

### 3/12/14 LIBRARY STEERING COMMITTEE MEETING

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

Excused: Santina Mazzola

The meeting began at 12:10PM.

Library Governance on the library website:

- Library Governance is now live on the library website. We discussed adding “How to Submit Issues to Library Governance” before “Status of Issues in Library Governance”. For a description of “How to Submit Issues to Library Governance”, Taras adapted the description from the TCNJ Governance website page. We approved the adapted version, and Taras will submit it to Amanda.

Library Institutional Repository Working Group:

- The LIRWG sent an email invitation for an online survey to all TCNJ faculty. Taras will send an email invitation for the online survey to Santina, who will have it sent to all TCNJ students through the Student Government. Yuji will ask the president of the Staff Senate how to send an email to all TCNJ staff. In addition, he will send an email invitation for the online survey to all faculty and staff of TCNJ Library.
- The LIRWG will send an email early next week to all TCNJ stakeholders about 2 open forums. The forums will be held on March 21, 12:00-12:30 and April 3, 11:30-12:00 in Library Room 05. Marc advised that the main purpose of the open forums is to solicit feedback, and debate should be avoided. The facilitator should conduct the meeting to get many opinions about a library institutional repository.

Library Building and Safety Committee:

Group Study Room 220:

- A qualtrics survey was sent to TCNJ Library faculty and staff on 3/5/14. More testimony from stakeholders is needed for a final recommendation.

Noise in the library:

- No report on the issue of noise in the library.

Library Strategic Planning Committee:

- The LSPC is looking at strategic plans from other college libraries.
- Taras received a proposal for a strategic plan, from a representative from ACRL. He will also talk to a representative from the firm that did the strategic plan for TCNJ.

Library General Staff Meeting:

- The next Library General Staff Meeting will be Wednesday, April 9, 3:00-4:30. Taras and Marc will draft an agenda for the meeting.

The next Library Steering Committee meeting will be April 9, 12:00-1:30.

The meeting ended at 1:00PM.

Judy Marks