will be revised monthly for any demanded updates based on changing circumstances and conditions.

Community Engagement Application Process and Mechanism

Faculty will fill a form with the approved activity by the College Dean

1. Faculty will select college and Organization from check list
2. Activity Title and type to be updated in the application
3. Day, time and venue to be filled (will stay pending as red color until approved by committee head to validate place, time required, and date, and security check if external visitor is required)
4. All following logistics will be filled but will stay pending as well until approved by committee head for each selection
5. Faculty in the same time will fill all other requirements as following:
 - i. Security Check**
 - (3 weeks duration prior to event) – Will stay pending until head of committee approval.
 - When choose Security Check option a screen will open to fill all required data



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- Notification email and Tracking screen will appear for the concerned employee.
- If approved, Media will get notification by email and tracking screen with required tools

ii. Media

- Faculty in the same time will choose all required media forms to be filled according to the event
- Each Media requirement has a screen will open to fill all required data
- Notification email and Tracking screen will appear for the concerned employee in media office to start processing the activity requirement
- If Security check was required, this process will appear after approval
- If Security check is not required, this process will appear after committee head approval

iii. Other Admin Requirements

- Transportation
- Refreshments
- Event Leader

The application will have three statuses:

- New
- Approved
- Reject (with reason)

Members:

N	Name	Position	Title
1	Prof. Nasr Abbas	Director, Student Affairs Unit	Chairman
2	Dr. Ashraf Jahmani	Representative, College of Business Administration	Member
3	Prof. Nasr Abbas	Representative, College of Mass Communication	Member
4	Dr. Ezzet Al Omari	Representative, College of Law	Member
5	Ms. Aysha Ehsan	Representative, General Education Department	Member
6	Ms. Zaina Al Fraihat	Representative, Student Affairs Unit	Member

Meeting Schedule: Once every two (2) weeks