

**Assessment of Student's Learning Committee (4D)**  
**Meeting Date and time: March 16, 2006 at 4:00 p.m.**  
**Secretary: K. Sarouphim**

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### **Minutes of the Meeting**

**Present:** Iman Osta, Samer Habre, Pierette Zouein, Anwar Bou Mosleh, Sherine Nabhani, Ketty Sarouphim (Chair).

The following items were discussed during the meeting:

**1. Appraisal Phase:** A discussion took place of how to proceed with the appraisal phase, as a clear distinction between appraisal and projection was not clear in the members' minds. K. Sarouphim will make copies of the document on guidelines provided by Dr. Elie Badr and will send it to all. It was also decided to bring to the next meeting a first draft of appraisal on the substandard assigned to each member. The draft should take into consideration:

- a. how the data collected on what exists at LAU compares to the particular substandard in consideration.
- b. what are the strengths found and the concerns to be raised around that particular substandard.

**2. Data available:** a concern was raised concerning whether enough data have been collected for the appraisal phase. It was decided that at this time, additional information needs to be collected from the Dean of Pharmacy, Dr. Farid Sadik. S. Nabhani will take care of this task; committee members should address their queries for further information on this issue to S. Nabhani.

**3. Faculty Questionnaire:** K. Sarouphim announced that around 80 questionnaires were completed and submitted. K. Sarouphim will ask Mr. Raif Abou Diab to compile the data collected so far into a table that shows frequencies and percentages. The results will be sent to all the committee members. Also, K. Sarouphim will send an email to all faculty urging those who didn't to complete and submit the questionnaire.

**4. Chairs' Questionnaire:** K. Sarouphim will check with Mr. Raif Abou Diab on the status of the Chairs' Questionnaire and will send it to all Chairs as soon as it is ready. Data compiled from responses will be sent to the committee members as soon as results are available.

**5. Next Meeting:** P. Zouein suggested that the next meeting should be held in two weeks (rather than one) to ensure that all members have had access to data from the Faculty Questionnaire.

The meeting was adjourned at 5:30 p.m. followed by a short meeting held between K. Sarouphim and S. Habre concerning the collection of exhibits.