

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 May 9, 2006 @2:00 pm, Lounge, Riyad Nassar Library, Beirut Campus

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

Absent : Nader Houella

The Library and Information Resources Accreditation Committee met on Tuesday May 9, 2006 @2:00 pm in the Library Lounge.

1. The minutes of the last meeting were corrected and approved.
2. The members were concerned about the absence of the newly appointed student representative. So far he has attended only one meeting. Ms Habre noted that she has been receiving email apologies from Mr. Houella for his continuous absence and promising that he will show up in the next meetings.
3. The following issues were discussed and decisions were taken as follows:
 - Comments about the IT gap analysis are to be sent by email a week before the next meeting.
 - Same applies to the Appraisal of which a complete draft was submitted by Mrs. Naaman to the members 2 days before this meeting.
 - Dr. Badr pointed out the following:
 - a. He thanked all the members for their great work and dedication.
 - b. The work of the committee is well organized, in particular structure and methodology.
 - c. He suggested few changes to the Appraisal text. He also advised us to refrain from providing solutions in the Appraisal. These should be kept for the Projection.
 - d. Finally he stated that we should think about the ways of measuring the efficiency and effectiveness of the services vs. cost. But concerns about the extensiveness of this task were raised by Dr. Abdallah.
 - Mrs. Naaman mentioned that a short paragraph on repositories of the University archives should be added to the Appraisal.

- Because the IT survey is still pending, Mrs. Naaman recommended that Ms Stockman and Ms Habre should start writing their part of the Appraisal and leave the survey results blank at the moment.

Next meeting will be held on Tuesday May 23, 2006 @2:00 pm., same location.

Meeting was adjourned @3:00 pm.