

# LEBANESE AMERICAN UNIVERSITY

## LIBRARIES

### MEMORANDUM

To : Members of the Library Accreditation Committee

From : Cendrella Habre  
Systems Librarian

Subject : Minutes of the Library Accreditation Committee meeting held on Tuesday  
January 3, 2006 @4:15 PM, Lounge, Riyad Nassar Library, Beirut Campus.

Present : Cendrella Habre, Ahmad Hourri, Aida Naaman, Marwan Rowayheb,  
Melissa Stockman.

Absent : Fawz Abdallah (excused), Carole Sabbagha

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The meeting began by approving the December 23, 2005 minutes.

The following items were discussed thoroughly during the meeting:

1. The outline of the self-study report which was prepared by Mrs. Naaman. Several changes were suggested by the members of the committee.
2. All 4 questionnaires, i.e., Library (Faculty and Staff), Library (Students), IT (Faculty and Staff) and IT (Students) were finalized.

Next meeting will be held on January 16, 2006 @4:00 pm., same location.

Meeting was adjourned @6:00 pm.