Members Present: Miyeon Kwon, Yong Li, David Schuler, Gloria Stuckey, David Van Buren.

Gloria Stuckey introduced herself as the academic staff member of the committee.

Van Buren passed out the Library Director Position announcement, read and discussed the vacancy and position description, and updated the LC on the makeup of the screening committee.

The following revision suggestions were made to the current LD position announcement based upon the previous vacancy announcement of 2001:

Qualifications should require a minimum of three years administrative and supervisory experience.

The minimum starting salary is $74,000. The number of students should be changed to reflect the current enrollment.

The screening committee consists of the following representatives:

Faculty

- Mu-Ling Chang  EMS
- Joe Lomax  LAE
- Mary Rose Williams  BILSA

Chris Smith  Student Senate and LC representative

There will also be two professional librarians representing academic staff, and one library representative from classified staff. Van Buren will chair the committee and serve as the administrative representative.

Any classified staff interested in serving on the screening committee must notify Van Buren by Friday, February 20th.

There will be a 4-6 week window once the vacancy is announced before the screening process begins.

Van Buren clarified that the Library Director will report to the Associate Vice Chancellor for Academic Affairs.
Van Buren discussed the timeline for the search and screen committee. At this point the July 1st target start date for the new director does not seem realistic given the May 1st application deadline.

Van Buren passed out the latest budget updates. There are four potential scenarios for the cost-to-continue budget deficits. The cost-to-continue capital budget line includes books, periodicals and audiovisual materials. Draft 1 anticipates a $49,000 deficit, draft 2 anticipates an $18,000 deficit, draft 3 anticipates a $6,000 deficit and draft 4 is a balanced budget. Van Buren believes draft 3 or 4 will be adopted and put into place. He is hoping to adopt budget draft 3. Fine money is available to cover the $6,000 deficit, and they are also looking at decreasing the General Circulation and IML budget lines 8% with a 10% cut across the board in the General Periodicals budget line.

Yong Li suggested charging more for copying and strictly reinforcing fines.

Van Buren said the library staff continues to deal with bibliographic instruction for 1000-level courses. English and the Humanities expressed concern about the effectiveness of the online-training modules for the composition classes. They suggest providing a combination of open sessions with on-line modules.

John-Leonard Berg said open sessions are still available for students, and he continues to work with faculty to find ways to provide appropriate instruction for staff.

**Information Item:**

OIT student lab assistants will now be used in the den only. They will not provide support for library staff in the library.

Miyeon shared Chris Smith’s student concerns that many laptops rented from the Bear’s Den either don’t work or have significant issues. He suggests moving the laptops from the library over to the Bear’s Den.

Miyeon reminded the committee that we should encourage faculty/staff to continue reviewing journal resources.

Van Buren suggested the possibility of two librarians might come to a LC meeting to talk about journal resources.

The meeting adjourned at 3:54pm.

Respectfully submitted by David Schuler