

Lebanese American University

May 25, 2006

Memo to : Members of Accreditation sub-committee for the Academic Program
(4.1- 4.19)
From : Samer Habre
Subject : Minutes of the Accreditation sub-committee for the Academic Program
meeting held on May 24, 2006 at 4:00 p.m. in the Conference room of the
IWSAW

Present: Huda Abdo (co-chair), Soula Boustani, Samer Habre (co-chair), Dima
Dabbous-Sensenig, Mazen Tabbara, Rima Ariss Turk, Jeanine Zacca

Revising Appraisal Drafts:

- a. Dr. S. Habre and Dr. R. Turk presented their appraisal draft for standards 4.13-4.14 (The Undergraduate Degree Programs). The following issues were discussed: The difference between minors, emphases, tracks, and concentrations. Drs. Habre and Turk are to follow up on this issue with the concerned offices. The required number of courses at the 400 level was also discussed. Drs. Habre and Turk are to identify majors (besides the R/TV/Film) where this number might be of concern.
- b. Mrs. Zacca presented her draft on the AA programs. She was asked to revise it and address issues similar to those found in the draft of Drs. Habre and Turk. She will be working on standards 4.13 and 4.14 as they apply to the AA/AAS degrees.
- c. Dr. Dima Dabbous-Sensenig and Dr. M. Tabbara presented their appraisal draft for standards 4.15-4.18 (General Education). Dr. Abdo recommended that the Freshman requirements (that are considered general education) need to be included in the count of NEASC's GUR. The Committee suggested that a second round of questionnaires be conducted, but targeted to specific instructors (to be determined by Dabbous and Tabbara), and to try to highlight differences, if any, between Beirut and Byblos. It was also suggested to report the answers to the questionnaire in the form of frequencies.
- d. Dr. S. Boustani presented her findings on The Major or Concentration (4.19). The Committee suggested to revise in particular the number of major credits, and to present the results in the form of a draft.
- e. It was agreed that the second draft of the appraisal will be ready for review by all on June 9th and that a meeting will be set for that purpose during the reading period.

The meeting adjourned 7:00 p.m.