



كلية الهندسة
College of Engineering

Majmaah University

College of Engineering

Vice-Deanship of Graduate Studies and Scientific Research

Community Service Unit

(Annual Report)
2018/2019

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Introduction:

The **community service** is formed in **2018** by the decision of the Dean of the College of Engineering No (30). The members of committee and subcommittees as shown in Decision of forming the committee for the academic year 2018/2019 (Copy of the order)

الرقم: ٦٣/١٥٧١٧ التاريخ: ١٤٤٠/٠٢/٢٩ عدد المرفقات: *

Kingdom of Saudi Arabia
Ministry of Higher Education
Majmaah University
College of Engineering

المملكة العربية السعودية
وزارة التعليم العالي
جامعة المجمعة
كلية الهندسة

جامعة المجمعة
Majmaah University

قرار اداري رقم (٣٠)

إن عميد الكلية وبناء على الصلاحيات المخولة له نظاما وسعيا نحو تنظيم العمل في الكلية يقرر ما يلي:
أولاً: تشكيل وحدة خدمة المجتمع للعام الأكاديمي ١٤٣٩/١٤٤٠ هـ.

١. د. محمود عويس (منسقاً)
٢. د. أحمد جلال (عضواً)
٣. د. أسامة عبد العال (عضواً واميناً)

ثانياً: تتبع الوحدة لسعادة وكيل الكلية للدراسات العليا والبحث العلمي وتقديم تقريرها له

Administrative Order (30)

According to the conferred authority given to the dean by the regulations of the university, and in order to organize the work in the college.
First: The **Community Service Unit** is formed for the academic year 2018/2019 as follows:

1- Dr. Mahmood Ouies (Coordinator)
2- Dr. Ahmad Galal (Member)
3- Dr. Osama Abdulal (Member and Secretary)

Responsibilities

1- Arrange and follow up community service activities in the college.
2- Coordinate with the deanship of community service and continues and writing reports.

Second: The unit must report to the vice dean for graduate studies and scientific research .

عميد الكلية
د. عبد الله عبد المحسن العبد الكريم

الرقم: / / التاريخ: ١٤٣ هـ / / المشفوعات:

المملكة العربية السعودية - ص.ب: ٦٦ المجمعة: ١١٩٥٢ - هاتف: ٤٣١٣٣٧٠ - فاكس: ٤٣١٣٣٧٠ - تحويلة / ١٢٣٨
Kingdom of Saudi Arabia - P.O. Box 66 Almajmaa : 11952 - Tel: 06 4313370 - Fax : 06 4313370 - Ext. : 1238
Email: ce@mu.edu.sa www.mu.edu.sa

Vision:

This unit is responsible for planning and organizing the activities of the community service provided by the college and its employees in order to improve the educational services of the community and periodic evaluation of these services based on the views of the beneficiaries, to guide them to the needs of the community in the governorates served by the university. And seeks to lead in partnership and community development

Mission:

Creating community development and upgrading it to the highest levels through providing training and advisory programs with outstanding standards and quality, providing a stimulating work environment and a qualified faculty.

Objectives:

- 1. To strengthen the community's sense of the role of the Faculty of Education in Majmaah University and its importance as an educational scientific institution, which encourages the society to work to support the college to achieve its objectives.**
- 2. Strengthening the college's relationship with the society and promoting it from all its aspects to meet its various needs and requirements through the introduction of programs and training courses that contribute to raising the efficiency of the members of the community.**
- 3. To contribute to spreading the true Islamic culture, knowledge and scientific awareness to different sectors of society.**
- 4. Providing scientific and professional advice to various groups and bodies of society to promote a specific work or solve a problem related to society.**
- 5. Achieving patterns of effective partnership between different sectors of society.**
- 6. Spreading the Islamic, health, cultural, social and educational awareness among the members of the society in cooperation with the relevant authorities.**
- 7. To provide the opportunity to the members of the teaching staff with experience to benefit from the various institutions and associations in various fields.**
- 8. Encouraging faculty members to participate in community service.**

Main Tasks:

- **Monitor, organize and document community service activities.**
- **Urging faculty members to participate in community service activities.**
- **Follow-up documentation of activities.**
- **Issuing certificates for the activity provided.**
- **Receive and document forms of participation in community service activity.**
- **Prepare a report on community service activities and submit them to the college's secretary.**
- **Evaluate the college's participation in community service activities and events.**
- **Assisting the agent in planning and organizing everything that will facilitate the work of the unit.**

The Operational Plan (2018/2019):

N	Initiatives	Activities	Implementation Period		Performance Indicators	Responsibility		Achievement		Remarks
			From	to		Basic	Support	Target	Actual	
1	Providing engineering and technical consulting	Determining the engineering services with which the college can serve the community.	1	16	Number of consultations and services provided to the local community and the business sector.	Department committee	College community service committee	1	0	Although we as a faculty are ready and available, Majmaah university has not received any request from the community to provide any consulting
2	Organizing workshops, courses, and	Invite leaders from	1	16	Percentage of faculty	Department committee	College community service	2	3	Electrical engineering



	lectures engineering community	the non-profit and governmental organizations to share their experience in serving the society			members and staff who participated in activities and programs of community service		committee			department conducted 2 visits to the Indian school and King Abdullah secondary school. In addition we conducted an exhibition in Almajmaah mall to aware
3	Achievement memoranda of understanding aimed at community service		1	16	Number of annual programs of partnership and cooperation with community institutions and the private sector	Department committee	College community service committee	1	0	Majmaah area is limited in its resources and thus no company has approached us for cooperation thus far
4	Accomplish volunteer activities for students and faculty members	Invite leaders from the non-profit and governmental organizations to share their experience in serving the society	1	16	Percentage of faculty members and staff who participated in community service activities and programs Percentage of students participating in voluntary community service activities.	Department committee	College community service committee	1	1	EE department held a training workshop for 4 graduate students to maintain the electrical equipment of Masajed. The students volunteered to repair the failed



										equipment
6	Developing interaction with sustainable development issues	Encouraging faculty to include in the topics of their courses real case studies from society and explore ways for improvements	1	16	Number of researches or research projects serving sustainable environmental development issues.	College community service committee	2	3	As example, solar energy potential assessment Throughout the kingdom	

Reasons of no-achieved items:

- None

Main Activities:

Activity 1:

The College of Engineering participated in activating Environment Week and its slogan "Protecting our environment for the well-being of our society" during the first week of the spring, 14/07/1440 Hijri, which was approved by the Prime Minister's Decision No. (455) and dated 22/8/1439 Hijri and based on the responsibility and role of the College in the preservation of the environment urged the faculty members to allocate the first five minutes of lectures to talk about the events of the Environment Week to adopt activities and events related to the environment as cleaning campaigns and logo make our college clean.

The Faculty of Engineering also held a workshop in the presence of the faculty members entitled "How to protect Our Environment in the framework of the events established. The workshop focused on three axes:



- Define the environment and the risks that surround it.
- Challenges to maintain them.
- The vision of the Kingdom 2030 in preserving the environment.

She also discussed the role of educational institutions in the face of the importance of awareness, awareness and preservation of the environment. The workshop came out with many recommendations, as follows:

- 1 - Interest in clean energy alternatives.
2. Encouraging the recycling of irregularities.
- 3 - Establish initiatives to educate citizens in their role to preserve the environment.
- 4 - Encouraging the use of aerobics and walking light fixtures.
- 5 - Initiative to plant a tree.
- 6- The trend of natural and processed foods.



Activity 2:

Faculty of Engineering participates in the exhibition of volunteer work for community service:

The Faculty of Engineering participated in the volunteer work for community service and community awareness, which was organized by the Deanship of Student Affairs at the University of Majma'a in "Mall of the Majma" for two days from 14/7/1440 H to 15/7/1440 H. Dean of Student Affairs Dr. Khalid Ibrahim Al-Afisan.



The participation of the Faculty of Engineering in the big exhibition was organized by the Students Activities Committee at the Faculty of Engineering and the Community Service Committee at the Faculty of Engineering. The course was attended by the Vice Dean for Educational Affairs Dr. Saleh Ahmed Al Dahash, the Director of Student Activities at the Faculty of Engineering Dr. Tareq Nabil and the Director of Resources. Ben Abdullah Al-Jasser, also participated in the community exhibition members of the faculty of different departments of the College.



The Department of Civil and Environmental Engineering participated in the Community Exhibition under the supervision of the Head of the Department, Dr. Abdullah Al-Shehri, and Dr. Ahmed Al-Najawi, a member of the faculty of the department. The department participated in a community awareness project entitled "How to choose the suitable floor for building your home." A simplified list of the best natural and industrial rocks to build the floors of houses such as marble, granite, ceramics, porcelain, stone, parquet and vinyl with the most efficient and beautiful views and the best prices.



The Department of Mechanical and Industrial Engineering participated in the Community Exhibition under the supervision of Dr. Tarek Al-Bagouri, faculty member of the department. The department participated in a community awareness project entitled "The most common problems of cars and how to solve them." The department distributed and explained a simplified scientific publication that included the most important problems facing cars and roads To be solved in a simplified manner without the need to use the car mechanic, which saves time and effort and money spent on maintenance of cars.



The Department of Electrical Engineering participated in the Community Exhibition under the supervision of Dr. Waleed Al Harbi, the faculty member of the department. The department participated in a community awareness project entitled "Smart and Sustainable Solar House". The department distributed and explained a simplified scientific publication that provides a detailed and simplified explanation of the solar home system and its design. And the great economic benefit of the owner of the house, in addition to its unique advantages in providing clean energy at the cheapest prices and best performance.



The audience, which numbered more than 200 visitors, praised the importance of the exhibition to serve the local community of the city of Majmaa, and the need to spread awareness of the culture of energy consumption rationalization among the members of society. The best role in any community is the Faculty of Engineering, Advanced scientific and practical experience and modern.



Activity 3:

The Intellectual Awareness Unit at the College Holds a Lecture entitled "Warning of Rumors and Threats"

The students attended a lecture entitled "Warning of Rumors and Threats to the Nation", which was held in the lecture hall on Tuesday, 20-6- 1440H. And human studies Bhouta Sudair. The first axis of the lecture on the definition of rumors and the terminology and the source of the term and its relationship to communities and the way of thinking.



He said in the second axis of the lecture that the real and large risks of the endless rumors of the security of the homeland and the citizen, and the demolition of the official security and information system in the country. The lecturer gave various realistic examples of the devastating effects of rumors on society.



In the third axis, he spoke about the importance of security and security for the homeland and the citizen, their necessity for progress and development, and the importance of every citizen to maintain safety and security in the interest of all.

At the end of the lecture between the lecturer, what is prescribed by the legitimate legal approach in dealing with rumors, by raising them and not transferring them and publishing them, as well as reply against them, so that the unity of the class under the umbrella of the Sharia is coherent and interrelated. The students praised the great benefit they received from the educational lecture .

Activity 4:

Awareness lecture for students of the Faculty of Engineering on social media:
In cooperation with the Student Support Unit at the Faculty of Engineering, the students of the Faculty of Engineering attended an awareness lecture entitled "Social Communication Means of Importance and Addiction", which was held at the Engineering Club Hall at the Faculty of Engineering, 15- 6-1440 H.



Dr. Abdul Hameed Haj Amin from the Student Guidance and Guidance Center at the Deanship of Student Affairs at the University of Majmaa gave a brief overview of the Student Guidance and Guidance Center of the Deanship of Student Affairs and his important educational services for all university students, especially in the psychological field. Educational and social development of university students.



He spoke in the first axis of his lecture on the importance of social communication means at the present time to the university student because of the multiple media of the important professional knowledge that would enhance the scientific concepts of the university student, if used correctly.

In the second axis of the lecture the lecturer warned the lecturer to the extent of the seriousness of the means of social communication to the student if used in the wrong way, which is a waste of time and destruction of behavior and self, because of games and others, aimed at destroying the social and moral entity of the student.

The lecture was highly interactive by the students. The students paid tribute to the audience for the great benefit they received from this awareness lecture.

Activity 5:

A training course for students on the e-learning system:

Briefly describe and indicate timing of arrangements made to ensure full understanding of roles and responsibilities of supervising faculty/staff in the field setting. (for example, briefing meetings and follow up consultation, training, staff development, notes for guidance.)

- 1- To recognize the engineering practice process, there is a special engineering practice committee is formed to :
 - 1- Updating engineering practice guide, which is used by supervisors.
 - 2- There is one supervisor from every department that follow the engineering practice period of students.
 - 3- The engineering practice committee makes a meeting with supervisors to show them the importance and the engineering practice procedure.
 - 4- Field supervisor are well prepared and ready to absorb required number of trainees as soon as their management decides. Since it is every year program the host industry/institutions are well prepared in advance.

Activity 6:

- 1- The engineering practice committee makes a meeting with students to show them the importance and the engineering practice procedure.
- 2- Faculty supervisor holds regular meeting with assumed summer trainee and keep them informed about the program

Activity 7:

Holding workshops for students to encourage them to be involved in the community service. Several pamphlets lists the aspects of community service will be prepared to be distributed for students.

Activity 8:

Inviting leaders of community service to give new ideas that can be applied in Almajmaah city.

Recommendations:

- **Organize social programs and activities that serve the community.**
- **Communicate with associations, foundations and charitable centers in order to support and support their programs and activities within the Department of Engineering.**
- **Direct the research of promotion and research of theses and graduate research towards issues and problems of interest to civil society organizations.**
- **Provide specialized social consultations for charitable societies and institutions according to an agreed mechanism between the department and the concerned body.**
- **Motivate students to participate in community service.**
- **Evaluate the work of the Committee periodically.**
- **Develop an effective mechanism to ensure that all students enrolled in elective courses attend the D2L training course**
- **Establish fixed dates from the first week where students meet with course teachers through the D2L system**
- **Declaration of degrees of activities on the opening page of each course**
- **Encouraging the faculty to participate more and increasing their awareness about the important of the community service to university.**

Next Year Operational Plan (2019/2020):



N	Initiatives	Activities	Implementation Period		Performance Indicators	Responsibility		New Target	Remarks
			From	to		Basic	Support		
1	Providing engineering and technical consulting	Determining the engineering services with which the college can serve the community.	1	16	عدد الاستشارات والخدمات المقدمة للمجتمع المحلي و قطاع الاعمال .	Department committee	College community service committee	2	
2	Organizing workshops, courses, and lectures engineering community	Invite leaders from the non-profit and governmental organizations to share their experience in serving the society	1	16	نسبة أعضاء هيئة التدريس و الموظفين الذين شاركوا في أنشطة وبرامج خدمة المجتمع	Department committee	College community service committee	3	
3	Achievement memoranda of understanding aimed at community service		1	16	عدد البرامج السنوية للشراكة و التعاون مع مؤسسات المجتمع و القطاع الخاص	Department committee	College community service committee	2	
4	Accomplish volunteer activities for students and faculty members	Invite leaders from the non-profit and governmental organizations to share their experience in serving the society	1	16	نسبة أعضاء هيئة التدريس و الموظفين الذين شاركوا في أنشطة وبرامج خدمة المجتمع نسبة الطلبة المشاركين في أنشطة تطوعية لخدمة المجتمع.	Department committee	College community service committee	2	



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5	Developing interaction with sustainable development issues	Encouraging faculty to include in the topics of their courses real case studies from society and explore ways for improvements	1	16	عدد الأبحاث أو المشاريع البحثية التي تخدم قضايا التنمية المستدامة للبيئة.	College community service committee	3	
6	Providing engineering and technical consulting	Determining the engineering services with which the college can serve the community.	1	16	عدد الاستشارات والخدمات المقدمة للمجتمع المحلي و قطاع الاعمال .	Department committee	2	



Appendix A (Minutes of Meetings 2018/2019):

MAJMAAH UNIVERSITY
ENGINEERING COLLEGE
Community Service Unit
Meeting (1)

MEETING ATTENDED BY	Mahmoud Owais – Ahmed Galal- Osama Abd Alal
ABSENT FROM MEATING	None
GUESTS	None
DATE	23/9/2018
TIME	8-10 am
LOCATION	Engineering Club
MINUTES TAKEN BY	Dr. Mahmoud Owais

AGENDA TOPICS

Agenda Topic #1		Deadline	Responsibility
Discussion:	Discuss the operational plan for this year	23/9/2018	The Committee
Conclusion:	Adoption of the Operational Plan		
Action items:	Follow the agenda in the plan		

Agenda Topic #2		Deadline	Responsibility
Discussion:	To commission the preparation of the operational plan for the next year	20/3/2019	The Committee
Conclusion:	The roles were distributed to the committee		
Action items:	Everyone will prepare their own part		



MAJMAAH UNIVERSITY
ENGINEERING COLLEGE
Community Service Unit
Meeting (2)

MEETING ATTENDED BY	Mahmoud Owais – Ahmed Galal- Osama Abd Alal
ABSENT FROM MEATING	None
GUESTS	None
DATE	20/3/2019
TIME	8-10 am
LOCATION	Meeting Room
MINUTES TAKEN BY	Dr. Mahmoud Owais

AGENDA TOPICS

Agenda Topic #1		Deadline	Responsibility
Discussion:	Follow-up of the implementation of this year's operational plan	20/3/2019	The Committee
Conclusion:	Posts and achievements monitored		
Action items:	Data Addendum to the Annual Report		

Agenda Topic #2		Deadline	Responsibility
Discussion:	Appointment of the annual report of the unit	24/3/2019	The Committee
Conclusion:	The roles were distributed to the committee		
Action items:	Everyone will prepare their own part		

Agenda Topic #3		Deadline	Responsibility
Discussion:	Approving the operational plan for next year	20/3/2019	The Committee
Conclusion:	Opinions were heard and suggestions added		
Action items:	Approved		