

## Library Steering Committee

### Minutes

September 13, 2017

Present: Jaclyn Corbo (excused early), Amanda Cowell (Presiding Co-Chair), Maureen Gorman (Recorder), Anthony Immordino, Carly Mauro, Taras Pavlovsky (Co-Chair), Paula Rainey

Minutes of the August 9, 2017, meeting were approved with minor corrections.

Minutes of the July 12, 2017, General Staff Meeting were reviewed and corrected. M. Gorman will upload them to the shared drive and notify the staff.

Student representatives: Continuing the practice established last year, two students have been named to the committee. When both are in attendance, it was determined that C. Mauro would be the voting member.

Discussion and review of current charges:

- Social Media Presence (Step 3): Dean will approve the final recommendation.
- Food and Drink Policy (Step 3): Awaiting final decision from the Dean to accept, accept with revisions, or reject.
- Group Study Room Reservation draft charge (Step 1): The charge has been sent to the Library Building and Safety Committee.

New issue: A. Cowell raised the issue of gender neutral restrooms on campus and whether the library should have a policy regarding them. After some discussion, AC moved to draft a charge to be sent to the Library Building and Safety Committee. P. Rainey seconded the motion. Discussion followed. The co-chairs will investigate college policies and statements related to the issue before drafting a charge for the Library Steering Committee members to review. Motion was approved.

Library Governance Document review: AC asked how do we want to collect feedback? Discussion ensued. It was agreed that a survey should be created to collect feedback and that questions include focused, prompting questions.

Action: Committee members should draft one or more questions to send by September 27 to AC for consideration for inclusion (send to cowella@tcnj.edu). The intent is to have an open forum at the October General Staff Meeting and distribute the survey after the meeting.

The next General Staff Meeting will be October 11, 3:00-4:20pm.

Meeting adjourned at 1:20pm.