# Library Staff Meeting – Charlotte Campus Library, FSW

Wednesday 9/21/2016 10:00 AM

## Agenda Items

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|[ ]  Upcoming Closures and Times Off Angie Off Friday 9/23 Mary Ann Lee Monday afternoon 9/26; off Tuesday 9/27 and Monday 10/3 Laura Off Thursday 10/6 Colleen Off Friday 10/7 & Monday 10/8 Jeanette Off Thursday 10/20 (select replacement)  |
|[ ]  Library Updates Truth Seeking Workshops October 11 & 17 Writing Center will probably be sending students for citation Unit Plan for Library Services – Bill Shuluk (Sierra/Encore implementation and training will be a key component, as  will library instruction and collection development) |
|[ ]  Campus Updates LLI Coffee 9:30 – 11 a.m. October 11; LLI classes begin Oct. 19  |
|[ ]  Student Assistant Update – Colleen  |
|[ ]  Office Update – Laura  Preventing Discrimination and Sexual Violence: Title IX, VAWA and Cleary Act for Faculty and Staff training – tell MA when complete Cornerstone Modules – All staff should take all 11 modules – tell MA when you  take one – See training calendar – Some might be at Charlotte Supply orders  |
|[ ]  Technical Update – Angie Merging Word documents |

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Upcoming Events:

 WMU Kickoff October 18

 Benefits Expo October 20

New Business:

Next Meeting: Wednesday, October 19; 10 a.m.