Library Faculty Department Meeting
Minutes, May 14, 2012
(1:30 p.m. – 3:30 p.m., 6-237)

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 4/23 Meeting Minutes	The 4/23 faculty meeting minutes were approved.	Emily will distribute the 4/23 meeting minutes.
Academic Senate Report	Faculty heard an update from the May 10 Academic Senate meeting.	Information
Faculty Association Report	Faculty heard an update from the May 1 Faculty Association meeting.	Information
Division Management Report	Faculty heard an update from the April 27 and May 11 division management meetings.	Information
Public Desk	a) Media ordering continues. A monthly list of new videos is being sent to the faculty listserv and is also posted on the faculty portal and library web site. b) Media titles that have high faculty use will be located at the circulation/reserves desk. Deb and LeAnn will discuss whether media items in reserve can be booked. c) A request was made to investigate the use of restaurant buzzers to alert waiting students that study rooms and textbooks are available.	a) Information b) Deb and LeAnn will investigate whether media items could be booked while on reserve. c) Deb will bring forward to the circulation team the request to investigate the use of restaurant buzzers for circulation updates.
Information Competency	Faculty provided input on the document that is used to assess information competency instruction sessions (one-shots).	Pauline will revise the one-shot assessment document based upon faculty input.
Department Chair Elections	Emily was nominated for the Library Department Chair position for 2012-13. No other nominations were made.	a) Loralyn Isomura will collect and tally ballots for the Library Department Chair election. b) Faculty may nominate themselves or another faculty by contacting Loralyn.
Systems Management / Database Maintenance	Faculty welcomed Michael Ahern, from OCLC, who presented on OCLC WorldShare Management Services.	Information