

**ABET Accreditation Seminar**  
**October 4 and 5, 2017**  
**Holy Spirit University of Kaslik (USEK) - Lebanon**

The main objective of the ABET Accreditation Seminar is to enable participants understand the basic concepts of accreditation, the requirements of the ABET accreditation process, and the process for requesting an initial program review.

**Wednesday, October 4, 2017**

**Registration**

Starting 8:30 a.m.

**Opening Session**

9:00 a.m. – 9:40 a.m.

Opening address – Dr. Faten El Hage – Deputy President for Teaching and Learning, USEK

Address of Dr. Georges Yahchouchi – Provost of USEK

Address of Dr. Joe Sussman – Chief Accreditation Officer and Chief Information Officer, ABET

Address of Dr. Ahmad Jammal – Director General of Higher Education – Ministry of Education and Higher Education, Lebanon

Address of Father Professor Georges Hobeika, President of USEK

**Coffee Break**

9:45 a.m. – 10:00 a.m.

**Session I**

10:00 a.m. – 1:00 p.m.

**Coffee Break** 11:15 a.m. – 11:30 a.m.

**Moderator:**

Ms. Nathalie Bouldoukian – Director of the Quality Assurance and Institutional Effectiveness Office (QAIE)

**Presenters:**

Dr. Joe Sussman – Chief Accreditation Officer and Chief Information Officer, ABET

Dr. Winston Erevelles – Adjunct Accreditation Director, Engineering, ABET

1. Welcome, introduction, and desired results
2. What is accreditation? What is Program Accreditation? What is Certification?
3. What are ABET's General Accreditation Criteria?
4. What are ABET's Program Criteria?
5. What are ABET's Program Educational Objectives? Why are they important to ABET accreditation?
6. What are ABET's Student Outcomes (SOs)? How are they different from PEOs? Why are they important to ABET accreditation?

Participants will:

**1- Explore:**

- the accreditation process as practiced globally,
- the types of accreditation and differences between them, and
- the difference between program accreditation and individual certification.
- the value of accreditation

**2- Examine:**

- the structure and elements of ABET's General Engineering Criteria, and
- what is required to comply with each Criterion.

**3- Be able to identify:**

- the structure and elements of discipline-specific Engineering Program Criteria, and
- what is required to comply with a set of Program Criteria.

**4- Be able to identify:**

Program Educational Objectives (PEOs), has defined by ABET, and their importance relative to success in achieving EAC/ABET accreditation.

**5- Understand** what Student Outcomes (SOs) are, as defined by ABET, and their importance relative to success in achieving EAC/ABET accreditation.

## Lunch

1:00 p.m. – 2:30 p.m.

## Session II

2:30 p.m. – 5:30 p.m.

**Coffee Break** 3:45 p.m. – 4:00 p.m.

### Moderator:

Ms. Nathalie Bouldoukian – Director of the Quality Assurance and Institutional Effectiveness Office (QAIE)

### Presenters:

Dr. Joe Sussman - Chief Accreditation Officer and Chief Information Officer - ABET

Dr. Winston Erevelles – Adjunct Accreditation Director, Engineering - ABET

1. What is Continuous Improvement?
2. What are Assessment and Evaluation?
3. In-depth review of the General Engineering Criteria
4. In-depth review of the Engineering Program Criteria

Participants will:

**1- Understand** continuous improvement concepts and the importance of applying continuous improvement to engineering programs in the context of EAC/ABET accreditation.

**2- Recognize** assessment and evaluation concepts as elements of a continuous improvement process and the importance of applying these concepts in a systemic continuous improvement process.

**3- Analyze** the specific requirements of each criterion of the eight General Engineering Criteria.

**4- Analyze**, generally, the specific requirements of Engineering Program Criteria with emphasis on several of the most common discipline-specific program criteria.

## **Thursday, October 5, 2017**

### **Session I**

9:00 a.m. – 12:30 p.m.

**Coffee Break** 10:30 a.m. – 10:50 a.m.

#### **Moderator:**

Ms. Nathalie Bouldoukian – Director of the Quality Assurance and Institutional Effectiveness Office (QAIE)

#### **Presenters:**

Dr. Joe Sussman – Chief Accreditation Officer and Chief Information Officer, ABET

Dr. Winston Erevelles – Adjunct Accreditation Director, Engineering, ABET

1. What are the curricular requirements for EAC/ABET accreditation?
2. What is a Self-Study Report? How should a program prepare a Self-Study Report?
3. Is my program ready for accreditation?
4. How does a program request ABET Accreditation?

Participants will:

- 1- **Analyze** the specific criterion elements needed for an engineering program to achieve EAC/ABET accreditation.
- 2- **Explore** how to build a Self-Study Report that provides the accreditation team with a solid foundation for the evidence-based program review.
- 3- **Analyze** their program's preparedness to submit for an initial review **and understand** the requirements of the Readiness Review Process.
- 4- **Understand** the steps for requesting initial accreditation review of a program or group of programs.

### **Lunch**

12:30 p.m. – 2:00 p.m.

### **Session II**

2:00 p.m. – 5:00 p.m.

**Coffee Break** 3:15 p.m. – 3:30 p.m.

#### **Moderator:**

Ms. Nathalie Bouldoukian – Director of the Quality Assurance and Institutional Effectiveness Office (QAIE)

#### **Presenters:**

Dr. Joe Sussman – Chief Accreditation Officer and Chief Information Officer, ABET

Dr. Winston Erevelles – Adjunct Accreditation Director, Engineering, ABET

1. Where does an ABET visiting team come from? How is an ABET visiting team formed?

2. How does an ABET visiting team prepare for a review?
3. How is an ABET on-site visit conducted?
4. What happens after the team leaves the site?

Participants will:

**1- Understand:**

- the role of training in preparing evaluators for accreditation visits,
- the role of ABET's Member Societies in organizing a visit team, and
- how an ABET visiting team is formed: the process, timing, and participants.

**2- Explore** how an ABET team prepares for the on-site visit.

**3- Explore:**

- the ABET team's schedule, and
- the activities the team members undertake while on-site.

**4- Understand** the review activities that occur after the team leaves the institution site, from the closure of the visit through to the accreditation decision meeting, and delivery of the final statement to the institution.