

3. LIBRARY STEERING COMMITTEE MEETING

Minutes from Library Steering Committee meeting 11/13/13.

Present: Judy Marks, Marc Meola, Ellen Rowcotsky, Yuji Tosaka.

The meeting began at 12:05PM.

The minutes from the previous meeting (10/9/13) were read and approved.

Library Strategic Planning Committee:

Marc discussed plans to hire a consultant who will start the strategic planning process. He talked about obtaining an RFP (request for proposals) template from another library.

Library Building and Safety Committee:

On November 1st and November 4th, Bethany led 2 open forums to discuss the request from a faculty member for regular reserved or preferential use of Study Room 220. Bethany is currently on vacation, but she is planning to develop a recommendation soon.

Library General Staff Meeting 10/9/13:

This meeting was the first to follow the format for library general staff meetings as stated in the current Library Governance Document. Taras discussed library business and library governance, followed by reports from the library governance committees. The next Library General Staff Meeting will be Wednesday, January 8th at 3:00PM.

Noise on the 4th Floor of the Library:

Marc said that students have been complaining about noise on the 4th floor, and the noise problem appeared in the LibQUAL report. After discussion, it was agreed that Marc will draft a charge, and send it to our group for comment.

Steering Committee on the library website:

Marc will ask Taras for an update of our web presence.

Ellen asked for an update about an email account for the Steering Committee.

The next Steering Committee meeting will be Wednesday, December 11 at 12:00.

The meeting ended at 12:30PM.

Judy Marks