

December 3, 1999 (3rd FALL 1999 Library Meeting)

LIBRARY COMMITTEE MEETING: Library Conference Room

IN ATTENDANCE: C. Christy, M. Duignan, J. Grayson, S. Sethuraman, and W. Nelson.

- 1) The meeting was called to order at 9:00 a.m.
- 2) The minutes of the last meeting were approved.
- 3) Library acquisition policies for the Dept. of Psychology were received. J. Grayson gave B. Nelson a draft for the Business Dept. Learning Support will mail its document on Monday, Dec. 6th, 1999. This Committee will wait one more week to send reminders to Dept. Chairs.
- 4) A draft of the memo that will be sent to all faculty at ASU was approved. The goal of the memo is to remind faculty of the "Library Evaluation Form" on the Web.
- 5) Committee members were thanked for their contributions to the questionnaire on the assessment survey.
- 6) Some time in January, B. Nelson will provide S. Sethuraman with an updated version of the Standards for College Libraries (prepared by the ACRL College Libraries Section Standards Committee) so that the present survey instrument can be consistent with the new matrix.
- 7) Discussion followed on the revision and proofreading of the survey questions.
- 8) The meeting adjourned at 10:00 a.m.
- 9) The next meeting will take place some time in January soon after all of its members submit their new schedule availability to the Chairperson.

Respectfully submitted,
Magali Aparecida Morais Duignan