

**Assessment of Student's Learning Committee (4D)**  
**Meeting Date and time: December 6, 2005 at 4:00 p.m.**  
**Secretary: K. Sarouphim**

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### **Minutes of the Meeting**

**Present:** H. Abdo, P. Zouein, A. Bou Mosleh, E. Badr, I. Osta, and K. Sarouphim.

The members discussed the items to be included in the faculty questionnaire. It was decided to ask faculty to complete a questionnaire for one typical undergraduate course that they teach at LAU. Faculty who teach graduate courses will be asked to complete an additional questionnaire with respect to a typical graduate course they teach at LAU. Also, faculty who teach design courses will be requested to complete a questionnaire with respect to one typical design course they teach at LAU. A cover letter to accompany the faculty questionnaire is also under preparation.

The meeting was adjourned at 6:15 p.m. The next meeting will be held on Tuesday, December 13 at 4:00 p.m.

Ketty Sarouphim  
Chair