



Meeting Minutes

QU Curriculum Enhancement Committee (CE)

Date of Meeting:	Monday, December 7, 2015		
Time of Meeting:	10:30 to 12:00		
Minutes Prepared by:	Adam Fadlalla		
Meeting No:	3 (AY 2015-2016)		
Meeting Location:	Executive Meeting Room, Administration Building, 3 rd Floor		
1. Purpose of Meeting			
<i>Regular meeting – agenda as below</i>			
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
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
Dr. Farhan Sachal Cyprian	Assistant Professor, CMED, member	fcyprian@qu.edu.qa	4403 7830
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
4. Invited			
5. Detailed Meeting Agenda			
<p>→ Summary of last meeting recommendations</p> <p>→ Discuss the following curriculum enhancement proposals</p> <ul style="list-style-type: none"> - CAS: Add new course HIST 220 “Epidemics Diseases in World History” to the major electives package of the history program. - CEDU: Add GEOL 101 to the early childhood concentration requirements package. - VP&CAO office: Articulation agreement. - Academic policy taskforce: Course numbering policy. <p>→ Discuss committee meeting calendar for AY 2015-2016</p> <ul style="list-style-type: none"> ▪ All the attending members agreed that Sundays 8:00 am – 10:00 am work for them. Will verify this with the rest of the committee members. <p>→ Additional topics</p>			

6. Committee Recommendations

→ **CAS:** Add new course HIST 220 “Epidemics Diseases in World History” to the major electives package of the history program.

Discussion and Recommendation:

Approved for fall 2016. CAS should submit a revised syllabus to include curriculum map.

→ **CEDU:** Add GEOL 101 to the early childhood concentration requirements package.

Discussion and Recommendation:

Table to CEDU pending creation of new BIOL 100 course with CAS.

→ **CLAW:** Add new course CLAW 300 Maritime Law as a major elective. (Revisited after additional information request in previous committee meeting)

Discussion and Recommendation:

Approve. CLAW will submit English course description.

→ **CLAW:** Add new course CLAW 203 Principles of Legal Research as a major elective. (Revisited after additional information request in previous committee meeting)

Discussion and Recommendation:

Resend back to CLAW to consider making it a required course as the research skills are important and key, or better justify it as an elective.

→ **Item:** VP&CAO Office: Articulation Agreement – equivalency of CNAQ courses CP1360 Programming for Computer Systems and Networking and CT2300 Applied Programming and QU Course MIST 440: Applications Development.

Discussion and Recommendation:

Committee believes that the recommendation of the department needs to be revised to reconcile existence of equivalency and rejection of transfer. The committee also decided to invite Mr. Cesar to explain the course transfer process. The committee also raised the question of whether prerequisites of transferred courses will be waived by QU. Thus the course equivalency form will be returned.

→ **Item:** Academic policy taskforce: Course numbering policy.

Discussion and Recommendation:

While the numbering policy is clear on undergraduate yearly level, some members of the committee raised the issue that the medicine program at QU is undergraduate and the pharmacy program is a mix of graduate and undergraduate degrees – whereas the policy treats both as graduate degrees. In addition, the policy does not provide enough granularity on the second and third digits of the course numbers, benchmarking, or implementation plan. The committee did not recommend approval.

6. Tasks and Assignments Generated During the Meeting

Action	Assigned to	Due Date	Deliverables
Invite Mr. Cesar Wazan to explain process of course transfer	Chair	<u>Next meeting</u>	Invitation
Fix committee meeting dates for fall 2015	Chair	<u>ASAP</u>	Email to absent members to verify if Sundays 8:00 am – 10:00 am work for them

Will QU waive prerequisites of transferred courses?	APLOA office	<u>ASAP</u>	APLOA representative to inform the committee on this.
7. Next Meeting			
<i>TBA</i>			