

American University of Beirut
Final Minutes of the University Senate
Meeting of Friday, April 27, 2018

Present: T. Ali, H. Abou Araj, Y. Asfour (by invitation), E. Al-Chaer, B. Bashour, L. Bazy (by invitation), J. Chaaban, A. Chalak, L. Daouk-Oyry, Z. Dawy (by invitation), N. Dumit, N. El-Cheikh, S. El Fakhani, W. El-Hajj, Z. Ghazzal (for M. Sayegh), D. Gubara, M. Harajli, C. Harb, S. Harvey, H. Huijjer, M. Jurdi, S. Kanj-Shararah, R. Karami, A. Kayssi, F. Khuri (chairing), P. McGreevy, N. Melhem, R. Mohtar, H. Muller, I. Nuwayhid, S. Sadek, E. Shammass, R. Sharara-Chami, A. Shihadeh, J. Touma

Absent: M. Abiad, A. Abu-Alfa*, I. Baalbaki, A. Chehab*, H. Diab, A. Harutyunyan, E. Hitti, G. Kanazi, W. Nasr, T. Nizameddin, A. Olabi, M. Sayegh*, S. Zeineldine

(* = regrets notified before meeting)

The meeting was called to order at 1:05 p.m.

1) Approval of the minutes of March 28, 2018

The minutes were approved with minor amendments.

2) Election of a senate representative to deliver a statement at the June 2018 BoT meeting

Dr. Lina Daouk-Oyry was nominated. There were no other nominations. **A motion was made to approve Lina Daouk-Oyry as senate representative to deliver a statement at the June 2018 BoT meeting. Vote 2018-30. The motion was approved unanimously.**

3) IT policy: student identity verification in distance learning

Dr. Yousif Asfour gave a presentation on a policy proposal regarding student identity verification in distance learning (**see appendix I**). The policy will cover such matters as student account management and the learning management system (Moodle). **A motion was made to approve the new policy proposal. Vote 2018-31. The motion was approved unanimously.**

4) Proposed new degree: Bachelor of Engineering in Computer Science and Engineering (CSE)

Dr. Louay Bazy presented MSFEA's proposal for a new degree of bachelor of engineering in computer science and engineering (CSE). There was a lengthy discussion covering a good deal of the history of the negotiations between Department of Computer Science (in FAS) and the Department of Electrical and Computer Engineering (in MSFEA) and their attempts to find an appropriate collaborative relationship with respect to this new major. Both Dean El-Cheikh and Dean Shihadeh said that they were satisfied with the current situation and felt that both sides have acted in good faith and should be able to work out any problems as they move forward. The chair of the Department of Computer Science, Dr. Wassim El-Hajj, said that while his department would support a slightly modified version proposal submitted, he had several concerns he would like to see addressed. Those concerns are, (1) ensuring that new courses offered by MSFEA in the new CSE major do not duplicate courses already offered by the Department of Computer Science and that courses will be cross-listed following objective guidelines; (2) moving toward shared governance of the CSE major such that the joint coordination committee is involved in decisions that might affect the computer science program; (3) that work continues on finding a path for computer science majors to transfer to CSE, including looking into the possibility of waiving the two-year residency

requirement so that students transferring from computer science will be able to graduate in four years, assuming that they started taking extra courses early on in their BS; and, (4) that, on a more general level, the CSE major is conceived of as collaborative venture between the faculty and administrators of the Department and Computer Science and the Department of Electrical and Computer Engineering. Dr. Bazy, Dean Shihadeh and several senators from MSFEA said they agreed that those concerns can and should be addressed. The president added that, while looking into changing or removing the residence requirement for computer science transfer students, all involved in the process need to be sure that everything is done in compliance with the policies of the Order of Engineers and the by-laws of MSFEA, where the latter could potentially be altered for those transfer students. **A motion was made to approve the new CSE degree on the condition that the four concerns listed above are addressed. Vote 2018-32. The motion was approved by a vote of 20-2-9.**

5) Policies and procedures for evaluation of tenure and promotion for tenure-eligible faculty members

On behalf of the Tenure Criteria Task Force (TCTF), Dr. Zaher Dawy presented the proposed set of policies and procedures for evaluation of tenure and promotion for tenure-eligible faculty members. These policies and procedures would be active this summer and thus govern the process for the first set of full professors that are currently in the process of having their applications for tenure evaluated. During discussion, a senator who is a member of the FAS Tenure Implementation Committee (FAS TIC) made two requests for minor amendments to the policies and procedures on behalf of that committee. First, with regard to TCTF document 3, "Peer Review Committee Evaluation Guidelines," FAS TIC requests that a statement be added to point 2, after the first sentence, "Any further data obtained on various assessment indicators must be shared with the candidate, who will be allowed to update the file before the file is sent to external reviewers." Second, with regard to TCTF document 4, "External Referee Evaluation Guidelines," FAS TIC requests that the following statement be added as the last sentence of point 4, "The list of who declined to write a letter is kept for administrative purposes only, and any provided reasons must not be included in the candidate's file." A senator noted that the TCTF document refers to policies and procedures for the termination of a tenure appointment and asked if those policies and procedures are stated in a written document. The provost said his office has been working on that document for months and that it will be brought to the senate for approval soon. Another senator requested that this document be sent to SCFA for their consultation before it is brought to the senate. The president and the provost agreed to this. **A motion was made to approve the proposed policies for evaluation of tenure and promotion for tenure-eligible faculty members with the two amendments listed above. Vote 2018-33. The motion was approved by a vote of 29-0-2.**

The meeting was adjourned at 2:45 pm.

(Minutes recorded by H. Muller, Secretary of the Senate)

Appendix I: IT policy: student identity verification in distance learning



Student Identity
Verification Policy 2: