

Lebanese American University

To : Members of NEASC-S1, NEASC-S3
From : Nola Bacha, Secretary
Subject : Minutes of Meeting Held on Thursday, December 22, 2005 at 4:30 p.m. at the Beirut Campus in Conference Room B and in Byblos in Science Room 606 by Video Conference.

Present: Dr. Cedar Mansour (Chair), Dr. Nola Bacha, Dr. Elie Badre, 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 November 29, 2005 were approved as circulated.

2. Review of Action Plan

The work done thus far in identifying indicators and exhibits as presented by the NEASC-S1 and NEASC-S3 sub standard committees was reviewed and clarifications, comments, and points of strengths and weaknesses were noted. It was recommended that the exhibits and indicators that are being obtained by both sub committees be presented in table form for the next scheduled meeting and include the points that were raised in the meeting. Administering one questionnaire to obtain data for the next step in documentation relating to both sub standards was suggested and agreed upon.

3. Date of Next Meeting

It was agreed that the next meeting will be held on Thursday, January 12, 2006 at 4:30 p.m. by video conference.

The meeting was adjourned at 6:00 p.m.