

**American University of Beirut**  
**Final Minutes of the University Senate**  
**Meeting of Wednesday, October 31, 2018**

**Present:** M. Abiad, H. Abu Arraj, E. Al-Chaer, T. Bazi, M. Chaaya (replacing I. Nuwayhid), A. Chalak, L. Choueiri (by invitation), L. Daouk, Z. Dawy (by invitation), N. Dumit, S. El Fakhani, W. El-Hajj, H. El Rassy, N. El-Cheikh, M. Farah, C. Fugate, M. Harajli, A. Harutyunyan, E. Hitti, S. Isber, M. Jurdi , K. Kabalan, S. Kanj-Sharara, F. Khuri, N. Melhem, R. Mohtar, H. Muller, J. Norton, S. Sadek, N. Saliba, M. Sayegh, E. Shammass, R. Sharara, A. Shihadeh, Y. Sidani (replacing S. Harvey), F. Talih, G. Saad, C. Tarraf (by invitation)

**Absent:** A. Abu-Alfa\*, J. Chaaban, N. Ghanem\*, S. Harvey\*, H. Huijjer, I. Nuwayhid\*  
(\*= regrets notified before meeting)

The meeting was called to order at 2:03 p.m.

**1) Obituary for Dr. Antoine Khabbaz**

Dr. Charbel Tarraf read an obituary for Dr. Antoine Khabbaz (**see appendix I**). A moment of silence was then observed.

**2) Approval of the Senate minutes of Sep. 28 and Oct. 12, 2018**

In the minutes of Sep. 28, 2018, a senator suggested a modification to the last sentence of section 8. The suggested modification was incorporated and the minutes were approved as amended.

The minutes of Oct. 12, 2018 were approved as circulated.

**3) Approval of the revised Bylaws of the Faculties**

Dr. Samar Nouredine presented the changes made to the Bylaws of the Faculties to reflect the new independent status of the Rafic Hariri School of Nursing (HSON). Some of the changes include: listing HSON is an independent school, adding "division" as an academic unit, and updating the formation of the Standing Committees when applicable. **A motion was made to approve the suggested changes to the Bylaws of the Faculties. Vote 2018-08. The motion was approved unanimously.**

**4) Discussion on possible announcement of UPTC members**

The president noted that the names of the UPTC members will be posted on the provost's website before the UPTC meeting which is expected to be held in April 2019. He also noted that the 2017-18 UPTC members will not be advertised as requested by its members. A senator asked about the number of external UPTC members. The provost indicated that six external members were approached, five accepted and one pending.

**5) Emeritus Policy**

Dr. Lina Choueiri gave a presentation on the Policy and Procedures for the Award of Emeritus Status. A senator noted that the procedure and requirements of the policy are too demanding/stringent compared to the privileges of the status being conferred. Other senators inquired about the nature of the "certain University facilities" which the emeritus professor can access and why facilities' access needs the special permission of the president, not the dean for example. The president noted that, in other universities professors with 15 years of service to the university normally get the emeritus status, unless there exists serious issues between them and the university, but still all emeritus status decisions go to the level of the BoT. The president also noted that facilities that an emeritus professor can access include labs, research space, various centers, etc. and the permission to access such facilities should remain centralized in the hands of the president in order to know the totality of the

requests and prioritize them accordingly. A senator asked about the rationale behind the one-year lapse between the faculty's retirement and the granting of the emeritus status noting that this requirement is counterproductive as it causes the retired professor to get disconnected from AUB. The president agreed with the senator's comment and recommended removing this requirement. A discussion took place regarding the number of years in service needed for a Dean to be eligible for Dean Emeritus status, and it was decided that 10 years of minimum service as Dean is required. A senator asked whether there is reappointment for the emeritus status specially that it is an academic appointment. The president confirmed that emeritus status is a lifetime appointment and it does not need renewal. The president also noted that AUB currently has 4 emeritus professors with few applications being studied this year. A discussion then took place on what exact academic activities an emeritus professor can participate in and to include them explicitly in the policy. The following items were recommended to be included in the policy:

1. Make it explicit in the policy that an emeritus professor can (a) participate in departmental and faculty meetings by invitation and as non-voting member, (b) continue serving on unfinished thesis, (c) finish ongoing grants and be allowed to seek new research funds, (d) serve on thesis committees as a member, not chair.
2. Remove the one-year lapse requirement between retirement and the award of emeritus status – HR should be consulted before this recommendation takes effect.
3. Make it explicit in the proposal that a minimum of 10 years of service as Dean is needed for Dean Emeritus status eligibility.

**A motion was made to approve the Policy and Procedures for the Award of Emeritus Status with the amendments just stated. Vote 2018-09. The motion was approved by a vote of 29-0-1.**

## **6) Graduate Diploma**

Dr. Zaher Dawy gave a presentation on the Policy on Graduate Diploma Programs. The purpose of the policy is to establish the criteria and process for introducing, evaluating and approving new academic and professional graduate diploma programs by the faculties. A senator requested a clarification on the number of hours required to grant a student with graduate diplomas an associate alumnus status. Dr. Dawy clarified that the student should take 240 lecture hours, the equivalent of 6 courses. A senator indicated that the Continuing Education Center (CEC) at AUB also offers diplomas and at least 8 courses are needed to be granted the associate alumnus status. Consequently, a distinction should be made between academic diplomas and CEC diplomas to avoid confusion. Another senator suggested putting a limit on the number of courses that can be transferred from professional diplomas to a graduate degree program, and also to add the approval of the corresponding Faculty Graduate Studies Committee (FGSC). A senator asked whether diplomas can be made between two faculties. Dr. Dawy indicated that the policy does not oppose offering a joint diploma between two faculties, but the governance of the diplomas should be made clear in the proposal. It was agreed to add something explicit about joint diplomas to the policy. The following amendments to the policy were suggested:

1. Add a footnote that diplomas issued by CEC follow the CEC diploma guidelines.
2. Update the course transfer requirements from the graduate professional diploma program to the graduate degree program (maximum 6 credits, average in courses  $\geq$  80%, approval of FGSC).
3. Mention something explicit that joint diplomas between multiple faculties/schools are possible under this policy.
4. Add to the 240 lectures hours statement, "in at least 6 courses".
5. In the admission requirements, remove the statement linking the minimum GPA of 75/100 to the degree program admission requirements; add the term "justified" to the recommendation of the faculty when making exceptions below the minimum GPA; emphasize that admissions decisions needed to be approved by the FGSC.

**A motion was made to approve the Policy on Graduate Diploma Programs with the amendments just stated. Vote 2018-10. The motion was approved by a vote of 27-1-2.** Dr. Dawy will check with the ministry of education whether approval from the ministry is needed for diplomas.

#### **7) E-voting proposal**

The e-voting proposal was presented by Ghazi Zaatari in the senate meeting of September 28, 2018 and discussed. It was put on the agenda of this meeting for approval. A senator stated that the proposal should be submitted in a document format for record keeping, as opposed to a presentation. Dr. Zaatari agreed to prepare the document and share it. Another senator suggested to frequently check the security and privacy aspects of the system. **A motion was made to approve the E-voting proposal. Vote 2018-11. The motion was approved by a vote of 25-0-5.**

#### **8) Role of Civic Engagement in Advancing AUB's Mission in Service**

The director of the Center for Civic Engagement and Community Service (CCECS) Mr. Rabih Shibli gave a presentation on the activities and projects lead by CCECS, and which aim to serve and empower the marginalized, while building the knowledge and developing civic responsibilities of engaged university members. Mr. Shibli also highlighted their most impactful projects, namely Ghata where CCECS has engaged the university and local community to build portable classrooms and train educators for the purpose of educating Syrian refugee children. More than ten schools has been established in the Beqaa region in partnership with Kayany Foundation serving thousands of children. Another notable project is the Tech for Food Program in partnership with the World Food Program that aims to teach refugee adults and underserved Lebanese digital skills allowing them to do small freelance jobs to make ends meet. Mr. Shibli also mentioned the many international awards that the center won recently such as the Honorary Award at the SXSW EDU Learn by Design, the Most Civically Engaged University Campus in the MENA Region, and the International 2016 MacJannet Prize for Global Citizenship. The senators applauded the achievements of CCECS and praised its impact on the society. Dean Mohtar advised Mr. Shibli to reach out to all faculty members and try to scale up the involvement of students by making civic engagement a mandatory activity to all students. The provost noted that there is a plan to include civic engagement in the general education (GE) component of the curriculum. Mr. Shibli added that around 60% of the students that volunteer with CCECS are not on scholarship, noting that most scholarship students are required to do community service as part of their scholarship. Replying to a question on the level of civic engagement awareness in AUB, Mr. Shibli indicated that the recent high involvement of the AUB community indicates very good awareness, and the awards that the center recently received are enhancing such awareness inside and outside AUB. The provost closed the discussion by acknowledging and thanking Dr. Mounir Mabsout who started the center in 2008, served as its director, and laid down its strong foundation.

#### **9) Other business**

The provost talked about the cancelation of a Halloween party entitled "Queer Mixer Speed Dating Night", which was organized by the Gender and Sexuality club at AUB. The provost confirmed that the event organizers canceled the event because they were concerned about the safety of its members and participants, and AUB did not interfere in the cancelation decision. Some senators advised the administration to write a statement supporting the student club while condemning the external pressure and interference in student life, raising the concern that such interference might become a precedence. Others advised the administration to not issue any statement and leave this to the discretion of the club members and student affairs.

The meeting was adjourned at 5:00 pm.

(Minutes recorded by W. El-Hajj, Secretary of the Senate)

**Appendix I: Obituary for Dr. Antoine Khabbaz**



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