AGENDA

# Edison State College – Charlotte Campus

**Learning Resources Center**

## August 19, 2013

## 10:00 AM

Attendees: LRC Staff

Location: LRC Office

Please bring: Agenda and pen

|  |  |  |
| --- | --- | --- |
| 10:00 AM | Welcome   * Upcoming closures/times off   Mary Ann off Aug. 29 & 30  Closed Labor Day – Monday, Sept. 2    Operations   * Student assistants   Fall Schedule – (Norman 15 hrs/week)  Volunteer – Robert – today is last day  Training review   * Area updates:   Circulation  Kindle Fire – password  Software updates at circ desk  New Edison virus/malware/website protection    Reference  Computer software updated  New Research Tutorial    Office  Color Copying available in J Building  WEPA  ECHS no longer has free print station – must pay for  WEPA by one of 3 available ways     * News   Convocation – Friday, Sept. 27     * Campus/LRC   Classes Begin Wed., August 21  Ask Me Tables schedule  President’s BBQ – Thursday, 5-7 p.m.    Discussion  Planning for Fall Semester:  Welcome letter (email) to students |  |