

LIBRARY SERVICES COMMITTEE  
Minutes for March 8, 2005

In attendance: Dana Antonucci, Meredith Bouchard, Elissa Daub, Kungmi Lee, Jason Torre,  
Maryanne Vigneaux

MEMBERSHIP:

Elissa Daub replaces Linda Cawford whose term ended. Elissa will be on LSC until 12/05 when her term can be renewed for a two year time period. This will be Dana's last meeting until July when she returns from maternity leave.

LIBRARY ISSUES FORUM:

Dana attended a Review Committee on Campus Alcohol Consumption. In order to serve alcoholic beverages members of the campus need to apply for a \$50.00 permit. It was suggested to hold events at The Café or Jasmine, which are campus approved locations for serving alcohol.

The upcoming forum on Self-Service will not be open to attendance by the campus community; the topic is geared towards library staff. The forum will begin at 11:00 am due to a faculty meeting with Chris. Staff will be given the OCLC link as background information. Jason will facilitate.

We would like to hold a forum which involves Provost McGrath and need to discuss with Chris the topic outline. Chris meets regularly with the Provost and could then present the idea to him.

The April forum on Foreign Libraries will be an informal group discussion. A call will be put out in Bulletin for staff to talk for 5-10 minutes on a library at which worked, visited, did research, or received degree. Possible staff to include: Fang, John, Chris, Hélène, Godlind, Nathan, Elaine, Barbara, and Sherry. Mimi will facilitate.

Jason commented that Dan is willing to give a talk in May or June on his research (bibliography, scores, music).

PROJECT WELCOMING STUDENTS IN FALL:

Dana spoke with Janet who will request volunteers. Publication & Publicity would be involved at this all day event on Wednesday, Sept. 14 (Prime Time day preferred or Sept. 12 or 14). There would be give-aways; we will check with Lois on the method of requesting donations from library vendors. Photos with Wolfie could be featured at this information fair. Refreshments (popcorn, pretzels) would be available as these are not offered at the library concession.

At the next meeting we will decide who does what.

NEW STAFF ORIENTATION:

Orientation packet is in the final stages of revisions/changes. It was decided to delete any duplicates of information that new employees receive from Human Resources, this would include payroll related info. A suggestion was made to include photos of staff – for starters, library faculty.

**NEXT MEETING:** April 12, 2005, 2:00 pm, small conference room in Director's Office.