AGENDA

# Edison State College – Charlotte Campus

**Learning Resources Center**

## July 17, 2012

## 10:00 AM

Attendees: LRC Staff

Location: LRC Office

Please bring: Agenda and pen

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| 10:00 AM | Welcome  Upcoming closures/times off Vacations Coverage for Mary Ann’s vacation Operations* Student assistants

 Looking for Joy’s replacement – Work Study Thorough clean-up and neatening of library – early August * Area updates:

 Circulation Student Change of Address Form Making sure books are shelved correctly  Reference  Office Office Depot or other supplies – give list to Laura  News Inventory Report Cornerstone class passports  AV (Mark Trapani) WEPA  Everything Changes! Faculty & Staff continue to call the library for assistance * Concerns

 * Campus/LRC

Let’s Talk SACS – Week of July 23Cindy Rallo good-bye & end of summer social – August 1Convocation – Monday, August 20 Classes Begin – August 23Discussion |  |