

Lebanese American University

To : Members of NEASC-S1, NEASC-S3  
From : Nola Bacha, Secretary  
Subject: Minutes of the Meeting Held on Thursday, March 2, 2006  
at 4:00 p.m. at the Beirut Campus in Conference Room  
B and Byblos Campus in Science Room 606 by Video  
Conferencing.

Present: Dr. Cedar Mansour (Chair), Dr. Nola Bacha, Dr. Elie  
Badr, Dr. Elie Haddad, Mr. Jamil Iskandar, Dr. Michel Majdalani, Dr. Raed Mohsen

The following agenda was adopted:

**1. Approval of Previous Minutes**

The minutes of Wednesday, February 15, 2006 were approved as circulated.

**2. Second Drafts of Descriptions**

Dr. Elie Badr commented that the neasc-s1 second draft better covered the mission statement and the derivatives, values, vision and goals. It was recommended to restrict the extended quotations in a few sections of the draft. A list of the Exhibits are to be sent to Dr. Badr to be posted on the neasc web site.

The neasc-s3 second draft was also commented on with recommendations to include that there are plans underway to establish a student council and faculty senate. References to the exhibits, mentioned in a separate list, are to be incorporated in the description.

All descriptions of the neasc standards from the various committees are to be sent to Dr. Badr to be posted on the neasc web site over the next week for reference and review. The actual exhibits for each standard will be collected early Summer 2006.

**3. Steering Committee**

A meeting of the NEASC Steering Committee will be held on Saturday, March 4, 2006 to discuss how the adequacy of the descriptions are to be checked, how to address the institution's effectiveness in the Self Study, and what framework for the appraisal part would be used.

**4. Action Item: Appraisal Part of the Self Study**

Teams should begin working on the appraisal part which will require evaluation of what exists.

**5. Board Self Evaluation Questionnaire**

Mr. Jamil Iskandar will provide Dr. Cedar Mansour with comments on the self evaluation questionnaire for the members of the Board.

**6. Date of Next Meeting**

The next meeting was scheduled for Thursday, March 23, 2006 at 4:00 p.m. in Byblos Campus.

The meeting was adjourned at 4:40 p.m.