

## Library Committee Meeting

*Minutes for September 30, 2003*

1. Meeting called to order at 2:30 p.m. by Dr. Caddle
2. Introductions were made. Members present: Lynn Cadle, Natalya Delgado, Judy Gordon, Jim Grayson, Bill Nelson, Linda Prior, Camilla Reid, Sam Richardson.
3. Agenda (proposed by Dr. Cadle) was approved.
4. Dr. Prior nominated Dr. Cadle to be committee chair. Running unopposed, Dr. Cadle was appointed committee chair.
5. Natalya offered to be the Recorder. With no other offers, Dr. Cadle appointed Natalya as the Recorder.
6. Meetings will be held every last Tuesday during the Fall 2003 semester, at 2:30 p.m., in room 133 of Reese Library. The next meeting will be Oct. 28.
7. Review of Committee Charge: Mr. Nelson went over the duties of the committee, which mainly include (but are not limited to) the allocation of money for Reese Library and the recommendation of changes. He encouraged all members to check the website ([http://www.aug.edu/library\\_committee/](http://www.aug.edu/library_committee/)). Mr. Nelson noted that the Library Committee should serve as a liaison between ASU students, faculty and staff, and the library; we are an advisory committee.
8. There are two things that must be done every year: in November, a report must be completed (does the Library Committee do this?); also, a survey must be conducted. The VPAA recommends that the Library Committee conduct this survey. The people surveyed must vary every year—one year faculty should be surveyed, one year students should be surveyed. The question arose, whether staff should be surveyed as well. The Committee will discuss this later on during the semester.
9. The Library Committee webpage ([http://www.aug.edu/library\\_committee/](http://www.aug.edu/library_committee/)) includes minutes of the past three years' committees. Also, includes past surveys and reports. In addition to visiting the webpage, members of the Library Committee are encouraged to join and frequently visit the Library Committee Pipeline group.
10. Plans for 2003-2004 were presented by Ms. Reid. Basically, the committee can help the library with the survey, which is linked to the library assessment. We can also give the library direction with a unit plan. *Note: the Committee is an Advisory committee.*

11. No old business was presented.
12. No new business was presented.
13. Motion to adjourn: 2:54 p.m.

Respectfully submitted,

Natalya Delgado