

**University/College Library  
Governance Policy Advisory Committee  
Minutes  
April 27, 2012  
Conference Room 315**

Present: Brian Bencoter, Natalie Bobb, Jackie Henning, Scott Miller, William Miller, Gary Parsons, Roy Pocknee, Suzette Spencer. Visitors: Rich Ackerman

Roy Pocknee (in Phyllis Bebko's absence) called the meeting to order at 2:00p.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 November 7, 2011 meeting.

#### Old Business

Coffee Shop – Bill Miller asked about the status of the project. Jackie Henning reported that the construction was completed the end of January; at that time, some equipment had yet to be installed. Since the food service provider was under reconsideration, it was decided not to open the facility for service until the new provider had been selected. That will probably be sometime after July 1, 2012. In the meantime, access at the outdoor window awaits the repair of the concrete walkway on the west side of the building which is reportedly to be part of the project to demolish the "Pit Stop". Timeline not determined yet. From the latest Board actions when the new food service provider was announced, it seems that Dunkin Donuts may be the next logo on the library's Coffee Shop.

#### Dean's Report

Facilities – New 3M security gates were installed at the entrance on April 6, 2012 after closing. They are working fine with fewer false alarms. A carrel refinishing project has been completed with about two-thirds of the wooden carrels cleaned and refinished to repair damage caused by graffiti. The architectural review is moving forward. We are getting estimates for the proposed remedies to see what parts of the project we can move forward. The refurbishing of the back elevator near LRC has been bid, and the bid awarded to Maverick Elevator. We are awaiting the paperwork from procurement and hoping that the repair will be done over the summer. The exterminator had been to the building several times to contend with evidence of rats in the ceiling.

Staffing – All staff on leave at the November meeting due to separate and unrelated incidents resulting in injuries while on the job are safely back at work. An unexpected vacancy of Reference Librarian had been posted and was in the Screening Committee review phase. A new position of part-time Librarian to work with online learning and the Broward international centers was approved and advertised. The new Librarian joins the staff of the UCL on May 7; the

position is fully funded jointly by BC Online and the BC International Education. The faculty contract was finally settled retroactive to July 1, 2010.

Materials – We are increasing our purchases of ebooks and other e-resources especially in the Reference selections. These titles are available to all Broward and FAU-Davie students and staff. Scott Miller mentioned how much easier streaming access makes using media in classes.

#### New Business

Budget review and recommendation – Jackie distributed the proposal for 2012-13 budget for the UCL. The bottom line represents a flat request. The budget includes the salary increases for faculty in the new contract; funding for the Dean’s position above the minimum; an increase in e-resources funding; a decrease in print resources funding.

A motion was made, seconded and passed to approve the budget request as presented.

Total budget: \$ 2,567,275

FAU request (40%): \$1,026,910

BC request (60%): \$1,540,365

Jackie will double-check with FAU-Broward since Phyllis Bebko was unable to make this meeting in order to attend the FAU Broward campus administrative meeting.

Search and screen process for Dean’s position – the Search to fill the UCL Dean’s position has been reopened. The Committee expects to do Skype interviews with the selected applicants on May 11 and May 14.

Hearing no further business, Roy Pocknee adjourned the meeting 2:30 p.m.

Respectfully submitted,

Jackie Henning  
Executive Secretary