

Lebanese American University

Memo to : Members of the Accreditation Subcommittee STD#6
From : Mona Nabhani
Subject: Minutes of the meeting of the Accreditation Subcommittee for Standard 6,
held via video conferencing in Irwin Conference Room B on Wednesday,
April 12 at 12:15.
Present: G. Abi Fares, M. Nabhani, E. Badr, V. Papazian, , and E. Samia

The focus of the meeting was to discuss the work of the subteams on appraisal.

Mr. Papazian inquired whether all the subteams should randomly examine all the issues or first decide on the order of issues and assign duties to the various subteams to prepare appraisal reports on these. Dr. Badr suggested that one way is to have those who worked on the description of certain substandards do the relevant appraisal as also suggested by Mr. Papazian.

On advising

There is no proper documentation on the quality of student advising. Dr. Badr suggested interviewing groups of students on the matter (focus group interviews) and deciding first on criteria for selecting a sample that is representative of different ranks, GPAs, etc...and perhaps choosing 5 of each category. Dr. Samia will write the criteria and email them to the group who will prepare the questions on advising.

Suggested additions to descriptive report

The subteams need to find out what is being done in the Guidance Office in Beirut and decide whether it is consistent with the one in Byblos and whether we have data about effectiveness of results in both offices. The number of students who succeeded in removing probation and suspension threats does not necessarily reflect whether LAU's intervention was the cause, as Mr. Papazian commented.

Another suggestion was to add information about the Orme-Gray dormitories.

Gap analysis

It was suggested that each subteam bring a draft of their appraisal so as to finalize collectively during the following meeting.

The meeting adjourned at 1:05