Minutes of the Executive Governance & Compliance Committee Meeting held on August 26, 2025 at 3.00 pm

Present: Chancellor Bassel Berri (Chair), President Imad Zbib (Chair), Dr. Dima Basma (Dean of the College of Law and Political Science), Dr. Khalil Yassine (Director of Research and Advancement Center), Mr. Hussein Abou Zeid (Legal Counsel), Mrs. Zeina Farhat (Senior Finance Officer), Mrs. Layla Ghaddar (Director of Quality Assurance Authority)

Apologies: None

The meeting commenced at 3.00 pm in the Conference Room, located in Block A.

Agenda

The agenda for the meeting addressed:

1. Approval of the minutes from the previous EGCC meeting
2. Process for Awarding Certificates: Empower AI+ (CCE Program)
3. Teaching Excellence Award
4. Graduation Ceremony Arrangements

Discussion

1. The meeting commenced with the EGCC approving the minutes of the previous meeting.

2. Process for Awarding Certificates: Empower AI+ (CCE Program)

- EGCC reviewed the certification procedures for the Empower AI+ workshop and will ensure the implementation of the Certificate of Attendance as the official university-sanctioned format under the CCE Program.

- The committee will oversee the standardization of certificate content, ensuring that the number of sessions attended is accurately documented.
- EGCC will also coordinate with CCE and academic units to develop the process for any future certification tiers (including a potential Level 2, project-based option), ensuring transparency and alignment with academic standards.

3. Teaching Excellence Award

- EGCC will ensure the finalization and publication process for the Teaching Excellence Award follows institutional protocol once the name is inserted into the public resolution.
- The committee will establish and monitor a structured nomination and review workflow that includes participation from student clubs, the QAA Office, and the Board of Deans to strengthen governance, representation, and procedural transparency in future cycles.

4. Graduation Ceremony Arrangements

- EGCC will oversee the operational execution of the chosen venue, attendance plan, and accessibility arrangements, ensuring alignment with institutional event management and inclusivity standards.
- The committee will work with relevant units to integrate the Exemplary Spirit Award and GPA-based academic recognitions into the graduation program, ensuring that processes, criteria, and communication follow the university's approved award frameworks.
- EGCC will continuously monitor progress across departments to ensure timely and coordinated implementation of all graduation-related preparations.