

TCNJ Library Steering Committee

April 11th, 2018 (Wednesday)

Minutes

Present: A. Cowell (Co-Chair), A. Immordino (minutes), C. Mauro, T. Pavlovsky (Co-Chair), P. Rainey.

Excused: J. Corbo, M. Gorman

- 1) Review of Minutes From 3/14/18 LSC Meeting - These minutes were approved with minor corrections.
- 2) Status of Current Charges –
 - A) Food and Drink Policy (Step 3): Awaiting final decision from the Dean to accept, accept with revisions, or reject.
 - B) Group Study Room Reservation (Step 2): No status report submitted.
- 3) Finalize Plans For Upcoming Governance Elections – It was noted that in previous governance elections, staff voted solely for staff while librarians voted for both faculty (librarians) and staff. The LSC will continue to follow this process, since it complies with the election procedures outlined in the Governance Document. Taras and Amanda will draft and send a “Call for Nominations” email to all library employees outlining who is qualified to serve on the committees and who is eligible to vote for who. It will also contain a sentence explaining what is meant by “staff as a whole.” This email will be sent out on April 24th and the deadline for nominations will be May 1st. Qualtrics will be used for just the elections (not for nominations). The 1st election will be held for the LSC only and the 2nd election will be held for both the LSPC and the LBSC simultaneously. The tentative date set to complete elections is May 31st.
- 4) Work on Library Governance Document – LSC members continued to edit the Governance Document on Google Drive in real time.

Action items:

Paula will find the answer to Maureen’s question about the history of a specific paragraph within the Governance Document.

Election emails will be sent, starting with the first call for nominations to be sent on April 24th.

All LSC members were instructed to read over the Governance Document and understand it in order to make an effective evaluation at the next meeting.