Department Advisory Board (DAB) Meeting Minutes

1. General Information

Department / Program: English Department

Meeting Title: Department Advisory Board Meeting

Meeting No.: 1

Date: 14/4//2026

Time: 9:00

Venue: English department

Reference Code:

2. Attendance

Name	Affiliation	Role	Status*
Ameerah Mamar nabee	English Department, Faculty of Arts, Soran University	Chair	present
Daban Sabr Qadr	English Department, Faculty of Arts, Soran University	Coordinator	present
Hawzhen Rashadadin Ahmed	English Department, Faculty of Arts, Soran University	Member	present
Naznaz Shawqi Mala	English Department, Faculty of Arts, Soran University	Member	present
Nareeman kareem Fatah	Media Representative/ K24	Member	present
Aweza Ahmed Ali	Slivana Private School	Member	present
Daniel Dlshad Karo	Alumni	Internship	present
Halima Wali Ali	Alumni	Member	present
Himdad Hamad Mustafa	Collins Institute	Member	present

*(absent/present/leave)

3. Agenda

1. setting up the program educational objective based on the mission and vision of the department.

- The program educational objectives were set by the members as below:

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PEO 1: Graduates will be employed or professionally engaged in fields such as education, translation, media, public communication, or related sectors where advanced English communication and intercultural competencies are required.

PEO 2: Graduates will demonstrate leadership, advocacy, or active community engagement by contributing to multicultural understanding, civic dialogue, and social development initiatives.

PEO 3: Graduates will pursue interdisciplinary professional development, postgraduate studies, or continuous learning opportunities that enhance their academic and career advancement.

PEO 4: Graduates will engage in research, scholarly activities, or professional writing that contributes to academic, cultural, or institutional development at local, national, or international levels.

4. Review

Previous Action	Responsible	Status*	Remarks
None	All	Done	

Board*complete/pending

5. Discussion, Decisions, and Actions

Item No.	Discussion	Advisory Feedback /Decision Taken	Action Required	Due date
1.	Designing PEOs based on the market needs.		Each one was required to share their own ideas based on the mission of the department.	April 25th, 2025

6. Recommendations from Advisory Board

7. Meeting Closure

Meeting Adjourned at:	
Next Meeting Date:	End of June

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8. Signatures

Name	Role	signature
Ameerah Mamar nabee	Chair	
Daban Sabr Qadr	Coordinator	
Hawzhen Rashadadin Ahmed	Member	
Naznaz Shawqi Mala	Member	
Nareeman kareem Fatah	Member	
Aweza Ahmed Ali	Member	
Daniel Dlshad Karo	Member	
Halima Wali Ali	Member	
Himdad Hamad Mustafa	Internship	

9. Prepared By

Ameerah Mamar Nabee and Daban Sabr Qadir

Position: Chair and Coordinator

Date: 14th t of April, 2026

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