

4/9/14 LIBRARY STEERING COMMITTEE MEETING

Present: Judy Marks, Marc Meola, Ellen Rowcotsky, Yuju Tosaka

Absent: Santina Mazzola, Taras Pavlovsky

The meeting began at 12:10PM.

The minutes from the 3/12/14 LSC meeting were read, and they were approved as corrected.

Agenda for General Library Staff Meeting which will be held today 3:00PM-4:30PM:

- Library Governance now on the library website.
- Status of charges to the Building and Safety Committee.
- Strategic Planning Committee retreat on May 20 and May 21.
- Reports from Acquisitions, Cataloging, Access Services, Music and Media, Public Services, Collection Development Committee and Web Committee.
- Update on the water cooler from Sharon.

Governance pages on the library website:

- Ellen mentioned that it is not easy to find Library Governance on the library website. It is not listed under About the Library, but it can be found by clicking on About the Library. Library Governance can also be found on the bottom of the library home page.
- Ellen also mentioned that under Status and Links to Policy Text (Status of Issues in Library Governance), Steps 1, 2, and 3 are not defined. Mark answered that the 3 steps which must be followed in preparing recommendations are defined in all Issue/Charge documents.
- Ellen asked how the minutes from the governance committees are posted on the governance websites. Marc answered that the chair of each committee forwards the minutes to Amanda after the minutes are approved, and then Amanda posts the minutes on the website.

Library Institutional Repository Working Group:

- Yuji presented updates about the LIRWG. In his updates, he said that the LIRWG is looking for the most cost-effective way to institute the repository. Taking the budget into account, Yuji said that the working group would like to modify the TCNJ Library Institutional Repository Proposal. Technology is always changing, and newer and less expensive ways to develop the repository now exist. Yuji asked if he should email online surveys and hold forums for the entire campus to gather additional testimony. Marc answered that, at this point (Step 3), it is only necessary to talk to the stakeholders who are most directly involved with developing the repository.
- The online surveys were emailed and the forums were held in March and early April. The working group received 54 responses to the survey. Most of the responses were from faculty. Two students responded to the survey.

The meeting ended at 12:35PM.

The next LSC meeting will be Wednesday, May 14, 12:00-1:30, in the Dean's Conference Room, Library.

The next General Library Staff meeting will be Wednesday, July 16, 3:00PM-4:30PM.

Judy Marks