

**Lebanese American University
Byblos -Lebanon**

March 24, 2006

Memo To : NEASC Steering Committee, LAU Community
From : F. Jreidini
Subject : Minutes of the NEASC STD 4C Subcommittee meeting held on Friday March 24, 2006 in Science 606, Byblos Campus at 12:00 am.
Present : S. Djoundourian, F. Jreidini and F. Salibi
Excused : K. Aercke was unable to attend due to video conferencing problem

NEASC STD 4C Subcommittee is entrusted with standards 4.29-4.43.

The chair started with a brief overview of where the process stands at this point. And with the conclusion of the descriptive part the committee embarked on the appraisal process. After discussion and since many of the standards and sub-standards overlap it was decided to address the appraisal of only those standards directly related to integrity.

Standards would be dissected so as to depict those parts that are directly related to integrity and a collective document would be submitted rather than an itemized one by standards.

Standard	Assessment decision	Part to be considered	Details
4.29	Will not be assessed		
4.30	Will be assessed	Course offerings Required courses Electives Tutorials Course substitutions	
4.31	Will be assessed	Course contents Delivery of instructional material Full time vs. part time faculty	Student course evaluation forms Design courses workshop in the department of Architecture & Design Process of selection, teaching and evaluating

Standards 4.32 – 4.43 tabled

The meeting adjourned at 1:30 pm.