

Lebanese American University

October 27, 2005

Memo to : Members of Accreditation sub-committee for graduate degree programs
From : Costantine Daher, Secretary
Subject : Minutes of the Accreditation sub-committee for graduate degree programs meeting held October 25, 2005 at 2:00 p.m. in Beirut.

Present: Elias Raad (co-chair), Nashat Mansour (co-chair), Samer Saab, and Costantine Daher (Secretary)

Agenda: Discussion of the initial phase of the accreditation work to be done by the subcommittee.

The sub-committee elected Dr Costantine Daher to take minutes of the first meeting. Dr Raad and Mansour briefed the mission and role of the accreditation sub-committee for graduate degree programs. Currently, we are in phase I.

Dr Raad circulated “Standard Four” issued by NEASC, and the member of the committee discussed the Sections that deal with the “Graduate Degree Programs” (section 4.20 till section 4.28). Also, several sample form different US universities which described their graduate degree programs for accreditation by NEASC were distributed to the sub-committee members. Members of the committee were requested to read carefully all circulated forms and have their input back in the coming meeting which is supposed to be during early November 2005, just after the co-chairs meet with the Accreditation Steering Committee on November 1, 2005.

The committee insisted that honesty is mandatory in the description of LAU graduate programs. Also, some members wanted to make sure that PharmD program will not take part of the graduate program description. Dr Daher asked the sub-committee about the possibility of including at least a member of any graduate program available at LAU in the sub-committee so that representation of each program will be more appropriate and the follow up of the work will be monitored more closely by each representative.

The meeting adjourned 3:20 p.m.