

Assessment of Student's Learning Committee (4D)

Meeting Date and time: May 25, 2006 at 4:30 p.m.

Place: Nicol 104

Secretary: K. Sarouphim

Minutes of the Meeting

Present: Pierrette Zouein, Samer Habre, Sherine Nabhani, Anwar Bou Mosleh, Ketty Sarouphim (Chair).

Absent: Iman Osta (excused).

The following items were discussed during the meeting:

1. Course files: K. Sarouphim announced that the course files requested from the schools are being sent to the office of the VPAA. Ms. Rouayheb has been compiling them and keeping them at the Exhibit Room. K. Sarouphim will ask Ms. Rouayheb for a list of the files that were received and will send a reminder to the Deans concerning the files that are still missing.

2. Appraisal phase: The edited report on the appraisal phase was discussed. It was decided to rewrite both the description and appraisal phases for the version 0.1 of the self-study. The members shared their comments on the edited report. K. Sarouphim will work on incorporating the modifications and will send back the report to all the members by email, who in turn will communicate their comments to her electronically as well.

The meeting was adjourned at 6:00 p.m.