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GS Libraries Faculty Meeting Essence Notes

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Library Faculty Meeting
2/5/18


Consent Agenda - Dean Mitchell
The following proposals were approved:
C&RS - Suppress Periodic Table Live! (ChemEd Digital Library) from the A-Z Database List
Liaisons Work Team - Trail for HeinOnline Government Politics and Law Package

Consolidation Update - Task Force Reports; Internal Governance Task Force
Task Forces
Reference and Research (Leslie Haas) - had initial meetings in Dec; will identify chair on 3/10/18
Reserves (Fred Smith) - task force is moving forward
Collection and Resource Services (Debra Skinner) - task force is divided into 5 subgroups; 2 have met; have meeting at Armstrong campus on 2/6/18 and more meetings the following week
Web Group (David Lowder) - have received mock up information and will proceed with new template

Internal Governance - Dean Mitchell
Decisions to be made: 1) Continue with Library Faculty as whole or as a Faculty Senate with representative bodies?; 2) Will interdepartmental work teams continue; extend Armstrong campus ones? Task Forces need to be developed with charges to address these questions and arrange for the group to be co-chaired by Faculty Senators (one from each campus)
Action: Discuss this at March Library Faculty Meeting

Alma Update - Debra Skinner
Working to correct physical material types; developing work flows

Department Reports
Fred Smith in Access Services is retiring effective 6/1/18

Special Collections Librarian Recruitment - Debra Skinner and Leslie Haas
Working on changes for the Special Collections Librarian who will work in Research Services (job description has been approved); Special Collections Assistant will work in C&RS

Fourth Floor Space - Dean Mitchell
Looking at options for utilization of the Special Collections space on the 4th floor
Action: Faculty to think about this space and review options; will continue discussions at March Library Faculty Meeting

Faculty Senate - Fred Smith
No final word on the apportionment yet; the Budget and Student Services Committees have not been completed; two committees have been formed recently - General Education and Undergraduate Committees
Announcements - Dean Mitchell
Will be at the Armstrong Campus Tuesday and Wednesday of this week

Travel Authorization Forms - Paula Fowler
New policy for Georgia Southern University effective 2/1/18 - business travelers at all campus locations are no longer required to prepare and submit travel authorizations for domestic travel
After review of the policy change it was decided that Library personnel will maintain their own allocation balances and will not be required to submit the travel authorizations for domestic travel

Graduation Ceremony Rotation - Paula Fowler
The Spring Graduation Ceremony Library Faculty participation information was distributed indicating participation in the Honors Day and Graduate and Undergraduate Ceremonies