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Community Service Policy	POL06032016	

(\*This policy has been adopted from and is a result of a comprehensive analysis of the frameworks and policies of a numerous Higher Education Institutions like the Abu Dhabi University, Piedmont Virginia Community College and various others based on the congruency of academic infrastructures)

**Introduction:**

This policy clarifies the vital role and responsibility of Community Service within the administrative structure and functions of Inaya Medical College (IMC), and to establish instructions for Community Service administration.

**Policy Purpose:**

This policy has been developed in order to be in line with and fulfill the mission statement of Inaya Medical College, by playing a pivotal role in Community Service in the region.

**Policy Statement:**

Inaya medical college considered itself as an active player to serve its community through its departments, employees, and students. IMC recognizes community service as a key aspect of its institutional mission and commits itself to encouraging a range of community service activities throughout the organization.

The facilities and personnel of the college are available for specialized services to provide for the cultural and educational needs of the region served by the college. These services include non-classroom and noncredit programs such as cultural events, workshops, meetings, lectures, conferences, seminars, and special community projects designed to provide needed cultural and educational opportunities for the citizens of the region.



The college will be proactive in assessing community needs and devising programs and services designed to meet such needs, utilizing as appropriate its various capabilities, including:

- **Community Health Awareness:**

In this area, IMC will coordinate activities such as:

- Blood donation campaigns.
- Cancer awareness campaigns.
- Smoke free campus campaign.
- Diabetes free test awareness campaigns.
- Lung disease awareness.
- Heart disease awareness.
- Healthy life awareness in cooperation with other parties.

- **Education & Research:**

In this area, IMC will conduct lectures, seminars, and conferences in cooperation with other institutions that will serve the local community, also it will encourages its departments, employees, and students to participate.

Due to the importance of participation in these volunteer activities, IMC will motivate its employees to be involved by providing flexible work schedule and paid leave opportunities. Leave to provide community service allows full-time employees to take release time from work with pay for services within the community.

- **Administrative Community Service:**

Inaya Medical College will harness and take advantage of its facilities and resources to conduct specialized events in many areas, particularly in the area of health care. Other events may take place, such as, cultural ones. Also, the community can use the college's facilities such as for sports events. In addition, the college will provide an opportunity for the development of the local community, by designing specialized programs that targeting youth, and increase their awareness.



In terms of employment, Inaya Medical College provides many job opportunities for citizens as part of its social responsibility for hiring Saudi applicants for its jobs, and helping them to track their career path to achieve their goals.

### **Exceptions**

The College Council reserves the right to decide on any situation/circumstances outside the conditions stated in this policy.

### **Authorization**

This policy was authorized by:

**Date:**

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**College Dean**