

TCNJ Library Steering Committee
December 9, 2015
Minutes

Present: Linda Dempf (minutes), Katy Ells, Maureen Gorman, Anthony Immordino (co-chair),
Taras Pavlovsky (co-chair)

Excused: Casey Facas, William Kates

- 1) Minutes from last meeting November 11, 2015 were approved.
- 2) Student Committee members decided that Casey will be the student representative that will vote on Committee business.
- 3) There will be a January meeting, since a quorum of LSC members will be available.
Action item: Although between semesters, Anthony will notify Casey and William of January meeting date in the event they are able to attend.
- 4) Discussion and review of current charges:
 - A) Social Media Presence (Step 3): Pending Dean's approval.
 - B) Discovery Tool (Step 2): The Committee discussed the final recommendation that was submitted by the Discovery Tool Subcommittee, dated December 7, 2015 and reviewed the original charge. The Committee concluded that the three-step process was followed in preparing their recommendations and that the charge was completed, and will forward final recommendation to the Dean.
Action item: Anthony will forward final recommendation to the Dean.
 - C) Noise in the Library (Step 2): The LBSC responded to our request to gather more feedback, and will be holding open forums (or fora) in February 2016 to gather more comments on the newer version of their recommendation. It is up to the LBSC how they collect feedback from stakeholders, but they might consider using time during the January library staff meeting.
 - D) Proposal to add objective: Reference Service Model (Step 1) The Library Strategic Planning Committee (LSPC) decided not to advance strategic objective A3 ("Assess and implement an effective reference service model") and has withdrawn it as a governance issue.

- 5) Review of Governance Issues Chart: The structure of “Status of Issues in Library Governance” was discussed, which is on the library website and provides information on the stages of governance issues, as well as links to relevant documents.

The “status” column will provide current status of an issue and indicate where it is in the three step process, with a link to a document if applicable.

The following possibilities were discussed:

The “outcome” column will either link to a preliminary recommendation, or a final recommendation that is sent to LSC. If the LSC has sent a final recommendation to the Dean, the “outcome” column will link to the final recommendation and the “status” column will be changed that it was sent to the Dean. If the final recommendation is returned to the Committee, there will still be a link to the final recommendation, but the status will change to indicate it was returned to the Committee. The Dean’s response to recommendations will be in the “outcome” column, with the link to the final recommendation.

Action item: Anthony and Taras will make these corrections on the governance chart based on these changes.

- 6) Miscellany / New Business: The question was raised—do A3 and D2 belong on the Status of Issues in Library Governance chart at all? The Committee discussed and decided that D2 does not belong on the governance chart.

- 7) Announcements

Meeting Adjourned.