

Achievements of the Deanship of Faculty Members Affairs in February 2025

including the achievements of the Administrative Affairs Unit team of the Deanship, the honoring ceremony for faculty members was coordinated in coordination with the Deanship of Academic and Educational Affairs.

- 8 files were prepared for certificates of honor for all.
- and 8 files for distinguished people were reviewed after Dr. Osama corrected the ranks, and also 8 drives were equipped within one drive with pictures of the faculty members participating in the ceremony, a speech was prepared at the ceremony, and I published the certificates in the competent groups and through the team within the subject groups regarding the certificates of the distinguished for all colleges and departments.
- It was shared to develop instructions for faculty members and emphasize the follow-up of college secretaries and department secretaries and follow-up lectures with the secretary of the college and any problems with him to check on the progress of the college, and clarified some observations on college drives, archiving and faculty members' files.
- a practical application was made as a unit manager for twice a month, the first and last week of each month.
- Praise be to God, 30 faculty members were appointed during the month of February 2025, and others were appointed, and to follow up interviews for other appointments, especially the new departments in ... the neighborhood



- Follow up monitoring with the team, heads of departments, faculty members and college secretaries. - Raising the new faculty members to the college drive / and to Professor Maha Mohamed, Secretary of the Deanship, then the data is sent from the college administration and WhatsApp to Professor Maha uploads it to the new portal and we inform the Deanship of Information Technology.
- Publishing instructions in the unit group on a daily basis, and almost daily follow-up with the private team. Follow up the colleges' drives with the administrative affairs officials of the colleges on an ongoing basis, send notes by following up the archiving and updating the database, and completing any papers and any deficiencies in the files of faculty members.
- Booking and following up the links of college meetings and attendance, writing and archiving the dean's minutes, and archiving the minutes of the heads of departments after writing them, and we have made media coverage of any meeting in colleges and departments and it was sent to the Media Center for publication about it and also the university echo magazine in the group of events and news of colleges.
- 8 card files for the deans of the faculties are equipped with the media center.
- 2 congratulations were requested, worked and published for faculty members for those who published a research and a book in the name of the university.



الجامعة الإسلامية

Islamic University of Minnesota



الجامعة الإسلامية بجنيف
Islamic University of Minnesota

تفضلوا بزيارة
موقع الجامعة



lum@ium.edu.so



www.ium.edu.so



+905528004880



المركز الإعلامي
MEDIA CENTER