

Library Building and Safety Committee
Meeting Minutes
February 18, 2019
1 pm – 2:10 pm

Present: Nathaniel Bargad, Terrence Bennett, Richard Brum, Andrew D’Apice (Co-Chair), Marlana Frackowski, Louise Pezzullo-Bizon, Paula Rainey (Co-Chair, minutes)

1. LBSC discussed the stakeholder feedback regarding changes to the current group study room policy. Last semester, LBSC presented a preliminary recommendation to:
 - a. library faculty and staff
 - b. staff senate
 - c. faculty senate
 - d. student government
 - e. two campus-wide open foraIn addition, stakeholders were given the opportunity to submit feedback via a Qualtrics form.
2. Based on the feedback, LBSC recommends the following:
 - a. Piloting a reservation system (for three full semesters) for the second floor group study rooms.
 - b. Providing access to rooms on the first, third and fourth floor on a first-come, first-served basis.
 - c. Restricting reservations (to reservable group study rooms) to groups of three or more users.
 - d. Maintaining the current policy of giving preference to groups of two or more users for the non-reservable group study rooms.
 - e. Implementing a simple reservation system that can be managed without undue complexity (such as an Excel-based reservation spreadsheet and distribution of keys for access to the reserved rooms).
 - f. Establishing an availability app or program that allows users to easily see if a room is available (either via reservation or first-come, first-served). This should be in place by the time the reservation system is being piloted.
3. PR will work on a draft of the final recommendation. This will also be discussed at the next LBSC meeting, which is scheduled for March 4, 2019 at 1 pm.

Meeting adjourned 2:10 pm