

ABET Committee Meeting # 2

Date: 22/12/2008

Time: 1-2

Attendee: Dr. Emad Ali, Dr. AbdelHamid Ajbar Dr. Mohammad AlHaj Ali, Eng. Mohammad Gaily and Eng. Idriss

The committee met to follow up the assessment process and agreed upon or discussed the following items:

1. The course assessment report will be finalized and used by the end of the semester.
2. The Rubrics are finalized in Excel format and a scoring system is applied. The rubrics will be utilized by the end of semester when lab and project exams are conducted.
3. Almost more than 50% of the different types of surveys have been collected and more on the way. It is expected that by 24/12/2008 all survey sheets will be collected.
4. GPA data was collected by Dr. Ajbar, analyzed by Dr. Emad and inserted in the SSR. Further refining of the result will be carried out because more data is expected.
5. Alumni response to survey was collected from the web site, analyzed and inserted into the SSR.
6. The committee recommended that the instructors of selected courses to ignite the student's awareness about Ethics and professional responsibility through various activities such as take-home exam, in class discussion, quizzes, research or short projects.