

Library Steering Committee
Minutes
October 9, 2019

Present: Thomas Astarita, Carly Brown, Amy Cmielewski, Maureen Gorman (recorder), Tabitha Hilliard (presiding Co-Chair), Taras Pavlovsky (Co-Chair), Bethany Sewell

1. Welcome

This year's student members, Thomas Astarita (TA) and Amy Cmielewski (AC), were welcomed to the Library Steering Committee (LSC). All members briefly introduced themselves. TA and AC will let the chairs know which of them will be the voting member.

2. Minutes

Minutes of the September 11, 2019, meeting were accepted with minor corrections.

3. New Business

No new business. The October General Staff Meeting date had been changed and no draft agenda was prepared for review. Future General Staff meeting dates also need to be adjusted. January's date is yet to be determined but the April meeting will be on April 1 at 3pm, which is the Campus Meeting calendar's block for school meetings.

4. Old Business

a. Outreach Charge: Response from Public Services still pending.

b. Systems Group Charge: The preliminary recommendation is being shared with stakeholders for feedback.

c. Food and Drink Policy Charge: The Library Building and Safety Committee agreed that the Dean's revisions to their recommendation were not substantive. They suggested one edit to the document. The student members of the LSC had not previously seen the revised recommendation and were invited to share their reactions and questions about it. The main question was how would students be made aware of the new policy? Discussion ensued. The student members thought that informing the student body and implementing the new policy mid-semester was preferable to waiting until the start of the spring semester.

Action: Assuming additional garbage cans can be obtained by October 28, the Dean will send a broadcast email on October 14 or 15 informing the campus community of the new policy to be implemented on October 28. A second broadcast email will be sent October 21 or 22. The Dean's office staff will prepare handouts that include excerpts of the policy (paragraph 2 and Exceptions) that library staff can give to students as enforcement of the new policy is implemented.

d. Collection Development Policy: At an earlier meeting, the LSC had determined that the Collection Development Committee's (CDC) changes to the policy were editorial and not substantive. The LSC did not have further editorial recommendations and the Chair (TH) will return the document to the CDC for posting.

Meeting adjourned at 1:10pm.