



King Fahd University of Petroleum & Minerals

Deanship of Scientific Research

Self-Assessment Report

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Introduction

The Deanship of Scientific Research (DSR) at King Fahd University of Petroleum & Minerals (KFUPM) was originally established as part of the Deanship of Graduate Studies in the year 2000, and then became an independent Deanship in September, 2005. The DSR is responsible for the planning, management, promotion and support of research activities that are carried out by the academic departments through internal and external funding. The Deanship is managed by the Dean of Scientific Research. The functional responsibilities of DSR include research activities such as funded research projects, professional conference attendance, sabbatical leaves, release time, research scholarship programs and research awards. In addition, the Deanship manages a central workshop that serves research needs of KFUPM faculty. The Deanship plans and manages research and other scholarly activities through the Scientific Research Council, the Research Committee, the Arabic Research Committee and the Conference Committee.

The Scientific Research Council is a regulatory body chaired by the Dean of Scientific Research and the members are selected from various academic departments. The Research Committee is an executive body composed of 11 members that represent the different University Colleges and the Research Institute. The Arabic research committee concentrates on the review and support of Arabic book authoring and translation in addition to Arabic research projects and studies. The Conference Committee is dedicated to the evaluation of applications submitted by faculty to attend regional and international scientific and professional conferences and meetings. All committees are chaired by the Dean of Scientific Research with members selected/elected from the different academic departments of the University.

This report represents self assessment for the Deanship of Scientific Research which consists of a set of criteria to be met by the research unit. The criteria are: research unit mission and objectives, research unit infrastructure and environment, research staffing, research unit outputs, public and professional activities and external relations, process control, institutional facilities and institutional support.

The aim of this assessment is to understand how the DSR is functioning and to determine whether it is contributing to quality research growth and development at the university. This can be achieved by measuring how the unit has achieved its objectives and institutional goals, by providing feedback for quality assurance of the research unit's services and outputs and by assessing the potential of DSR for future sustained research support activities.

Criterion 1: Research Unit's Mission and Objectives

Criterion 1: Research Unit's Mission and Objectives

Each research unit should have a mission, measurable objectives and expected outcomes for the research conducted and/or supported by the unit. Outcomes include competency of research to the international level, contribution to the teaching development, improving public and professional skills and/or its applicability to the Kingdom local needs. The extent to which these objectives are achieved through continuous assessment and improvements must be demonstrated.

Standard 1-1: The research unit must have documented measurable objectives that support the unit and institution mission statements.

- *Document institution and unit mission statements.*

KFUPM Vision and Mission

Vision

“To be a vibrant multicultural University of international repute focused on quality education and innovative research that prepares professionals and entrepreneurs to lead social, economic and technical development in the region.

Mission

KFUPM is an institution of higher learning committed to:

- Preparing professionals empowered with the knowledge, skills, values and confidence to take a leadership role in the development of the Kingdom in the fields of science, engineering, environmental design and business.
- Producing research that contributes to the knowledge and sustainable development of the Kingdom and region by providing innovative solutions to identified economic and technical problems and opportunities.
- Providing a stimulating campus environment for the welfare of its students, faculty and staff, and offering outstanding professional services and out-reach programs to the society at large

Deanship of Scientific Research vision and mission:

Vision

To establish conducive research environment and support that enable KFUPM take an international leadership role in innovative and quality research in cutting edge knowledge and technologies in key areas of significant socio-economic impact.

Mission

To provide a stimulating environment and continuous support that empowers KFUPM faculty and researchers to enhance its national, regional and international leadership in quality research and scholarly activities in science, engineering, management and other related fields of significant importance to the Kingdom and worldwide.

It is very clear that DSR mission and vision is aligned with the institution (KFUPM) mission and vision which is clearly stated that KFUPM is committed for producing research that contributes to the knowledge and sustainable development of the Kingdom and region by providing innovative solutions to identified economic and technical problems and opportunities. DSR contributes to the teaching development through the involvement of graduate students in various funded projects.

- *State the research unit objectives. The research unit objectives are intended to be statements that describe the expected purpose and benefits of the research projects conducted and/or supported by the unit.*

The Deanship of Scientific Research is committed to establishing productive and efficient research environment which put KFUPM in the forefront in innovative and quality research nationally and internationally. This will be carried out by achieving the following objectives (Goals):

Goal #1: Efficiency and Effectiveness

Establish well structured, efficient and effective research management process University-wide

Goal #2: Research Environment

Promote conducive research environment University-wide.

Goal #3: Research Productivity and Quality

Enhance research productivity and quality

Goal #4: Research Directions

Identify and promote areas of research priorities to the Kingdom and worldwide.

Goal #5: Reach Out

Reach out to all scientific research constituents.

Goal #6: Human Resources

Recruit and retain highly qualified research support staff

- *Describe how each objective is aligned with the unit and institution mission statements.*

By conducting and carrying out these objectives (goals), the Deanship of Scientific Research at KFUPM is committed to building up capacities in professionals to take a leadership role in producing research that contributes to the knowledge and sustainable development of the Kingdom and the region. The DSR goals are achieved through the following strategies:

Goal # 1

- Maintain well established, flexible, and updated research guidelines and procedures
- Automate research review and approval processes
- Regularly re-examine the effectiveness of the research management process
- Assess the process impact on speed, participation, quality, budget and decision making
- Establish systematic research self-assessment for continuous feedback.
- Establish research management activities coordination system university-wide

Goal # 2

- Promote the culture of innovative, interdisciplinary, and collaborative research
- Promote and support research groups.
- Motivate Junior faculty/graduate students research

- Reward active researchers
- Facilitate research activities and research/conference support processes
- Maintain continuous financial support for research and scholarly activities
- Support the establishment and upgrade of state-of-the art research facilities

Goal # 3

- Increase and diversify financial support for research
- Enhance the role of graduate students in research
- Develop and maintain research outcomes measurement criteria
- Develop and maintain statistics on research outcomes
- Benchmark with best international practices
- Ensure appropriate research evaluation and development
- Provide incentives for quality research projects/outcomes
- Promote quality research outlets (e.g. journals, conferences)

Goal # 4

- Establish special grants for selected research areas of relevant impact to the Kingdom
- Promote and support Arabization research and studies
- Promote innovative research in cutting edge knowledge and technologies
- Promote and support research groups university-wide
- Encourage and support team work and interdisciplinary collaborative research.

Goal # 5

- Share resources and experiences with regional research bodies.
- Encourage and support collaborative research
- Encourage and support scholarly visits and conferences
- Support summer and other international research exchange programs
- Provide and maintain continuous support for faculty to attend international conferences and meetings
- Establish strong links with scientific research agencies world-wide.
- Develop databases of scholars for potential cooperation

- Establish systematic research statistical data collection and analysis
- Publicize research activities and outcomes inside and outside KFUPM
- Issue periodic reports and newsletter.

Goal # 6

- Appoint at least one full time faculty/researcher to coordinate research projects
- Maximize the efficiency of the Research Committee
- Recruit specialized people to focus on certain tasks
- Recruit enough full time research support staff expertise
- Provide continuous training for DSR staff
- Provide reasonable incentives to active staff

Standard 1-2: The research unit should provide a brief five-year plan (or whenever applicable)

- *Identifying future research directions and development strategies.*
 - *Identify research plans which demonstrate clear themes and areas for future development.*
1. Recently established biotechnology group will carry out research in the area of biotechnology to serve the strategic needs for the kingdom. Biotechnology is multi disciplinary subject which will involve researchers from different disciplines such as Mechanical Engineering, Chemical Engineering, Chemistry, Physics and Computer for Bioinformatics.
 2. Nanotechnology is also another area where new research directions will be explored.
 3. Collaborative research is an option at national and international level with different universities and research institutes.
- *Describe emerging trends that may affect future activities and operations of the research unit.*

- *Describe the process of updating the plan and conducting modification.*

The Deanship of Scientific Research (DSR) in the past had sought input from faculty members on its performance in providing support and services to the faculty research. The objective of the survey was to use the input in improving the services provided by DSR. The detailed survey form is attached to the Appendix C will be used to carry out survey in future.

Standard 1-3: The results of the research unit's assessment and the extent to which they are used to improve the research in this unit must be documented.

- *Describe the actions taken based on the results of recent assessment.*

This is the first assessment for the Deanship of Scientific Research

- *Describe major future research unit plans based on recent assessment.*

No Assessment was conducted earlier; existing plans will be reevaluated based on the ongoing assessment.

- *List strengths and weaknesses of the research unit.*

No Assessment conducted before

Criterion 2: Research Unit's Infrastructure and Environment

Criterion 2: Research Unit's Infrastructure and Environment

An adequate support must be offered to the development of research structure and research environment. This support may be directed towards the improvement of the following: development of the infrastructure of the unit's research activities, promoting and sustaining an active research culture, supporting interdisciplinary/collaborative research, strengthening of relationship with industry and commerce and developing and supporting the researchers associated to the unit.

Standard 2.1: Research laboratories affiliated to the unit must be adequately equipped to support the unit's objectives, available and accessible to all research members in order to support all research activities in the unit. (This standard may not be fully applicable to the DSR.)

Standard 2-2: Equipment must be in good working conditions, validated and qualified

Standard 2-3: Equipment should support the unit's objectives

Standard 2-4: There must be adequate qualified technical staff for running and maintaining the unit's facilities. (This standard may not be fully applicable to the DSR)

Most research projects funded by DSR are carried out utilizing the various research lab facilities in various academic departments. Currently the DSR does not run or administer any research labs. However, the central research workshop administered by DSR has a steady flow of incoming work over the period. The Workshop's services have been utilized by most of the University's departments. The biggest customers have been the Civil Engineering Department followed by the Chemistry and Mechanical Engineering Departments. Workshop services to the chemistry department include fabrication of aluminum box with stand, Teflon cap and half cell as per the drawing provided by the department. Mechanical Engineering department had utilized the workshop services in manufacturing of plexiglass tank for water heater, in fabricating stand along with plexiglass tank and making grooves.

Civil Engineering Department utilized the services of central workshop to fabricate, lead screw for gear box system, special sockets for compression machines, special nuts, shaft, steel molds, steel bench tables for compactor machine, steel hammers for compression machine. Apart from fabrication they had also assembled gear box system, manufactured concrete molds and stainless steel shaft with holes and thread, repaired and modified plexiglass cylindrical tank and cutting of steel plates and steel rods.

For Systems Engineering department, cutting, drilling and assembling of robot gripper and cutting and drilling of aluminum sheet are the kind of jobs usually done by the workshop. Physics department utilizes workshop in welding of crosses stainless steel.

Research Support Office

The Research Support Office (RSO) headed by the Dean of Scientific research is assisted by three staff members with specific job functions. The Dean reports to the Vice Rector for Graduate Studies and Scientific Research and the office act as the secretariat for the University Research Committee. The Research Support Office deals with the management, monitoring and evaluation of all the funded projects, sabbatical leave requests, book writing request and British council summer sponsored research at British Universities. Also the processing of purchase requisitions and Progress reports are handled by research office. The Deanship of Scientific Research handles various tasks including:

1. Review, Monitor and evaluate research and book writing proposal
 - Sabbatical leave proposals,
 - British Council summer grants
 - Full Bright Scholarship
 - Final project's reports,
 - SABIC Grant
 - Fast Track proposals,
 - Final reports of approved projects
2. Evaluation of Faculty Research Awards

3. Review of progress reports submitted by faculty,
4. Establishing of a database on all the research-related activities,
5. Verifying research related invoices and
6. Processing manpower compensation to the faculty members and RA's.
7. Handling scientific research publishing activities and research promotion. (Research Highlight magazine, and Research News letter)
8. Coordinating the secretarial work of the Research council activities.

In order to cope with an ever growing research program, a web based database has been created which enables faculty members to check the progress of their research project and monitor the progress and final report evaluation. Currently ERP (Enterprise resource Planning) system is being used for creating and monitoring the Funded Projects and the conference applications.

Conference Support Office

The Conference Support Office (CSO) is also headed by the Dean Scientific Research and is assisted by two staff member with specific job functions and the CSO acts as the secretariat for the University Conference Committee. The Conference Support Office deals with the management, review, and evaluation of all conference applications outside Saudi Arabia

The above standards, 2-1, 2-2, 2-3 and 2-4 are not fully applicable for DSR. DSR does not conduct research; however it provides support to all academic departments and research institute in the university.

This support given in deferent forms such as funding research projects including SABIC and Fast Track , Junior faculty grant, Societal grant, Book-writing grant, conference attendance, research Awards, distinguish university professorship award, Distinguish researcher award and Best research project Award.

Standard 2-5: The computing infrastructure and facilities must be adequate to support the various research avenues conducted and/or supported by the research unit.

- *Describe the computer facilities that are available for use in the research unit under assessment and or accessed from the University computing facilities.*

The DSR has sufficient computing equipment for the staff in the research unit; however it provides indirect support to the research through Information Technology Centre (ITC). All projects that require IT support and new software are supported and funded by DSR.

In the top of all this DSR is offering state of the art e-services such as e-research, e-review and research data base. In e-research faculty members can apply for research funding and conference attendance online using KFUPM's e-Business Portal. DSR also offer e-Review online system for tracking and evaluating project proposals and reports. It is driven by a powerful search engine and a comprehensive database of national and international research reviewers.

- *Describe how the computing facilities of the unit and/or the University support the computing component of the units' research projects when applicable.*

The Information Technology center provides a reliable and responsible backbone to the university's growing computing demands as well as the infrastructure for learning, training and the varied research endeavors of different colleges and departments.

- *Describe the adequacy of computing lab space, and infrastructure in terms of currency of technology, maintenance, supplies, etc.*

The unit provides indirect support to the research through ITC.

Standard 2.6 The unit's research environment must encourage promotion of research culture, engagement in interdisciplinary/collaborative research projects and active collaboration with industry and business.

- *Explain the mechanisms and practices for promoting research and sustaining and developing an active and vital research culture.*

DSR provides number of supports and incentives in different ways and forms such as funding research projects including internally funded projects, SABIC and Fast Track , Junior faculty grant, Societal grant, Book-writing grant, conference attendance, research Awards, distinguish university professorship award, Distinguish researcher award and Best research project Award. Fieldtrips are also conducted to enable research teams update their knowledge about local and worldwide research plans and developments and establish international co-operations with scientific institutions. A workshop was organized by DSR in Feb. 2007 focusing on research strategies.

- *Describe any arrangements which are in place for promoting and supporting interdisciplinary/collaborative research.*

DSR is supporting many interdisciplinary and collaborative research with several local and international companies and universities to encourage faculty members and researchers to interact with other researchers and experts worldwide. In addition to that DSR supporting and encouraging faculty members and researchers to actively participate in other programs such as , Fulbright Scholarship, British Council, Sabbatical Leave, Release Time, Scientific Trips.

- *Provide information on relationships with industry and business or other research users.*

DSR is playing very active and supportive role in stimulating faculty members and researchers to collaborate and actively engage in research projects with industry and business agencies and companies such as SABIC, Saudi ARAMCO and Schlumberger through sabbatical leave, consultation, or mutual visits.

Standard 2.7: The processes by which research funding is distributed should be encouraging and demonstrate some flexibility to researchers.

- *Describe the policies of distributing the research budgets.*

Each faculty is supported for a maximum of three active projects during the academic year. With regard to SABIC Projects, the university receives approximately 2 Million SR financial support from SABIC. Projects are assigned to SABIC starting with high relevance, medium relevance and low relevance. Once the budget for SABIC is exhausted, the remaining approved projects are assigned to Fast Track Grant which is supported by KFUPM. These grants are limited to low budget, short duration projects. However, internal grants are provided to researchers with no limit on budget or duration as long as they are supported through rigorous review process. So far, no single proposal has been turned down by DSR due to lack of funds.

- *Describe the incentives' policy used to encourage faculty members to collaborate with the research unit. Attach documents whenever necessary.*

Faculty members are eligible to work in three active projects simultaneously, with two as Principal Investigator and one as Co-investigator. The faculty members are also eligible to attend one conference for each of their approved projects, in addition to two additional international conferences per year based on their publication record.

Compensation for Project Manager is 1200 SR per month and for co-investigator holding doctorate degree 1000 SR per months. For co-investigator with M.S Degree is 800 SR. The P.hd students are entitled 800 SR, Graduate students (MS) 600 SR and Undergraduate Students 250 SR. The technicians are entitled for SR 400. The local consultant is entitled for SR 7000 per year, national consultant for SR 14,000 per year, while the international consultant get SR 20,000 which includes the travel related expenses and accommodation charges.

Under the First Five Year Strategic Plan Project (Ministry of Finance / KASCT) faculty members are eligible to work in three projects also, with max budget SR 2000000 per project.

Criterion 3: Research Staffing

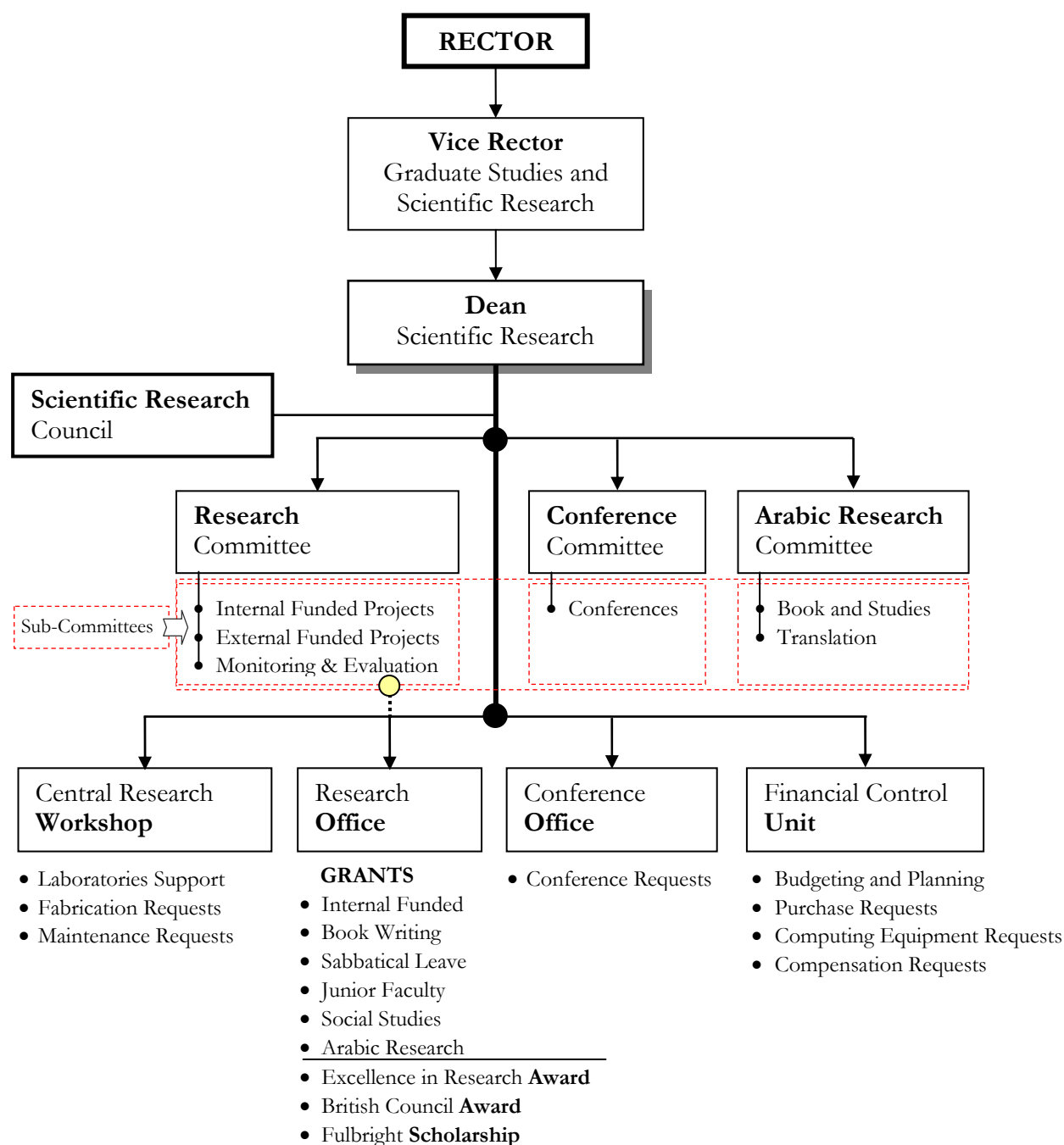
Criterion 3: Research staffing

DSR is headed by the dean with very clear vision and mission in supporting and facilitating research activities of KFUPM faculty, enhance the efficiency and effectiveness of research activities at KFUPM and creating a leadership in quality research that is focused and directed towards excellence in the areas of expertise of KFUPM faculty. DSR strategy is to create the support, guidance and productive environment that will enhance quality research outputs and support KFUPM leadership role in the local as well as the international community. In addition to the dean's office, DSR have several other offices with its professional staff such as research office, conference office, financial units and secretary office. Note that the main objective of DSR is to support research, and not conducting research directly. Consequently, all its activities are oriented toward research support.

Major part of DSR work carried out by several committees including research committee, conference committee, and Arabic research committee. Figure 1 illustrates the DSR organization chart representing the dean, scientific research council and all other committees mentioned above and their main tasks.

Permanent high caliber Research Assistants are required to handle the data and collate information as to the quantity, quality and cost benefit application of university funding, as well as to ensure benchmark comparison with other institutions ranks to KFUPM worldwide.

The staff members require separate individual space to work since there is lot of disturbances with faculty attending the staff for their issues. In addition to that, both Research Support Office and Conference Support Office require additional manpower in the form of secretarial support to handle routine work in order to efficiently and smoothly handle the work.



DSR ORGANIZATION CHART

Figure 1: DSR Organization Chart

Standard 3-1: There must be adequate number of researchers associated with the unit who are committed to provide adequate coverage of the research areas specified by the unit to ensure continuity and stability. (This Standard is not applicable to the DSR.)

Standard 3-2: All research active individuals must be current in their research area. Also, effective programs for development of the faculty involved in the research must be in place.

Standard 3-3: The process of recruiting and retaining highly qualified researches associated with the unit must be in place and clearly documented. Also processes and procedures for researchers' evaluation and promotion must be consistent with institution mission statement. These processes must be periodically evaluated to ensure that they are meeting their objectives. (This activity is not applicable to the DSR.)

The above standards 3-1, 3-2 and 3-3 are not applicable to DSR since DSR does not conduct research but supports it.

Criterion 4: Research Unit's Outputs

Criterion 4: Research unit's outputs

Quality and quantity of research generated by the research unit is used to assess the research outputs of the unit. The research unit must assess its overall performance periodically using quantifiable measures. A document containing key performance measures and indicators has been developed by DAD. The document contains data required and calculation procedures for many measures

The primary contribution of a research unit resides in conducting original investigation in order to gain knowledge and understanding, serve the needs of the local community, industry and business. Some research reports for companies that are commercially sensitive or for government departments or agencies may be kept confidential. The units have to make appropriate arrangements for the assessment teams to have access to the outputs.

Standard 4.1: The research unit must demonstrate the outputs of its activities as documented academic work, new materials, devices, images, products, intellectual property (patents or other forms), exhibits and events.

The Deanship of Scientific Research supports the faculty for conducting research which leads to journal publication, conference attendance, patents etc. Figure 2 shows the published work for the past five years, it can be seen that the publication outcome for the academic year 2006 – 2007 has increased by almost 50% when compared to the year 2003 – 2004. However the publication statistics for the current year 2007 – 2008 are included only for the first term and will be incorporated in our next assessment.

List the research outputs and activities during the last five years such as:

- *Papers published in quality refereed journals.*

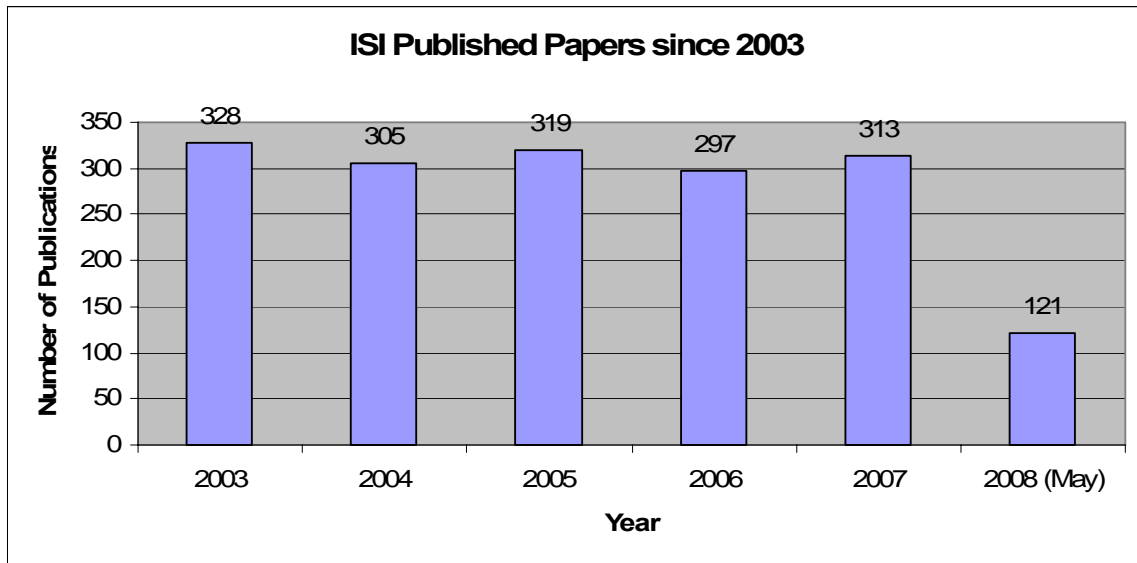


Figure 2: Statistics of Published Journal Paper for the Past 4 Years

- *Refereed proceedings of major national and international conferences, particularly when invited as a plenary or keynote speaker.*

Figure 3 shows the conference research papers published by faculty who were supported by the DSR to present these papers in the conferences.

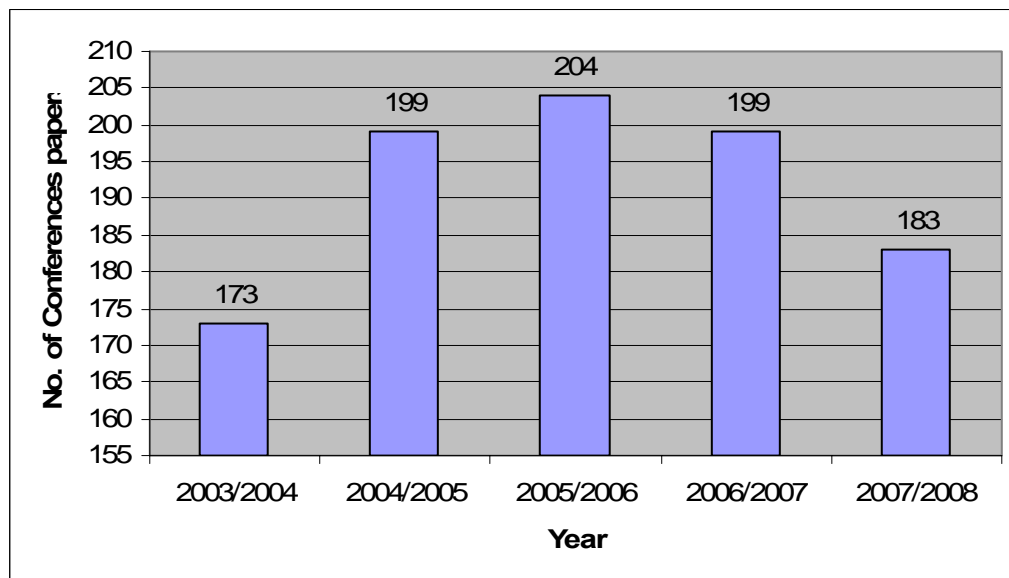


Figure 3: No. of conference proceedings per year

- *Authored books or chapters in books subject to refereeing and/or subsequent review in professional and/or academic publications.*

DSR encourages the University faculty to engage in activities related to book/book chapter writing. A number of book writing projects have been funded by the University under the umbrella of DSR. During the last five years, a total of 13 books have been published by the University faculty, as given in the Figure 4.

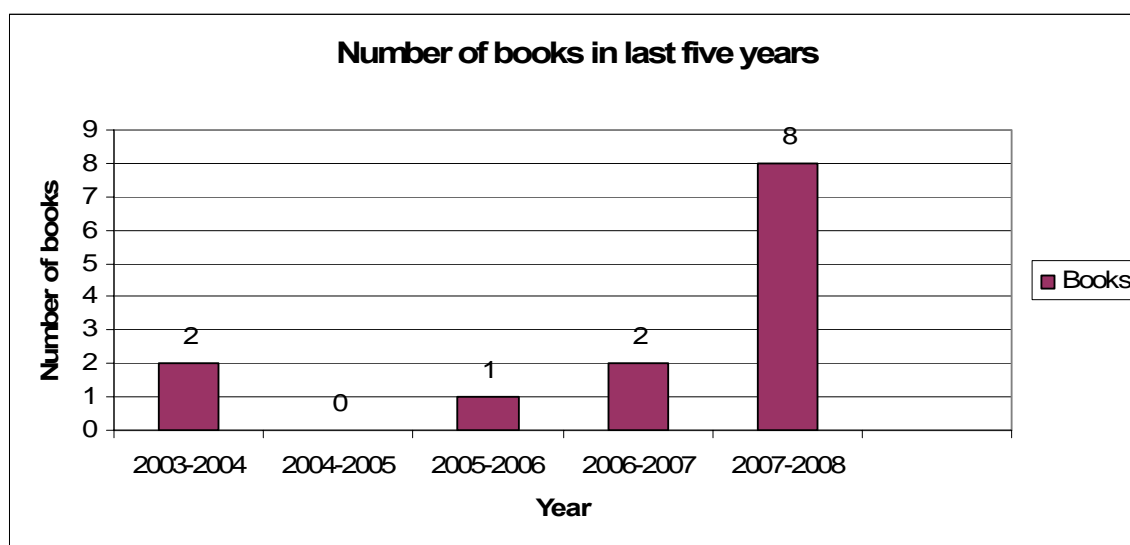


Figure 4: Statistics for Books Published

- *Other items that may include a wide range of works including patents and licensing, web-sites, materials, devices, exhibits and events and others.*

The University also supports patents registration in different organizations. Since 2002, the University has registered 23 patents, distributed year-wise as shown in Figure 5. Out of these 23 patents, 16 were US patents, 4 were Japanese patents, 2 were World patents, and 1 was Japanese patents. In addition to the above acquired patents, 92 patent applications are in process. The trends in Figure 8 in general suggest that the number of patents approved with support of the University is increasing each year, with the year 2007 having the highest number of patents (8 in total).

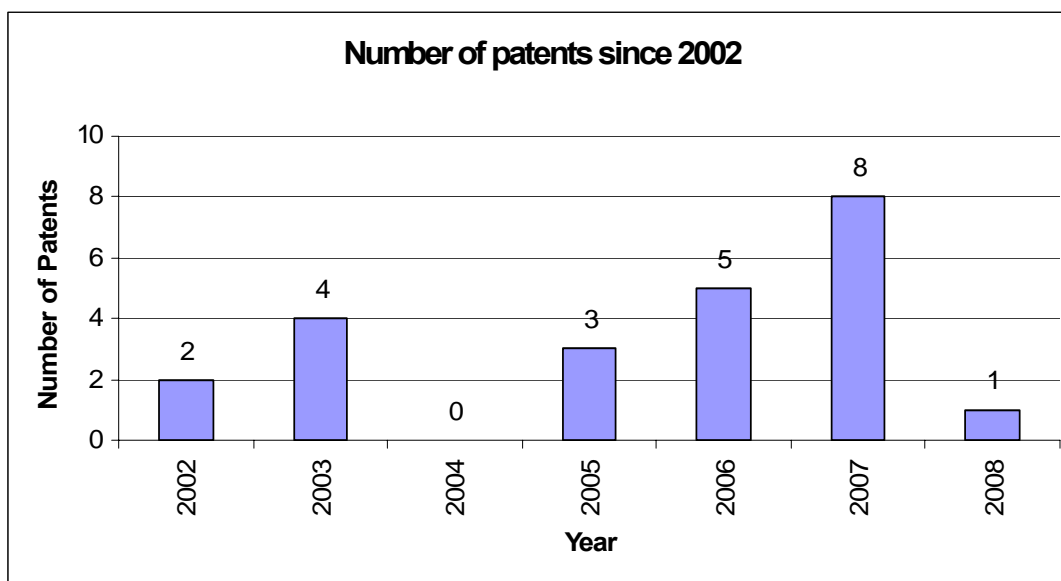


Figure 5: Statistics for Patents for the Past 5 Years

- *Evidence of national and international recognition.*

DRS provide financial assistance to faculty members who have been invited as keynote speakers in prestigious conferences. During the last five years, the year-wise distribution of applications is illustrated in Figure 6. The figure shows that the highest number of conference applications as Keynote speaker were received and approved in the year 2007/2008.

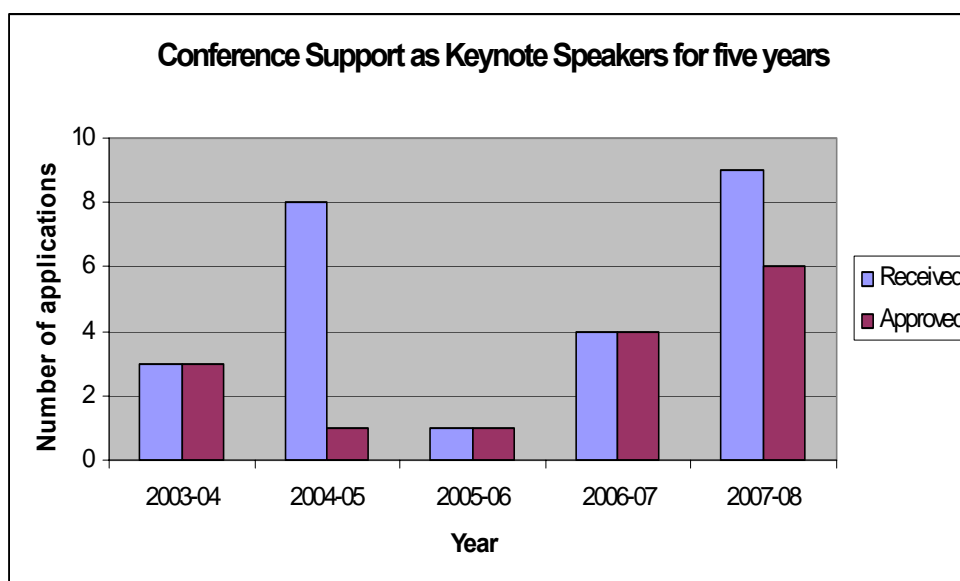


Figure 6: Number of received and approved conferences as keynote speakers during Years 2003 – 2008

- *Prizes/awards*

Faculty members were honored with awards at national and international levels. Table 1 shows the name of the faculty and the award received at international level. Figure 7 shows the awards statistics for each department.

Table 1: International / National Awardees

S. No.	Faculty Name	Awards Name
1.	Dr. Shaikh Asrof Ali	Highly Commended Award in the 2003 volume of the journal Anti-Corrosion Methods and Materials' for the publication.
2.	Dr. Muhammad Al-Mulhem	KACST First Class (Gold) Certificate for Distinguished Research Project on "Development of A Maintenance Management System For Riyadh Street Network". (2004)
3.	Dr. Abdulaziz A. Al-Saadi	Martin Corera Travel Award 2005, Department of Chemistry, Texas A&M University, College Station, Texas
4.	Dr. Salah-Eddine Kabbaj	Distinguished Scientist Prize, Al-Marai KACST, Saudi Arabia, 2005.
5.	Dr. Salim Messaoudi	Shoman Arab Young Researchers, 2005
6.	Dr. Mohammad A. Abido	Abdul Hameed Shoman Award for Young Arab Researchers in Engineering Sciences, Amman, Jordan, December 2005
7.	Dr. Nisar Ullah	Diligence, dedication and performance award by Pfizer Ann Arbor, USA (2005).
8.	Dr. Lahouari Ghouti	KACST Bronze Medal for Best Applied Research Award (2005).
9.	Dr. Ahmed A. Al-Yamani	Patent Champion of LSI Logic (2005) for disclosing 6 patents in less than one year.
10.	Dr. Mohammad A. Al-Marhoun	Distinguished Achievement Award from the Society of Petroleum Engineering (SPE) International (2005)
11.	Dr. Bekir S. Yilbas	The Donald Julius Groen Prize from the Institute of Mechanical Engineers (2006)
12.	Dr. Mohammad A. Abido,	Best Applied Research Award, The 15 th GCC-CIGRE Conference, Abu-Dhabi, United Arab Emirates, November 2006
13.	Prof. Muhammad Taher Abuelma'atti	19 th KHARIZMI INTERNATIONAL AWARD, Iranian Research Organization for Science and Technology (IROST), Ministry of Science, Research and Technology, Islamic Republic of Iran, 2006.
14.	Dr. Mohamed Deriche	Shoman Best Researcher Award in Engineering Sciences, 2006
15.	Prof. Ibrahim El-Amin	Best paper Award GCC at 15th GCC-CIGRE Symposium, November 29-30, 2006, Abu-Dhabi, UAE.
16.	Dr. Ibrahim O Habiballah	Best practical applications paper Award for GCC at 16th GCC-CIGRE Symposium, November, 2007, Dubai, UAE.
17.	Prof. Omar S. Baghabra Al-Amoudi	Received An Honorary Award in the 7 th CANMET/ACI International Conference on Durability of Concrete, Montreal Canada, May 31 st , 2006.
18.	Dr. Lahouari Ghouti	Best Paper Award, IEEE Conference on Adaptive Hardware and Systems (AHS 2006), Istanbul, Turkey (June 2006).

19.	Prof. Mayez Al-Mouhamed	Recipient of the King Abdulaziz City for Science and Technology (KACST) Certificate of Distinguished Research Project, First Degree, Golden, awarded to KACST project (2006).
20.	Dr. Mamdouh Al-Harthi	The Medal for Proficiency in Research, University of Waterloo, Canada, 2007.
21.	Dr. Assad Ahmed Al-Thukair	3 rd Prize for the Best Research Paper awarded by the Association of Arab Universities. (2007)
22.	Prof. Ibrahim El-Amin	Best Energy Project Award, " Wind Energy for Remote Villages – Rawdhat Ben Habbas ", Emirates Energy Award, Committee, Dubai, September 5, 2007

Excellence in Research Award (KFUPM)

Every year the University Research Office releases a circular inviting application from eligible faculty to participate in the Excellence in Research Award. An ad hoc committee, appointed by the Research committee chairman and approved by the H.E. the Rector, reviews the received application in light of the existing guidelines and subsequently select 8 nominees for the Award as per specified criteria. The list of faculty members receiving Excellence in Research Award for the last 5 years is presented in Table 2.

Table 2 Awardees of Excellence in Research Award

S. No.	Faculty Name	Department	Year Award Won
1	Dr. Ibrahim Dincer	Mechanical Engineering	2003
2	Dr. Selim Messaoudi	Mathematics	2003
3	Dr. Youssef Abdel-Magid	Electrical Engineering	2003
4	Dr. Hesham Al-Fares	Systems Engineering	2003
5	Dr. Bassam El-Ali	Chemistry	2003
6	Dr. M.I. Al-Jarallah	Physics	2003
7	Dr. Shahzada Z. Shuja	Mechanical Engineering	2004
8	Dr. Basel Abu Sharkh	Chemical Engineering	2004
9	Dr. Hassan Muttlak	Mathematics	2004
10	Dr. Fouad Al-Sunni	Systems Engineering	2004
11	Dr. A.D. Al-Haidari	Physics	2004
12	Dr. Nasser Al-Shayea	Civil Engineering	2004
13	Dr. Hassan Badawi	Chemistry	2005
14	Dr. Ahmet Sahin	Mechanical Engineering	2005
15	Dr. Mohammad Sarfraz	ICS Department	2005
16	Dr. Ibnelwaleed Hussain	Chemical Engineering	2005
17	Dr. Abdelkader Boucherif	Mathematics	2005
18	Dr. Mohammad Alhomoud	Architectural Engineering	2005
19	Dr. M.T Abuelma'atti	Electrical Engineering	2006
20	Dr. Syed M. Zubair	Mechanical Engineering	2006

21	Dr. Mohammad A. Gondal	Physics	2006
22	Dr. Javaid S.M. Zaidi	Chemical Engineering	2006
23	Dr. Wolfgang Forner	Chemistry	2006
24	Dr. Ibrahim Rahimov	Mathematical Sciences	2006
25	Dr. Bekir S. Yilbas	Mechanical Engineering	2007
26	Dr. M. Abido	Electrical Engineering	2007
27	Dr. M. Ben-Daya	Systems Engineering	2007
28	Dr. A. Isab	Chemistry	2007
29	Dr. A. Naqvi	Physics	2007
30	Dr. S. Khattaf	Chemical Engineering	2007
31	Dr. A.F.M. Arif	Mechanical Engineering	2008
32	Dr. Nasser eddine Tatar	Mathematics	2008
33	Dr. Mohammad Sadiq Sohail	Management & Marketing	2008
34	Dr. Hesham Alfares	Systems Engineering	2008
35	Dr. M.I.M. Wazeer	Chemistry	2008
36	Dr. Saleem ur Rahman	Chemical Engineering	2008

Best Research Project (KFUPM)

The Award started in the academic year 2006-2007. Usually an Ad hoc committee is formed to review the applications received for the award and select a maximum number of three winners for the award, provided that they meet the criteria governing the Award."

The committee studies the guidelines for the award. Of particular relevance were:

- The projects eligible to be considered are research projects
- The project should have been completed within the approved time and budget
- The final report should have been submitted within one month of the date of approved completion date of project
- Any publication or patent resulting from project must acknowledge KFUPM funding and the project number

The committee further evaluates the projects which satisfied the eligibility criteria keeping in mind:

- The outcome points have to be pro-rated depending upon duration of the project period
- The ISI and non ISI journal publications have to be assigned different points (20 - 40 for ISI and 10-20 for non ISI)

- The publications should acknowledge the project with number to be counted towards award
- The fully, mostly and partially achieved objectives will be decided considering reviewer's comments

To earn maximum points an ISI publication, the journal should lie above a representative average impact factor in the subject area of the project. The list of faculty members receiving the Best Research Project Award (2006 – 2007) is presented in Table 3 and for the year 2007 – 2008 are presented in Table 4.

Table 3. Awardees of Best Research Project Award

Rank	Researcher (PI)	Project #	Project Period	Points
1	Dr. Mohammad Abido	IN000282	April 1 – June 30 (15 months)	93
2	Dr. Nasserredine Tatar	SB050002	Sept. 1 2005 – August 31 2006 (12 months)	92
3	Dr. Anvarhusain Isab	SB040001	June 1 2004 – Nov. 30 2005 (18 months)	91.2

Table 4. Awardees of Best Research Project Award

Rank	Researcher (PI)	Project #	Project Period	Points
1	Dr. Ibrahim Rahimov	SB060003	01-Sep-06 to 31-Aug-07 (12 months)	108

Distinguished University Professorships at KFUPM

The University Distinguished Professor is the highest honor that KFUPM can bestow on an outstanding faculty member who demonstrated highly productive and outstanding achievements in research, teaching and service at the university. Such a designation recognizes extraordinary, internationally-recognized, scholarly attainment in his field as well as excellence in teaching and service. Awarding the University Distinguished Professorship is based on competition. The application for the position is made to the Deanship of Scientific Research and the final selection and recommendation to H.E. the Rector is made by the University Scientific Council. The term of the University Distinguished Professorship is three calendar years. A maximum of two awards are granted university-wide every year. The

winners of the award should be from different departments. At any time, at most two faculty members from the same department can hold these positions. The University Distinguished Professor receives SR 20,000 annually and SR 150,000 research award, over three years, to be expended by the recipient for research, scholarly activities, graduate students, supplies for other related activities that enhance the success of his scholarly activities. This award was initiated in 2006/2007 academic year. The first award has been given to two faculty members. One is Prof. Bekir Yilabs from Mechanical Engineering Department, while the other is Prof Mohammad Abu El-Maati from Electrical Engineering Department.

Research Team Incentive Award

The team incentive award shall be a monetary sum, which shall be provided for in the budget of the project and shall not exceed one month manpower compensation per year and it will be prorated as per the duration of the project and shall not exceed 10 percent of total team manpower monetary compensation. The Team Incentive Award is intended to provide an encouragement to the researchers to execute the research project undertaken by them efficiently and effectively. This means timely completion of the research project, efficient manpower management and production of quality deliverables. Figure 6 shows the awards received by the faculty from different departments.

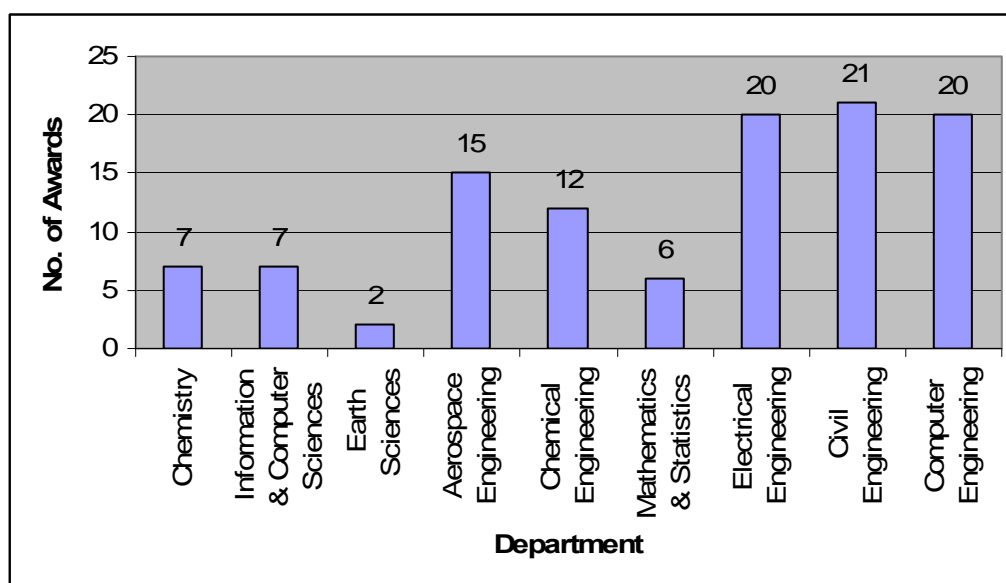


Figure 7: No. of Awards (International / National) versus Department

- *Organization of international scholarly events*

DSR recently participated in the organization of the “2nd International Conference on Planning & Development of Education and Scientific Research in Arab Countries” held at KFUPM in February 2008. The conference attracted many research papers from different countries. A good number of foreign researchers along with local participants attended the conference. Moreover, 8 Keynote speakers from Saudi Arabia, Switzerland, USA, Canada, and UK were invited. One of the keynote speakers was the Minister for Higher Education of Saudi Arabia. 3 workshops, 14 technical sessions, 7 plenary lectures, 2 invited lectures, and 2 panel discussions, along with 2 poster sessions were held during the four day conference.

It also participated in the organization of the 1st KFUPM Forum on Research Directions held in March 2008. The forum hosted three noble laureates and medal winners and was attended by mixture of faculty members, engineers and students towards enhancing the research directions at KFUPM.

- *Evidence of international collaboration*

International Collaboration with various universities and organizations (recently a delegation of scholars from several leading universities from the USA, Canada, Malaysia and other places visited KFUPM and they have been communicating for collaborative research. There is a full fledged office (Office of International Cooperation) is functioning in the University, which is also headed by the Deanship of Scientific Research.

- *Evidence of consultancies and industrial collaboration*

Research projects (internal as well as external) involve consultant from different international institutions. The industrial collaboration falls as a part of research project, where the project manager uses the services from relevant companies like Phillips, the Netherlands etc. Table 5 lists the projects in which international / industrial consultants were involved.

Table 5: Consultancies Involvement in Various Projects

S. No	Project No.	S. No	Project No.	S. No	Project No.
1	FT050011	28	JF050001	56	JF080006
2	FT080006	29	JF050002	57	JF080007
3	FT080010	30	JF050003	58	SB030003
4	IN000206	31	JF050004	59	SB030004
5	IN000237	32	JF050005	60	SB040023
6	IN000239	33	JF050006	61	SB050014
7	IN000241	34	JF050007	62	SB050019
8	IN000247	35	JF050008	63	SB050025
9	IN000248	36	JF050010	64	SB060009
10	IN000255	37	JF050012	65	SB070006
11	IN000275	38	JF050013	66	SB070016
12	IN000278	39	JF050014	67	SB080001
13	IN000286	40	JF050015	68	SB080011
14	IN000288	41	JF050016	69	SB080021
15	IN000289	42	JF050017	70	IN080413
16	IN060303	43	JF050018	71	JF080005
17	IN060310	44	JF060001	72	IN070378
18	IN060317	45	JF060002	73	IN070385
19	IN060328	46	JF060003	74	IN070387
20	IN060336	47	JF060004	75	IN080401
21	IN060341	48	JF060006	76	JF080001
22	IN070342	49	JF060007	77	JF080002
23	IN070345	50	JF070001	78	JF080003
24	IN070347	51	JF070002	79	JF080004
25	IN070350	52	JF070004	80	IN070373
26	IN070361	53	JF070005	81	IN070377
27	IN070368	54	JF070006	82	JF070009
28	IN070369	55	JF070008	83	JF070010

- *Evidence of memberships in editorial boards*

The University faculty members are members in various prestigious organizations such as IEEE, ASME, AIChE, ASCE, and more than 100 organizations. They serve as members in editorial boards in journals published by the above organizations and in technical and review committees in conferences organized by these agencies. In addition, the Library of the University is very much active in this regard.

- *Involvement of visiting scholars*

DSR supports visits of many scholars who are involved as consultants in various projects being carried out through DSR.

- *New research infrastructure (such as laboratories, equipment, library collections and databases).*

DSR supports faculty members to establish laboratories, purchase equipment, obtain references and books for conducting research through projects. A separate grant for purchasing equipment that would be utilized by different departments is under discussion for subsequent approval by H.E. the Rector.

- *Conference support*

The University encourages and supports its faculty members to participate in “high-quality” conferences and professional meetings sponsored by leading professional societies and held both regionally and abroad. Attending such conferences or meetings permits a free exchange of new ideas, concepts and developments, and enables the faculty member to develop and execute his own research, and the University to be recognized as a center of academic excellence.

A faculty member may apply for a travel grant to attend a conference provided he meets any of these criteria: (i) attending a conference to present a paper, (ii) attending a conference on the basis of a published paper, (iii) attending a conference based on invitation, or (iv) attending a conference based on an approved research or book writing project. Faculty can be supported to attend as many as three conferences a year. The Figure 7 - 10 are an evidence of University’s commitment to foster research and research oriented activities.

DSR does not support national conferences; however details of the international conferences are indicated in the following Figures 8 – 11. The Deanship of Scientific Research has a conference support office, which process the conference attendance request submitted by the university faculty. Each faculty is entitled to attend a maximum of three conferences per academic year, one regional based on paper presentation supported by an ISI published paper, another international based on paper presentation or published paper and the third

(international) based on funded project. As seen from the Figure 8 the conference requests approved by the Deanship is shown to drastically increase every year. The faculty member can attend conference on the basis of paper presentation, published paper, funded projects and Keynote speakers.

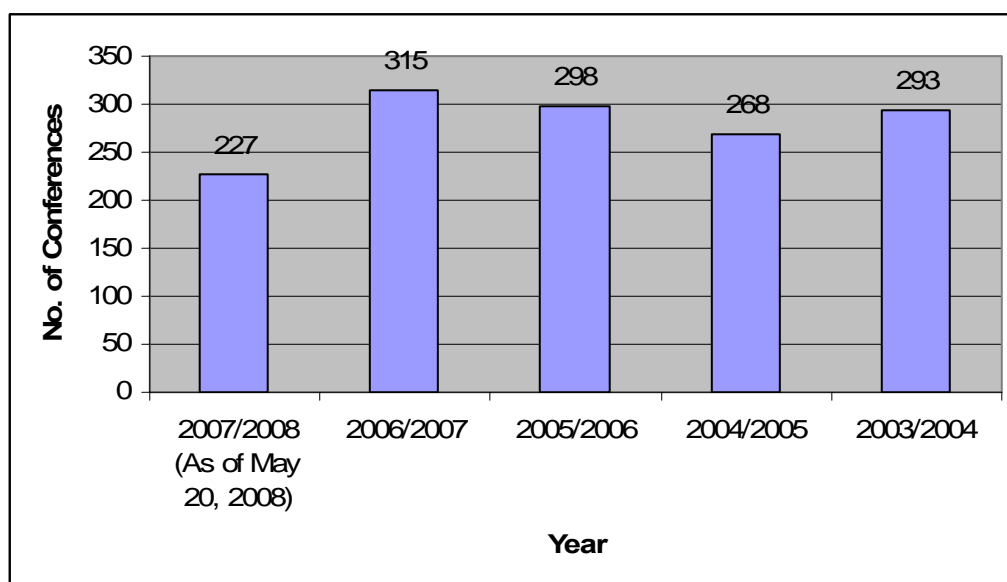


Figure 8: No. of Approved Conferences per Year

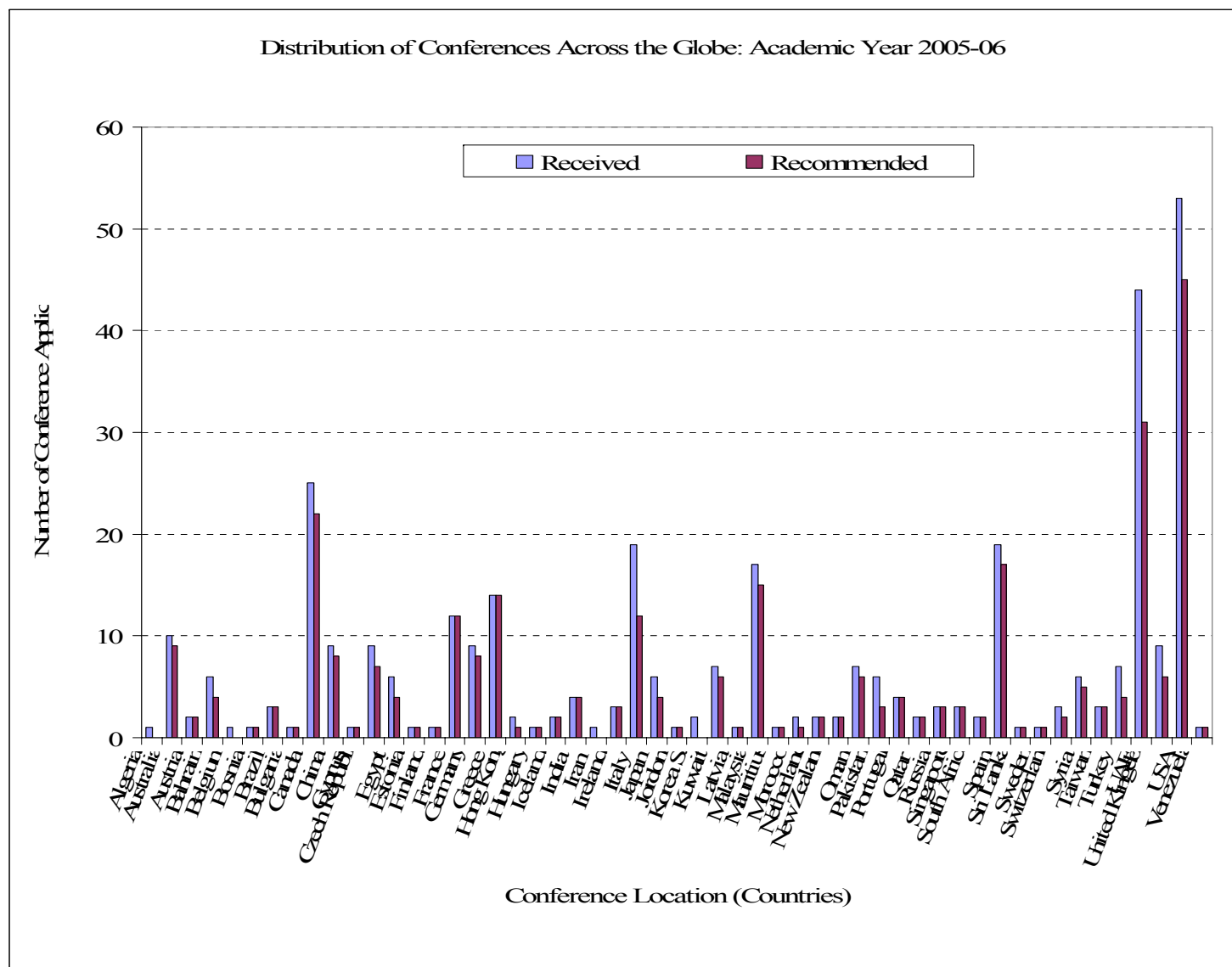


Figure 9: Country-wise conferences received and approved by DSR in 2005/2006

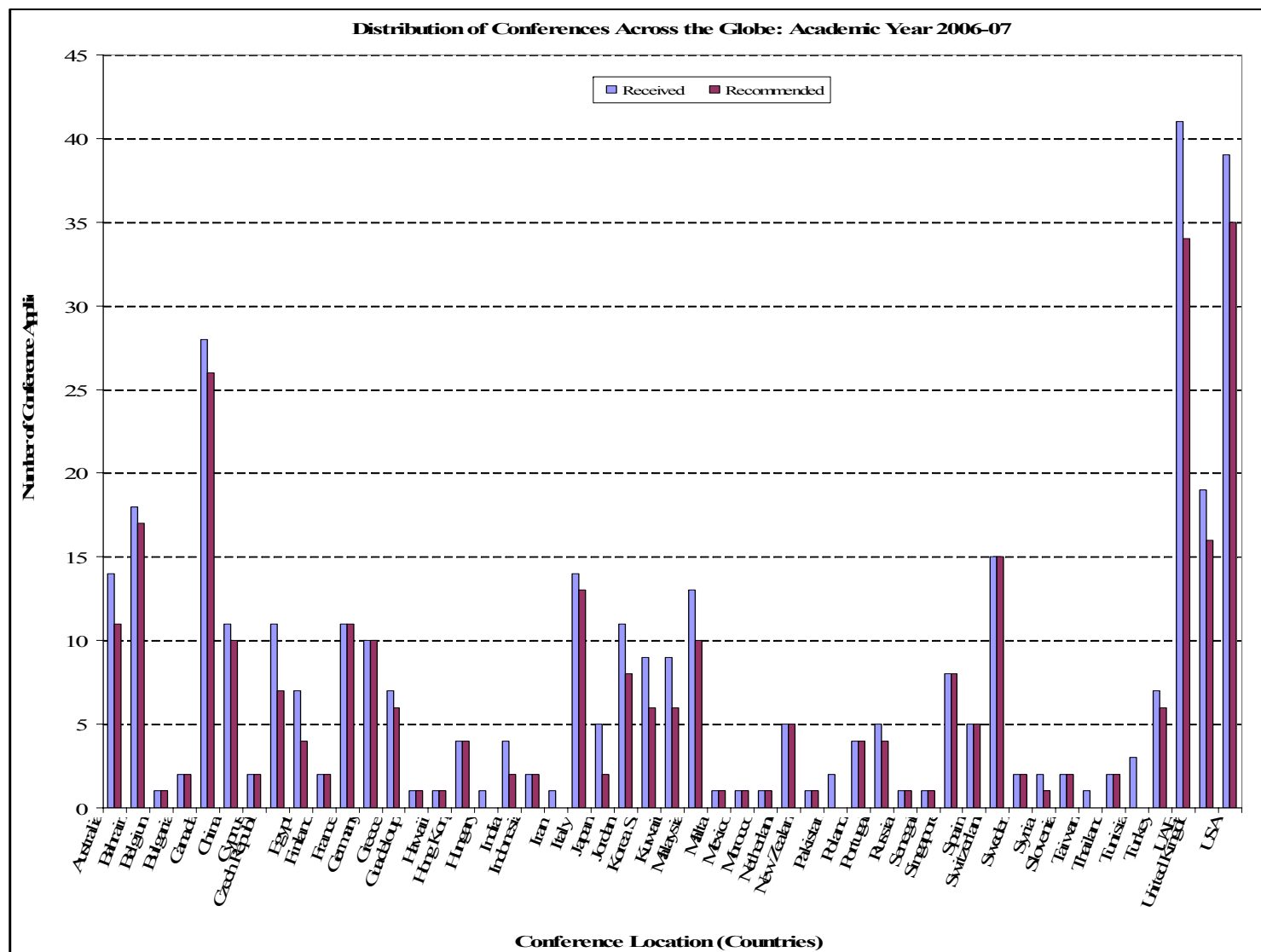


Figure 10: Country-wise conferences received and approved by DSR in 2006/2007

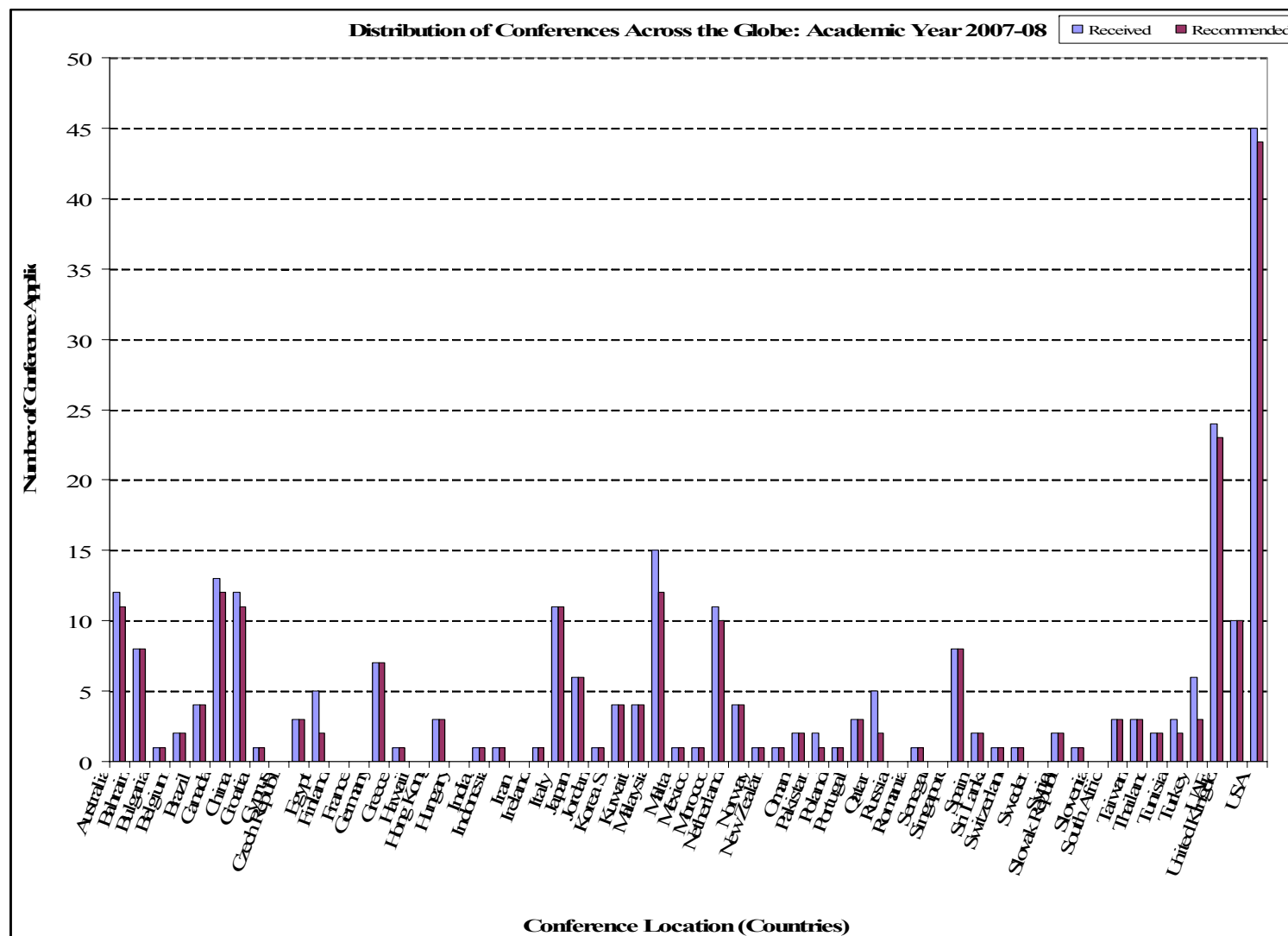


Figure 11: Country-wise conferences received and approved by DSR in 2007/2008

- *Impact of the research projects on local community.*

DSR is offering support to projects to solve problem of national interest including engineering, sciences, management or societal issues.

- *Sabbatical leave support*

The main objective of sabbatical leave is to provide KFUPM faculty with a change of atmosphere in order to pursue scholarly activities and to furnish a better environment for academic recuperation and rejuvenation. Sabbatical leave also provides the means to interact directly with scholars in reputable academic and research institutions. Scholarly activities that are considered for sabbatical leave may include pursuing and extending some ongoing research, initiating research in new and diverse areas, working in industry in the area of research and development, gaining research-oriented experience or creating an engineering design or product, and, finally, writing a research-oriented book or monograph.

Saudi faculty and Saudi RI research engineers/scientists are eligible to apply for a one-year sabbatical leave after serving the University for a minimum period of 5 years. A one semester sabbatical leave may also be granted for those who have served the University for a minimum period of 3 years.

To be considered for sabbatical leave, the applicant should prepare a complete proposal that states clearly the objectives, research plan and budget of his research. The proposal should be submitted to the concerned Department Chairman or RI Center Director no later than six weeks after faculty reporting date and at least 9 months prior to the intended leave date. The proposal is then forwarded to the Deanship of Scientific Research for review prior to approval. A sabbatical leave report must be submitted to the appropriate chairman/RI center director no later than two months after the end of the leave. The report should include details about the leave and associated scientific activities conducted at the host institution.

The leave benefits might include full monthly basic salary, regular transportation allowance, return air tickets for the faculty member and his eligible dependents, book allowance, research support, and a limited medical allowance.

Expatriate faculty might be granted release time for one semester. However, the extent of support might differ from what is granted for Saudis. Such privilege is considered in lieu of sabbatical leave.

Table 6 shows the name of faculty members awarded sabbatical leave support through Deanship of Scientific Research.

Table 6: List of Sabbatical Leave Projects for past 5 Years

S. No.	Name of Faculty	Title of the Research Project	Host Institution
1.	Dr. Husain Massoudi,	Broad-Band Time-Domain Beam Propagation Method.	University of Toronto, Canada.
2.	Dr. Mohammad Samman,	Some Development in Near-Ring Theory.	University of Linz, Austria, Switzerland,
3.	Dr. Husain Al - Duwaish,	Advanced Multivariable Control of a Demethanizer Column in a Gas Plant	
4.	Dr. M.I. Al-Jarallah,	Writing a book in Arabic entitled "Radon Gas and Radiation Dangers".	
5.	Dr. Habib Al-Ali,	Cost Effective and Optimum Strategies for Emission Reduction in Refineries	University of Waterloo, Waterloo, Canada
6.	Dr. Abdulaziz Al-Shuaibi,	Regularization and the Inverse Laplace Transform	University of West Georgia, USA.
7.	Dr. Zuhair Mattoug Gasem,	Corrosion Behavior of New Generation High Strength Low Alloy (HSLA) Steel for Oil and Gas Pipelines.	NRCC, Canada
8.	Dr. Haidar H. Madani	An Industry-Experience Leave at the World Bank: Learning About the Role of Auditing in Enforcing Compliance to Effective Accounting Disclosure and Corporate Governance	
9.	Dr. Soliman Almohawis,	Response of Real Estate Management Education to the Needs of the Real Estate Industry: A Case Study of the School of Design and Environment at the National University of Singapore (NSU)	National University of Singapore (NSU)
10.	Dr. Mohammad A. Alsahlawi,	An Alternative Oil Pricing Currency to Impact OPEC's Economies and the US Geopolitical Power	Norwegian School of Petroleum Management
11.	Dr. Abdullatif Al-Shuhail,	Industrial Sabbatical Leave Proposal entitled "Using Seismic Interferometry for Near-Surface Model Estimation	Schlumberger, Dhahran

Deanship of Scientific Research

12.	Dr. Ali Al-Gadhib,	Numerical Simulation of the Evolved Physico-Chemical Distress in Concrete Repairs and Concrete Structures.	University of South Florida, Tampa, USA
13.	Dr. Ameen Al-Mubarak,	The Phrases that come with Different Meanings: Collection, Study and Analysis.	Islamic University, Madina, Saudi Arabia
14.	Dr. Mohammad Makkawi,	Ground water resources and environmental management: Industrial Experience in Modeling Groundwater Aquifers	
15.	Dr. Mohammad Al-Bureay,	Sabbatical Proposal to write a resource and reference bibliographical book on the subject of Islamic Management.	International Islamic University, Malaysia
16.	Dr. Mohammed Al-Khalil,	The Value Engineering Experience at Saudi Aramco.	Saudi Aramco, Dhahran, Saudi Arabia
17.	Dr. Ibrahim Al-Mutriff	Foundation of Eastern Province Society for Traffic Awareness and Safety	
18.	Dr. Faisal A. Fairag,	Theoretical and Computational Aspects of the Streamfunction Form of a Ladyzhenskaya Model for Incompressible Viscous Flow.	Ottovon-Guericke University, Germany

Standard 4.2 The research unit should demonstrate active engagement in research by involvement in externally funded and/or in-house research projects.

- *List research projects conducted or supported by the research unit over the last five years, accompanied by summary tables of relevant grants, and contract funding (both active and pending).*
- *Give an evidence of support by external agencies as indicated by research income from industry, business, government, international agencies and others.*
- *Describe the avenues of available research funding.*

The Deanship of Scientific Research has been supporting faculty to conduct research through various grants. There are two main avenues for research funding: internal and external. The internal funding is provided by the University to execute Internal Projects, Fast Track Projects, Book Writing Projects, and Arabic Book Writing Projects. The external source of funding is SABIC which provides funding for research projects by KFUPM faculty.

1. Internally Funded Grants

The main research grant given by KFUPM with flexible budget and duration. Its purpose is to encourage faculty for research and facility development in existing and emerging areas of excellence. Proposals for this grant are invited at the beginning of Fall and Spring semesters each academic year.

2. SABIC and Fast Track

The Saudi Basic Industries Company (SABIC) provides annual research grants to KFUPM to support research related mostly to the petrochemical and chemical industry. KFUPM matches this fund with a similar fund under the name fast track (FT) to support research in other fields.

The University Research Support Office under the DSR manages all SABIC and FT grants and makes the announcement of the annual grants available. The SABIC/FT grants have a maximum duration of 18 months and a maximum budget of SR 75,000.

Although the SABIC grants are generally reserved for research in all areas of industrial research related to petrochemical and chemical products, the FT grants allow consideration of all technically meritorious proposals in other relevant areas.

3. Junior Faculty

Junior Faculty Research Grants are intended as a start-up activity to promote high-quality research, scholarship and creative activity by junior faculty members (assistant professors with Ph.D. degree). The junior faculty is a faculty member who obtained his PhD within TWO years of joining KFUPM and holds the rank of assistant professor.

Junior Faculty Research Grant is a one time, 11 month, limited budget (SR 50,000) grant research opportunity. It is mainly intended for fresh PhD's starting their careers as junior faculty and its purpose is to maintain their research momentum developed during their PhD work. It also helps in introducing KFUPM's research rules, regulations, and procedures to junior faculty members.

This grant will put the junior faculty members on the track that will lead to major long term

research projects funded by the Research Committee, KACST, SABIC, Fast Track, Applied Research Institute (ARI), and Industry.

4. Sabbatical Leave

The main objective of sabbatical leave is to provide KFUPM faculty with a change of atmosphere in order to pursue scholarly activities and to furnish a better environment for academic recuperation and rejuvenation. Sabbatical leave also provides the means to interact directly with scholars in reputable academic and research institutions. Scholarly activities that are considered for sabbatical leave may include pursuing and extending some ongoing research, initiating research in new and diverse areas, working in industry in the area of research and development, gaining research-oriented experience or creating an engineering design or product, and, finally, writing a research-oriented book or monograph.

Saudi faculty and Saudi RI research engineers/scientists are eligible to apply for a one-year sabbatical leave after serving the University for a minimum period of 5 years. A one semester sabbatical leave may also be granted for those who have served the University for a minimum period of 3 years.

To be considered for sabbatical leave, the applicant should prepare a complete proposal that states clearly the objectives, research plan and budget of his research. The proposal should be submitted to the concerned Department Chairman or RI Center Director no later than six weeks after faculty reporting date and at least 9 months prior to the intended leave date. The proposal is then forwarded to the Deanship of Scientific Research for review prior to approval. A sabbatical leave report must be submitted to the appropriate chairman/RI center director no later than two months after the end of the leave. The report should include details about the leave and associated scientific activities conducted at the host institution.

The leave benefits might include full monthly basic salary, regular transportation allowance, return air tickets for the faculty member and his eligible dependents, book allowance, research support, and a limited medical allowance.

Expatriate faculty might be granted release time for one semester. However, the extent of

support might differ from what is granted for Saudis. Such privilege is considered in lieu of sabbatical leave.

5. Book Writing

As part of its policy on providing support and encouragement to the faculty for promoting scholarly work, the University financially and morally supports the authoring, translation and editing of books. Book-writing activities involve one of the following:

- Authoring a scholarly monograph or a textbook which is directed towards an audience of peers or students (graduate or undergraduate) or towards the more general public in both English and Arabic languages;
- Preparing a book with collected materials from various authors or cases;
- Translating relevant books or textbooks into Arabic.

The University gives priority to books authored by the faculty, which can be used as textbooks at the University. To promote the availability of good technical and scientific books in Arabic, the University encourages the translation of selected titles into Arabic.

The University's financial support for book-writing includes, among other things, summer compensation for the proponent(s) and/or a reduced teaching load during regular semesters, costs of typing and editing and other expenses related to book-writing. Additionally, faculty members authoring, editing, or translating books, which are published by a reputable publisher or by the University, receive a financial award.

For a book-writing activity, the faculty should submit a proposal with all necessary documents to the department chairman, who forwards them to the University Research Committee for evaluation.

6. Arabic Research and Book Translation

7. British Council (International Collaboration)

The British Council Summer Research Program, which is sponsored by British Aerospace Industries, U.K, is a Post-Doctoral research program designed to encourage Saudi faculty members to execute their research projects in British universities. The program carries a fixed financial grant in addition to 8 days per diem support from KFUPM. Participating faculty may be allowed to report to the University one week after the official faculty reporting date. Table 7 presents the list of British Council Participants at different host universities in United Kingdom for the past years. The British Council Participants are required to submit a final report and a scholarly outcome form after successful completion of their summer program (Appendix A).

Table 7: List of BC Participants

S. No.	Name of Faculty	Year (Summer)	Host Institute
1.	Dr. Mohammad Samman	2008	
2.	Dr. Yahya Al-Harthi	2008	
3.	Dr. Osama Jannadi	2008	
4.	Dr. Salem Alghamdi	2008	
5.	Dr. Adnan Gutub	2008	
6.	Dr. Ibrahim Habiballah	2008	
7.	Dr. Luai Al-Hadhrani	2008	
8.	Dr. Husain Al-Duwaish	2008	
9.	Dr. Husain Al-Attas	2008	
10.	Dr. Faisal Fairag	2008	
11.	Dr. Saleh A. Al-Baridi	2007	Imperial College South Kensington, London
12.	Dr. Luai Al-Hadhrani	2007	School of Engineering, Cranfield University, Bedfordshire
13.	Dr. Mohammad Daous	2007	School of Chemistry, Cardiff University, Cardiff
14.	Dr. Khalid Al-Ramadan	2007	School of Earth Ocean & Planetary Sciences, Cardiff University, Cardiff
15.	Dr. Faisal Fairag	2007	Computing Laboratory, Oxford University
16.	Dr. Abdullah Alsunaidi	2007	Royal Institute of Great Britain, University College London
17.	Dr. Osama Jannadi	2007	
18.	Dr. Mohammad Samman	2007	Department of Mathematics, University of Heriott-Watt Edinburgh
19.	Dr. Muhammad Al-Zahrani	2007	Finance Cass Business School, City University
20.	Dr. Abdulaziz Al-Majed	2007	Institute of Petroleum Engineering, University of Heriott-Watt Edinburgh

21.	Dr. Mohammad Samman	2006	School of Mathematics, University of Edinburgh
22.	Dr. Salam A. Zummo	2006	University of Southampton
23.	Dr. Ahmad Abdul-Jabbar Al-Yamani	2006	University of Bristol, UK
24.	Dr. Mohammad Alsunaidi	2006	University of Birmingham, Birmingham
25.	Dr. Zuhair Gasem	2006	University of Southampton
26.	Dr. Muhammad Al-Salamah	2006	Manchester University - UMIST
27.	Dr. Hasan M. Ahmadi	2006	
28.	Dr. Ali Al-Gadhib	2006	University of Wales, Swansea, UK
29.	Dr. Mohammed Abdulmajeed Al-Daous	2005	Imperial College, London, UK
30.	Dr. Saad Shahrani	2005	University of Aberdeen, UK
31.	Dr. Salah Al-Dulaijan	2005	University of Newcastle upon Tyne, UK
32.	Dr. Mansour Al-Dajani	2005	Brunel University, UK
33.	Dr. Adnan Abdulaziz Gutub	2005	Queen Mary University, UK
34.	Dr. Monther Rashed Alfuraidan	2005	Imperial College, London, UK
35.	Dr. Ali H. Al-Ramadhan	2005	Manchester Metropolitan University, UK
36.	Dr. Muhammad Ali Al-Gahtani	2005	Imperial College, London, UK
37.	Dr. Saeid A. Alghamdi	2005	Hariot-Watt University.
38.	Dr. Salam A. Zummo	2004	University of Manchester Institute of Science & Technology, (UMIST) UK
39.	Dr. Saeed M. Al-Amoudi	2004	University of Durham, Durham, UK
40.	Dr. Mansour Al-Dajani	2004	
41.	Dr. Shukri Al-Senan	2004	University of Napier, Edinburgh, UK
42.	Dr. Nedat Ratrouit	2004	University of Nottingham, UK
43.	Dr. Haider Madani	2004	Cardiff Business School, University of Cardiff, Wales, UK
44.	Dr. Abdulwahhab Abokhodair	2004	School of Geosciences of the University of Edinburgh, Edinburgh, UK
45.	Dr. Husain Al-Attas	2004	
46.	Dr. Mazen Shalabi	2004	University of Manchester Institute of Science & Technology, (UMIST) UK
47.	Dr. Ibrahim Habiballah	2003	Brunel University, UK
48.	Dr. Suliman Alhomidan	2003	University of Dundee, Scotland, UK
49.	Dr. Hesham Al-Fares	2003	University of Loughborough, UK
50.	Dr. Ali Al-Gadhib	2003	University of Preston, Preston, UK
51.	Dr. Abdullah Alsunaidi	2003	Molecular Simulation Laboratory, University of Manchester Institute of Science & Technology, (UMIST) UK
52.	Dr. Mohammad Samman	2003	Department of Mathematics, St. Andrews University, UK
53.	Dr. Mohammad Alsughair	2003	Institute of Transport Studies, University of Leeds, UK
54.	Dr. Abdulaziz Al-Jalal	2003	Medical Physics & Bioengineering Department, University College, London.

8. Fulbright Scholarship Program (International Collaboration)

The Fulbright Scholarship Program, which is jointly funded by the University and the United States Information Service, is also a Post-Doctoral research grant designed to encourage Saudi faculty members to execute their research projects in reputable US universities. The grant includes financial support for a limited number of Saudi faculty members to spend between six months and one year in different host institutions in the U.S.A. The scope of research includes a wide range of subjects in the fields of science and technology. Table 8 presents the list of Saudi faculty members awarded Fulbright Scholarship.

Table 8: List of Fulbright Scholarship Awardees

No.	Name of Faculty	Department
1.	Dr. Abdulaziz Alidi	Management & Marketing
2.	Dr. Mohammad Al-Twajjri	College of Ind. Management
3.	Dr. Ali Al-Shash	CEM
4.	Dr. Sahel Abduljauwad	Civil Engineering
5.	Dr. Saeid Alghamdi	Civil Engineering
6.	Dr. Tareq Al-Naffouri	Electrical Engineering

9. Societal Grants

Societal grants are similar to internally funded grants but are designed to support research in fields other than science, technology and business. The grant funds research related to topics of relevance to the Saudi society and is designed to enhance interaction of KFUPM with the society and to enhance KFUPM direct contribution to meeting societal needs.

The research statistics for the last seven years can be seen from the Table 7 and Table 8 and are presented graphically in Figure 12 and Figure 13. It can be seen that the number of projects approved has increased by almost three times when compared between the academic year 2001 – 2002 and 2006 – 2007. Approved project budget was highest for the year 2006 – 2007 and it was three times than the approved budget for the year 2004 – 2005.

Table 9: Annually Approved Projects

Project Approved	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
SABIC	15	9	13	27	26	25	27	24
Fast Track	20	9	14	27	23	30	13	16
Internal	20	30	20	16	10	34	64	41
Arabic Bookwriting						6	4	5
JF					18	7	10	8
	55	48	47	70	77	102	118	94

Table 10: Annual Project Budget of Approved Projects

Project Budget	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
SABIC	966,700	604,200	830,200	1,635,500	1,671,750	1,600,800	1,695,900	1,656,138
Fast Track	905,200	497,100	715,200	1,353,800	1,306,600	1,684,500	788,220	919,200
Internal	4,056,143	5,246,389	1,631,376	1,798,312	728,480	5,155,670	8,789,279	6,618,764
Arabic Bookwriting						234,300	167,050	136,300
JF					776,840	340,300	464,400	385,900
	5,928,043	6,347,689	3,176,776	4,787,612	4,483,670	9,015,570	11,904,849	9,716,302

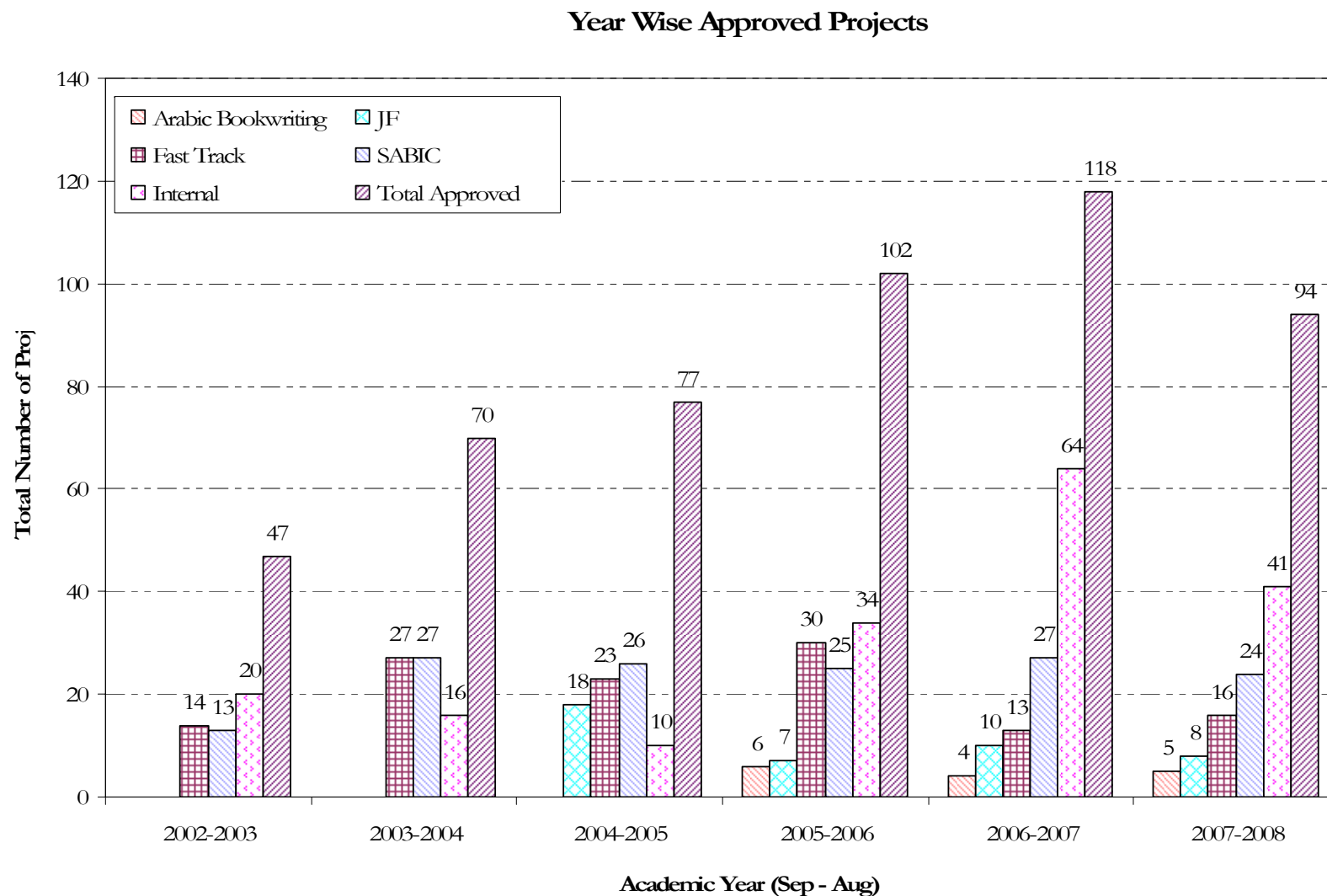


Figure 12: Total Number of Approved Projects Over Six Years (2002 – 2008)

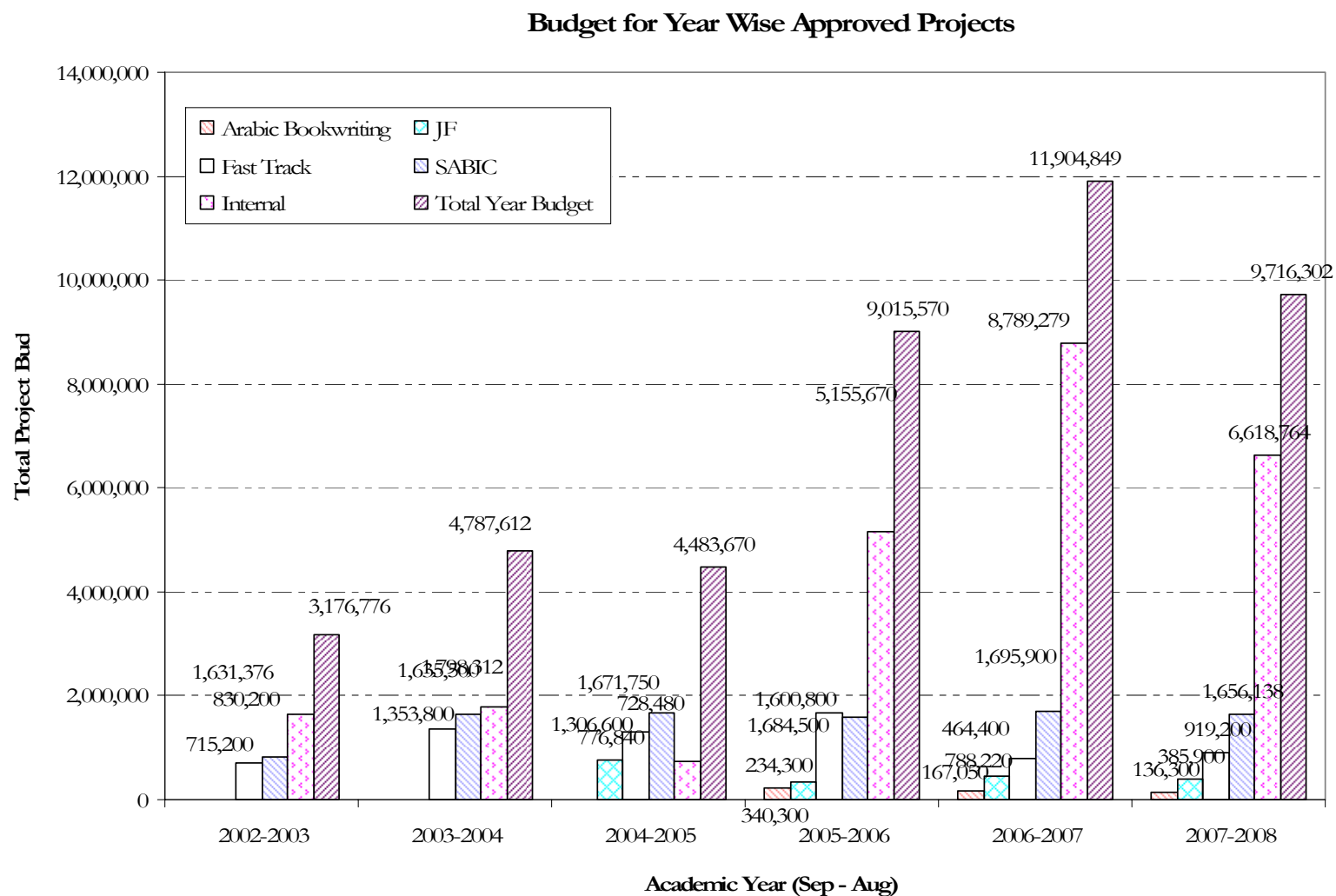


Figure 13: Annual Budget for Approved Projects over Past Six Years (2002 – 2008)

Standard 4.3: The research unit, when applicable, should contribute actively to the academic graduate programs in the University

- *Describe contributions made by the research unit to the training of graduate students and postdoctoral fellows, accompanied by summary tables listing the names of the trainees, their supervisors, dates of training, dates of receipt of degrees, if appropriate. Include a list of thesis topics of graduate students and research projects of postdoctoral fellows.*
- *Describe the support provided by the unit to the graduate students.*

Graduate Students are involved actively in almost all research projects supported by DSR with financial support

Standard 4-4 The research unit must demonstrate that its research outputs support the research unit objectives and that the research products support these outputs

- *Describe the means for assessing the extent to which the benefits of the unit's research activities can echo with the stated unit's objectives. This should be accomplished by conducting the following survey: A survey of the research projects' clients after the completion of each research project (When applicable.). A sample of the form for this survey is given in Appendix C.*

This standard is not applicable to DSR since DSR only supports research rather than conducting it.

**Criterion5: Public and Professional Activities and
External Relations**

Criterion 5: Public and Professional Activities and External Relations

The research unit should demonstrate active engagement in public and professional activities and maintain appropriate links with other units within the university and, externally, with agencies, institutions and organizations.

Standard 5.1: The research unit should demonstrate an active contribution to the professional development and external relations.

- *Describe the unit's professional activities that may include sponsoring or participating in conferences and symposia supported by evidence.*

DSR understands the need of professional growth of its faculty, and aspect of this professional growth is to support the faculty who wish to take part in conferences and symposia. Figure 14 shows the conference applications approved by the University during the last five years. It can be seen from the figure that each year, one average more than 250 conference applications were supported. For some years, the statistics showed around or over 300 applications supported by the DSR.

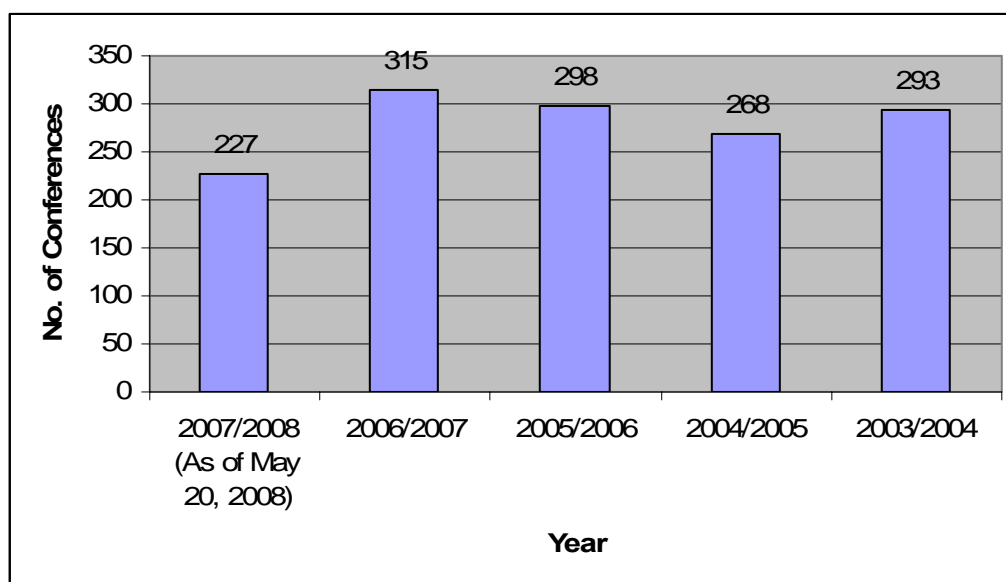


Figure 14: No. of approved conferences per year

- *Describe other activities conducted by researchers/research collaborators in the unit such as: editing academic journals and books; acting in an advisory capacity on public commissions, boards and*

task forces; preparing special reports and working papers; participating as members of editorial boards of refereed journals; and so forth.

Not applicable to DSR (no info in terms of statistics is available)

- *Describe the nature and type of service to the community (when applicable).*

Standard 5.2: The research unit should maintain appropriate links with other Units/departments within the University and with external agencies, institutions and organizations.

- *Describe the activities related to the involvement with other University research units/departments in joint research projects.*

Some research projects involves faculty member from Research Institute working under projects supported by DSR

- *Describe the activities of any external advisory committee (if available) that may have been established by the research unit.*

It was never been formed for DSR

- *Describe the means by which the research unit communicates with the scientific community and the public at large such as: website, newsletters, brochures, etc.*

The DSR publishes Research Calendar annually that informs the research community on how to apply for grants, prizes and awards. The researchers use many tools that are available at the DSR's website. These tools include submission guidelines, application forms, and reports submission. Research newsletters, brochures, and announcements are being used to generate general awareness among researchers about research events and activities on the national and international levels. DSR also publishes two newsletters in English and Arabic.

- *Describe the web site of the research unit indicating whether it meets the expectations of the University, the scientific community and the public at large with respect to presentation, organization and information.*

The DSR website provides all necessary information related to activities of DSR. The Research Calendar is available on the website that informs the research community when to apply for grants, prizes and awards. The can use many tools that are available at the DSR's website. These tools include submission guidelines, application forms, and reports submission. Research newsletters, brochures, and announcements are being used to generate general awareness among researchers about research events and activities on the national and international levels. Two periodic research newsletters in English and Arabic are also provided on the website. Regular updates and announcements are made on the website about international research scholarships (such as British Council, Fulbright etc) for faculty. However, the website needs some improvement as per the survey received from the university faculty

- *Describe any international agreement/cooperation such as: letters of understanding, exchange programs, etc.*

The DSR is establishing international relations through Office of International Cooperation (OIC) and both of them are jointly headed by the Dean of DSR.

Vision

The vision of the King Fahd University of Petroleum & Minerals Office of International Cooperation is to enhance the University's threefold mission of teaching, research, and service by making the University a leader in the region through its integration and participation in projects, exchange and other programs and activities with international institutes and organizations of high repute

Mission

Modern communications, transportation, and research have shrunk the globe. Universities all over are competing in this global village, King Fahd University of Petroleum & Minerals (KFUPM) is no exception.

Over 80% of KFUPM faculty members have received graduate degrees from foreign universities, and foreign students have been present since the institution began. Professors attend and present papers at international conferences and work on joint projects with faculty from other countries. They hold memberships in international societies and from time to time serve on executive committees. This global contact through students, personal study and research, conferences, learned societies and research projects brings to the University an expanded worldview and current scholarly research materials, which are incorporated into curricula and ongoing research programs.

The mission of the King Fahd University of Petroleum & Minerals Office of International Cooperation is to support the integration of an international perspective into the University's threefold mission of teaching, research, and service, in order to enable members of the University community to meet the challenges and opportunities of an increasingly globalized world.

Currently, the University collaborates with partners in approximately 24 countries and has signed 70 cooperative agreements with various institutions in these countries. The office of International cooperation (OIC) has been charged with the following responsibilities to ensure that KFUPM is in the forefront of internationalization.

- Act as a clearing house for all university international affairs
- Establish and maintain international relationships and agreements
- Serve as the University authority for negotiating international contracts and agreements
- Review international projects/activities proposals and commission them when approved
- Collaborate with international funding agencies and attract international research funds for the University faculty and researchers
- Collaborate with international associations and organizations to promote the University interest

- Attract and facilitate the interests of faculty to participate in international research projects by assisting in project funding identification, proposal development and project management.
- Facilitate the exchange of both faculty and students and use information from exchanges to develop and strengthen teaching and research capacity
- Explore and identify the different channels and opportunities for international cooperation
- Facilitate the requests of visiting scholars and review the visit report
- Track and store the non-conference international visits of KFUPM members
- Act as a resource office for all international cooperative activities
- Act as the secretariat office for the International Advisory Board
- Manage and track the activities and requests in relation to chair professors
- Collaborate with other KFUPM offices/deanships in relation to international business
- Host appropriate international conferences or workshops for training or awareness
- Encourage faculty involvement by inclusion of international service activities in the annual performance review
- Educate faculty and staff on cross-cultural issues with the intent of making the campus more receptive to international students and faculty
- Maintain a database and publish a newsletter to communicate international activities to the community
- Prepare an annual report to the University management on the OIC activity and accomplishments.

The OIC staff includes the Director, an administrative assistant and a secretary. The Director reports directly to the Vice-Rector (Graduate Studies & Scientific Research)

Criterion 6: Process Control

Criterion 6: Process Control

The processes by which major research functions are executed must be in place, controlled, periodically reviewed, evaluated and continuously improved.

Standard 6.1: The processes by which research proposals and reports are reviewed and evaluated.

- *Describe the processes used to call for proposals, review and approve them.*

Research Calendar is being published at the beginning of every academic year to include deadlines for research grant proposals, book writing proposals, research awards and scholar programs, conference attendance requests, and sabbatical leave proposals. The calendar, guidelines, forms, and applications are announced to the faculty members and researchers by different means such as brochures, newsletters, and the DSR's website.

Faculty members and researchers are encouraged to select active and vital research areas and a Principal Investigator (PI) can form the research team . The PI are requested to submit an outline of the research proposed and C. V. of all the research team members together with a list of suggested reviewers and Chairman approval to DSR before the deadline .

The DSR research unit receives the proposals and makes sure it meets the requirements, after searching database in the specific area of research; Scientific Committees are called for meetings to make preliminary review and select international reviewers. The committees will appoint at least three international reviewers to evaluate the proposal using a specific evaluation form. furthermore, the committees meet to discuss the reviewers comments received and supportive comments sent to PI and asked to make corrections and revision and resubmit, and after the proposal together with budget approved by the URC, a project contract sent to the PI to select starting and ending dates. The evaluation process for junior faculty, externally funded and internally funded grants is shown in figure 15, 16 and 17 respectively.

The PI submit a progress report every six month a period of time that contains tasks achieved and budget utilized (Appendix A) . The final report for the project sent to the same

reviewers, and again the committees will meet to make observations and discuss reviewers' comments, and make sure that the PI has fulfilled all the requirements and objectives mentioned in the original proposal, then the final report sent to URC for approval (appendix A).

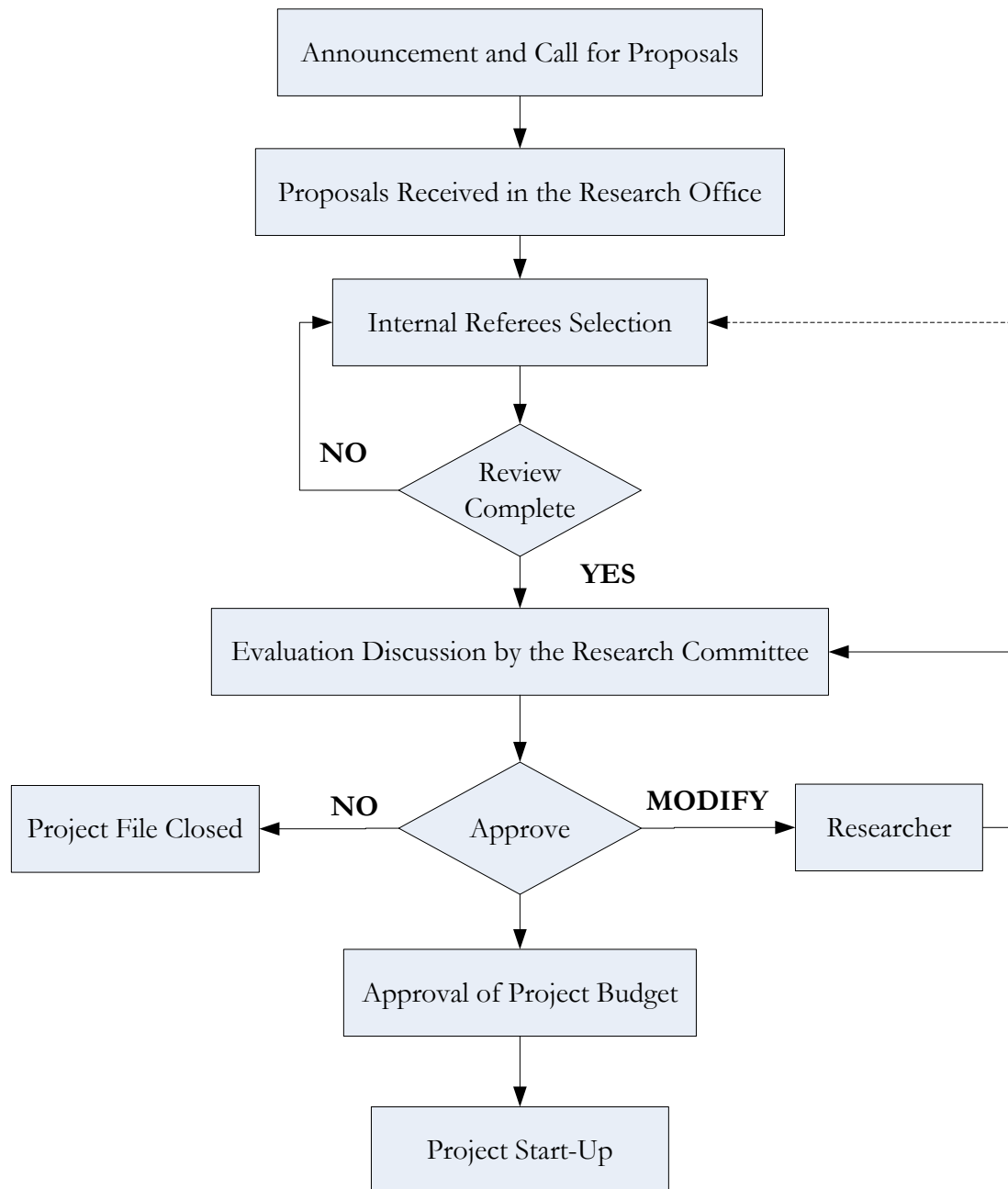


Figure 15: Approval Process for Junior Faculty Research Grants

Deanship of Scientific Research

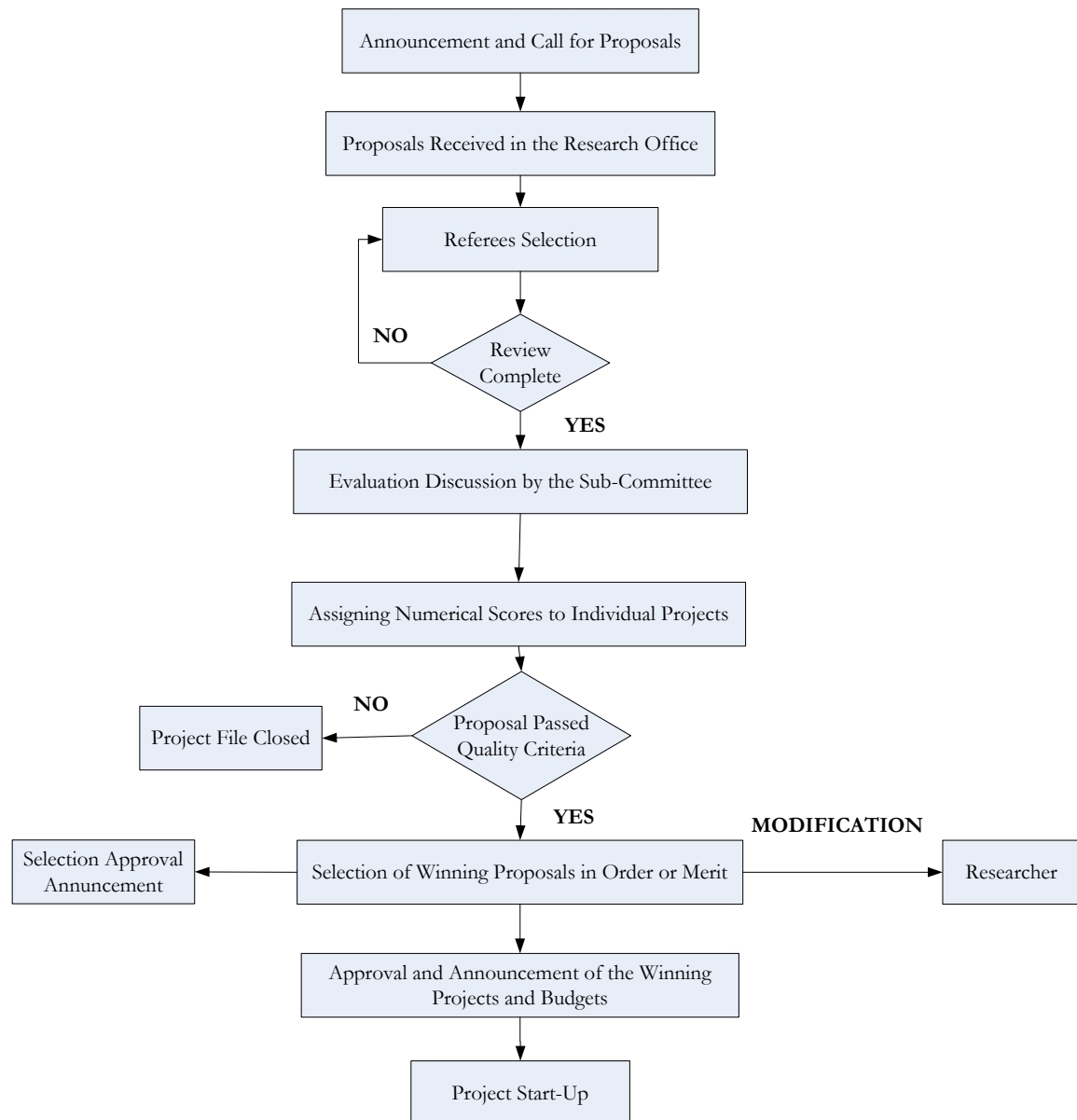


Figure 16: Approval Process for Externally Funded Grants (SABIC / Fast Track)

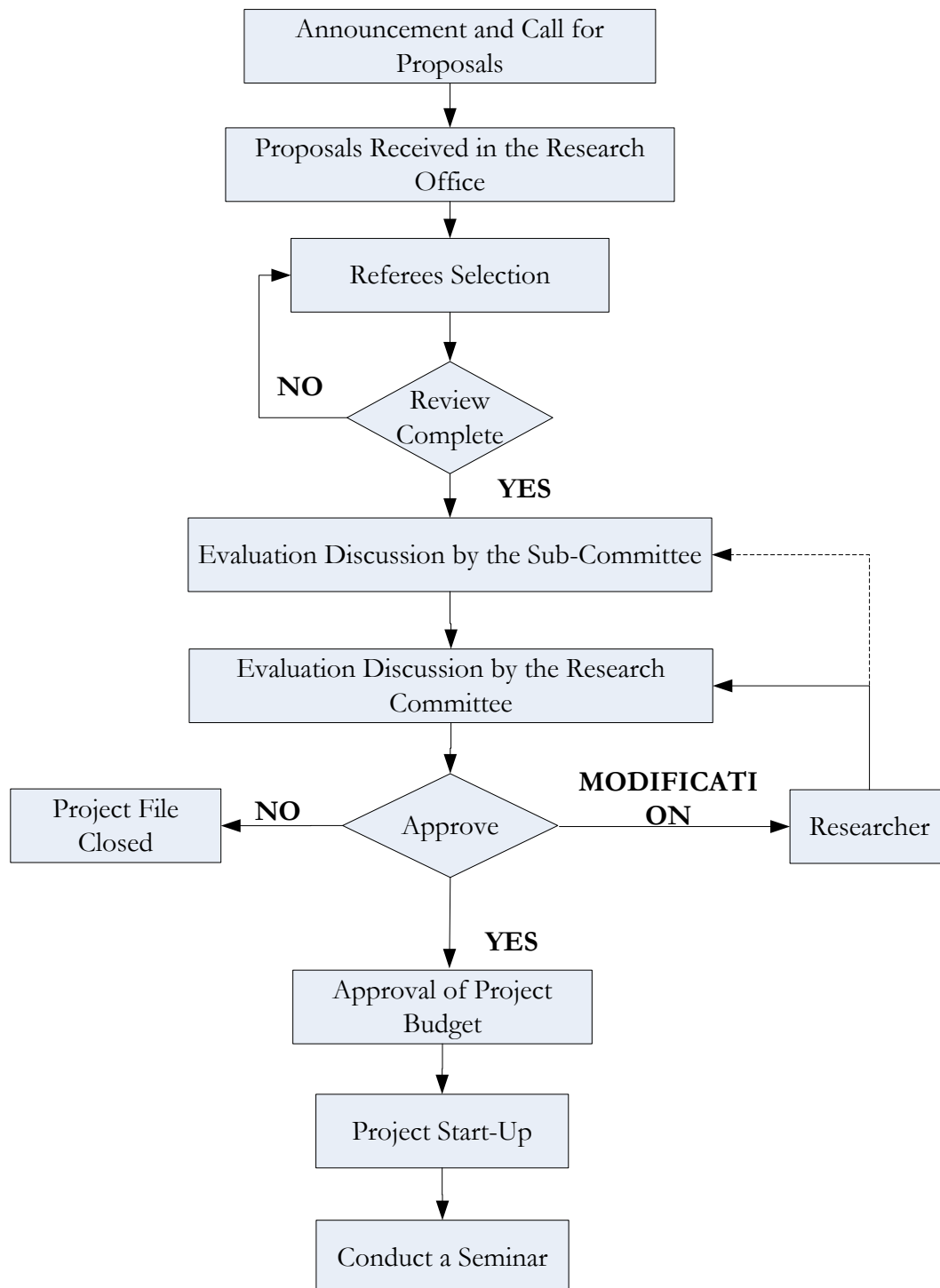


Figure 17: Approval Process for Internally Funded Projects

The Committees meet on a regular basis to assess new proposals as well as review current projects through submitted progress reports from researchers and to ensure that quality and original research is encouraged and supported by KFUPM from Faculty, staff and junior members embarking on their first research career.

The Committees members are drawn and elected from all strands of Academic disciplines and bring with them many years of expertise in their fields. As such, all submitted projects can be expected to be reviewed professionally. To avoid possible conflict of interest situations, Committees members are excluded from discussing or reviewing research projects where they have an interest or personal involvement.

In order to streamline the work process, various sub-committees have been established from the main Committees members to deal with internal funded projects, SABIC and Fast Track projects, and conference attendance applications. A new sub-committee was established to review periodical progress reports relating to projects funded by the University as well as by SABIC. While basic and applied research has been the mainstream of KFUPM research activities over the past years, the University is now welcoming and actively encouraging the developmental aspects of research.

- *Describe the process by which projects and reports are evaluated and approved.*

A stand alone E-review database has been developed by the Deanship of Scientific Research for the purpose of evaluating the submitted proposal. Initially the sub-committee selected the reviewers who are expert in the field and actively engaged. Brief details of the proposal along with the abstract is sent automatically to the reviewer for his consent, once he gives consent the link to access the full proposal and other related document is sent via email. The review process is closely monitored to optimize the evaluation time and a reviewer is expected to submit his evaluation within three weeks from the date of consent. Currently the database maintained by the Deanship has more than 1000 reviewers in different field of expertise.

The progress of the project is monitored by the monitoring and evaluation committee, who evaluates and approves the progress report submitted by the Principal Investigator. At the end of the project the P.I is required to submit a details report about the achievements and the tasks accomplishment. The report is sent to the original review for his comments and acceptance.

- *Describe the process by which the research proposals and the reporting systems and report format are delivered to the clients.*

Guidelines and reporting forms are made readily available at the DSR website and different computing channels through the networking systems are being used to communicate with clients. Recently the University has launched a new system Enterprise Resource Planning (ERP) to facilitate the submission of reports and process payments.

- *Describe the process of acquiring equipment and supplies funded through research projects.*

Requests for equipments must be submitted for approval in special form that include technical specifications and DSR provides assistance according to project budget, then sent using ERP system to purchasing department to apply the purchasing cycle and select suppliers and deliver the items to the PI. The DSR is providing services to approve and follow up to make sure that all projects get the required equipment, chemicals, hardware, and software.

- Attach documents whenever necessary.

Refer to Appendix A

Standard 6.2: The processes by which research functions are periodically reviewed and evaluated.

- *Describe how the above processes are reviewed and evaluated.*

Since this is the first assessment, the above standard is not applicable to DSR

- *Describe how the feedback is used for improving quality of services offered by the research unit.*

The DSR research unit is reviewing the procedures and making possible changes to provide a quality service to research teams. Feedback from PI and research groups are being taken into consideration through surveys, workshops, written and verbal contacts. The Scientific Research Council revises the process accordingly periodically. For example, the approved process of the research projects was reviewed and updated last year. In addition, the conference attendance policy was totally reviewed and updated this academic year.

- *Attach documents whenever it is necessary. Results of the “Survey of research projects’ clients” (Appendix C) should be highlighted here.*

Not applicable to DSR

Criterion 7: Institutional Facilities

Criterion 7: Institutional Facilities

Institutional facilities, including library, laboratory space and offices must be adequate to support the objective of the research unit. To satisfy this criterion a number of standards must be met.

Standard 7-1: The institution must have the infrastructure to support research and research equipment.

- *Describe the main University infrastructure and facilities that support current and new trends in research.*

Computers hardware and software plays an important role in scientific research. Research budgets for all approved projects include computer supplies so DSR gives great attention to ensure availability of such items to all research teams .Cooperation of DSR with Information Technology Center (ITC) is being helpful for providing research needs from hardware and software. The networking operations at the King Fahd University of Petroleum & Minerals provided by ITC are being used by DSR research unit to communicate with research teams to get proposals, reports and payment done. Over the years, the role of computer technology has continually grown both in terms of size and scope of activities and DSR is utilizing this to improve the research scope and output.

- *Indicate how adequate the facilities are.*
- *Describe the adequacy of the laboratory space.*
- *Describe the adequacy of research staff offices*

Not applicable to DSR

Standard 7-2: The library must possess an up-to-date technical collection relevant to the research activities of the unit and must be adequately staffed with professional personnel.

- *Describe the adequacy of the library's technical collection.*

The scientific research depends on Libraries to get scientific data that can be used as core for proposing research. Libraries which include electronic databases, e-journals, multimedia, and web resources, are required to foster scientific research. Horizon Information Portal (HIP) is being further developed to provide a single-point access to all these resources. The focus of DLA is also on understanding the current and future needs of the KFUPM faculty and students and how best to meet those needs. For this purpose, a continuous liaison with the faculty and students is maintained for the selection of materials and collection development.

- *Describe the support rendered by the library.*

The DSR is giving special attention to authentic scientific data presented by research teams in their proposals and reports that can only be attained by using professionally organized library such as KFUPM main library and the satellite libraries. It supports academic and research programs of the University and provides materials and services both in print and electronic formats in all subject and research areas, particularly in science and engineering to faculty, researchers, and students. Literature review, abstracts, and materials and methods of any research paper can only be obtained from periodicals and texts related to the area of research. Research teams' feedback can help to improve library role by newly published texts and periodicals. The DSR book writing and translation projects can add good collection of texts to scientific fields. With the continuing support of the university administration, the library has embarked on an ambitious plan of transforming into a digital library.

Criterion 8: Institutional Financial Support

Criterion 8: Institutional Financial Support

The institution's financial support and the resources for the research unit must be sufficient to provide an environment in which the unit can sustain and achieve its objectives and retain its strength.

Standard 8-1: There must be sufficient incentives and motivations to attract high quality Researchers to associate with the unit and provide the means for them to maintain competence as researchers.

- Describe the level of support provided by the University to meet this standard.

The DSR manages research and university has been supporting faculty financially. This is carried out through support funding for research projects through KFUPM internal projects as well acquiring projects and funding from external agencies such as SABIC. Conference support has already been discussed earlier in terms of number of approved conferences each year. As for research projects, funding for the last five years is provided in the Figure 18.

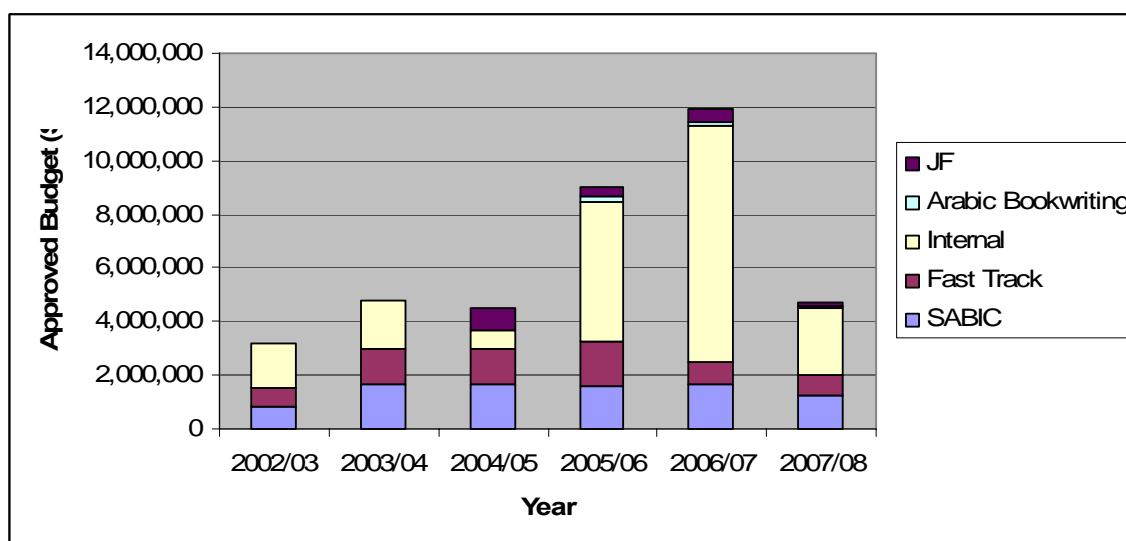


Figure 18: Annual Budget for approved projects

Standard 8-2: There should be sufficient incentives to attract quality support staff.

- Describe how the research unit meets this standard.

The DSR has shortage of manpower to manage the research activities supported by it. The cooperation of DSR and Deanship of Faculty and Personal Affairs can help selecting and providing qualified staff members. Professional training and performance appraisals in addition to salary increase and giving overtime are means of attracting and supporting for the staff.

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Appendix A: Forms

Research Proposal Evaluation Form

**KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
DHAHRAN 31261, SAUDI ARABIA
DEANSHIP OF SCIENTIFIC RESEARCH**

**RESEARCH PROPOSAL EVALUATION FORM
(FOR UNIVERSITY FUNDED PROJECTS)**

Proposal Reference Number:

Proposal Title:

Principal Investigator:

Co-Investigator:

Co-Investigator:

Co-Investigator:

Co-Investigator:

Date sent to reviewer:

Section-A:

1. To the reviewer:

To what degree are you familiar with the proposed topic?

- ☐ I am actively engaged in research in this specific area.
- ☐ I have carried out research in the past in this specific area.
- ☐ My experience is in the general area and I have not worked in this specific area.
- ☐ Other Comments: _____

2. Type of research:

How would you classify the project proposal?

- ☐ Basic ☐ Applied ☐ Other, Please specify _____

3. Project objectives:

How important are the proposed objectives to the area of the study?

- ☐ Very Important ☐ Important ☐ Not Important

Please Justify

Section- B:

Please evaluate the proposal by placing (X) in the appropriate box in front of the following aspects:

I: Objectives				
	Strongly Agree	Agree	Disagree	Strongly Disagree
1. The objectives are clear.				
2. The objectives are achievable.				
3. The objectives are specific.				
4. The objectives are measurable.				
Comments				
II. Literature Review				
	Excellent	V. Good	Good	Poor
1. How do you rate the literature review?				
2. How do you rate the justification of the proposed research?				
Comments				
III. Methodology				
	Excellent	V. Good	Good	Poor
1. How do you rate the clarity of the proposed methodology?				
2. How do you rate the suitability of the proposed methodology to the project?				
Comments				
IV. Management Plan				
	Excellent	V. Good	Good	Poor
1. How do you rate the clarity of the management plan in specifying and assigning the tasks of the project?				
2. How do you rate the scheduling of the tasks of the project?				
3. How do you rate the capability of the team members in contributing to the project?				
Principal investigator				
1 st Co-investigator				
2 nd Co-investigator				
3 rd Co-investigator				
4 th Co-investigator				
Consultant				
Comments				

V. How do you rate each of the following requirements?

	Well Estimated	Overestimated	Underestimated	Not Applicable
Manpower				
Equipment etc				
Material & Supplies				
Travel				
Project Duration				

Comments

VI. Please give your overall evaluation of the proposal

	Excellent	V. Good	Good	Poor
Overall Evaluation				

Comments

Section -C: Additional Comments

In the space below, kindly provide any other comments, suggestions or references that may enhance the quality of the proposal:

A. Recommended for funding:

☐

B. Recommended for funding after suggested revisions are carried out:

☐

C. Not recommended for funding:

☐

Reviewers Name: _____ Signature_____

Email address: _____

Full postal address: _____

Date Submitted: _____

(Please note that the present conversion rate for One US\$ is SR. 3.75).

PLEASE SEND US YOUR EVALUATION BY MAIL\EMAIL\FAX AT THE FOLLOWING ADDRESS:

THE DEANSHIP OF SCIENTIFIC RESEARCH
KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
KFUPM BOX # 5083, DHAHRAN 31261, SAUDI ARABIA

Telephone number : 00 966 3 860 3200

Fax number : 00 966 3 860 3292

Email address : src@kfupm.edu.sa

Research Final Report Evaluation Form

**KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
DHAHRAN 31261, SAUDI ARABIA
DEANSHIP OF SCIENTIFIC RESEARCH**

RESEARCH PROJECT FINAL REPORT EVALUATION FORM

Project Number:

Proposal Title:

Principal Investigator

Co-Investigator: _____ Co-Investigator: _____

Co-Investigator: _____ Co-Investigator: _____

Date sent to reviewer:

Section-A:

To the Reviewer:

4. Please indicate whether you reviewed the original proposal or not:

☐ I have reviewed the original proposal submitted earlier.

☐ I did not review the original proposal submitted earlier.

5. To what degree are you familiar with the proposed topic?

☐ I am actively engaged in research in this specific area.

☐ I have carried out research in the past in this specific area.

☐ My experience is in the general area and I have not worked in this specific area.

☐ Other Comments: _____

Section- B:

I. Are the objectives stated in the report the same as those given in the research proposal?

	Yes	No	Partially

Please Comment:

II. In the space below, please comment on achievements related to the original objectives

Objectives	Achievements
i.	
ii.	
iii.	

iv.				
v.				
vi.				
III. By comparing the original objectives with the stated achievements, I conclude that the objectives are				
	Fully Achieved	Mostly Achieved	Partially Achieved	
Please Comment				
IV. How do you rate the quality of the published/submitted paper(s), if any?				
	Top Quality	Good Quality	Average Quality	Not Sure
In the space below, please comment on the quality of each of the paper manuscript(s) attached with the final report. Please use additional sheets, if necessary.				
V. The quality of the journal(s) in which the paper(s) has/have been submitted/accepted is rated as :				
	Top Quality	Good Quality	Average Quality	Not Sure
Please comment:				
VI. If the report claims additional achievements, did these additional achievements (or some of them) result from the project under consideration?				
	Yes		No	
Additional achievements from the project are:				
	Significant	Not Significant	Not Applicable	
Please Comment				
VII. I rate the Final Report				
	Excellent	Very Good	Good	Poor
Please comment:				
VIII. I rate the written quality and format (including style of presentation) of the final report as:				
	Excellent	Very Good	Good	Poor

IX. Considering all of the above aspects, I would rate the overall research project performance as:				
	Excellent	Very Good	Good	Poor
X. Research Outcomes				
1. Journal Publications				
	Top Quality	Good Quality	Average Quality	Not Sure
2. Conference Proceedings				
	Top Quality	Good Quality	Average Quality	Not Sure
3. Patents				
4. Others				
XI. The research carried out in this project is likely to establish a direction for future work/research.				
	Most Likely	May be	Not Sure	
XI. Additional comments (if the space below is not enough, please use additional sheets).				

Note:

1. Please return this form within 21 days of receipt
2. Please PRINT OR TYPE your comments on every question in the form
3. We are happy to accept your evaluation by Fax or E-Mail.

Reviewers Name: _____ Signature _____

Email address: _____

Full postal address: _____

Date Submitted: _____

PLEASE SEND US YOUR EVALUATION BY MAIL\EMAIL\FAX AT THE FOLLOWING ADDRESS:

THE DEANSHIP OF SCIENTIFIC RESEARCH
 KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
 KFUPM BOX # 5083, DHAHRAN 31261, SAUDI ARABIA
 Telephone number : 00 966 3 860 3200
 Fax number : 00 966 3 860 3292
 E-mail address : src@kfupm.edu.sa

Progress Report Evaluation Form



KFUPM RESEARCH COMMITTEE

PROGRESS REPORT FORMAT

The progress report should be brief and concise. It should concentrate on the management aspects of the project rather on the technical issues. Kindly submit your progress report utilizing the given format to expedite the necessary approvals.

You are greatly encouraged to directly use (fill in) the formatted Sections below

I. PROJECT GENERAL INFORMATION

Name of Principal Investigator		ID.
Department		
Name(s) of Co-Investigator(s) (or Project Consultant(s))	1.	ID.
	2.	ID.
	3.	ID.
	4.	ID.
Project Type:	<input type="checkbox"/> Internal	<input type="checkbox"/> Fast Track
	<input type="checkbox"/> Book Writing	<input type="checkbox"/> Junior Faculty
	<input type="checkbox"/> SABIC	<input type="checkbox"/> Other
Project Title:		
Project No.:		
Start Date:		
End Date:		
Progress Report No.:	<input type="checkbox"/> FIRST	<input type="checkbox"/> SECOND
	<input type="checkbox"/> _____	<input type="checkbox"/> Summer
"Progress" Reported Period:	From:	To:
Progress Report Due Date:		
For Monitoring Sub-committee Use Only	<input type="checkbox"/> Received ON TIME	<input type="checkbox"/> Received LATE
Comments		



II. PROJECT ACCOMPLISHMENTS

TASK ACCOMPLISHED

- In this Section, kindly report on the **objectives/tasks**, as declared in your project proposal, which were accomplished during the reported period.

TASK ACCOMPLISHED: Planned vs. Implemented (%)

- Kindly provide a **time chart** of the project **tasks/activities** as given in the proposal and indicate with additional bars/colors the tasks accomplished during the reported period compared to the work plan.

Example: Work Plan: Accomplished (%) vs. Proposed Tasks/Objectives

Task / Objective	Project Period								
	1 st Six Months			2 nd Six Months			3 rd Six Months		
	2	4	6	8	10	12	14	16	18
1. Task # 1/ Objective #1 1.1, 1.2, and 1.3	100%								
2. Task # 2 / Objective #2	70%								
3. Task # 3 / Objective #3			20%						
4. Task # 4									
5. Task # 5 / Objective #5									
6. Final report submission									
Progress Reports' Submission									
		Planned		Accomplished		Ongoing			

Note: For projects with longer durations than 18 months develop the required time chart on a separate sheet in landscape format.

- Please provide justifications for **discrepancies** (if exist) between the planned implemented tasks/activities.

For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			



The Investigators Contributions: Original Assigned Tasks

- Kindly provide a brief write-up addressing the contribution(s) of each investigator in accomplishing the project **tasks/activities** as compared to the project proposal and indicate deviation(s) (if any)

Investigator(s)	Role - Contribution(s) during the reported period
1.	
2.	
3.	
4.	

- Please provide justification(s) for **discrepancies** (if any) between the original and actual work contribution(s)

For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			

Contributions of Others (if Applicable)

- Kindly provide a brief write-up addressing the contribution(s) of others involved in the project in accomplishing the project **tasks/activities** as compared to the project proposal

Investigator(s)	Role - Contribution(s)	Hours-worked
1. Project Consultant		
2. Graduate Student(s) Research Assistant(s)		
3. Technician(s)		
4. Secretary		

For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			

Budget Utilization (or transfer from one approved head to another)



- In this Section, kindly provide brief write-up addressing the status of the project budget utilization. Indicate any deviation(s) such as transfer of amounts from one approved **budget item** to another.

Brief:

Major Budget Item/Head	Original Budget	Budget Utilized	% Utilized

- Please indicate **difficulties** (if any) in utilizing the project budget up-to-date and indicate the reasons

For Monitoring Sub-committee Use Only	<input type="checkbox"/> Active	<input type="checkbox"/> Not Active	<input type="checkbox"/> NA
Comments			

List of Used Equipment, Chemicals and Supplies

- In this Section, provide a brief write-up addressing the equipment, materials, chemicals, supplies, etc. (if any) that were used in the reported period

Brief:

- Kindly explain **difficulties** (if any) in purchasing the project's equipment /supplies and indicate causes

For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			

Other Accomplished Tasks (if Applicable)

- In this Section, provide a brief write-up addressing **other tasks** that were accomplished (if any) to fulfill the project objectives



Brief:			
For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			

Problems and Difficulties Encountered

<ul style="list-style-type: none"> In this Section, kindly highlight problems or difficulties (if any) that resulted in deviation(s) from the original proposal objectives and/or work plan. 			
Brief:			
<ul style="list-style-type: none"> Indicate the likelihood of completing the project and fully achieving its declared objectives ON TIME as planned and approved (Do you anticipate any delay?) 			
For Monitoring Sub-committee Use Only	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Not Satisfactory	<input type="checkbox"/> NA
Comments			

Recommendation(s) (For Use by the Monitoring Sub-Committee Only)

Based on the information provided in the Progress Report above, the Sub-Committee:		
<input type="checkbox"/> Approves Payment for the duration of the project progress		
<input type="checkbox"/> Does NOT approve Payment for the following reasons		
Justification(s):		
Action(s) required		
Sub-Committee Member(s)	Signature	Date
1.		
2.		
3.		
Progress Report Process		
<input type="checkbox"/> Copy to: Project Financial Control Unit for Processing Payments		
<input type="checkbox"/> Copy to: Project Principal Investigator for Actions as Required		

Scholarly Outcome Form (Final Report)

KFUPM RESEARCH COMMITTEE

SCHOLARLY OUTCOMES OF A COMPLETED PROJECT

This report must be submitted to the Deanship of Scientific Research before the release of final payments

The information should be brief and concise. It should concentrate on the specific points related to the scholarly outcomes of the completed project including journal publications, conference publications, students' training, patents, seminars, invited speeches and other academic-related achievements.

Please provide a concise list of all such achievements.

You are greatly encouraged to directly use (fill in) the formatted Sections below

A. PROJECT GENERAL INFORMATION

Project Type:			
Project Title:			
Project Number:			
Name of Principal Investigator			
Department			
Name(s) of Co-Investigator(s) [or Project Consultant(s)]		1.	
		2.	
		3.	
Details	Start Date:		
	Completion Date:		
	Approved Budget:		

B. DETAILS OF THE SCHOLARLY OUTCOMES

Status: A = Accept/ Published

S = Submitted

UP = Under Preparation

<ul style="list-style-type: none"> In this Section, list the details as mentioned above (Kindly make sure to include the full details of each item including the dates and the status). 			Status
I	Journal Publications		
II	Conference Publications /Presentations		
III	Book/Book Chapters		
IV	Patents		
V	Students' Training		
VI	Invited Speeches delivered by the Investigators		
VII	Seminars/Talk delivered within the University		
VIII	Seminars/Talk delivered outside the University		
IX	Others , Specify		

Principal Investigator:			
Signature:		Date:	

Scholarly Outcome Form (British Council)

SCHOLARLY OUTCOMES OF YOUR BRITISH COUNCIL VISIT

The information should be brief and concise. It should concentrate on the specific points related to the scholarly outcomes of the completed assignment including journal publications, conference publications, students' training, patents, seminars, invited speeches, established collaboration and other academic-related achievements.

Please provide a concise list of all such achievements.

You are greatly encouraged to directly use (fill in) the formatted Sections below

A. PROJECT GENERAL INFORMATION

Name		
Department		
Project Title		
Host Institute		
Visit	Start Date:	
Time	Completion Date:	
Total number of times participated in the British Council Program.		

B. DETAILS OF THE SCHOLARLY OUTCOMES

Status: A = Accept/ Published

S = Submitted

UP = Under Preparation

• In this Section, list the details as mentioned above (Kindly make sure to include the full details of each item including the dates and the status and include only outcomes from your participation in the British Council Summer Program).			Status
I	Journal Publications		
II	Conference Publications /Presentations		

III	Book/Book Chapters		
-----	--------------------	--	--

C. DETAILS OF THE SCHOLARLY OUTCOMES (continued)

Status: A = Accept/ Published

S = Submitted

UP = Under Preparation

<ul style="list-style-type: none"> In this Section, list the details as mentioned above (Kindly make sure to include the full details of each item including the dates and the status). 			Status
IV	Patents		
V	Graduate Students' Training		
VI	Invited Speeches		
VII	Seminars		
VIII	Established Collaboration (please explain in detail)		
IX	Others , Specify		
X	How do you rate such experience?		

Full Name of Faculty Member			
Signature:		Date:	

ITC Equipment Forms



ITC Procurement Form

Information Technology Center Computing Services

HARDWARE/SOFTWARE PROCUREMENT FOR PROJECTS UNDER
DEANSHIP OF SCIENTIFIC RESEARCH

Phone 03 8603911 Fax 03 8603966

Date:

Project TITLE		Budget Center	
PROJECT MANAGER		ITC CHANGE ORDER Number	
DePARTMENT		DSR Project Number	

DATE	HARDWARE/SOFTWARE DESCRIPTION	QTY	UNIT PRICE	BUDGETED AMOUNT	ACTUAL AMOUNT
TOTAL AMOUNT DUE					

Dates					
<u>Project Proposal Date</u>		<u>Project Initiation Date</u>		<u>ITC Change Order Date</u>	
<u>Scientific Council Approval Date</u>		<u>Project Approval Details</u>			
<u>Expected Delivery Date/ Comments</u>			signature with DATE		
			<u>Project Proponent</u>		
<u>Actual Delivery Date / Comments</u>			<u>Dean of Scientific Research</u>		
			<u>Manager, Computing Services, ITC</u>		

Note: Proponents are instructed to apply early, and allow upto three months for processing of request. procurement of Special &/or International items May take more time. This form must be accompanied by the DSR Computing equipment justification form.

INFORMATION TECHNOLOGY CENTER
BOX#5037, KFUPM

**KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
DEANSHIP OF SCIENTIFIC RESEARCH**

COMPUTING EQUIPMENT REQUEST JUSTIFICATION FORM

1. NAME OF PRINCIPAL INVESTIGATOR: _____
2. NAME(S) OF CO-INVESTIGATOR(S): _____
3. PROJECT TITLE: _____
4. DURATION OF PROJECT: _____
5. STATUS AND CONDITIONS OF AVAILABLE EQUIPMENT: (Since the last 5 years)

6.1 PC TYPE AND ITS TECHNICAL SPECIFICATIONS

<u>#</u>	<u>Year</u>	<u>Type</u>	<u>Specification</u>	<u>Tag</u>

6.2 PRINTER TYPE, SCANNER AND THEIR TECHNICAL SPECIFICATIONS

<u>#</u>	<u>Year</u>	<u>Type</u>	<u>Specification</u>	<u>Tag</u>

6. TYPE OF REQUEST:

6.1 () NEW PC & NO. _____

TECHNICAL SPECIFICATIONS: _____

JUSTIFICATIONS: _____

6.2 () UPGRADE EXISTING PC/S

TECHNICAL SPECIFICATIONS: _____

JUSTIFICATIONS: _____

6.3 () PRINTER(S) and/or SCANNER(S) & NO. -----

TECHNICAL SPECIFICATIONS: _____

JUSTIFICATIONS: _____

SIGNATURE OF THE PRINCIPAL INVESTIGATOR

DATE

CHAIRMAN'S INPUT: _____

SIGNATURE OF THE CHAIRMAN

DATE

Note: Any new equipment provided by ITC will be a replacement of the older item, if any. ITC provides only one item type per faculty.

Equipment Justification Form

DEANSHIP OF SCIENTIFIC RESEARCH
EQUIPMENT JUSTIFICATION AND UTILIZATION FORM

This form is to be completed for all research proposals submitted to the Deanship of Scientific Research requesting purchase of an equipment item.

Project PI: _____
Project Co-Is: _____
Department: _____
Project Title: _____
Project Type: _____

Requested Equipment: _____

1. Is the requested equipment available in any of KFUPM department laboratories including the Research Institute?

1 (a). If yes please indicate the location/department:

1 (b). Why it can not be utilized for your project?

2. Please provide justification for the procurement of this equipment.

4. Do you have adequate physical space to accommodate the equipment? Indicate the possible location.

5. Does this equipment support any of the existing areas of research excellence in your department?
- _____
- _____
- _____
6. Please name all faculty members who will be utilizing this equipment during/after the completion of the project other than the research project team. (including possible members of other departments)
- _____
- _____
- _____
7. What is the expected use life of this equipment? _____
8. Please provide the expected financial cost of the equipment.
9. Additional Comments:

Note: The Department and the Requester are requested to ensure that the equipment warranty includes service and spare-parts for the use of the equipment.

Signature of Principal Investigator

Date

Signature of Department Chairman

Date

Publication Support Form

**KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
DEANSHIP OF SCIENTIFIC RESEARCH
CHAIRMAN'S EVALUATION OF REQUESTS FOR PUBLICATION SUPPORT**

This portion should be Filled by the Applicant

1. PERSONAL DATA

- a) Name: Dr. _____ b) Employee #: _____ c) Rank: _____
d) Department: _____ e) Nationality: _____

2. DETAILS OF THE PAPER AND JOURNAL IN WHICH THE PAPER IS PUBLISHED

- a) Title of the Paper: _____
b) Name(s) of the Author(s): _____
c) Name and details of the Journal, and Publisher (including Volume Number, etc: _____
d) Is the support received from KFUPM acknowledged in the paper? [] Yes [] No
e) Have you requested University support for payment of page charges payment in the past?
If so when and what was the amount?
f) Is the page charge mandatory? [] Voluntary []
g) Is the page charges requested included payment for additional reprints? [] Yes [] No
h) Is the page charges requested to be debited to any approved Research/Book writing project
funded by the University? [] Yes [] N
i) The total requested charge is SR. _____

This portion should be Filled by the Department Chairman

- h) Please provide rating for the journal in which the paper will be published?

Excellent ____ Very Good ____ Good ____ Average ____ Below Average ____

- i) Any other points or remarks relating to the paper:

SIGNATURE OF THE DEPARTMENT CHAIRMAN & DATE

Petty Cash Form



نموذج صرف عهده مالية على حساب مشروع بحثي
Petty Cash Form for Funded Research Project

عنوان البحث Project Title			
الباحث الرئيس Principal Investigator		رقم البطاقة Employee ID	
رقم المشروع DSR Project Number		القسم Department	

PROJECT DETAILS				تفاصيل المشروع	
تاريخ اعتماد المشروع Project Approval Date		تاريخ بداية المشروع Project Starting Date		تاريخ نهاية المشروع Project Ending Date	
عدد التقارير الدورية No. of Progress Reports Submitted		حالة سير المشروع Progress Status			

هل تم صرف عهدة مالية لنفس المشروع من قبل؟	لا نعم	NO YES
-------------------------------------------	-----------	-----------

المبلغ المطلوب (ريال) Amount Requested (≤ SR 30,000)	المبررات Justification	ميزانية المشروع Project Budget	ميزانية البند Item Budget Amount

سعادة/ مدير المالية
الرجاء صرف عهدة مالية بالمبلغ أعلاه على حساب المشروع المشار اليه

تفاصيل الموافقة APPROVAL DETAILS	التوقيع SIGNATURE	التاريخ DATE
الباحث الرئيس Principal Investigator		
عميد البحث العلمي Dean of Scientific Research		

Note: Proponents are instructed to apply early, and allow time for processing of request.

They should also adhere to petty regulations

يلزم تقديم الطلب بوقت كاف كما يجب الالتزام بقوانين وشروط العهدة المالية واستخدامها للأغراض المحددة لها فقط .

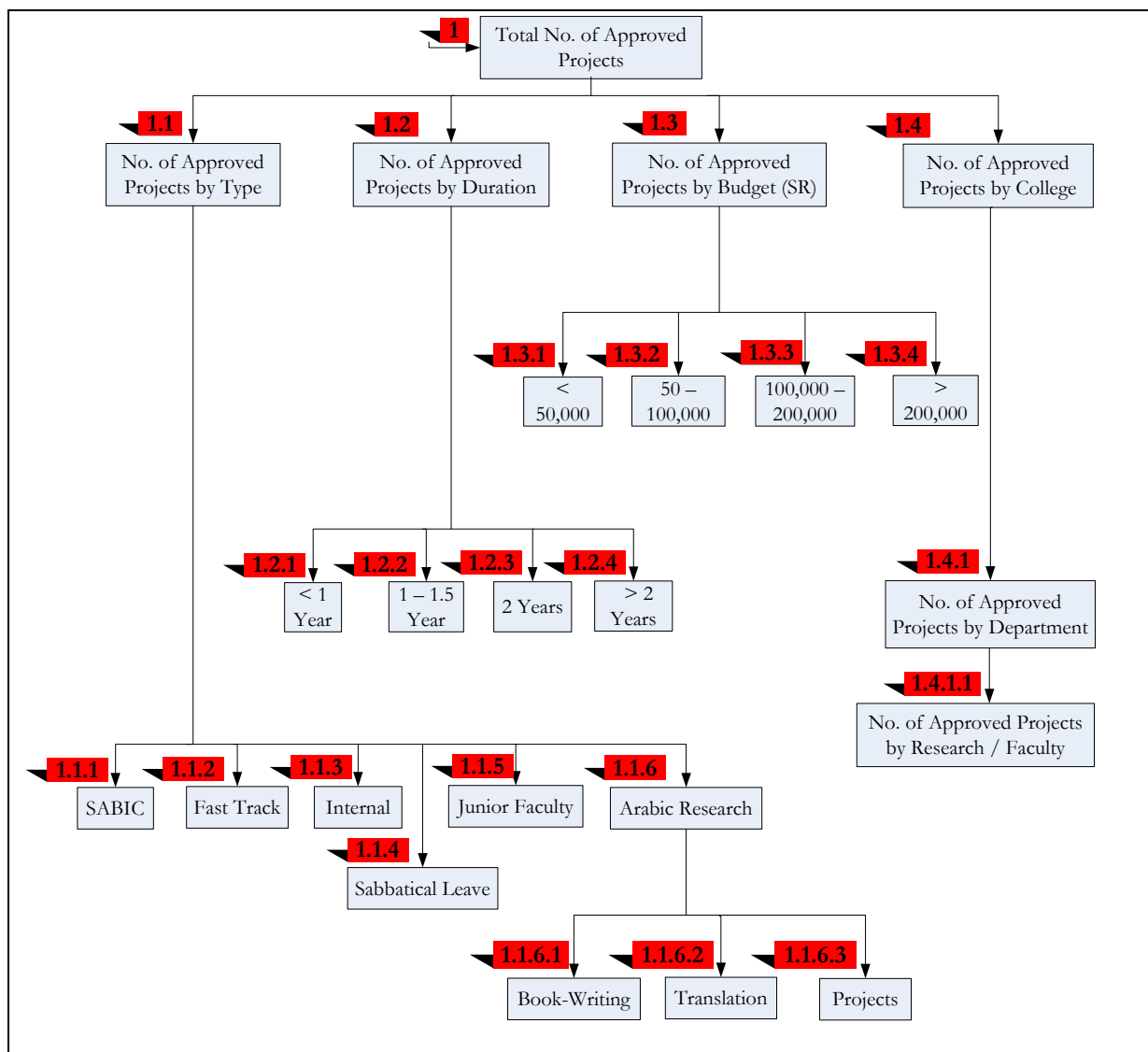
- ☐ Copy for project file
☐ Copy for comptroller

- ☐ صورة لملف المشروع
☐ صورة للمراقب المالي

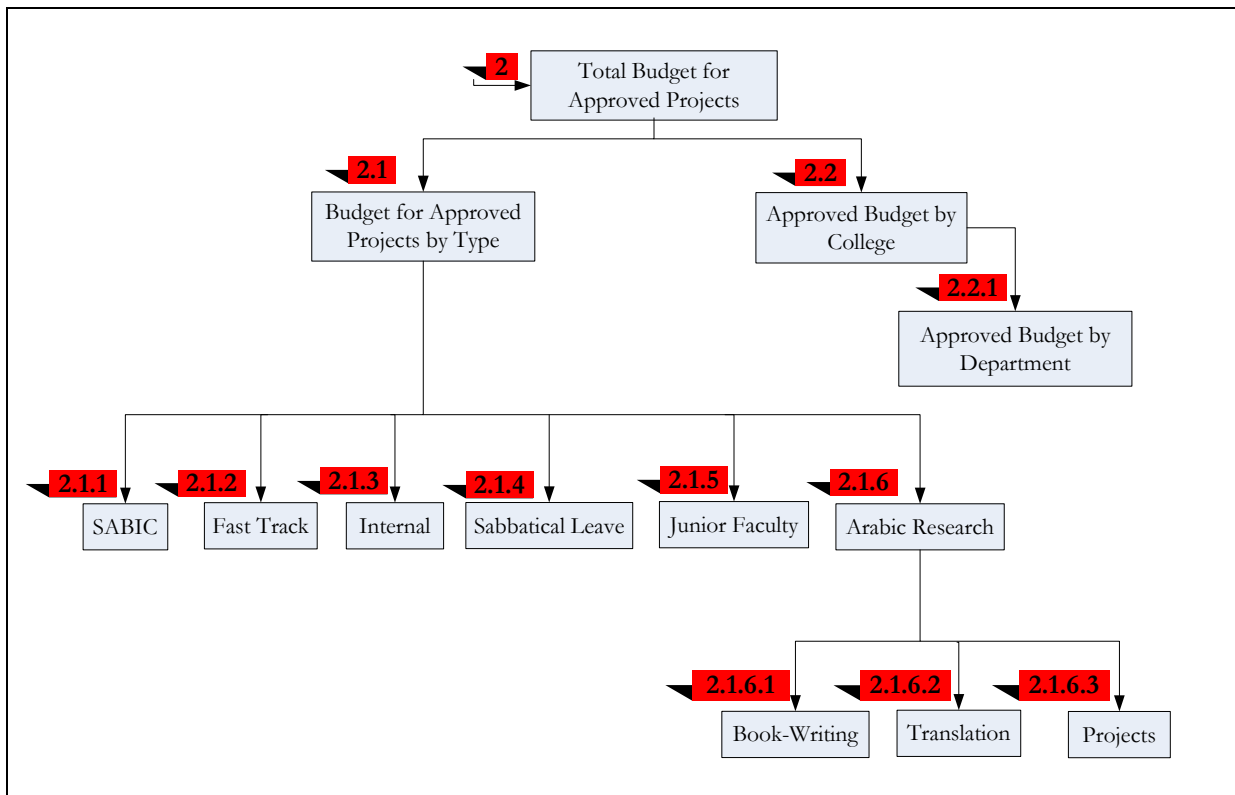
Appendix B: Unit Requirements

Key Performance Indicators

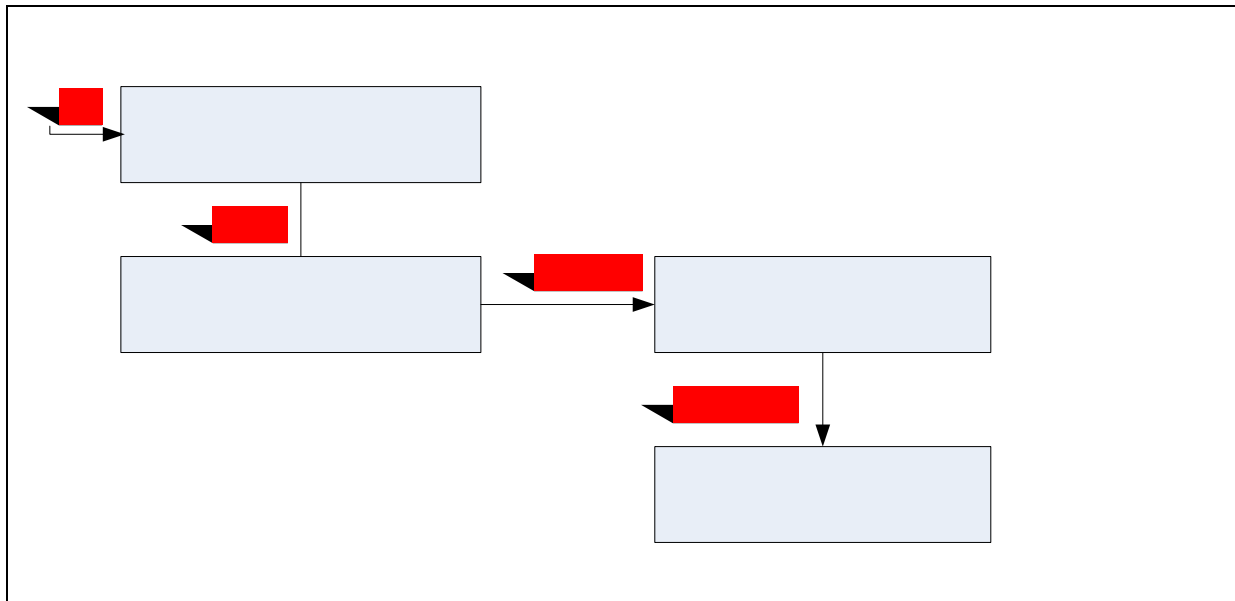
- Projects Indicators



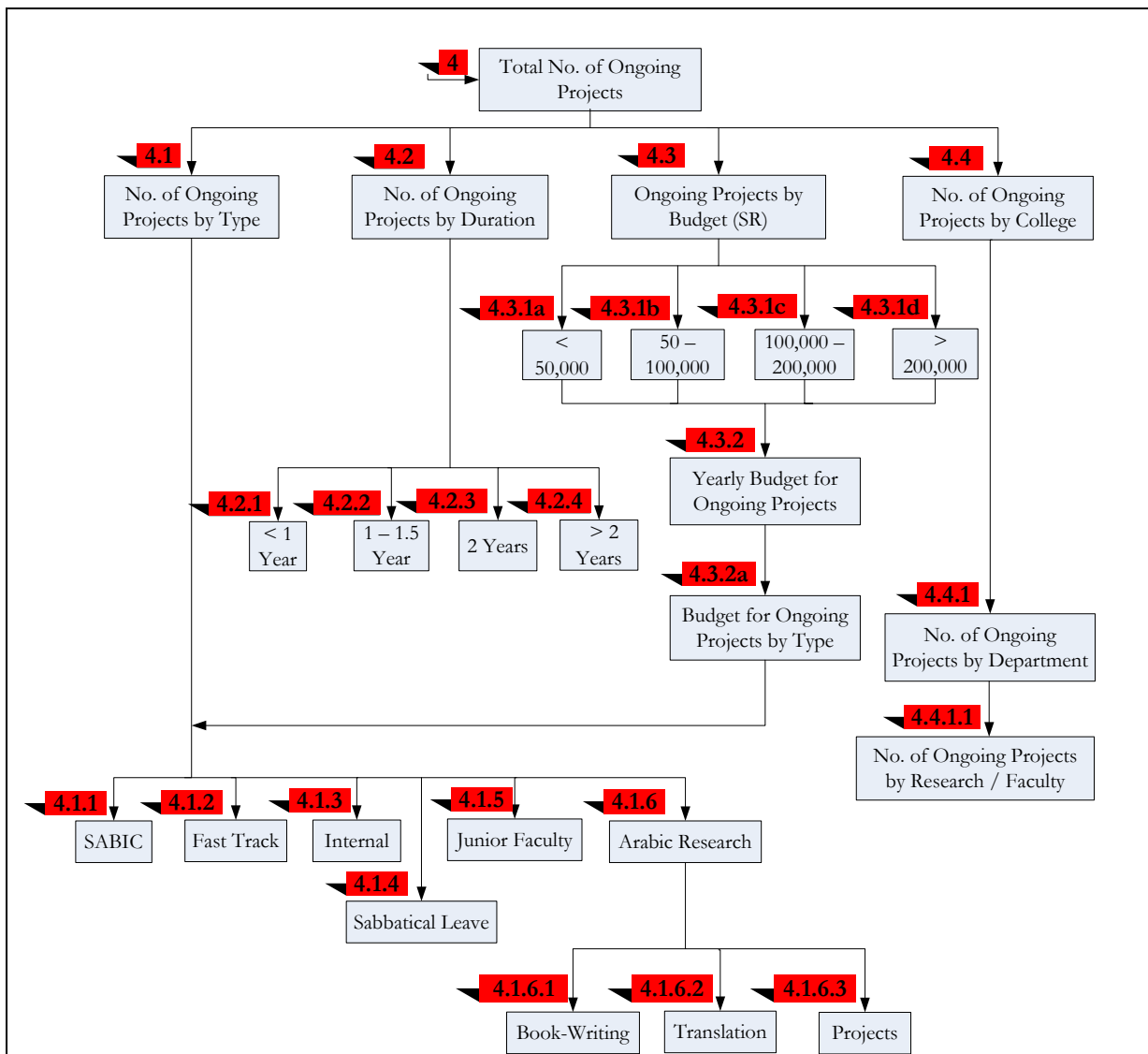
- Budget Indicators



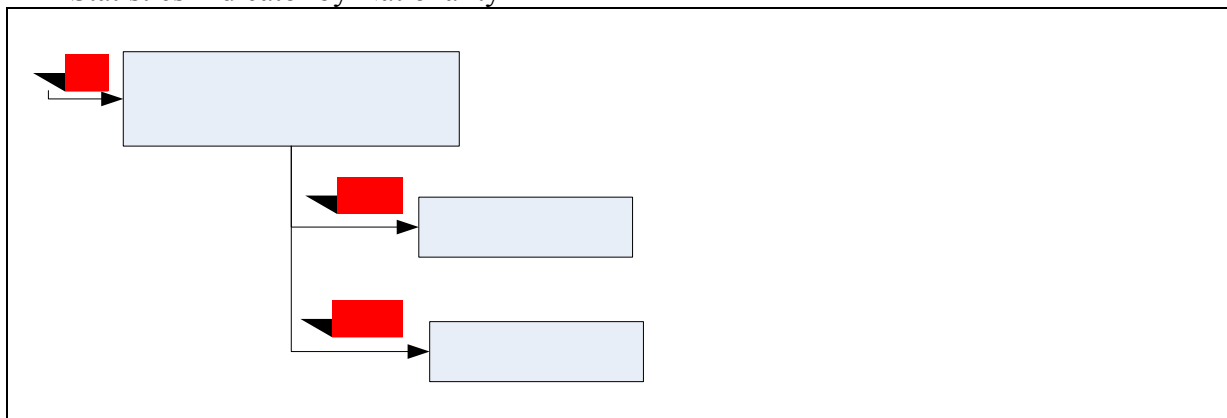
- Researcher Indicator



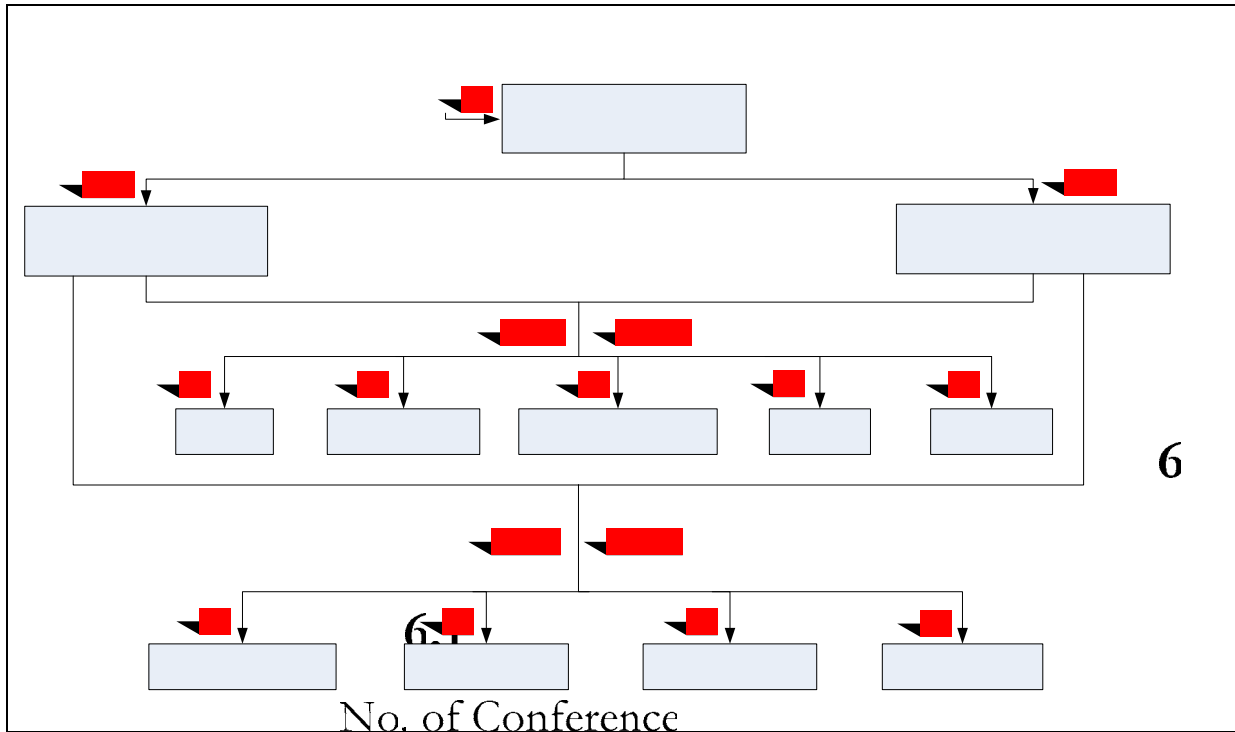
• Ongoing Projects Indicator



• Statistics Indicator by Nationality

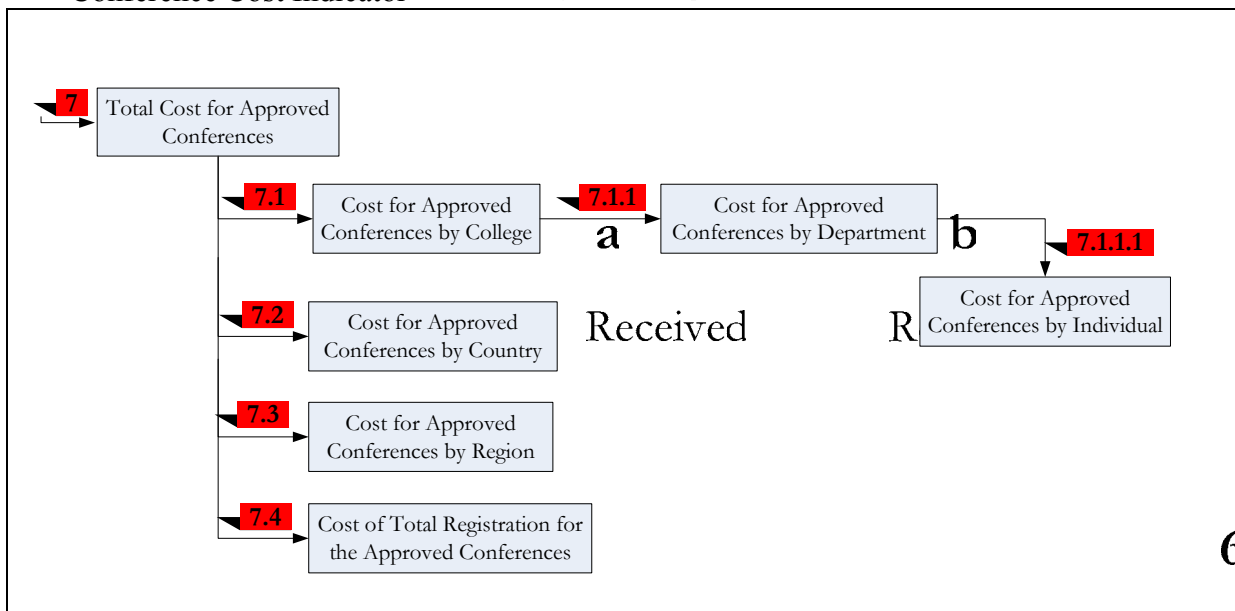


• Conference Applications Indicator



No. of Conference

• Conference Cost Indicator



6.1.1

Received

R

Not Re

6.1.2

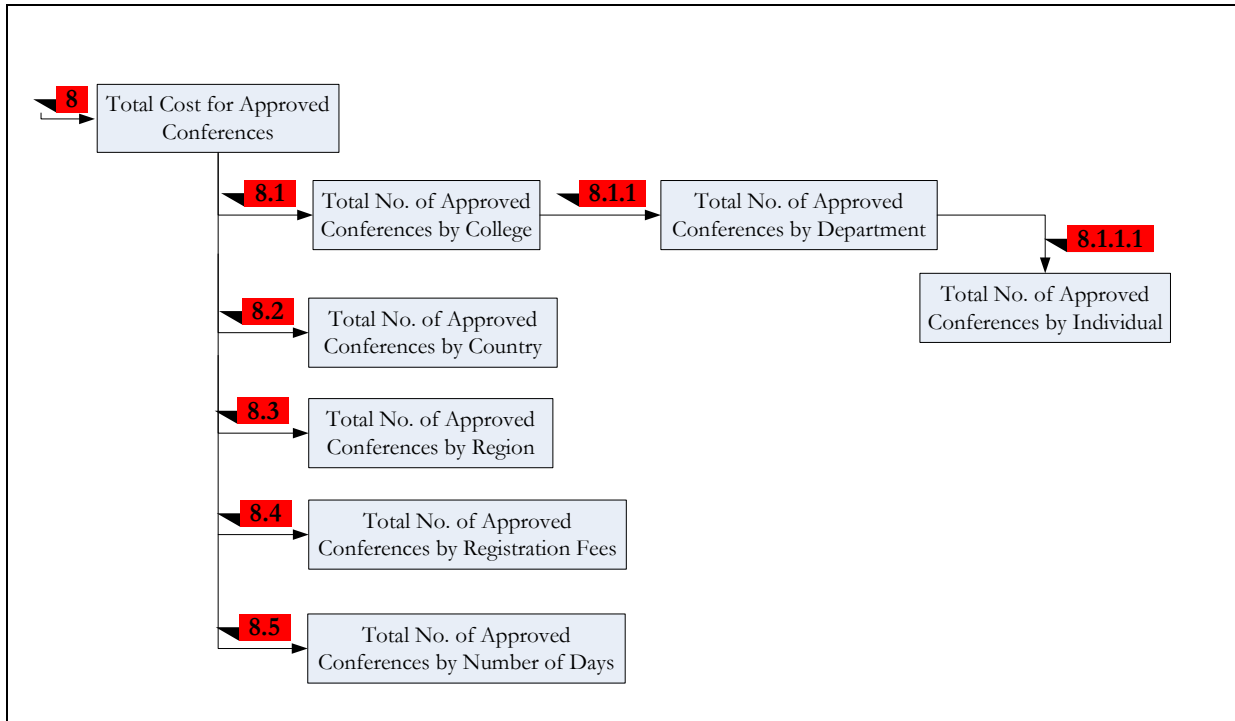
a

b

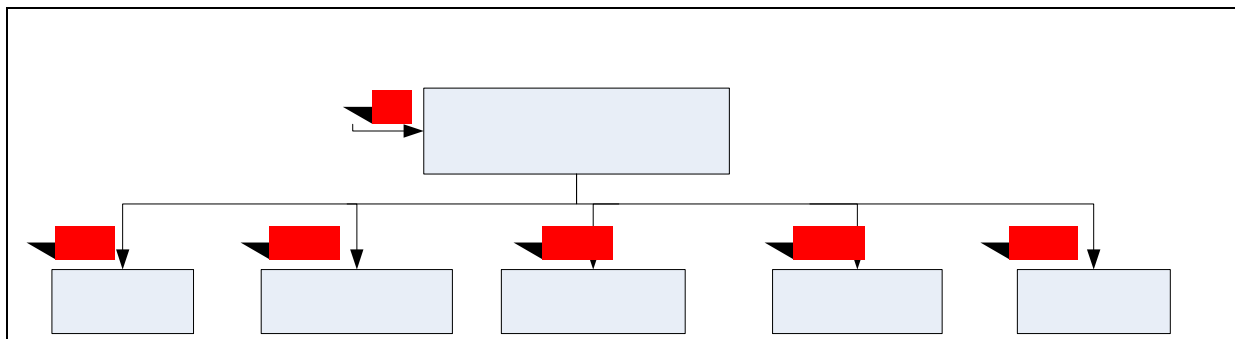
Paper Presentation

Published Paper

- Approved Conferences Indicator



- Conference Indicator by Rank



Business Intelligence (BI) Reports

The Following reports are need by Deanship of Scientific Research relating to Project and Conference office

1. Projects Report

This report is required separately for all projects Funded by DSR via KFUPM Internally Funded, SABIC, Fast Track, Junior Faculty, Sabbatical Leave, Arabic Research etc., yearly and consolidated.

- Project Code
- Project Title
- Project Department
- Investigators
- Investigators Department
- Duration
- Starting Date
- Ending Date
- Budget (*SR)
- Progress Report Submission Dates
- Final Report Date

2. Researchers Report

Reports are required for each researcher who is involved in Project Supported by Deanship of Scientific Research to identify the duration overlap and subsequent payment

- Project Code
- Project Title
- Duration
- Starting Date
- Ending Date
- Budget (*SR)
- Overlapping Period

3. Conference Applications Summary

4. The following reports are need by the conference office

- Name
- Nationality
- ID
- Rank
- College

- Dept.
- Start Date
- End Date
- Title of Conference
- Continent
- Country
- Year
- Paper Title
- Whether ISI
- Nature of Attendance
- Status
- No. of Days
- Regt. Fee Paid

Appendix C: Faculty Survey Form

Q1) Please indicate how many DSR funded research and book writing projects you have participated in over the past five years, and in what capacity? (In each applicable box write the number of projects)

	Funded Research		Book Writing	
	as Primary Investigator	as Co-Investigator	as Primary Investigator	as Co-Investigator
2005/2006	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2004/2005	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2003/2004	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2002/2003	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2001/2002	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Q2) Have you applied for sabbatical leave in the last five years?

- ☐ Yes
- ☐ No

Q3-a) In the last five years, how many times have you applied for conference attendance?

Q3-b) How many of these applications were approved?

Q4) On average, how often do you apply for conference attendance?

- ☐ Once a year
- ☐ Twice a year

☐ Occasionally

☐ Never

Q5) People apply for DSR funding for various reasons. From the list below, please indicate reasons why you apply for DSR funding in order of importance using numbers 1, 2, 3... (1 being the most important)

- ☐ to obtain funds for equipment
- ☐ to obtain funds for supplies
- ☐ to obtain funds to attract graduate students
- ☐ to obtain funds for technicians and support staff
- ☐ to establish and motivate a research team (research group)
- ☐ to motivate yourself and structure your research efforts
- ☐ to establish a research lab
- ☐ to guarantee independence in purchase decisions
- ☐ to enhance your achievements profile (in your resume)
- ☐ to obtain extra income
- ☐ other reasons, please indicate

Q6) Please rate your degree of satisfaction with the performance of the Deanship of Scientific Research in the following aspects:

General questions							
	Excellent	V. Good	Good	Fair	Poor	Not Applicable	Comments
Availability of information and guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Clarity of information and guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Deanship of Scientific Research

Response to your feedback, comments and questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Processing time for proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Processing time for progress reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Processing time for final reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Confidentiality of information and communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Purchase procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Compensation procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Performance of DSR compared to other funding agencies you worked with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overall quality of services provided by DSR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timely release of funds and payments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timely acquisition of equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Research and Bookwriting							
	Excellent	V. Good	Good	Fair	Poor	Not Applicable	Comments
Financial support provided for research and book writing projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Versatility of research support programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Quality of the outcomes of research supported by DSR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DSR role in promoting research activities at KFUPM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DSR role in establishing research directions at KFUPM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Deanship of Scientific Research

DSR role in enhancing collaboration and multi-disciplinary research at KFUPM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures for proposals preparation and submission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures for proposals evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures for proposals approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clarity of research project evaluation criteria and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Convenience of the current limitation on number of funded projects the faculty can be involved in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Convenience of the deadlines set for different grants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Conference Attendance								
	Excellent	V. Good	Good	Fair	Poor	Not Applicable		Comments
Financial support for conference attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Objectivity of conference attendance evaluation criteria and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Processing time for conference attendance requests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Number of Conferences that can be attended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Conference attendance criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Procedure and paperwork requirements for conference attendance application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Number of conferences attended based on a funded project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Research Award								
	Excellent	V. Good	Good	Fair	Poor	Not Applicable		Comments

Clarity of research award criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fairness of award criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transparency of the awarding process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monetary value of the award	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Number of awards given each year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q7) Please indicate the level of agreement with the following statements about DSR funding:

	Strongly agree	agree	disagree	Strongly disagree	Not Applicable	Comments
DSR Funding :						
Helped me publish in better journals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me publish more	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased the impact of my publications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me gain international recognition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me attend more conferences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me get promoted on a timely manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me work on problems relevant to the local needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me update my knowledge in my field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me train students and technicians	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helped me create/be involved in a research group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Helped me establish a research lab	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Other (please feel free to fill in)	<input type="text"/>					

Q8) How can the DSR improve its performance?

Q9) Do you have other comments on the performance of DSR?

Q10) Did you observe improvements in the performance/services of DSR over the past year?

- ☐ Yes
- ☐ No

Please comment on the main positive changes observed:

Please comment on the main negatives you wish to see changing:

Classification Information

Name (optional)	<input type="text"/>
College	<input type="text" value="College of Applied Engineering"/>
Department	<input type="text" value="Accounting"/>
Rank	<input type="text" value="Professor"/>
No. of years at KFUPM	<input type="text"/>
Nationality	<input type="text"/>

