

EAB meeting minutes on 30/7/2023:

Type of meeting: annual meeting

Meeting Agenda:

- A printout of the mission and vision,
- latest curriculum and
- an online survey.

Location: The meeting was held both in the dean's office and the department chair's office

Meeting notes:

The meeting includes three managers from the local industry including Maodoo and a student representative who has attended and discussed the work environment with the EAB members. In addition, three faculty members have attended and discussed the latest changes in the curriculum. The attendees discussed the latest advances in technology to be updated and included in the curriculum. The attendees have suggested working on improving the social and soft skills of students. In addition, the attendees focused on student attitude and punctuality. They suggested helping students improve their time management skills.

The attendees have filled in an online survey on the program's mission, vision, and learning outcomes.

Action plan:

- work on including more projects in courses.
- ask students to present their work.
- encourage students to work in teams and enforce a teamwork culture.
- Enforce punctuality of students.

Attendees present: -

From JUST

- Dr. Raed Shatnawi, Department Head
- Dr. Mahmoud Hammad
- Dr. Zakarea Alshare
- Mohamad QADOMI, a student

From Industry:

- Ahmad Jaradat
- AbadallaAllah Kayed
- Qussai Kanash