



**Library Subcommittee Minutes:** Thursday, February 8, 2018

LSM 17-6 Approved: February 22, 2018

**Present:** I. Brooks, M. Hendrata, N. Lee, J. McCormick, S. Meyer, C. Rodriguez (Executive Secretary), S. Stretch-Stephenson, C. Toledo-Corral H. Yu (Chair)

**Excused:** S. Agarwal, J. McCormick

H. Yu convened the meeting at 11:00am.

## 1. Announcements

None.

## 2. Intent to Raise Questions

None.

## 3. Approval of the Minutes of the Meeting of November 9, 2017 (LSM 17-5)

It was m/s/p (Meyer) to approve the minutes.

## 4. Approval of the Agenda

It was m/s/p (Lee) to approve the agenda.

## 5. Reports

5.1 I Jazz Brooks, ASI Liaison – No reports.

5.2 Namhee Lee, EPC Liaison – No reports.

5.3 Carlos Rodriguez, University Library Dean – Dean Rodriguez reported the following:

- The Library has two new faculty, Kimberly Franklin (Education Librarian) and Kendall Faulkner (Social Science Librarian).
- New staff hire – Gemma Juan-Simo, Communications Strategist and Events Manager. Gemma will be working to improve communication in the Library, working with partnership with colleges and departments. She will be working on the Annual Report that will be coming out late fall that will be distributed to the campus community
- Renovation – continues on the 4<sup>th</sup> floor Palmer Wing; and
- One Campus, One Book - “Spare Parts” author Joshua Davis will be present for book signing, Tuesday, March 20, at 3:00pm, U-SU LA Room.

## 6. Library Subcommittee Goals

Holly Yu held discussion to inquire on the subcommittee’s goals for this semester. Items of suggestions were to increase faculty engagement, involvement with Library Master Plan for academic space needs, classrooms and offices; greater support for library budget, and space needs. Members were asked to go out and get input from colleges, departments and students.

## 7. Library Master Plan

Dean Rodriguez reported that in November the architecture firm Pfeiffer was selected. A contract is being finalized with them. A kick off meeting is to be scheduled in March with the Steering Committee and with members of the Library faculty and staff.

The proposed master plan schedule are as follows:

March – Visionary Statement

Mid March/April – Online survey for feedback

April – Programming interview meetings with campus community

Members were asked to provide Dean Rodriguez with ideas for increase feedback.

**8. Library Strategic Direction**

Dean Rodriguez distributed the Library Strategic Plan booklet. These booklets were shared with several groups in Spring. The Dean asked for ideas from members on how to get these booklets to the departments and colleges. Members took some to distribute to colleagues in the departments and to student clubs.

**9. Overview of the Library Budget**

Not discussed due to lack of time.

**10. Tour of the Library**

Tour was not held due to lack of time.

**11. Next Meeting** – Thursday, February 22, 2018 at 10:50am-12:05pm.

**12. Adjournment** - M/s/p (Stretch-Stephenson) to adjourn at 12:05pm.