COMMITTEE: Libraries

MEETING DATE: 10/21/98

PERSON PRESIDING: Allan Rosenberg

ACTIONS OF MEETING:
Description of action: Approval of minutes from September 16, 1998

Description of action: Friends of Library Subcommittee formed. Members include Susan Williams (chairperson),
Martin Schultz and Yolanda Burwell. The Friends of the
Library modified bylaws to allow the chair of the
subcommittee to sit as an ex-officio member of the board of
the friends. The Libraries Committee would like further
report on Friends such as number of members, budget etc.
D. Spencer pointed out that the Friends do not offer any
support to the HSL. Libraries committee cognizant of need
not to forget HSL needs.

Completion date/Follow-up action required: Dr. Varner will
provide Friends information. Libraries Committee should
include in its responsibilities (submitted to Senate) that a
subcommittee will function as liaison committee that is
supportive of Friends of Library.

Description of action: Report from Library Subcommittee on
DERT.

Completion date/Follow-up action required: Subcommittee
will meet prior to 1/1 and finalize recommendations on
distance education. This report will inform the Senate of the
kinds of resources that will be required to fund distance
education.

Description of action: Dr. Varner would like to invite
Department Heads from Joyner to meet with Libraries
Committee for purpose of information exchange.

Completion date/Follow-up action required: Dr. Varner will
follow-up.

Description of action: Circulation materials.

Completion date/Follow-up action required: K. D'Angelo will
prepare summary of circulation materials and sum including
switching to electronic cost and use.

Description of action: Business carried from last year.

Completion date/Follow-up action required: C. Varner and
D. Spencer will work together on plans for moving Social
Work and criminal justice materials to Joyner.

Description of action: Committee response to memo from
Physics regarding library loan policy for faculty. Committee
supports library having a semester loan policy for faculty,
provided faculty can call or e-mail and renew books for easy
renewal. Director of Library is considering grace period for
return of books borrowed over summer.

Completion date/Follow-up action required: Dr. Varner will
provide written rationale to committee for changes in faculty
borrowing privileges.

Description of action: D. Spencer and C. Varner working together to make rules at Joyner and HSL comparable.

Description of action: Dr. Varner provided detailed memo related to status of library business carried over from last year. This included progress on solutions to the systems and horizon online catalog, regular reports from Friends of Library, progress on relocation of social work and criminal justice to Joyner, progress on library literacy, the library's role in distance education, budget increases, new library position and music library holdings. Dr. Varner would like the committee's feedback on library support for distance education, research collection development, library service and hours, and ways to make building more useful.

NEXT MEETING November 18, 1998 at 4:00 p.m.
ITEMS TO BE DISCUSSED: K. D'Angelo to report on circulation; Dr. Huskamp update on instructional technology; Report Friends of Library Subcommittee