

## LIBRARY STEERING COMMITTEE MEETING

1/8/14

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

Excused: Santina Mazzola

The meeting began at 12:10PM.

The minutes from the previous meeting (12/11/13) were read and corrections were made.

Group Study Room 220:

Bethany is working on the final recommendation.

TCNJ Library Institutional Repository Proposal:

Marc drafted a charge for the Library Institutional Repository Working Group, which he presented to the Steering Committee for approval. He will send the charge to the LIRWG today. The charge states that the Library Steering Committee will continue to move the LIRWG through the formal three-step library governance process. The LIRWG completed step 2 of the library governance process (the Institutional Repository Proposal). After step 3 is completed, the final recommendation will be sent to the Library Steering Committee for approval. The LSC requests that the LIRWG complete this charge by June 1, 2014. The charge, as drafted by Marc, was approved by the LSC.

Library Governance Committees on Library Website:

Amanda Cowell will add "Status of Issues in Governance" and "How to Submit Issues to the Governance Committees" to the website.

Taras will draft a paragraph about what items will go through the library governance committees, and possible exceptions.

Marc Meola is working with Amanda Cowell to bring the website up live.

Library General Staff Meeting:

The next Library General Staff Meeting will be Monday, January 20, 3:00PM – 4:30PM.

Taras will send an email today about the meeting to the entire staff.

Marc and Taras will send emails to everyone who will present reports at the meeting.

Representatives from the Library Steering Committee, Library Building and Safety Committee and Library Strategic Planning Committee will present updates at the meeting.

The Dean's report will include updates about the budget and operations of the library, and a general college update.

Taras will draft an agenda for the meeting, and email it to members of the LSC next week.

The next LSC meeting will be 2/12/14, 12:00-1:30PM.

The meeting ended at 12:40PM.

Judy Marks