

Lebanese American University

Information Technology Department

Date: March 6, 2006

Memo to : Mr. Joe Shebaya, Dr. Maroun Daccache, Mr. Emile Hanna, Mr. Roy Majdalani, Mr. Wadih Zaatar
From : Joe Syriani
Subject : Minutes of the Standard Eight Accreditation Committee meeting held on February 28, 2006, at 10:00 am
Present: Mr. Joe Shebaya, Dr. Maroun Daccache, Mr. Emile Hanna, Mr. Roy Majdalani, Mr. Wadih Zaatar, Dr. Elie Badr

The meeting started with reviewing and approving the minutes of the previous meeting (find attached).

Dr. Badr started the meeting by thanking all the committee members for their commitment and efforts that culminated in the completion of the description part of the self study.

The committee members reviewed the first draft of the self study description part. It was agreed that all the comments raised during this meeting will be consolidated and emailed to the committee members by Mr. Roy Majdalani. This document will be reviewed and approved during the next meeting.

The meeting adjourned at 12:00 pm.