

Library Steering Committee

Draft Minutes

October 14, 2015

12-1:20pm

Present: Linda Dempf (arrived at 12:25), Katy Ells, Maureen Gorman, Anthony Immordino (co-chair), Taras Pavlovsky (co-chair)

Excused: Alek Soriano

I. The meeting was called to order by Anthony Immordino 12:10 pm.

II. Minutes from the last LSC meeting, September 9<sup>th</sup>, were approved with one change.

**Action Item:** Katy will inform Linda of the corrected minutes change. Members agreed to rotate minutes taking at future meetings.

III. Dean's proposed agenda for General Staff Meeting was reviewed.

**Action Item:** MG will post the July 8th General Staff Meeting Minutes to the Intranet. LD offered to take General Staff Meeting minutes on a regular basis.

IV. Discussion and Review of Current Charges:

A) Social Media Presence: Final Recommendation was received by the Dean and is pending Dean's Action.

B) Discovery Tool: LSC Discovery Tool Subcommittee provided an update (dated Sept. 22) on their progress, recommending that the library implement a discovery service in the near future. Question was raised whether they collected the proper feedback to make this recommendation.

**Action Item:** TP & AI will draft a response back to the LSC asking which actions were taken to collect stakeholder feedback.

C) Noise in the Library: A summary update was received from the LBSC in response to the LSC's request to clarify the items in the Noise Policy Final Recommendation. Detailed recommendation pending.

**Action Item:** TP & AI will respond to the LBSC to remind them that their updated final recommendation is to be sent to the LSC and not directly to the Dean.

D) Maintain a First-Class Prestigious Facility: The charge was from the dean, therefore the recommendation should have been sent to the dean.

**Action Item:** TP & AI will update the Library Governance website with all the proper issues currently in Governance and accompanying dates.

E) Proposal to Advance an Additional Strategic Objective: Input will be gathered at the General Staff Meeting and online for stakeholder feedback.

#### V. Miscellany

A) All current members of the LSC and current documents have been added to Vibe. For the time being, Vibe will be used as a document repository and we will address utilizing its other features in the future.

**Action Item:** AI will rename and organize the documents in VIBE.

#### VI. New Business

A) IR Working Group: A request was received asking the LSC whether the issues relating to the library's future archival digitization needs and priorities (including the possibility of formulating new policies, programs, and procedures) are appropriate for considerations within the library governance system and if so, a charge be sent to an appropriate body in the library.

**Action Item:** IA will let the IR Working Group Chair know that the LSC received the request and are currently taking it into consideration.

VII. Other Comments: June Meeting Minutes are missing from the Governance website.

**Action Item:** Katy will search for the missing minutes to pass on to Amanda.

VIII. Meeting adjourned 1:32 p.m.

Respectfully submitted,

Katy Ells