



Information Technology Fundamentals 601105 Minutes of Meeting

Meeting # 1 (2025-1)

FACULTY OF INFORMATION TECHNOLOGY

2025

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Meeting	Meeting 1			
Date of Meeting	6/10/2025	Time	11:00 am	
Minutes prepared by	Eman Alduweib	Location	7306	
1. Meeting Objectives				
1. To discuss ITF course syllabus				
2. Members/ Attendance				
Name	Title	Attendance	Signature	
Dr. Eman Alduweib	Coordinator	yes	Dr. Eman Alduweib	
Dr. Mahmoud Baklizi	instructor	yes	Dr. Mahmoud Baklizi	
Mr. Ala'a Alshurbaji	instructor	yes	Mr. Ala'a Alshurbaji	
Dr. Mohammad Aladailah	instructor	yes	Dr. Mohammad Aladailah	
Dr. Faris Abu Hashis	instructor	yes	Dr. Faris Abuhashish	
Dr. Ghada Alrawashdeh	instructor	yes	Dr. Ghada Alrawashdeh	
3. Agenda, Topics, Issues				
Topic	Discussion			
4. Decisions/Recommendations				
5. Task Assignment and Follow-up				
Task	Start Date	End Date	Responsibly	Status
Syllabus-Material			<ul style="list-style-type: none"> Same topics from the previous syllabus will be covered 	
Syllabus-Marks distribution			<ul style="list-style-type: none"> Midterm Exam: 35 marks Three Quizzes: 20 marks Final Exam: 45 marks 	