I. **Mission:**

The mission of the Board of International Advisors (BIA) is to provide advice, guidance, support, and advocacy for the University as well as for the continuing development of its undergraduate and graduate programs. The BIA’s role is advisory to the University President, and to the Board of Trustees.

The BIA serves as an advocacy group both on and off campus and will assist in promoting a positive LAU image with its constituents and society at large; moreover, it shall act as an advisor to the Board of Trustees and its Executive Committee on university policies; further, the BIA membership will include individuals of distinction who will bring their considerable talents, experience and wisdom to assist in promoting LAU and strengthening its mission.

The President of the University and/or the Board of Trustees may call upon the BIA to give advice and make recommendations on matters related, but not confined to:

1. Academic Programs.
2. Development, particularly the identification of new sources of giving.
3. Alumni Relations.
4. Community Relations.
5. Faculty, Staff, and Student Recruitment.

II. **Objectives:**

More specifically, the Board of International Advisors will assist the University by:

1. Establishing objectives, identifying opportunities, and developing strategies and supporting their achievement, when asked about a specific university area.
2. Providing advice and counsel to the President on pertinent matters, internal as well as external.
3. Assisting the University in preparing its graduates for the job market.
4. Forming standing committees to champion various University initiatives, including those pertinent to schools and institutes.
5. Serving as liaison with the government and the private sector and Collaborating with the LAU Career Counseling and Placement Services to provide our students with the opportunity to find pertinent internships and our Graduates jobs commensurate with their qualifications.
6. Providing University faculty with continuing opportunities for off-campus professional experiences such as research collaborations and consulting engagements.
7. Assisting the University in acquiring the resources necessary to advance its mission of excellence in teaching, research, and service, especially by taking an active role in private fund-raising efforts and by advocating for increased state support.
8. Promoting the reconnection of the sciences with other academic disciplines in pursuit of solutions to real-world problems.

III. **Duties:**

The BIA plays an advisory role as specified above. All recommendations made by this board will be submitted for consideration by the Chair of the BIA to the President, and, if appropriate, to the Board of Trustees.

The BIA shall consist of prominent international leaders willing to become involved in helping the University fulfill its mission. The members should be devoted to the promotion and to the advancement of the cause of LAU as an American Higher Education Institution operating in the Middle East.

The Duties of each member shall be to:

1. Promote the educational and strategic goals of the University.
2. Serve, wherever situated, as an LAU ambassador.
3. Strengthen LAU as an educational institution by communicating to the Presidents suggestions, complaints, needs, and trends.
4. Actively support LAU’s mission statement at all times.
5. Carry the word, whenever possible, about the University's accomplishments to professional and personal acquaintances.
6. Help, as appropriate, with the cultivation and solicitation of financial support for the University.
7. Attend, as appropriate, events sponsored by the University.
8. Attend meetings of the BIA.

IV. **Membership of the Board of International Advisors:**

The Board of International Advisors shall consist of up to twenty-five (25) members (or an increased number agreed upon) as follows: two (2) members appointed by the Nominating Committee as specified in Article VII from nominees selected by the National Evangelical Synod of Syria and Lebanon; the President of the Alumni Association; and the remaining twenty-two (22) members (or an increased number
agreed upon) appointed by the Nominating Committee as specified in Article VII. The Board of International Advisors shall be appointed in three classes with three-year terms to ensure continuity of membership.

The additional three (3) members listed below shall serve as ex-officio members without vote:

1. The Executive Secretary of the National Evangelical Synod of Syria and Lebanon
2. The President of the University
3. The Elected Representative of the Teaching Faculty of the University

V. Terms of Office for the Board of International Advisors:

Terms of office shall be for three years with members elected to one of three classes. A member may be re-elected for one consecutive three-year term. After serving two three-year terms, members shall be ineligible for reelection for at least one year. Board of International Advisors Members of the BIA may continue their service as non-voting Emeritus members for life if they have served a total of ten years and if so elected by the Board of International Advisors. Persons elected to fill terms of one year or less shall be eligible to serve two additional consecutive three-year terms; persons elected to fill terms in excess of one full year shall be eligible to serve for only one additional consecutive term of three years.

VI. Qualifications for the Board of International Advisors:

Members of the Board of International Advisors shall be selected on the basis of the leadership they can potentially give the University based on their record of performance in their chosen profession or occupation. The Board of International Advisors shall be composed of people who command respect; who shall be willing to serve the University within the framework of its purpose; and who can contribute to University development matters. Members of the Board of International Advisors are generally expected to cover their own expenses in attending Board of International Advisors meetings; in exceptional cases the organization nominating a Board of International Advisors member or the University may cover the expenses of such nominee.
VII. **Nominations to the Board of International Advisors:**

The Nominating Committee of the Board of International Advisors shall consist of the Nominating Committee of the Board of Trustees and the Chair of the Board of International Advisors. In any year in which there is a vacancy in the National Evangelical Synod of Syria and Lebanon position on the Board of International Advisors, the Nominating Committee of the Board of International Advisors shall receive from the National Evangelical Synod of Syria and Lebanon nominations before the annual meeting of the Board of International Advisors that comprise of two names for each of the National Evangelical Synod of Syria and Lebanon vacant positions. The Nominating Committee of the Board of International Advisors shall appoint one of those individuals to the Board of International Advisors. In addition, the Nominating Committee of the Board of International Advisors shall appoint suitable nominees for the at-large vacancies to the Board of International Advisors.

VIII. **Meetings of the Board of International Advisors:**

The Board of International Advisors shall hold two meetings annually.

IX. **Quorum of the Board of International Advisors:**

A quorum shall consist of a majority of the voting members of the Board of International Advisors. Members of the Board of International Advisors may participate in and act at any meeting through the use of a conference telephone or other similar communications equipment by means of which all persons participating in the meeting can communicate with each other. Participation in such meeting shall constitute attendance and presence in person at the meeting of the person or persons so participating.

X. **Officers of the Board of International Advisors:**

The officers of the Board of International Advisors shall be the Chair, the Vice-Chair, and Secretary of the Board of International Advisors. They shall be elected for one three-year term or until the end of the member’s term on the Board of International Advisors, whichever is less.
XI. **Chair of the Board of International Advisors:**

The Chair shall preside over meetings of the Board of International Advisors, and shall perform the usual duties of the presiding officer. The Chair shall have the right to vote on all questions on which a vote is taken and shall perform the duties of the Chair's office as instructed by the Board of International Advisors.

XII. **Vice-Chair of the Board of International Advisors:**

The Vice-Chair shall perform the duties of the Chair in the Chair’s absence or at the Chair’s request and shall perform such duties as may from time to time be assigned to the Vice-Chair.

XIII. **Secretary of the Board of International Advisors:**

The Secretary shall assume responsibility for the accurate recording and distribution of the minutes of the Board of International Advisors’ meetings and for notifying the members of the Board of International Advisors of the time, place and agenda of all regular and special meetings of the Board of International Advisors (the Secretary may delegate these duties, but not the responsibility, to one or more members of the Administration).

XIV. **Special Committees of the Board of International Advisors:**

The Board of International Advisors shall constitute the following Standing Committees from among its members to carry out the following responsibilities. Each Committee will elect a representative officer who will meet with that Committee, serve as its secretary, and coordinate its activities with the work of the appropriate University Councils and staff members. Each Standing Committee shall elect a Chair from among its members for a term of three years or until the end of such member’s term, whichever comes first.
1. Committee on Arts, Sciences, and Culture
2. Committee on Business, Entrepreneurship, and Expansion
3. Committee on Architecture, Design, and Urban Planning
4. Committee on Women’s Studies
5. Committee on Engineering and Environment
6. Committee for Civic Engagement
7. Committee on Fundraising

The Standing Committees of the Board of International Advisors will meet on a quarterly basis.

1. **Committee on Arts, Sciences, and Culture:**

This committee will be involved in arts, sciences, culture, University history, and Lebanese heritage.

The LAU schools, institutes, and centers that fall under this committee are:

- School of Arts and Sciences
- Center for Lebanese Heritage
- Summer Institute for Intensive Arabic Language and Culture
- Institute for Migration Studies
- Institute for Media Training and Research

2. **Committee on Business and Entrepreneurship:**

This committee will be involved in business education, training programs, enterprise, family laws, and outreach.

The LAU schools, institutes, and centers that fall under this committee are:

- School of Business
- Institute for Banking and Finance
- Institute of Family and Entrepreneurial Business
- University Enterprise Office

3. **Committee on Architecture and Design:**

This committee will be involved in general architecture and design, and Islamic art.

The LAU schools and institutes that fall under this committee are:
4. **Committee on Women’ Studies:**

This committee will be involved in bettering the situation of women in the MENA region.

The LAU institute that falls under this committee is:

- Institute for Women’s Studies in the Arab World

5. **Committee on Engineering, Environment, and Urban Planning:**

This committee will be involved in engineering, the environment, and urban planning.

The LAU schools and institutes that fall under this committee are:

- School of Engineering
- Institute for Water Resources & Environmental Technologies
- Urban Planning Institute

6. **Committee for Civic Engagement:**

This committee will be involved in civic engagement, conflict/resolution, and peace-building.

The Institutes and centers that fall under this committee are:

- Institute of Diplomacy and Conflict Transformation
- Institute for Peace and Justice Education

7. **Committee on Fundraising:**

This committee will be involved in helping the University meet its fundraising commitments.
XV. **Indemnification:**

The University shall indemnify members of the Board of International Advisors to the fullest extent permitted by New York law. The University will also purchase available insurance to indemnify all members against expenses actually and necessarily incurred by them, including legal fees, in connection with the defense of any action, suit, or proceeding in which they, or any of them, are made parties or a party by reason of having been a member of the Board of International Advisors.

XVI. **Amendments to the Bylaws:**

A recommendation to amend these Bylaws may be made only by an affirmative vote of two-thirds of the voting membership of the Board of International Advisors. If such a majority is not secured, a second meeting should be called after a minimum of thirty (30) days and at the second meeting the members may pass the same amendments to the Bylaws discussed at the first meeting by a majority of the voting membership.

The approved recommendation will be submitted to the Board of Trustees for adoption and incorporation in the approved bylaws.

XVII. **Validity of Remaining Provisions:**

If any provision of these Bylaws shall be found in any action, suit, or proceeding to be invalid or ineffective, the validity and effectiveness of the remaining provisions shall not be affected.

XVIII. **Repeal of Previous By-Laws:**

All Bylaws of the Board of International Advisors previously adopted are hereby repealed, and the foregoing Bylaws of the Board of International Advisors are effective as of February 12, 2011.