Attendance:

x	Deb Distante	x	LeAnn Garrett	x	Paul Kittle	x	Pauline Swartz	x	Chisa Uyeki	x	Emily Woolery

Guest:

Item	Discussion	Outcome
Approval of 3/26 Meeting Minutes	The 3/26 meeting minutes were approved.	Emily will distribute the 3/26 faculty meeting minutes.

Department Chair	1. Upcoming projects include:
	- Library Advisory Committee Meeting – to be held in week 13 or 14
	- Evaluation of adjunct faculty – due by week 16
	- Ongoing assignment of projects to adjunct faculty – funding ends June 30
	- Library PIE – due by June 30
	2. Discussion was held on faculty scheduling for 2012-13. Rotation of evening desk shifts was discussed. To develop our schedules, faculty need:
	- Expected Library hours of operation
	- Annual calendar spreadsheet from Human Resources
		1. Information
		2. Emily will …
		  a. Confirm expected Library hours of operation, and
		  b. Request status of the annual calendar spreadsheet.

Distance Learning / Electronic Reference	1. OmniUpdate templates are needed for the Library and Distance Learning webpages. 2. Single sign-on is expected in Fall 2012. 3. Faculty discussed connecting the Library webpages via the Banner portal. All prefer that Library pages be opened in a new browser. This practice would save	1. Paul is working with Information Technology to update OmniUpdate templates for the Library. 2. Information 3. Information
Academic Senate Report	Faculty heard an update from the April 5 Academic Senate Meeting.	Information
Faculty Association Report	Faculty heard an update from the April 3 Faculty Association Representative Council meeting.	Information
Announcements	Deb will participate in the peer review of Perkins/VTEA applications on April 13.	Information