

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 April 25, 2006 @2:00 pm, Lounge, Riyad Nassar Library, Beirut Campus

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

Absent : Nader Houella

The Library and Information Resources Accreditation Committee met on Tuesday April 25, 2006 @2:00 pm in the Library Lounge.

1. The minutes of the last meeting were approved.
2. This meeting was scheduled for April 18, 2006; since it was a period of holidays it was postponed to April 25 upon the request of some attendees.
3. The following issues were discussed and decisions were taken as follows:
 - As promised copies of the questionnaires and their results were emailed to both Library Councils.
 - Mrs. Naaman distributed an updated draft of the two paragraphs of the appraisal as well as the gap analysis sheet.
 - Some ratings were changed in the gap analysis after a lengthy discussion.
 - Ms Stockman and Ms Habre will prepare by next meeting the IT gap analysis. This exercise will help in outlining the appraisal.
 - Appraisal should be finalized by the end of June 2006. The committee recommended that we submit “version 0” of the draft by end of May 2006.
 - The IT survey is still pending.

Next meeting will be held on Tuesday May 9, 2006 @2:00 pm., same location.

Meeting was adjourned @3:00 pm.