

LIBRARY STEERING COMMITTEE MEETING

June 10, 2015

MINUTES

CALL TO ORDER:

- Katy called the meeting to order at 12:05 PM.
- Present: Katy Ells, Maureen Gorman, Judy Marks, Taras Pavlovsky, Yuji Tosaka.

AGENDA EDITS:

- No agenda edits.

REVIEW OF MINUTES FROM MAY13, 2015 MEETING:

- The minutes were reviewed with suggestions for edits.

NEW BUSINESS:

Building & Safety Committee: Noise Policy Final Recommendation:

The following points were made during our discussion about the final recommendation:

- The recommendation does not define the entire library building – it does not state how the behavior should be throughout the building.
- The final recommendation should be more specific.
- Enforcement of the noise policy should be described more clearly.
- Another open forum is needed to gain testimony and feedback from stakeholders.
- The final recommendation needs more suggestions of acceptable behavior in all areas of the library.
- **ACTION:** Katy will ask the Library Building and Safety Committee to finish the policy and be more specific.

Strategic Planning Committee: New Objective (A3) Recommendation:

- The Library Strategic Planning Committee sent an email to the Library Steering Committee on June 9, 2015, about the Library Strategic Objectives. The LSPC requests that the LSC approve the LSPC recommendation to add another strategic objective, A3: Assess and Implement an Effective Reference Service Model, to those strategic objectives approved for action by the Library Dean in 2014.
- It was determined during our meeting that the Strategic Map: 2014-2017 is at Step 2 in Library Governance. The Strategic Planning Committee needs to hold an open forum to gain testimony

and feedback from stakeholders about adding A3 to those strategic objectives approved for action.

- **ACTION:** Katy moved to send an email to the Strategic Planning Committee about the open forum. Yuji seconded the move. Everyone present was in favor of the Strategic Planning Committee holding an open forum.

OLD BUSINESS:

Governance Committee 2-Year Term Elections:

- Katy sent Qualtrics Survey forms for the 2015-2017 Governance Committee nominations to the Library Steering Committee for approval (1 form for librarians and 1 form for staff). On June 1, after the forms were approved, Katy sent the forms to the librarians and staff. The 2-year Library Governance staff and librarian positions will begin on July 1, 2015 and end on June 30, 2017. The positions that will be filled are: Library Steering Committee – 1 librarian and 1 staff, Library Strategic Planning Committee – 1 librarian and 1 staff, Library Building and Safety Committee – 1 librarian.
- **ACTION:** We need the results of the election before the Governance Committee meetings in July.

Additional Comments:

- **ACTION:** We did not have enough time to finish all the Old Business as listed on the Meeting Agenda. We will finish the business regarding Circulation Paging System: Final Recommendation Sent to Dean May 13th, 2015, Social Media Presence: June 1, 2015 (Step 1) and Discovery Tool: January 1, 2016 (Step 1) at the July 8, 2015 meeting.

ADJOURNMENT:

The meeting ended at 1:20 PM.

The next LSC meeting will be Wednesday, July 8 at 12:00 PM – 1:20 PM in the Dean's Conference Room.

The next General Library Staff meeting will be Wednesday, July 8 at 2:00 PM-3:20 PM in the Library Auditorium.

Minutes submitted by Judy Marks.

