Library Committee
Meeting Minutes
Friday, September 13, 2013
11:00 – 11:50 a.m.
Reed Hall 125

Committee Members in attendance: Sheila Bolduc-Simpson, Kathy Miller, Melissa VandeBurgt, Pam St. Laurent, Doug Carothers, and Fan Zhao
Absent: Diane Bondehagan

Old Business:
1. Sheila distributed AY 2012-2113 Library Committee Work Plan and went over last year’s accomplishments.

New Business:
1. Doug Carothers has joined the Library Committee representing the College of Education.
2. Committee asked if the library will be providing a session at the New Faculty Academy. Dean Miller sent an update on Monday, September 16 stating Heather Snapp, First Year Experience Librarian, will indeed be providing a library session at the New Faculty Academy.
3. Dean Miller updates:
   a. Integration of librarians/library into Canvas
   b. LibQual Survey to be conducted in March 2014
   c. Restoration of Library Hours
   d. Metadata Librarian position added this academic year
   e. Retirement of 3 librarians and plan for replacements

Unfinished Business:
1. ETD (Electronic Thesis and Dissertation) update
   a) 2 additional faculty workshops conducted in May 2013
   b) implementation of ETD is moving forward as planned
2. First Year Librarian, Heather Snapp has created a new webpage on the library website for First Year students and faculty teaching first year students.
3. Committee asked if library workshops are being displayed on television monitors on campus. Dean Miller sent an update on Monday, September 16 stating that workshops are being displayed at the Cohen Center and South Village.

Action Items:
1. Sheila will work on an AY 2013-2014 Work Plan Draft and send it out to members for their input by the end of September.
2. Kathy will talk to Dean’s Council to facilitate “getting the word out” about the implementation of ETD.
3. Kathy will continue to work with Elspeth McCulloch on integrating the library resources into Canvas.

The meeting adjourned at 11:50.

Library Committee has agreed to meet twice a semester.

The next meeting of the Library Committee will be held from 11 a.m. – noon on November 22, 2013. Location will be forthcoming.