

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 March 21, 2006 @1:30 PM, Lounge, Riyadh Nassar Library, Beirut Campus

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

Absent : Fawz Abdallah (excused)

The Library and Information Resources Accreditation Committee met on Tuesday March 21, 2006 @1:30 pm in the Library Lounge.

1. The minutes of the last meeting were approved after one minor modification recommended by Dr. Hourri.
2. The following issues were discussed and decisions were taken as follows:
 - Mrs. Naaman introduced Mr. Nader Houella (student member) to the members of the committee and briefed him on what was achieved so far.
 - Ms Melissa Stockman noted that the analysis of the student survey will be finished by the end of this week.
 - The appraisal section of the self-study report was the major issue of the meeting. Mrs. Naaman said that her basis in writing the appraisal will be the description and the surveys. For smoother editing and commenting she suggested that she will be writing the said section in batches. Dr. Hourri recommended that an outline should be drafted first.
 - As for the IT survey an answer from Mr. Roy Majdalani is needed. Ms. Stockman will be following this matter with him.

Next meeting will be held on Tuesday April 4, 2006 @2:00 pm., same location.

Meeting was adjourned @2:45 pm.