PRESENTATION ABOUT PLANNING AND MISSION:

I plan for further development of the Computer Engineering Department and its smooth running under my chairmanship. He commended the efforts and dedication of Dr. Abdulaziz S. Almulhem, former chairman of the department, and Dr. Jarallah S. AlGhamdi, who carried out the COE Departmental Activites very smoothly during the last semester (051), in addition to his current assignments as Dean, CCSE.

I want to share some ideas and views with them about the vision and mission of the department.

Mission of the department:

Regarding the mission of the department, I urge all of you to exert their utmost efforts in providing COE students with quality computer engineering education, close supervision in course work and academic progress, and innovative and practical methods in teaching and examinations. This necessitates offering a due balance among the theory, Engineering, and Science aspects of the discipline. The primary function of the department is quality teaching, research and Engineering applications. The department seeks to meet academic and professional standards at the national and international levels, and to provide a source of leadership and expertise for KFUPM, in particular and the Kingdom of Saudi Arabia, in general.

Number of COE Undergraduate and Graduate Students:

I concern that the number of COE BS, MS and Ph.D. students is going less gradually due to unforeseen circumstances, and expressed his utmost desire to increase it by promoting the COE/CSE Programs by organizing COE Days, publicizing them either through INTERNET or meeting with students. The total number of undergraduate students is 427 and PhD students 07.

Chairmanship is a Service Position:

I reiterate that the Chairmanship is a service position, and I will try my best to tackle professionally the academia as well as the administrative issues for the betterment of the students, faculty members, and for the growth of the department.

Departmental Management:

With regard to the departmental management, I emphasize that it is a group responsibility to run the department gracefully, and one person cannot go through. Team work is very essential.

Research etc.:

I would like to stress that every body should give priority to their research, students, environment, courses and development of COE laboratories.

I am planning to form research interest groups, distribute Research Assistants among groups for their active participation, and will invite key people in research to the

department. I also emphasize that all professorial rank faculty members in general, and assistant professors, in particular, to work on their research and increase their publications in the international/regional conferences and reputable journals so that they can be promoted to the higher academic rank. Also I encourage them to invite more key people in research as a Guest Speakers to deliver seminars in their area and meet with COE as well as CCSE faculty members for combined research projects of mutual interest.

I request you to reduce the individual workload, increase team work and spirit, emphasize practical home works, and maximum of two projects per class should be targeted to the core subject of the course except for courses that are project-oriented.

Students should be encouraged to take part in the extra-curricular activities, and emphasize them to participate in social activities (with students club), chess competition between faculty and students, beach gathering between faculty and students.

Students:

Faculty should give more practical doses, and encourage your students for team work, work ethics, and reduce absences. You should convince your students in these regards. Also give them less homework. In laboratories, team work should be emphasized because with this practice, the ability and confidence of students will be expanded with exchanging their ideas during the practical work.

My office will be pleased to assist you any time, if need be.

COE INFORMATION ITEMS FOR COE COUNCIL

- **New appointments and term renewal:** Following are renewal of appointments for another term and new appointments at KFUPM: Congratulations!

  New appointments for a period of two years:

  - Effective 4 February 2006, Dr. Adnan Abdulaziz Gutub as a Chairman, Computer Engineering Department
  - Effective 4 February 2006, Dr. Ibrahim M. Al-Jabri as a Director of Programs Assessment Center.
  - Effective January 28, 2006, Mr. Abdulla I. Al-Matroudi, as a Acting Director General of Public Relations and Information, in addition to his prsent responsibilities.

  Renewal of appointments for another term:

  - Dr. Sidqi A. Abu-Khamsin as a Chairman of Petroleum & Engineering Department.
  - Dr. Adel S. Aldosary as a Chairman, City & Regional Planning Department.

- The online graduation clearance of COE graduating students for Term 051 has been processed by the COE Department.

- After completion of all graduation requirements of MS degree Mr. Syed Mohammed Shamsul Islam, R.A, Computer Engineering Department, has joined the department as a Lecturer-B on 8/2/2006.

- Mr. Mohammad Ibrahim Atiyah Al-Bahwashi, Egyptian, and Mr. Mohammad Moinuddin Rizwan Farooqi, Indian, newly appointed Research Assistants, have joined the Computer Engineering Department, on 7/2 and 8/2/2006 respectively.

- The updated list of electives have been approved by H.E. the Rector, KFUPM, and sent to the Registrar for updating the COE students' Degree Audit in the system. A soft copy of the same will be sent to all COE facutly by the COE Department Office shortly (approved list of electives attached).

Reminder:

- **Course files:** Please submit your course file(s) of this semester, and previous semesters (if your have borrowed any), along with grade rosters of your respective course(s) for Term 051. For courses that have labs, the lab coordinators should submit a consolidated file of their respective labs which include the lab experiments, as well as the lab instructor's input.

  Please also upload your course files through our Online Course file System. The URL for the electronic submission is as follows.You will have to use your Unix account:

  https://www.ccse.kfupm.edu.sa/coursefile

- **Staring-of-Spring Semester (052):** Please set the following ground rules in 1st 20 minutes of first class, and also plexase include the same in the course syllabus (and submit a copy to the COE Department office):

  - Grade distribution Policy
  - Absenteeism (DN/WP/WF Grade) and late coming to class
  - Late Homework Policy
  - Makeup Exam Policy
  - Cheating Policy, etc.

- Based on request of the University Management, Mr. Salman A. Khan and Mr. Nizar Mabroukeh, Lecturers, Computer Engineering Deprtment, will work in the Deanship of Graduate Studies during this Term 052.

- **Course Syllabus and Weekly Assignments:** Please submit a copy of "syllabus of each course" which you are teaching in this term (052), and "schedule of weekly assignments" to the COE Department Office, and post a copy of the weekly assignment on your office door.

- COE faculty members teaching assignments for Term 052 have been finalized, and COE students have been distributed among COE faculty members for

adivising.

- Online registration material such as list of courses, etc. has been posted on the Registrar's web page.

- Pre-requisite or co-requisite violation.

- KACST announces a "Program for Research Traininig Grants in Advanced Technology (Nanotechnology) for Universities and RI faculty holding PhD Degrees", each of a duration of 8 – 12 weeks in an accdemically advanced technologies Labs are available.

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