

Lebanese American University

May 18, 2006

Memo to: Members of the Accreditation Committee (Standard Five)
Subject: Minutes of the Accreditation Committee Standard Five held on Thursday, May 18, 2006 at 2:30 P.M. in Irwin Conference Room A.
Present: E. Badr, R. Bahous, Gh. Dibeh, H. Harmanani, C. Issa (Chair), A. Kabbani, and N. Semaan

- The minutes of May 4 were approved.
- The questionnaire was discussed, and the questions were altered accordingly:
 - The University supports faculty to do research.
 - The University provides adequate support to present papers at refereed conferences
 - The yearly Faculty evaluation process is fair
 - Merit increase procedure is fair
 - Merit Increase is fair according to your yearly performance evaluation
 - The University has transparent procedures:
 - Recruitment
 - Promotion
 - Grievances
 - Etc.
 - Promotion guidelines are fair given current university support for research system
 - Promotion guidelines are fair given the point system used
 - The Faculty have a say in University governance
 - The University has an adequate research culture and environment
 - The Academic officers of the faculty are effective and providing leadership
- Issues to include in appraisal
Promotion mid term review is not applied
- The distributed appraisal handout was discussed in details:
 - Paragraph two (appraisal section): make sure to add the assistant professors teach 9 credits per semester.
 - Paragraph four: need to add exhibits to support the sentences

- Paragraph five: do without the first sentence (The LAU faculty is in fact the University's number one point of pride)
- Delete third bullet point page 1
- Paragraph six has to be rewritten: 20 to 1 ratio is rather good, but it does not reflect the actual ratio
- Move paragraph 3 page 2: despite overall difficult situation... to page 1 paragraph 4.
- Add five or six procedures related to faculty (e.g. benefits; pension system)

The meeting was adjourned at 4:30 PM