



Meeting Minutes

QU Curriculum Enhancement Committee (CE)

Date of Meeting:	Monday, November 30, 2015
Time of Meeting:	10:00 to 12:00
Minutes Prepared by:	AVP-AP&QA Office
Meeting No:	2 (Second Meeting for AY 2015-2016)
Meeting Location:	Room 117, Building B09

1. Purpose of Meeting

Discuss Curriculum Enhancement Requests

2. Attendees

<i>Name</i>	<i>Department/Division/Role</i>	<i>E-mail</i>	<i>Phone</i>
Dr. Adam Fadlalla	Assoc. Dean for Acad. Aff., CBE, Chair	fadlalla@qu.edu.qa	4403 5070
Dr. Hassan Abdel-Aziz	Assoc. Dean Acad. Aff., CAS, member	hassan.aziz@qu.edu.qa	4403 4783
Dr. Nazzal Kisswani	Assistant Professor of Law, member	nkisswani@qu.edu.qa	44035291
Dr. Areej Barham	Assoc. Professor, CEDU, member	areejbarham@qu.edu.qa	
Dr. Faris Tarlochan	Professor, CENG, member	faris.tarlochan@qu.edu.qa	4403 4367
Dr. Mazher Ahmad Al-Zoby	Assistant Professor, CAS, member	malzoby@qu.edu.qa	4403 4947
Mr. Nasser Al-Marri	Director of Registration, VPSA, member	almarri@qu.edu.qa	4403 3774
Dr. Mohammad Issam Diab	Assoc. Dean Acad. Aff., CPH, member	mohamed.diab@qu.edu.qa	4403 5622
Dr. Farhan Sachal Cyprian	Assistant Professor, CMED, member	fcyprian@qu.edu.qa	4403 7830
Ms. Emna Belkhiria	AP Coordinator, AVP for AP&QA, member	emna@qu.edu.qa	4403 4012

3. Absent / Apologies

Dr. Basyouny Nehela	Assistant Professor, CSIS, member	basyouny@qu.edu.qa	4403 4464
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4. Invited

Dr. Hatem Ibrahim	Associate Professor, CENG	hatem_ibrahim@qu.edu.qa	4403 4345
Prof. Shaheen Al-Muhtaseb	Professor, CENG	s.almuhtaseb@qu.edu.qa	4403 4139
Dr. Yaser Khalaileh	Assoc. Dean for Academic Affairs, CLAW	khalaileh@qu.edu.qa	4403 5277
Dr. Ruben Tobias Goebel	Director of Sport Science Program, CAS	ruben.goebel@qu.edu.qa	4403 5248
Dr. Mohammad Alghouti	Assistant Professor, CAS	mohammad.alghouti@qu.edu.qa	4403 6451
Dr. Fatima Al-Naemi	Head, Biological & Environmental Sc. dept.	f.naemi@qu.edu.qa	4403 4558

5. Detailed Meeting Agenda

- **Following up on previous curriculum enhancement Proposal:**
 - **CAS: Extend offering the Concentrations Marine Sciences and Biotechnology to Female students.**
- **Discuss the following Curriculum Enhancement Proposals:**
 - **CAS: Major curriculum changes requested by the Sport Science program.**
 - **CENG: Change in credit hours distributions of the Architecture program.**
 - **CENG: Major curriculum changes requested by the Chemical Engineering program.**
 - **CLAW: Add new course Principles of Legal Research to the Law program.**
 - **CLAW: Add new course Traffic Law and Public Safety to the Law program.**
 - **CLAW: Add new course Maritime Law to the Law program.**
- **Additional Topics**

6. Meeting Notes, Decisions, Issues

Following up on previous curriculum enhancement Proposal:

- **CAS_ Environmental Sciences program – Offering the Marine Sciences and Biotechnology Concentrations to both male and female students.**

In December 3, 2013, the Environmental Sciences program requested to offer the Marine Sciences Concentration areas to both male and female students. Currently the program is offering the Marine Sciences Concentration area only to Male students while the Biotechnology Concentration area is currently offered only to Female Students. Committee members recommended at that time to resubmit the proposal with additional information. The program submitted an updated proposal including committee's feedback and recommendations.

Committee Action/ Recommendation

Committee members recommends **approval of the request** with the following observations:

- Update section 3.4 related to students enrollment.
- Provide details on financial aspects related to the proposal and justify the generated costs.

Curriculum Enhancement Proposals:

- **CLAW_ Offering new electives courses**

The law program requested to add three new elective courses:

1. Principles of Legal Research
2. Traffic Law and Public Safety
3. Maritime Law

Committee Action/ Recommendation

Committee members recommends **resubmission of the request for the course # 1** with the following observations:

- Consider offering the course as part of the major requirements instead of the major electives since research course is very important and the need is also highlighted in the request.
- The program is also requested to revise its major elective package since its offers a large number of courses. Evidence that all courses are being offered at least once every two years should be provided.

Committee members recommends **rejection of the request for the course # 2.**

Committee members recommends **conditional approval of the request for the course # 3** with the following observations:

- The program is requested to submit the proper form as well as the curriculum map.
- Course description in English should be provided.

- **CAS_ Major Curriculum changes requested by the Sport Science program.**

The sport science program requested major curriculum changes summarized as follows:

- ✓ Replace BIOL 101 by BIOL 110 courses
- ✓ Remove BIOM 211 and BIOM 215 courses
- ✓ Add new course SPSC 301 Workplace, internship.
- ✓ Add free electives package
- ✓ Replace ACCT 110 by SPSC 315 “Managing sport organizations” course.
- ✓ Replace ECON 111 by SPSC 304 “Sport and Tourism” course.
- ✓ Replace MAKT 101 by SPSC 320 “Sport facilities and Event Management” course.
- ✓ Update course prerequisites for SPSC 305 course.

Committee Action/ Recommendation

Committee members recommends **conditional approval of the request** with the following observations:

- Major curriculum changes template should be used.
- The Sport Management Concentration includes a number of business courses and prior consultation with the College of Business and Economics is required. The CBE is also accredited by the AACSB and AACSB’s standards states that “bachelor degree programs in which 25 percent or more of the teaching relates to traditional business subjects or graduate programs in which 50 percent or more of the teaching relates to traditional business subjects are considered business degree programs” and may be subject of review by the appropriate AACSB committee. Thus the Sport Science program should consult with the CBE to study the impact of the concentration on the CBE’s accreditation.
- Revise the justification given in relation to program learning outcomes by using the current program learning outcomes approved for the current/active assessment cycle.
- Program curriculum map including the new changes should be provided.

- **CENG_ Change in CH distribution of the Architecture program.**

The feedback received from the NAAB accreditation agency stated that 48 CH is needed in general studies. The current degree requirements of the Architecture program is not aligned with this requirement as the total number of CH for general studies is 46 CH. Thus the program requested to increase the total number of CCP from 33 CH to 36 CH by increasing the total number of CH for the “CCP Social and behavioral science package” from 3CH to 6CH.

Committee Action/ Recommendation

Committee members recommends **approval of the request** with the following modifications:

- Since the total number of CH for the CCP should be maintained to 33CH as per QU policy, the program should consider increasing either the number of CH for the College requirements or the College electives by including courses from the social or behavioral science package.
- The updated proposal is to be communicated to committee chair.

- **CENG_ Major Curriculum changes requested by the Chemical Engineering program.**

The Chemical Engineering program requested changes in the program electives package as follows:

- Adding six electives courses.
- Deleting five electives courses.

Committee Action/ Recommendation

Committee members recommends **conditional approval of the request** with the following observations:

- Prerequisites with concurrency for the new proposed courses should be revised taking into consideration the study plan.
- Curriculum map is to be provided including the new changes.

Additional Topics

Three new program proposals are to be reviewed by committee members. Taskforces (one per proposal) will be established to work on reviewing the program proposals. Committee chair will identify members for each taskforce to review the following program proposals:

- Combined 4+1 Accounting
- Mathematics
- Physics

6. Tasks and Assignments Generated During the Meeting

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Deliverables</i>
Consultation with the CBE Updated program proposal for the sport science program taking into consideration committee recommendations	CAS representative, and CBE representative		Consultation with CBE Updated program proposal
Appropriate form, curriculum map and English course description are to be provided for the Maritime Law course	CLAW representative		Form, curriculum map and course details file including English course description
Updated program proposal for the Architecture program taking into consideration committee recommendations	CENG representative		Updated program proposal
Updated program proposal for the Chemical engineering program taking into consideration committee recommendations	CENG representative		Updated program proposal
Taskforce to work on new program proposals	Taskforce to be established by Dr. Adam		Email will be sent to nominate members

7. Next Meeting

TBA