

TCNJ Library Steering Committee

April 10, 2019

Minutes

Present: A. Cowell (Co-Chair), C. Mauro (Student Representative), M. Gorman, T. Hilliard (minutes taker)

Agenda approved

1. Review of the March 13, 2019, LSC Meeting Minutes:

- Action: minutes were approved with minor revisions.

2. Review of the April 10, 2019, General Staff Meeting Agenda

- Action: agenda items were discussed and approved.

3. Status of Current Charges:.

- It was determined that there are no new issues.
- There are no updates on the following issue(s):
 - Outreach Committee proposal (Step 1): No changes or updates. A working group has been formed, but work has not yet begun.
 - Food & Drink Policy (Step 3): Awaiting final decision from the Dean to accept, accept with revisions, or reject.

4. Discussed upcoming governance elections. The following positions will need to be filled:

- Library Steering Committee: 1 librarian (Amanda), 1 staff (Anthony)
- Library Strategic Planning Committee (LSPC): 1 librarian (John), 1 staff (Larissa)
- Library Building and Safety Committee (LBSC): 1 librarian (Terrence)

LSC drafted the following election schedules:

- LSC Election:
 - April 22-30, 2019: Call for LSC nominations
 - May 1, 2019: Distribute ballot
 - May 9, 2019: Close voting
- LSP Election:
 - May 13-21, 2019: Call for LSP nominations
 - May 22, 2019: Distribute ballot
 - May 30, 2019: Close voting
- LBSC Election:
 - June 3 - 11, 2019: Call for LBSC nominations
 - June 12, 2019: Distribute ballot
 - June 20, 2019: Close voting

5. Reviewed the functionality of the “Status of Issues in Governance 2018-2019” webpage:
<https://library.tcnj.edu/library-governance/status-of-issues-currently-in-governance/>

- Hyperlinks and content were reviewed for accessibility, errors were noted.
- Amanda will make the necessary functionality revisions to the webpage.