

**University/College Library  
Governance Policy Advisory Committee  
Minutes**

May 16, 2006

Present: Phyllis Bebko, John Leeds, Miguel Menendez, Connor Tjarks, Winston Thompson, Maria Treadwell, Peggy Turcotte, Joyce Walsh-Portillo. Guest: Rita Pellen

The meeting was called to order by Chair Phyllis Bebko at 2:05 p.m. Attendees introduced themselves. The agenda was approved as distributed and the minutes of the meeting of December 13, 2005 were approved with one correction.

#### Bylaws

The first item of business was the revision of the GPAC Bylaws. The revisions had been distributed in March 2006 by Chair Bebko. Two changes in the language were suggested by Steven Hecht via email since he could not attend the meeting. After discussion, the bylaws were approved as had been distributed.

#### Dean's Report

Chair Bebko asked Miguel Menendez, U/C Library Dean to give his report to the Committee.

#### Fourth Floor Progress

Construction has begun on the fourth floor of Building 17 with an estimated completion date of mid-October 2006. Once this area is finished, we will move Special Collections and Archives to the southeast corner of that floor. The Holcombe Institute will occupy the north-central part of the floor, with a large meeting room in the northeast corner adjacent to the Institute. We are pursuing options and discussing timelines for converting the rest of the floor into shelf and study space for the library.

#### Aleph

We are approaching the time to upgrade Aleph from version 15 to version 17. The switch will take place on July 15, 2006. This new version will include an ILL module. Staff training has already begun in preparation for these developments. In response to comments about the look and feel of the online catalog, Rita Pellen reported that Florida Atlantic University will switch from NOTIS to Aleph on June 12<sup>th</sup>.

#### Staff Update

Searches are on the way for a Reference Services Coordinator and an Access Services Coordinator. Jennifer Madden will retire effective the end of June 2006, creating the vacancy in reference, and Jackie Henning resigned from her position in Access Services in August 2005. The library is also in the process of recruiting for a Circulation Supervisor to replace Jean Richard Rosemond, who resigned in March 2006 and moved to Maryland. Since the last meeting, the library has filled three vacancies. Elena Lazovskaia-Hall was hired as Library Assistant II to fill the position vacated by Kevin O'Brien. Elena had been

serving as Library Assistant in Circulation. Her promotion created a vacancy which has been filled by Hebah Wasilewski. The third position is in Technical Services. Silvia Pariona was hired as Library Assistant III in Technical Services.

#### Extended Hours

The University / College Library has expanded the hours of operation, adding four hours on Sunday evening during the summer and extending the closing time to 12 midnight Sunday through Thursday during the Fall and Spring terms. The new schedules are as follows:

##### Summer Term

Sunday	2:00 p.m. – 10:00 p.m.
Monday through Thursday	7:30 a.m. – 10:00 p.m.
Friday	7:30 a.m. – 6:00 p.m.
Saturday	9:00 a.m. – 5:00 p.m.

##### Fall and Spring Terms

Sunday	2:00 p.m. – 12:00 midnight
Monday through Thursday	7:30 a.m. – 12:00 midnight
Friday	7:30 a.m. – 6:00 p.m.
Saturday	9:00 a.m. – 5:00 p.m.

#### Coffee Cart

The Coffee Cart service in room 164 continues to be well received by our students. The vendor, Lackmann Culinary Services, would like to expand the vending/service area and provide more selection for our patrons. We are in general agreement with this concept and have asked for more details from the vendor regarding space requirements and signage plans.

#### GPAC Agreement

We are in the process of preparing the agreement for services between Florida Atlantic University and Broward Community College in order to have the document signed and in place before the beginning of the new fiscal year. Because it is being drawn up before the full extent of the budgetary needs are known, a clause will be inserted to allow for adjustments later in the year.

#### Budget Presentation

The budget was presented by M. Menendez. Chair Bebko noted that the budget was analyzed by the Budget Committee and will be reviewed by FAU Vice President Stephens and BCC Provost Bolton. The budget was approved as presented.

There being no other business, the meeting was adjourned at 3:25 p.m.

Submitted by,

Miguel Menendez  
University / College Library Dean

11/6/2006