

## ADMINISTRATION AND FACULTY

### ➤ *Administrative*

**CEP Director: Majdalani Michel** is the Executive in charge of the overall leadership, development and management of the Continuing Education Program at LAU, a dynamic, self-sustaining division. He runs a portfolio of over 40 non-credit based Certificate/Diploma programs for non-traditional students through innovation, vision and entrepreneurial drive. Reporting to the Provost, Mr. Majdalani's responsibilities extend over the CEP administrative, financial and academic management of the CE unit, in addition to curriculum planning and marketing for successful launching of programs.

Mr. Michel Majdalani is also in charge of implementing the SP based strategy for expanding Continuing Education off campus and across Lebanon. More specifically, he spearheaded in the negotiations, structuring and opening of CEP Center at the Chamber of Commerce, Industry and Agriculture in Zahle (2013) and the Safadi Foundation in Tripoli (2011). He is also leading the SP effort of developing CEP on Banner for efficient, quality and optimum risk management strategy, (2013).

Additionally, Mr. Majdalani is currently working on a 140,000 Euro, E U MILL Grant on Life Long Learning. He also participates in many international conferences on the subject of Continuing Education. Mr. Majdalani has published numerous articles on this field and has had many media appearances on the subject.

For the past 12 years, Mr. Majdalani has been a Lecturer at LAU's School of Business where he chaired many LAU Business School conferences in the area of Finance. He is currently lecturing in the field of Management. Prior to that, Mr Majdalani's work experience engulfed the broad area of Capital Markets on Wall Street, in New York City. Mr Michel Majdalani is a graduate of Columbia University in the City of New York with an MBA Degree and two Masters Degrees in Engineering.

**Senior CEP officer: El-Hajj Bushra** Badran holds a BS in Business Studies from LAU. She has been working as an executive officer administrator as well as a student counselor at CEP since 2003. She also teaches courses in Business Professional Assistant Programs (Introduction to Business, Accounting and Management of Office Finance).

**CEP Officer/ Banner Coordinator: Fares Alain** holds Masters in Business Administration and a Bachelor Degree in Management Information Systems from LAU.

**CEP Preschool Coordinator: Batrouni Zeinat** holds a degree in Early Childhood Education and a Teaching Diploma from LAU. She has been an instructor in the CEP Preschool Education Program since 1997. She also serves as the head of the Preschool Department at Greenfield College.

**CEP Program/ Regional Coordinator: Chami Fatima** holds a Master's Degree in Business Administration from the Lebanese American University and a Bachelor degree in Banking, Finance and Customs from Beirut Arab University.

**CEP Remedial Coordinator: Eid Nabih** holds a Doctorate in Medicine with a specialization in Family Medicine. He is an Assistant Professor in LAU's Psychology Department. He also serves as Chairman of the International Health Resources Corporation and practices privately at both Rizk and Najjar Hospitals.

**CEP Computer Lab Supervisor: El Imad Tarek** holds a Bachelor degree in Business Management from the Lebanese American University.

**CEP English Coordinator: Habib Rajaa** has a Bachelor Degree in Social sciences and Languages from Monmouth College, Chicago USA. She has been teaching and coordinating the English program at the CEP since 1992. She has managed and coordinated English training programs for public and non-profit institutions in Lebanon, as well as she has been supervising English Language and SAT preparatory courses on and off Campus. Currently, she is one of the Chief legal editors for Lexis Nexis International for Legal and Journalistic Information in London.

**CEP Program Coordinator: Hammoud Sally** holds a Master's Degree in Public Relations and corporate communications and a Bachelor degree in advertising and communication from the Lebanese University.

**CEP Corporate Accounts and Program Coordinator: Kais Rana:** holds a Master's Degree in Business Administration from the Lebanese American University and a Bachelor Degree in Law from the Lebanese University.

**CEP Editor: Majdalani Kim** has a Bachelor Degree, and has been a lecturer and a professional trainer in both the United States and Lebanon since 1998. She previously worked in management and training at several corporations in the United States. In addition to teaching English and general business courses for the CEP, she works as a proofreading and editing consultant.

**CEP Professional Qualifications Program Coordinator: Osman Farah Christina:** holds a Bachelor Degree in Banking and Finance from the Lebanese American University.

➤ *Faculty*

**Abouljoud Adel** holds a degree in Business Administration as well as a CPA and CMA certification. He teaches Financial Reporting and Analysis as part of the CFA Preparation Course. He also works as a Financial Advisor and a Chief Financial Officer for UNIBUILD RCIB and Quatro Industry and Commerce in Algeria.

**Aoun Samer** has an MBA in International Affairs and Diplomacy and a Bachelor's in Management. He currently works as a Managerial Consultant with the Sovereign Order of Malta, and is also a lecturer at Notre Dame University. He has been employed as a consultant and a project manager with several local and international organizations including USAID. He teaches in the Capacity Building Program for the CEP.

**Aintablian Sebouh** holds a Doctorate in Finance. He is currently an Assistant Professor at LAU's School of Business and has served as a Fellow at the Institute of Financial Economics prior to joining LAU. His publications about both banking and finance sector have appeared in several recognized international publications.

**Azar Charbel** holds both an MBA and a BA degree in Business Management & Administration from the American University of Beirut. Azar has been extensively working and teaching in project management for the last 7 years. He holds the following renowned project management certifications: (PMP<sup>®</sup>), (PMOC<sup>®</sup>), (PMI-RMP<sup>®</sup>), (PMI-SP<sup>®</sup>), as well as the (CMA). Azar has been recently working as practice manager for PrimeWare and has been giving numerous workshops on project management and other practices in Beirut, KSA, and other Gulf countries. Previously, he taught at the AUST and has joined LAU/CEP since 2013.

**Dr. Awada Ghada** holds a Ph.D. in Public International law, Master's degree in English language and Applied Linguistics (2004) and a Master's degree in Law (2007). Dr. Awada is a UN Consultant, trainer, writer; coordinator and lecturer specialized in English language, Education and Law; dedicated to provide the best education, training and instruction for participants of different linguistic composition and levels.

**Al Sayed Rana** holds a BA degree (with Honors) from the University of Toronto, Canada in International Relations and a specialization in Middle Eastern Studies. Rana worked as a teacher and trainer; she responsible to designing, customizing and offer several business training for various associations, organizations, and businesses in Lebanon. Rana has moved to Tripoli to work for BIAT (Business Incubation Association in Tripoli).

**Bakhos Razan** holds a Master's Degree in English Language Teaching from Essex University. She also has a degree in English Language and Literature and a Diploma in Linguistics.

**Chalhoub Abdo** has a degree in Electronic and Electrical Engineering; also hold CISA, CISM, CGEIT, PMP and PRINCE2 certifications. He teaches the Information Security Management Course as part of the CISM Preparation Course, and the IT Audit and control as part of the CISA preparation Course since 9 years with CEP. He has more than 25 years' experience in various managerial positions in IT and currently holds the position of Executive Vice President for ICT Professional Services at Path Solutions and President of ISACA Lebanon Chapter.

**Chareffedine Louay** holds an MBA and a degree in Languages. He is also a lecturer at the Lebanese International University and works as the External Relations' Director at the Imam Sadr Foundation.

**Choulhadjian Alexan** holds a Master's Degree in Computer Science and a Master's Degree in Business Administration from the Lebanese American University. He teaches the SAT Math Preparation and GMATH courses. Currently, he is working as a Student Information System Coordinator (SIS) at LAU's Registrar Office.

**Chami Dina** holds a Master's Degree in Business Administration and a Master's Degree in Teaching ESL for (Non-native speakers) from the Lebanese American University. Her persistence and diligence in the field promoted her to hold the position of a Human Resource Consultant and a Certified Business Trainer at Standards Consultant.

**El-Hage Zaher** holds a Bachelor of Physical Education in Sports and a Master in the Physiology of Exercise. He has many international certifications and has lectured throughout Lebanon on fitness and sports. He is a six-time Lebanese snowboarding champion and competes in a wide range of sports on an international scale. He teaches professional fitness courses at the CEP.

**Fahed Wissam** holds a Doctorate in Business Administration. He teaches courses in economics and international business. He also works as an Economist at UNDP, where he conducts research in macroeconomics and public finance. Dr. Fahed has given lectures at international conferences in several universities as well as at the World Bank, OECD, and ESCWA.

**Hatem Chadi** holds a degree in Physiotherapy as well as certificates in Personal Training and Sports Nutrition. He teaches Human Anatomy course at the CEP. He also works as a physiotherapist, a personal trainer, and as a fitness instructor at health clubs in various vicinities in Lebanon.

**Jaber Wael** holds an MBA and Bachelor degrees in Human Kinetics as well as several fitness certifications. He teaches physical fitness at LAU. He is also the founder of and an instructor at SPI-Middle East, a fitness education organization that certifies trainers.

**Kanaan Assia** holds a Master's Degree in Education from Boston University and has worked as a teacher of ESL in the United States and Lebanon for over ten years. She has joined LAU since 2003 and has been teaching English and Business English courses.

**Kays Rabih** holds a Master's Degree and BA degree in Law from Sagesse University. He is an achieved lawyer, a university professor, and a consultant program director at the Lebanese Foundation for Permanent Civil Peace. Mr. Kays has worked with several local and regional institutions on legal matters. He is also an author and contributor to Lebanese, Arab and international media, and a member of many civil societies and human rights' organizations.

**Kanbour Michel** holds a Bachelor's in Computer Science. He is the Managing Partner of Innovative Technology–ITEC, a leading web development and graphic design company, and has worked as a freelance trainer both in Lebanon and abroad. He teaches the Capacity Building for NGOs Program at the CEP.

**Khalil Manal** holds an MBA and a Doctorate in Management. She serves as a university instructor, writer, management trainer, and consultant. She works at several training centers throughout the region and teaches courses focusing on human resources, organizational behavior, and project management. She regularly publishes her work in the *Certified Accountant Journal*.

**Moubarak Adel** holds Business Computing and Business Administration degrees and is certified in IT Audit (CISA) and Security Management (CISM). He has 30 years of experience in IT, ranging

from operations to management. Currently, Mr. Moubarak is in charge of Security Management in Fransabank concerning IT, Information and Physical Security. He is the founding president of ISACA Lebanon and has been teaching at the CEP for ten years.

**Mikdashi Ghinwa** holds an MBA and is a Certified Professional in Human Resources (CPHR). She has seven years of experience as a part-time instructor at the Lebanese American University. She also works as a Program Coordinator for an international NGO, developing management and structural of human resource organizations.

**Mansour Fares Rouba** holds a Teaching Diploma in Social Service from Saint Joseph University and pursued her Postgraduate Studies (DESS) in Community Health at the Lebanese University. She has participated in a variety of social activities on different levels such as child care, youth and drug addiction, and has worked with a variety of institutions including schools, universities, jails, youth movements and associations. She also teaches in the Capacity Building Program at the CEP.

**Mhanna Dina** Educated in the U.S.A. and worked for 13 years in U.A.E, Oman, and Lebanon. Miss Mehanna, is a driving force with strong enthusiasm towards improving personal and organizational performances - with a track record in the corporate/private sector from different leading organizations which has led her to accumulate her cross cultural experiences.

**Matta Carla** holds a BA degree in Advertising and Marketing from Notre Dame University. Carla has successfully managed Business Development and Sales Departments of prominent companies in Lebanon. She has been a successful Radio Anchress and a successful workshop trainer in public speaking.

**Nehme Amin** has an MBA in International Affairs and Diplomacy from Notre Dame University and a Bachelor's in Political Science and Marketing. He is the owner of ServiLine Ltd., a marketing management agency, and the founder and president of the Lebanese Development Network, a company which provides capacity building strategies to the non-profit sector. He teaches in the Capacity Building Program at the CEP.

**Nattout Mahmoud:** holds a Bachelor of Arts in Psychology from the Lebanese American University. He has a Master's Degree in Science and Religion from Mansfield College, University of Oxford. Currently, he conducts business workshops for professionals at CEP.

**Rafeh Hala** holds a BA degree in Teaching ESL from BUC. Currently, she works as an English Language Instructor at the CEP. She also works as a chief examiner, test supervisor, and an instructor at AMIDEAST.

**Rashidi Rima** holds a BA degree in English Language from the American University of Beirut. She teaches intensive and SAT English courses at the CEP and at AMIDEAST.

**Samaha Dany** holds a PhD in Law and is an expert in the field of justice. He specializes in Lebanese Labor Law, Business Law, Comparative Law, and International Law. He holds a license in both Lebanese and French law, and has his private practices in Lebanon.

**Saabi Salam** holds a degree in English and a Teaching Diploma from the American University of Beirut. She has been a CEP faculty member for the past 15 years. Currently, she teaches English and SAT preparatory courses at AMIDEAST.

**Dr. Safa Hady holds** a Ph. D in Talent Management and an MBA degree in Human Resources Management from Fairfield University. Dr. Safa is the founder of STANDARDS Consultants that was originated in 2005. He has joined LAU as a full-time faculty after working in different managerial positions because it presents a dynamic educational experience in an ever evolving environment, as well as providing a chance for self-development, research and applied learning.

**Yamout Adel** holds a Bachelor and a Master of Physical Education in Sports. He has participated in numerous international events, both as a coach and a referee. He headed the Lebanese swimming delegation at the 2008 Beijing Olympic Games. Currently, he teaches professional fitness courses at the CEP.

**Zahwi Abeer** has an MBA and a Bachelor's in Business Administration. She has extensive experience in petroleum industry and her due diligence in the field entitles her leadership and organizational skills. Currently, she is a lecturer in the Understanding Business Principles' Program at the CEP.