



Library Faculty Department Meeting Minutes, October 30, 2013 (1:30 – 3:30 PM, 6-237)

Attendance:

	Deb Distant	x	LeAnn Garrett	x	Hong Guo	x	Paul Kittle	x	Pauline Swartz
x	Chisa Uyeki	x	Emily Woolery						

Guest:

Item	Discussion	Outcome
Approval of Meeting Minutes – 10/16	10/16 meeting minutes were approved.	Emily will distribute the 10/16 meeting minutes.
Student Computers in Library	<p>Current use of student computers is arbitrary. Faculty discussed multiple solutions:</p> <p>a) Computer sign-up system or line system</p> <p>b) Time limit for computer usage – with automated sign off after the time limit is reached Note: Faculty previously set time limits: 15 minutes on entryway computers and 2 hours on other computers.</p> <p>c) Communication with students via iTALC</p> <p>Faculty seek a solution that uses little or no faculty time. All agreed it would be helpful to explore solutions with Meghan Chen and Dale Vickers, Director of Academic Technology & Infrastructure.</p>	<p><u>Action:</u></p> <ul style="list-style-type: none"> Emily will invite Meghan Chen and Dale Vickers to a future faculty meeting. Emily will work with Mike Imes to train Library faculty in the use of iTALC. Chisa will investigate library listservs for possible solutions. Paul will investigate how to submit recommendations to the Information Technology Master Plan.
Permission to Use Reserves	Tabled	
AP 4040	Emily met with Eric Kaljumagi to get input on a draft revision of AP 4040. LeAnn agreed to continue work on the revision.	<p><u>Action:</u></p> <p>LeAnn will continue work on the revision of AP 4040.</p>
Study Room Policies	<p>Concerns have been expressed about study rooms regarding:</p> <p>a) Food</p> <p>b) Single users</p> <p>Faculty believe documented policies and new signs will educate students about the appropriate use of study rooms and study space within the Library.</p>	<p><u>Action:</u></p> <p>Emily and Paul will draft a policy statement and a sign about the appropriate use of study rooms and study space.</p>
Academic Senate Report	The 10/31 Academic Senate meeting will concern Fall 2013 Plenary Resolutions.	<p><u>Action:</u></p> <p>Chisa will forward librarian input to the Senate.</p>
Faculty Association Report	Library faculty provided input to Emily about the forthcoming vote on the Dental Plans.	<p><u>Action:</u></p> <p>Emily will vote as directed during the 11/5 Faculty Association meeting.</p>
Announcements	No announcements	