

**University/College Library
Governance Policy Advisory Committee
Minutes
February 8, 2005
2:30 p.m.**

Present: Phyllis Bebko, Genevieve Chung, Adam Dobrin, David Kumar, Jennifer Madden, William Miller, Jean Richard Rosemond, Ken Ross, Maria Treadwell, Winston Thompson, Julia Woods

Chair Ross called the meeting to order and introductions were made. The agenda was approved as distributed as were the minutes of the October 8, 2004 meeting.

Dean's Report

J. Woods reported on the extended hours for exams that took place on Dec. 1-11, 2004. The Library was open until 1:00 a.m. Sunday-Thursday and until 7:00 p.m. on Friday and Saturday. It was considered a success and she offered her thanks for the efforts of the Circulation and Automation Staff members who made it possible. The intent is to be open extended hours for exams this semester which will take place April 29-May 4. The exam period for both institutions is the same this semester. She reported on the pilot project completed last semester of having a Reference Librarian working in the Open Lab during morning hours. Consideration for continuing this project will be examined in the next budget cycle. She announced that Microsoft Office was put on the Reference PCs and has resulted in extensive use by library users.

The final plans for the completion of the renovation of the fourth floor were displayed and J. Woods reported that the costs for this project are now being developed. Once the project begins it is estimated that it will take about eight months to complete. The sealing of the leaking bricks on the southeast side of the fourth floor is now underway. The coffee cart in room 164 is under new management and they have extended the hours of operation.

J. Woods informed the Committee that BCC is looking into a reorganization of technical support. The proposed plan would move campus technology support to the Division of Library and Learning Resources. When this plan is in place there would be some shifting of technology staff from Learning Resources to the Technology Support Department and the present campus Education Technician would become an Associate Dean reporting to the Dean of the Library and Learning Resources.

The budget process for the next fiscal year will begin and J. Woods anticipates meeting with the sub-committee in March. There may be more than one plan presented to reflect the costs of extending hours during the next year.

The Committee began the process of screening applicants for the Dean position.