

Curriculum Vitae



Dr. Ikhlas Ibrahim Altarawneh
Vice President For Academic Affairs- Amman Arab University
Dean of Scientific Research and Post Graduate Studies
Full Professor in Business Administration- Human Resource Management

Prof. Dr. Ikhlas I. Altarawneh is a Full Professor in Business Administration and Management specialized in Human Resources Management (HRM) at Business School in Amman Arab University. She works as Vice President for Academic Affairs and the Dean of Scientific Research and Post Graduate Studies at Amman Arab University. She worked at Al-Ahliyya Amman University as the Dean of Scientific Research in addition, as a faculty member in Business School. Also, she is a Certified Professional Evaluation Commissioner for Middle Eastern Region by the International Accreditation Organization (IAO) USA. Prof. Altarawneh did her MBA in (2001), and the PhD in (2005) from United Kingdom. She worked at Al-Hussein Bin Talal University, Jordan as a Vice Dean for Business Administration and Economics College, and as a Head of Business Department. In addition, Prof. Altarawneh worked in Al-Faisal University Prince Sultan College for Tourism and Management in Saudi Arabia as an Academic and Quality Supervisor, also as an Acting Vice Dean for Female Section. She was also an academic staff member in addition of being consultant to the Dean at Ibn Rush College Saudi Arabia. Prof. Ikhlas has many international publications, her research interests are in: human resources management, organizational behavior, women development and empowerment in workplaces; HRM effectiveness, training and development, HRD; Strategic HRM, human resources information system (HRIS), knowledge management; employees' engagements, satisfaction and commitment, and CSR. Event

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Further Personal Information

- Gender: Female
- Nationality: Jordanian
- Date of birth: 1-2-1977

Educational Qualifications

- PhD in Human Resource Development and Management (2005), University of Huddersfield, United Kingdom.
- MBA: Master of Business Administration (2002), University of Huddersfield, United Kingdom
- BSc in Business Administrative (with honour) obtained in (1999), Mutah University, Jordan.
- High school from Al-Hussienih Secondary School for female in 1995 with (honour degree) (93%).

Higher Education Experiences

Academic positions

- **Full Professor in Human Resource Management at Business department, Amman Arab University since 14/9/2020 till now**
- **Full Professor in Human Resource Management at Business department, Al-Ahliyya Amman University since 1/9/2018 until 1/9/2019.**
- **Full Professor in Human Resource Management at Business department, Al-Hussein Bin Talal University, Jordan, since 21/3/2018 until present.**
- **Associate professor in Human Resource Management at Business Department, Al-Hussein Bin Talal University, Jordan (21/3/2011-30/8/2017).**

- Associate Professor in HRM at Management Department, Prince Sultan College for Business and Tourism, Al-Faisal University, Abha, Saudi Arabia (17/9/2011-17/9/2013).
- Associate Professor in HRM at management Department, Ibn Rushd College for Management Studies, Al-Faisal University, Abha, Saudi Arabia (17/9/2013-1/9/2015).
- Assistant Professor, Al-Hussein Bin Talal University (4/9/2005–21/3/2011).
- Visitor Assistant Professor, Mu'tah University (just for one summer semester June -August, 2010).

Management and Leadership Positions

- Vice President for Academic Affairs in Amman Arab University since 1/11/2020 till now.
- Dean of Scientific Research and Post Graduate Studies in Amman Arab University since 14/9/2020 till now
- Dean of Scientific Research in Al-Ahiyya Amman University (2/9/2018 until 1/9/2019).
- Vice Dean for of Business Administration and Economics College, Al-Hussein Bin Talal University (5/12/2017-30/8/2018).
- Member of Amman Arabia university board of Trustees since 2018 till now
- Dean Consultant, Ibn Rush College for Management Studies, Abha, Saudi Arabia, (20/4/2014- 1/9/2015).
- Acting Vice Dean for Female Section at Ibn Rush College for Management Studies, Abha, Saudi Arabia, (17/9/2013-20/4/2014).
- Academic & Quality Supervisor for female section at Prince Sultan College for Business and Tourism, Al-Faisal University, Abha, Saudi Arabia (17/9/2011-17/9/2013).
- Vice Dean of Business Administration and Economics College, Al-Hussein Bin Talal University (13/09/2010-10/9/2011).
- Head of Business Administration department, Al-Hussein Bin Talal University (2008-2009).
- Assistant Dean of Business Administration and Economics College, Al-Hussein Bin Talal University (2007-2008).

Academic Revision

A reviewer for many academic journals for examples

- Personnel Review, Emerald Group, UK
- Social Responsibility journal , Emerald Group, UK
- EuroMedJounal of Business, Emerald Group, UK.

- South Africa Journal of Human Resource Management, University of South Africa, South Africa.
- A member of the editorial board and a reviewer for International Journal of Business, Management and Social Sciences (IJBMS)
- A member of the editorial board and a reviewer for International Journal of Technology and Human Interaction
- A reviewer for Journal of Research in International Business and Management www.interestjournals.org/JRIBM.
- A reviewer for Educational Research www.interestjournals.org/ER
- A reviewer for Universal Journal of Education and General Studies
- A reviewer for International Research Journal of Library, Information and Archival Studies (ISSN-2276-6502)
- A reviewer for International Journal of Technology and Human Interaction.

Academic Postgraduate Supervision

I supervised more than 50 MBA dissertations in the female section at Prince Sultan College for Business and Tourism, Al-Faisal University, Saudi Arabia, and in Ibn Rush College for Management Studies. 25 MBA dissertations until now in Al-Hussein bin Talal university.

Academic Awards

- A scholarship from Al-Hussein University to obtain MBA and PhD degrees from the UK.
- Mu'tah University Academic Awards for graduation with honor.

Research Interests

Human resources management, human resources practices and organizational performance indicators, human resources development in Jordanian organizations, women at work, women advancement and empowerment studies, strategic women leadership development, performance appraisal and motivation to work, strategic management, , turnover studies, job satisfaction, organizational behavior, strategic planning for human resources, strategic management and analysis, human resource information system, managing information system, E-government adoption studies, corporate social responsibilities, employees engagement and satisfaction.

Published Papers, (Publications)

- Training and Development Effectiveness: Practices, Roles and Impacts on Performance in Jordanian Banking Organizations. Published PhD thesis, Huddersfield university, 2005, UK
- Training and Development Impacts on Organization's Ability to Achieve its Competitive Advantage. Unpublished MBA dissertation, Huddersfield university, 2001, UK.

- Training and Development Evaluation in Jordanian Banking Organizations. Research and Practice in Human Resource Management (RPHRM) Singapore publisher Volume 17 Issue 1, 2009 (June).
- Human Resource Management Barriers: The Case of Jordanian Companies. Mu'tah Journal for Research and Studies University of Mu'tah, Vol 25, No 1, 2010, pp 1-23.
- Human Resource Management and Turnover Intentions: The Case of Jordanian Hotel Industry. Research and Practice in Human Resource Management (RPHRM) ,Volume 18 Issue 1 2010(June Issue) pp 47-57. University of Curtin Australia
- Human Resource Information Systems in Jordanian Universities, International Journal of Business and Management IJBM Vol. 5, No. 10, October 2010, pp 113-127. Canadian Center of Science and Education, Canada.
- Crisis Management: case study of Jordanian public security Directorate, the Arab Economic and Business Journal, May 2010, Vol 5, pp 112-130.
- Job satisfaction and turnover intensions for academicians in Al-Hussein bin Talal University and Altafelah University (in Arabic). Published in June 2011 at Arab Journal for management, Egypt.
- HRD in Jordanian organizations. International Journal of Business, Management and Social Science, University of Lagos, Lagos, Nigeria. Vol 1 , No 1, 2010, pp 41-54.
- The Role of partnership in E-Government Readiness: the Knowledge Stations (KSs) Initiative in Jordan. International Journal of Technology and Human Interaction, USA, published in 2011, Vol 7 issue 3, pp 16-34.
- The adoption of Strategic Human Resources Management (SHRM) in Jordanian Hotel Industry. International Journal of Business and Management IJBM Vol.6, No.10., October 2011,. Canadian Center of Science and Education, Canada.
- Is it working? Managing performance through training and development in Jordanian banking. Published paper in the proceeding annual for the 25 the annual British Academy Management,13-15 September 2011 Aston University, Birmingham "Building and Sustaining High Performance Organizations in a Challenging Environment". Paper ISBN number 978-0-9549608-3-4.
- Strategies for Developing Women Leadership in Jordan, (in Arabic), Journal of Social Sciences, Academic Publication Council, Kuwait university, Kuwait Vol 41, No 3, 2013.
- The Characteristics of Widows and the Divorced Women in the Four Southern Governorates in Jordan and the Problems They Face. Studies and research, ZianeAchour university, Djelfa No, 23, March 2016.
- Factors influencing citizen adoption of e-government in developing countries: The case of Jordan. International Journal of Technology and Human Interaction, USA, Vol 9, No 2. 2013

- Corporate Social Responsibility and Employee Engagement in Jordan. International Journal of Business and Management IJBM, Vol 7, No 16, August,2012. Canadian Center of Science and Education, Canada.
- Barriers Hindering Jordanian Women's Advancement to Higher Political and Leadership Positions, International journal for women studies, Vol 13, No 5, October, 2012
- Leadership Styles of Jordanian Women Leaders in the Public and Private Sectors:2 years In progress. Granted research project by Scientific Research Fund. Jordan. Joint large research project with her Excellency Minister of Higher Education Ministry Dr. Rowida Ma'aytah .
- Employee Engagement and Organizational Commitment: Evidence from Jordan, INTERNATIONAL JOURNAL OF BUSINESS, Vol, 19 , No, 2 2014
- Strategic Human Resources Management and its Impact on Performance: the Case from Saudi Arabia. International Journal of Business Management and Economics Research, Vol 7, issue 1(January-February 2016).
- Training Needs Assessment at Assir General Educational Directorate, Saudi Arabia. American Journal of Industrial and Business Management, Vol 6, No2 issue in February 2016.
- Training and development : challenges of strategy and managing performance in Jordanian banking , EuroMed journal of business, Emerald Group, Vol,12, No 1, 2017, pp 1-16.
- Effect of Intellectual Capital on Competitive Advantage in the Jordanian Pharmaceutical Companies .European Journal of Business and Management, Vol 9, No.5, 2017.
- Does it Exist? HRM Department in Jordanian Companies. Journal of Economics and Sustainable Development, Vol 8, No 4, 2017.
- Empowerment and Managerial Skills for Saudi Female Managers: Female School Principals at Khamis Mushayt Governorate, Accepted to be published in 2018 Al-Hussein Bin Talal's Journal of Research.
- Practicing Responsibility in Transnational Perspective .Journal of Anthropology and Archaeology, December 2017, Vol. 5, No. 2, pp. 74-88.
- Quality of Tourism Services in the Kingdom of Saudi Arabia; Case Study of the Province of Aldarrab, Accepted for publication in 2018 Al-Hussein Bin Talal's Journal of Research.
- Human resource planning and its impact on the application of total quality management at Jazan University. Accepted for publication at Al-balqa for Research and Studies, 2019.

Researches Under Review

- Human resource Planning and total quality management
- Compensatory Consumption: The Before, during and after experience.
- Media fragmentation forced advertising companies to be more careful in their media selection, or forced their advertisement to shout louder to be heard

Books

- Training and Development Effectiveness (October, 2011). LAP Lambert Academic Publishing, Germany. ISBN 978-3-8454-1444-7.

Grants and Research Projects

- **Leadership Styles of Jordanian Women Leaders in the Public and Private Sectors: 2 years Granted research project by Scientific Research Fund. Jordan. Joint large research project with her Excellency Minister of Higher Education Ministry Dr. Rowida Ma'aytah.**
- **Research grant project from Al-Hussein Bin Talal University for HRM and employees intension to leave research.**

International and Local Conferences

- The Fourth International Conference for Arabic Impact Factor: Arab Universities Ranking Project, held in Egypt 21-24/6/2019.
- Globalization and human researches development in Arab World, conducted 14/15/11/2018 in University of Blaqaeed Telmssan Algeria, 2018.
- Arabian Women within HRD: women empowerment and increasing work participation, Arab researches institution, Jordan University, Amman, 15-16-10-2017.
- Annual British Academy Management, **13-15 September 2011 Aston University, Birmingham "Building and Sustaining High Performance Organisations in a Challenging Environment"**. Paper ISBN number 978-0-9549608-3-4. Annual management conferences, British Academy of Management, (2011).
- Capabilities building for quality held by King Abdullah institution for innovation and excellence, 2009, Amman, Jordan.
- Investment in Jordan: current situation and the future. University of Al-Tafila 30/7/2006, Jordan.
- The first Arab conference of training and hu
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- man resource development. University of Al-hashimeiah, 2006, Jordan.
- A conference of excellent management for human resources, Dead Sea, Jordan, 2006.
- A conference of Human resource development, Al-Yarmok University, Jordan 2008.

Universities and Faculties Duties (Committees and Memberships)

I act as a chairperson and as a member for and within many different committees and councils in Al-Ahliyya Amman University; Al-Hussein Bin Talal University ; Prince Sultan College for Business and Tourism Al-Faisal University; and at Ibn Rushed College for Management Studies .

Some of the committees I were a chairperson

- Scientific Research Council/ committee at Amman Arab University since September 2020 till now
- Postgraduate council/committee at Amman Arab University since September 2020 till now
- The committee of curriculum development at Amman Arab University since October 2020 till now
- Regulations and Instructions Committee at Amman Arab University since October 2020 till now
- Scientific Research Council/ committee at Al-Ahliyya Amman University for the academic year 2018/2019.
- Chairperson of the editorial board for Al-Balqa journal for Research and Studies 2018/2019.
- Scientific committee for Business and Economics School at Al-Hussein bin Talal University since 2016 until 30/8/2018..
- The committee for formulation of the strategic plan for Business and Economics School at Al-Hussein bin Talal University 2015/2016
- The committee for revising the study plan for business program at Business department at Al-Hussein bin Talal University 2015.
- Scientific committee for students' research conference held at Ibn Rushed College March, 2015.
- The committee for revising total quality plan in business and economics school at Al-Hussein bin Talal University, 2007.
- The committee for initiating the strategic plan for business and economics school at Al-Hussein bin Talal University, 2007.
- The committee for revising programs plans in accordance with quality requirements in business and economics school at Al-Hussein bin Talal University, 2007.
- The committee for students training plan in business and economics school at Al-Hussein bin Talal University, 2009.
- The committee for courses equivalent in business and economics school at Al-Hussein bin Talal University, 2008.
- The committee for students' affairs in business and economics school at Al-Hussein bin Talal University, 2009.
- The committee of the examination at business and economics school at Al-Hussein bin Talal University, 2010.
- The committee of the examination at Prince Sultan College for Business and Tourism, female section 2011/2012.

The Committee I were a member in (within a collage)

- Developing MBA program in Business School in Al-Hussein bin talal university 2017/2018.
- Most of the academic committees in business school in Al-Hussein Bin Talal University during the academic year 2017/2018 as a vice dean.
- Preparation committee for student research conference held at Ibn Rushed College March, 2015.
- The steering committee to Form the strategic plan for Ibn Rushed College 2014/2015 in cooperation with Brunel University, UK.
- The steering committee for marketing at Ibn Rushed College, 2014/2015.

- The committee for faculty performance evaluation in Ibn Rushed College 2012/2015.
- The permanent committee of Education and Quality at Ibn Rushed College, female section 2012/2015.
- The permanent committee of Postgraduate Studies at for Ibn Rushed female section 2012/2015.
- The committee for looking at students' affairs in business and economics school at Al-Hussein bin Talal University, 2007.
- The committee for electronic website improvement in business and economics school at Al-Hussein bin Talal University, 2009.
- The committee for faculty performance evaluation in business and economics school at Al-Hussein bin Talal University, 2008.
- The committee for courses equivalent in business and economics school at Al-Hussein bin Talal University, 2008.
- The committee for faculty performance evaluation in business and economics school at Al-Hussein bin Talal University, 2007.
- The permanent committee of Education and Quality at Prince Sultan College for Business and Tourism, female section 2011/2012.
- The permanent committee of Postgraduate Studies at Prince Sultan College for Business and Tourism, female section 2011/2012.
- The Permanent committee of quality at Prince Sultan College for Business and Tourism, female section 2011/2012.

The Committee I were a member at a university level

- Member of Dean Council and Appointment and Promotion Committee at Amman Arab University since September 2020 till now.
- Member of Dean Council at Al-Ahliyya Amman University 2018/2019
- Member of Appointment and Promotion Committee at Al-Ahliyya Amman University 11/9/2018 until 31/8/2019.
- Committee of study plans at Al-Ahliyya Amman University 11/9/2018 until 31/8/2019.
- Faculty members disciplining committee at Al-Hussein Bin Talal university for the academic yeas2016/2017
- The permanent committee for studies and community services center at Al-Hussein Bin Talal University since 2015 until 30/8/2018.
- The committee for formulating the strategic plan for Ibn Rushed College for management studies with cooperation with Brunel University 2014/2015.
- The committees and sub committees in Ibn Rushed College for the purposes of accreditation by NCAAA, Saudi Arabia, 2013/2015
- A member of the committee for developing university programs plans and preparing the annual university report in Al-Hussein Bin Talal University, 2007.
- A member of the committee for developing jobs description in Al-Hussein Bin Talal University, 2007.
- A member of the committee for efficiency exam for all Jordanian universities, 2006.
- A member for looking at female students' affairs in Al-Hussein Bin Talal University accommodations, 2010.

Membership within universities

- **Member of Amman Arab University Board of Trustees since 2018 till now**
- Member of Dean Council at Al-Ahliyya Amman University 2018/2019
- Member of Appointment and Promotion Committee at Al-Ahliyya Amman University 11/9/2018 until 31/8/2019.
- Committee of study plans at Al-Ahliyya Amman University 11/9/2018 until 31/8/2019.
- A member of business administration at Al-Ahliyya Amman University 2018/2019..
- A member of business administration department council at Al-Hussein Bin Talal University accommodations, 2005 till current.
- A member of business and economics college council (2007-2010).
- A member of faculty staff development center council in Al-Hussein Bin Talal University accommodations, 2006/2007.
- A member of researches and community development center council in Al-Hussein Bin Talal University accommodations, 2009-2010.
- A member of business administration department council at Al-Hussein Bin Talal University accommodations, 2005 till current.
- A member of management department council at Prince Sultan College for Business and Tourism, female section 2011/2012.
- A member of the college council at Prince Sultan College for Business and Tourism, female section 2011/2012.
- A member of business department council at Ibn Rushed college from 2013/2015
- A member of the college council at Ibn Rushed College from 2013/2015.

Computer Skills and Languages

- I am computer literate, having a working knowledge of Microsoft and the internet and all related functions and application.
- I am fluent in Arabic language; writing, reading and speaking (my native language). I am also fluent in English; writing, reading and speaking as I did my postgraduate studies in England. In addition, I teach all the courses in English language.

Editing and Courses Materials Development

I have edited numerous texts for various purposes, including proposals to donor organizations, minutes of faculty meetings, articles for publication, modules and study guides, dissertations, and manual for government departments.

Also, since I started my work in 2005 I have been involved in developing the course descriptions; specifications and syllabuses for the taught courses I teach.

Taught Courses

My educational experience since I have started is resulting in teaching several courses in both languages Arabic and English and for both educational levels undergraduate and postgraduate such as:

- Research Methods for Business Students,
- Principles of Management,

- Introduction to Business
- Business Communication,
- Entrepreneurship and Small Business Management,
- Human Resource Management,
- Management of Meeting,
- Relations Management,
- Seminar in Business Studies,
- Negotiation Management,
- Organizational Theory,
- Organizational Behavior,
- Strategic Management,
- Social Marketing.
- Managerial Environment
- Principles of Marketing Distribution Management
- Customer Relationship Management
- Controlling Management
- Introduction to Business
- Introduction to Psychology,
- Selection Process Management
- Distribution channels
- Business law
- Principles of Marketing
- Selection and recruitment Master level
- Incentives and payment Master level
- Business Ethics.
- Joint venture
- International business.
- Coop training supervisor

Training Courses I Conducted or I attended

- Time management,
- Stress at work managing stress,
- Total quality management,
- Communication skills,
- Decision-making,
- Self-management
- Domestic budget and economy
- Innovation and change,
- Team building and working within a team
- Negotiation skills
- Time management and self management skills
- Organizational culture
- Interpersonal skills for middle management level
- Developing managerial skills for middle management level
- Customer services
- Effective job interview
- Program & course specification and reports 2011(attendee) NCAAA, K.S.A

- Self-evaluation and internal review for quality in higher education 2013 (attendee) K.S.A
- Quality Assurance in Higher Education: International and Saudi models 2014(attendee) K.S.A
- Ways to Effectiveness 2014 (attendee)K.S.A
- Strategic planning workshop, Brunel University consultancy team for two days at Ibn Rushed College, November, 2014/2015.
- Securities 2016

Dean of Scientific Research at Al-Ahliyya Amman University 2018/2019

I consider my experience as a dean of scientific research at Al-Ahliyya Amman University as an excellent and significant opportunity for my talent and abilities growth, I found myself in that work. I was recruited specifically to make radical changes in scientific research deanship for national and international quality accreditation requirements. I started examining the whole research environment there by doing (SWOT) analysis, followed by formulating SMART strategic plan for the five coming years. The main issue was to increase the total number of the university publications at good international journals indexed at Claervitae, ISI, or Scopus ...etc databases; at least we targeted 100 papers per year, it was a challenge to achieve this target. Moreover, i reviewed the research regulations and guidelines emphasising the importance of publishing in a very high quality journals, we included a variety of research motivations (rewards and fund) for publishing papers in good international journals; allowing publications from MA dissertations with incentives; encouraging members to start up research projects and engaging in international projects with international partners. The results for the year 2018/2019 were tremendous: 118 published papers in Scopus; 27 funded projects; 18 conferences attendance; 24 research workshops; one forum for scientific research; four research MOUs and many other things; 1.7 was the Arabic Impact Factor for Al-balqa for Research and Studies journal . The university was able to apply for QS ranking in that year. I am sure also that the university will be able to have all the targeted accreditations.

Acting Vice- Dean for Female Section at Ibn Rushed College for Management Studies

I used to be responsible for the overall management functions in the female section in tandem with the Dean of the college. Also I was responsible for female students' affaires and for managing the main academic programs plans and schedules and I was dealing directly with two academic departments at male section in the college (the MIS and management).

I was a chairperson for most of the faculty committees and meetings; I give input into strategic matters pertaining to all areas of the university and faculty.

My experience as an Academic supervisor at Prince Sultan College Al-Faisal University

My consultancy and managerial works as an academic supervisor for female section at Prince Sultan College and Ibn Rushed College was carried out either independently or with colleagues, including those in female or male sections at Prince Sultan College. The kind of

work I did was indicated by the nature of my position as an academic supervisor for the female section. I rely on doing this kind of work on my previous work experiences, my qualifications as associate professor in HRM, my research and publications, but it tends to fall into the following categories:

- 1- **Management counseling:** helping in defining and finding solutions to organizational problems in female section.
- 2- **Academic supervision in the female section:** helping in managing the section in terms of academic affairs, this includes supervising female colleagues to do their duties smoothly and in a professional manner as many of them have no previous work experiences.
- 3- **Development and improvement:** presenting some proposals for improving some issues related to some things in the female section including: students' activities; the building; studying; quality issues.
- 4- **Strategic planning** of educational programs and courses in the female section.
- 5- **Survey research methods and practices:** advising on appropriate methods for, and carrying out, surveys of information needs and uses, questionnaire and interview schedule design, interviewing, focus group interviews, and other aspects of survey research. Quantitative and qualitative survey analysis for the MBA students I supervise this year.

Vice- Dean of Business Administration and Economics College Al-Hussein Bin Talal University

- Responsible for the overall functioning of the faculty and work in tandem with the Dean of the college.
- Responsible for students' affairs in the college
- Responsible for managing the school main academic programs plans and schedules and deal directly with three academics departments:
 - Business and management
 - Economics studies
 - Accounting and finance
- A chairperson for most of the faculty committees and meetings
- Give input into strategic matters pertaining to all areas of the university and faculty
- Give input and participate and advise in faculty and university task teams and committees.

Head of Business Administration department Al-Hussein Bin Talal University

I was a head of business administration and management department at business school at **Al-Hussein Bin Talal University**. I was responsible for managing a department which consisted of 18 faculty members by that time. I was in particular responsible for:

- Strategic development of the department (research, community services, teaching and learning)

- Strategic planning: by establishing the department strategic plan and action plan
- Performance appraisals for the faculties in the department
- Report writing
- Procurement
- Representation at the college council
- Managing the quality issues related to the department.

Referees:

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