

Library Faculty Meeting Minutes

Date: April 26, 2006

Present: Baker, Black, Bryant, Heck, Kerins, O'Shea, Reid, Schneider, Verburg

Next Meeting: May 9, 2006

Leader: Verburg

Leader: Baker

Recorder: Baker

Recorder: Black

Observer: Black

Observer: Reid

Last Meeting: Minutes of April 13, 2006 were approved as submitted.

Library Student Retention Committee: Dr. Sullivan and Therese Rosier toured the Reese Library building to see potential areas for the family-friendly study room. The current plan is now to use 305 A and B for this purpose. All old furniture will be removed from the Library.

Special Agenda Items: Policy Regarding Respect for the Rights of Library Users and Employees. The provisions of this policy regarding food and drink in the building were discussed. After discussion, those provisions were amplified as follows:

The following are Reese Library policy violations:

- Eating in the building except for vending machine-type foods.
- Drinking of any beverage in unauthorized open containers (Containers must be the type with screw on tops or lids that are spill-resistant.)
- Eating or drinking in Special Collections and other designated areas.
- Failure to dispose of food containers, cups, wrappers, etc. in trash cans and to report spills or stains to library personnel.

Area Reports:

Reference: (Fay Verburg): Estimates will be given for the purchase of new furniture for the Reference Room.

Library Instruction: (Camilla Baker): No report.

Special Collections: (John O'Shea): Philip Jordan has been hired as student assistant in the department.

Technical Services: (Diane Black): Serials renewals are due Friday, April 28, 2006. *Booklist* reviews will be included in the Baker and Taylor order system. *Choice* reviews online will be cancelled.

Automation: (Jeff Heck): No report.

Outreach Librarian: (Mellie Kerins): Reese Library's student brochure has been submitted for review by ALA. Publicity material for the J. Louis Sayre commemorative event was also submitted. It was determined after discussion that there is a catalog record for the library newsletter, *Reese's Pieces*, but it is not available for public view.

Electronic Serials: (Martha Bryant): *African American Study Center Online* will be available for a free trial through May 25.

Government Documents: (Joe Schneider): Deborah Tritt, Library Assistant II in Government Documents, will receive her M.L.S. in May.

Media Services: (Rose Axton): No report.

Circulation/Associate Director: (Camilla Reid): After examining cost estimates, it was determined that the earlier proposal regarding digitizing the Battey family collection is too expensive to pursue.

Chad Stevens, faculty member in Chemistry, inquired about subscribing to *Beilstein Online*. Camilla Reid has been selected as a 2006 Fellow in the Summer Institute for Academic Library Leadership at Vanderbilt University's Peabody College, July 9-13, 2006.

Director: (Bill Nelson): Ginny Loveless, Office Manager, will be leaving on May 12

Committee Reports: The Inreach Committee has discussed the possibility of disbanding. After discussion, it was decided that this committee has made progress and will continue its work.

Miscellaneous: The CSRA Librarians' Association will meet at the new Columbia County Library on Saturday, April 29, at 1:00.

Updated: LibFacMinutes6.dot May 05, 2006 /wrw