

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

**October 30, 2008**

Present: Peter Battaglia, Phyllis Bebko, Silvia Cordoba, Jackie Henning, Audrey Hunter, John Leeds, William Miller, Leah Plocharczyk, Chris Roddy, Connor Tjarks, Miguel Menéndez.

The meeting was called to order by Chair Peter Battaglia at 2:00 p.m. in room 17-315. Members were asked to introduce themselves.

The agenda was adopted as presented.

The minutes of April 18, 2008 were approved.

#### Old Business

The second draft of the security guidelines for the library was reviewed by the committee. The guidelines were amended to read "You and your belongings may be subject to a search by a library staff or security personnel." This statement will be incorporated in the language of the guidelines and will be posted on a sign at the entrance to the building. A motion was made, seconded and passed to adopt the revised guidelines.

#### Dean's Report

The Annual Report was emailed to the members of the committee and it is posted on the library's web page.

The remodeling of the fourth floor is proceeding as planned. The completion date is projected for the middle of January 2009. The partitions in the men's restrooms will be replaced due to graffiti and damage sustained over the last fifteen years. The work will take place during the break.

A member of the circulation staff was transferred to the Learning Resource Center in an effort to improve service and scheduling. The U/C Library is in the process of recruiting two reference librarians. A recommendation is expected in the next few days.

The allocation letters have been distributed to the faculty liaisons.

Using Springshare, Dan Tan and Jackie Henning have begun posting LibGuides on the University/College Library web site. These guides compile information for students in such a way as to make it very convenient to complete classroom assignments.

04/21/2009

The committee was reminded of the upcoming days in which the library will be closed.

#### New Business

John Leeds brought up the matter of the use of computers in the library. Various solutions were proposed to ensure that equipment was available for students to use for academic purposes. These included pursuing the forced authentication similar to the practice by FAU, posting notices to underscore the priority that academic work takes over other uses, restricting the amount of time a user can remain at a workstation, and designating a computers exclusively for printing purposes. These solutions will be investigated by Jackie Henning and Miguel Menendez.

Meeting adjournment at 3:15 p.m.

Respectfully submitted,

Miguel Menendez