

Proposed Plan and Budget for Completing Course Learning Outcomes November 2008

Dr. BouZeineddine and Dr. BouJaoude met on Monday, November 24, 2008 to discuss issues related to the implementation of the recommendations of the ULOCC. Based on the meeting, the following plan was developed:

In its meeting held on November 12, 2008, ULOCC decided that two faculty members from each department in FAS and FAFS will be asked to facilitate the process of developing course learning outcomes in their department. The two individuals will have access the Course Learning Outcomes Handbook that was developed by a task force composed of the following faculty members: Thurayya Arayssi, Saouma BouJaoude, Amal BouZeineddine, Nesreen Ghaddar, Marjorie Henningsen, Murad Jurdak, Fadl Moukalled, and Waddah Nasr. In addition, CTL will organize two workshops during which the facilitators will be trained on developing course learning outcomes.

Following the training, the chairperson of each department along with the two facilitators from the Department will take charge of developing the learning outcomes of the courses taught during 2008-2009. Plans for developing learning outcomes of other courses should be developed by each department in the coming academic years.

Since there are 15 departments in FAS and 4 in FAFS (total of 19 departments in both faculties), there will be 38 facilitators that need to be trained and who will help the departments complete the course learning outcomes. Below please find the number of groups to be trained:

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| 1. Number of Groups: 2 groups | |
| 2. Group 1: Four departments from FAFS plus, the Departments of Biology, Chemistry, Physics, Geology, Math, and Computer science from FAS. | Total of 10 departments and 20 facilitators |
| 3. Group 2: FAS Departments in the Humanities and Social sciences | Total of 9 departments and 18 facilitators |

**Implementation plan for Course Learning Outcomes
November 2008**

1. Workshops conducted by CTL	The workshops will be conducted before January 23, 2009 (the last day of classes of the first semester. There are two windows during which the workshops can be presented December 11-23, 2008 and January 12 – 23, 2009) ¹ .
2. Facilitators work with their respective departments:	February 2009- May 2009.
3. Presenting course learning outcomes and getting feedback	Hold a one-day retreat (Third week of May, 2009) during which facilitators' present examples of the course learning outcomes developed in their departments.
4. Deadline for completing course learning outcomes	May 31, 2009

What we Need for Implementing the Plan Availability of funds

To proceed with implementation of the plan we need the following:

1. Support by the deans. We would like the deans to encourage department chairpersons to cooperate with us.
2. Support of department chairs.
3. Diligence of faculty members

¹ The workshops will be focused on developing course learning outcomes. However, a part of the workshop will be dedicated to identifying assessment tools for measuring the course learning outcomes.