

**University/College Library
Governance Policy Advisory Committee
Minutes
November 7, 2011
Conference Room 315**

Present: Phyllis Bebko, Brian Bencoter, Natalie Bobb, Miguel Menendez, Scott Miller, William Miller (via telephone), Gary Parsons, Roy Pocknee, Suzette Spencer, George Young. Visitors: Jackie Henning.

Chair Phyllis Bebko called the meeting to order at 9:07 a.m. in 17-315.

A motion to adopt the agenda was made, seconded and passed.

A motion was made, seconded and passed to approve the minutes of the April 26, 2011 meeting.

Old Business

The campus president, Dr. Mercy Quiroga, in consultation with the search and screen committee for the library dean's position has decided to end the process now to be started again at a later date.

Dean's Report

Annual Report – The report was distributed to the committee. It is posted online on the library website. Trends, such as the decline of book lending to other libraries and the increase in library instruction were noted.

Allocation Letters – The letters have been sent out to the liaisons. Faculty and staff are working on purchasing materials for this fiscal year.

Facilities - The coffee shop project is scheduled to start today. The area has been cleared of furniture and cordoned off so the work can proceed. The architectural review is moving forward. We expect to have a report from the firm by the end of the semester.

Staffing – We have three staff on leave due to separate and unrelated incidents resulting in injuries while on the job. All three cases are covered by workers' compensation leave.

New Business

None

Closing Remarks

Noting the upcoming retirement of the library dean, Chair Bebko thanked Miguel Menendez for his service to the University/College Library.

GPAC was reminded of the possibility that the practice in years past of rolling library funds forward could be in jeopardy. The practice has been to use this money for the purpose of purchasing technology, resources, and making capital improvements to the building.

Hearing no further business, Phyllis Bebko entertained a motion to adjourn. The meeting was adjourned at 9:42 a.m.

Respectfully submitted,

Miguel Menendez
Executive Secretary