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Policy: **Industry Advisory Board**

Code: **11CE02**

Reviewed/ Revised: **17/07/2022**

Date of Next Review: **February 2024**

Policy Owner: **International Relations & Global Mobility**

Target audience: **EAHM Industry Advisory Board, Faculty, Research Committee**

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#### **PURPOSE:**

This policy defines the role of the Industry Advisory Board and its relationship to EAHM.

#### **SCOPE:**

It defines the activities of the Industry Advisory board, its scope in terms of areas of advice and comment and building industry relationships via research, consultancy, collaboration and student internships, and specifically refers to its relationship with EAHM via the International Relations and Global Mobility Department, which acts as liaison.

#### **DEFINITIONS:**

**Internship:** the position of a student or trainee who works in an organization, sometimes without pay, in order to gain work experience or satisfy requirements for a qualification

**Collaboration:** is the process of two or more individuals working together to complete a task or achieve a common objective. Effective collaboration necessitates interpersonal skills, communications skills, knowledge sharing, and coordination.

#### **POLICY STATEMENT:**

The Industry Advisory Board comprises of industry representatives from a variety of related sectors and supports EAHM by acting as a think tank addressing industry relevant issues and offering advice on a variety of industry / academic matters.

The advisory board shall have at least six members with at least two members each from industry and academia and one representative from the International Relationship and Global Mobility Department at EAHM.

EAHM will invite participants to join the Industry Advisory Board and each member shall have a term of 2 years and may be invited for a further two years of membership at the discretion of EAHM.

The activities of the Industry Advisory Board *inter alia* are as follows:

- To establish dialogue between the institution and professional community.
- To advise on updating curriculum in accordance with contemporary advancements and needs in the industry.
- To guide in new program development related to the specific regional needs
- To guide the institute in developing partnerships for internship and placement opportunities
- To help in achieving strategic growth of the institution

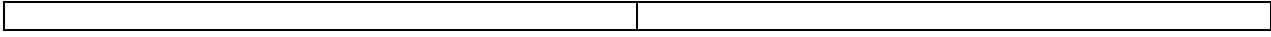
The members of the advisory Board shall function with the highest levels of integrity, honesty and ethical behavior in all decision making. The members of the advisory board shall comply with policies 10LP01: Conflict of Interest and 10LP02 Anti-corruption and Bribery.

The performance of the Industry Advisory Board is evaluated annually by EAHM using a prescribed

survey and set of questions. The survey is managed by the Quality Assurance Unit and a performance report is distributed to the EAHM Managing Director, International Relationships and Global Mobility Department and the Industry Advisory Board. The Managing Director takes necessary action for meaningful and effective engagement of the Advisory Board.

*Annex 1 EAHM Industry Advisory Board Evaluation Survey*

	EAHM INDUSTRY ADVISORY BOARD ANNUAL SELF-REVIEW	1 Needs Improv ement	2	3	4	5 Excellent
1	The Industry Advisory Board advises on priorities, directions, and new areas of education, research, and outreach					
Comment						
2	The Industry Advisory Board offers advice and provides a review of curriculum development, new program development, planning Internship and placements, community engagement etc					
Comment						
3.	The Industry Advisory board advised on issues of industry training, such as skill sets, and workplace inclusion and diversity					
Comment						
4.	The Industry Advisory Board supports EAHM'S research activities and advises on these issues as they relate to the UAE and MENA region					
Comment						
5.	THE Industry Advisory Board seeks to build industry / academia relationships and collaborations through industry and site visits, seminars, consultancy and workplace engagement.					
Comment						
TOTAL SCORE						
Personal Reflection:						
Name: Signature		Date				



**RESPONSIBILITY:**

This policy will be managed by the International Relations and Global Mobility Department, who will monitor and update it as required.

**IMPLEMENTATION OF THE POLICY:**

This policy shall be used to form the Industry Advisory board, monitor its effectiveness, and manage membership as required.

Annex 1, the Industry Advisory Board Evaluation Survey, provides the mechanism for evaluation and reporting of the boards effectiveness.

Policies 10LP01: Conflict of Interest and 10LP02 Anti-corruption and Bribery will be used to guide board member behavior and will identify actions that can be taken should a violation occur.

**ASSOCIATED DOCUMENTS:**

- Annex 1: Industry Advisory Board Self review form
- 10LP01: Conflict of Interest and
- 10LP02 Anti-corruption and Bribery

**MENTIONS:**

- Catalogue
- Student Handbook
- Faculty Handbook
- Course syllabi
- Quality Assurance Manual
- Internship Manual

**DATE OF NEXT REVIEW:**

This document should be reviewed by **February 2024.**

**POLICY APPROVALS RECORD**

Policy Name:	<b>Industry Advisory Board</b>	
Policy Code:	<b>11CE02</b>	Formerly: NA
Date of first approval:	<b>17/07/2022</b>	

<b>Reviewed/ Updated</b>	<b>Details of Amendment</b>