

7/9/14 LIBRARY STEERING COMMITTEE MEETING

Present: Judy Marks, Marc Meola, Taras Pavovsky, Yuji Tosaka, Ellen Rowcotsky

The meeting began at 12:00PM.

The minutes from the 6/11/14 meeting were read and they were approved as corrected.

Library Strategic Map 2014-2017:

- In the email to the LSC from the LSPC dated June 5, 2014, it is stated that “the LSPC recommends that the Library Dean adopt the Strategic Map 2014-2017”. This statement, if correct, would put the Strategic Map at Step 3 (final recommendation) in the Governance Process. The following is the Three-Step Process of Governance:
 1. Identifying and reporting the problem. If necessary, the Library Steering Committee (LSC) will prepare a charge identifying the issue for the appropriate committee.
 2. Preparing a preliminary recommendation.
 3. Making a final recommendation.
- Committees shall send final recommendations to the LSC. Once the LSC determines that the three-step process was followed conscientiously, it forwards final recommendations to the Dean, who will consider the recommendation and respond in writing to the recommending committee and the LSC. The Dean may accept, accept with revisions, or reject final recommendations.
- It was determined during our meeting that the Strategic Map 2014-2017, which was created during the retreat May 20-21, was a preliminary recommendation, and not ready to be sent to the Dean. More testimony from stakeholders was needed. The General Staff Meeting, scheduled for the afternoon, will be a good time to get feedback from stakeholders.

New Staff and Librarians on Governance Committees:

Library Steering Committee:

- Maureen Gorman will replace Marc Meola, who will be leaving TCNJ Library on August 7. Maureen will serve a 2 year term (July 2014-June 2016).
- Ellen Rowcotsky will not seek another term (July 2014-June 2016), and as of this meeting, no one has volunteered to fill her position. Marc will try to find someone to replace Ellen, after the LSC meeting today.
- The new president of the student government will let us know if there is a student who would like to serve on the LSC.

Library Building and Safety Committee:

- Peter Krumins will serve a 2 year term (July 2014-June 2016).

Library Strategic Planning Committee:

- Amanda Cowell will serve a 2 year term (July 2014-June 2016).

Agenda for General Library Staff Meeting:

- Construction update.
- Budget update.
- Extended days.
- LSC update (Marc Meola).
- LSPC update (Valerie Tucci).
- Discussion with Valerie and Taras about the Library Strategic Map 2014-2017 and the Webscale Discovery Tool, with feedback from the staff and librarians.
- Points to consider: 1. We are trying to proceed according to the recommendation of the consultant for the Strategic Planning Retreat May 20-21. 2. The prioritizations on the Library Strategic Map 2014-2017 are good enough to work with. 3. Where does the LSPC see the discovery tool fitting into the Strategic Map? 4. Do we want to change the prioritizations of the Strategic Map to fit the discovery tool into the Strategic Map (change prioritization from A2 to A5)? 5. Does every proposal have to be considered as to how it fits into the Strategic Map? 6. With our map the way it is, does it allow the discovery tool to be implemented within the next year? 7. Can we implement the discovery tool even though it does not fit into the strategic plan?

Thank you to Ellen and Marc for their dedicated service to the Steering Committee.

The meeting ended at 12:55PM.

The next LSC meeting will be August 13, 2014 at 12:00PM-1:30PM in the Dean's Conference Room, Library.

The next General Library Staff Meeting will be October 8, 2014 at 3:00PM-4:00PM in the Library Auditorium.

Minutes submitted by Judy Marks