University/College Library Governance Policy Advisory Committee

Minutes

November 10, 2014 11:00 a.m. Conference Room 315

FAU Voting	<u>BC Voting</u>	Non-Voting
(X) Shireen Lalla	(X) Roy Pocknee	(X) Alice Murillo
(X) William Miller	(X) Patricia Campbell	(X) Leah Plocharczyk (P)
() Vanessa Johnson	(X) Sebastian Bennett	(X) Hebah Wasilewski
() Dianne Wright	(X) Judi Tidwell	(X) Christopher Johnston

Guests: Michelle Apps, Farley Leiriao, Silvia Cordoba, Rich Ackerman, Andrew Dutka, and Monique Blake (P)

1. Call to order

The meeting was called to order by chair Roy Pocknee at 11:05 a.m. Introductions were made around the table.

2. Approval of Agenda

A motion to adopt the agenda was made, seconded and passed with the addition of an agenda item: Update on the Dean hiring process.

3. Approval of Minutes

A motion was made, seconded and passed to approve the minutes of April 18, 2014.

4. Old Business

a) U/CL Logo

The proposed logo is still undergoing review. It was discussed whether we return to using a unique symbol that does include the traditional institutional logos. This option will be discussed with the leadership of both institutions before proceeding with next steps. Unique symbols proposed in the past will be revisited.

5. Dean's Report

a) Annual Report

The six page 2013-2014 Annual Report was distributed and presented. Key events, data changes and budget, and accomplishments for the year were highlighted.

b) Allocation Letters

These have been sent out to respective departments requesting materials selections be made immediately.

c) Facilities Update

Facilities projects completed include the new tables in the reference lab, additional computers in the new quiet study room on the first floor, signage screen in the lobby, and completion of the shifting project which has created additional collaborative space on the first floor.

d) Staffing Report

Several vacancies (PTS, faculty, administration) that have occurred since the April, 2014 meeting are being considered by HR for posting. The College has a hiring freeze in place, but we expect approval of job postings, given that the U/CL budget is partially funded by FAU and was approved by the BC Board of Trustees in June, 2014.

6. New Business

a) Facilities Update

Facilities projects have been divided into Phase I and Phase II. Phase I includes replacement of the library front doors, circulation desk redesign, enclosure of the circulation area with a glass wall, creation of five study rooms on the first floor, and inclusion of glass windows in four curriculum labs. Phase II will include the redesign of the reference desk, reference lab, a new classroom for instruction and a new space for FAU. Conversations and planning for Phase II will be initiated by the respective ADs.

b) Computer refresh BC/FAU

Computer refresh has been completed and the FAU portion represents specific requests made on behalf of FAU students. This includes upgraded memory and Apple computers

c) Use of Dean's Advisory Group

The GPAC by-laws refer to the use of an advisory group to the dean that includes faculty and students from both institutions. This group would advise on policy changes and collection development. It was requested that this group be convened, as it has not been so for years. Chair Pocknee will address this request.

Other - Dean Hiring Process

The GPAC is serving as the majority of the hiring committee. HR will complete certification of qualified applicants by end of day. Hiring committee members will subsequently receive computer access to commence screening process.

7. Adjournment

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Agenda

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FAU Voting	BC Voting	Non-Voting
(x) Shireen Lalla	(x) Roy Pocknee	(x) Alice Murillo
(x) William Miller	(x) Patricia Campbell	(x) Leah Plocharczyk-call in
() Vanessa Johnson	(x) Sebastian Bennett	(x) Hebah Wasilewski
() Dianne Wright	(x) Judi Tidwell	(x) Christopher Johnston

Guests: Andrew Dutka, Rich Ackerman, Michelle Apps, Silvia Cordoba, Neil Linger, Farley

Leiriao

Call in guest: Monique Blake

- 1. Call to order
- 2. Approval of Agenda
- 3. Approval of Minutes
 - a. April 18, 2014
- 4. Old Business
 - a. U/CL Logo
- 5. Dean's Report
 - a) Annual Report
 - b) Allocation Letters
 - c) Facilities Update
 - d) Staffing Report
- 6. New Business
 - a) Facilities Update
 - b) Computer refresh BC/FAU
 - c) Use of Dean's Advisory Group
- 7. Adjournment