Library Advisory Committee Meeting

December 9, 2009

Learning Resources Small Study Room

10:30 AM

**Meeting Minutes**

**Meeting Called to order:** 10:30 AM

**Attendance:**

Dr. Margaret Desjardins

Dr. Marilyn Herlin

Dr. Tom Rath

Phenessa Jones

**Welcome**

**Overview of Purpose** – Library Advisory Committee

* Each committee member received a copy of agenda.
* Phenessa Jones discussed review of SACS Standards as relative to the Learning Resources Center.

**Minutes Procedures** – Minutes from last meeting held on November 6, 2009 were accepted.

**Review of agenda** – Agenda for today’s meeting was read.

**Approval of agenda** – So moved

**Review of Collection Development** – Efforts to implement a more formal faculty library materials purchase request form in order to provide adequate documentation.

* Dr. Desjardins suggested changing “Book Request” to “Materials Request”
* Dr. Herlin suggested providing a space for “Reason for Request” and separating this submission from the “Additional Information” section.
* Mrs. Jones will revise form to include recommended changes and submit for follow-up approval via email.

**LRC Quality** – Library services in support of scholarship & research

* Asked for suggestions to enhancing LRC services
* Agreed upon that current LRC services were sufficient and complemented faculty and student needs well.

**Announcements** – Next committee meeting will reconvene once new Campus Director, Learning Resources is hired.

**Adjournment** – 11:30 AM

**Respectfully Submitted**

Phenessa A. Jones