

**Library Leadership Team Meeting**  
**Tuesday, 10 November 2015, 2:00 p.m.**

**Present:** Deborah Henry, David Brodosi, Virginia Champion, Patricia Pettijohn (Leader), Anthony Stamatoplos, Camielle Swenson, Berrie Watson, Jim Schnur (Scribe)

**Regrets:** Gary Austin, Tina Neville, Kaya van Beynen

The meeting was called to order at 2:02 p.m.

The October 2015 meeting minutes were reviewed and approved.

**Interim Dean's Report—Deborah Henry**

- Jessica Blais came to Deans' Council to talk about various campus publications, including *Harbor Notes* (largely external audience, usually distributed twice per month), *Harborside* (subscriber-based listserv), and *Seen and Heard* (an internal publication for staff and faculty). A branding project is in the works. Consultants will help develop branding and marketing plans. The "Innovation District" (includes neighboring hospitals) will use some of our marketing.
- Karla presented on the successful implementation of a faculty orientation for adjuncts in the College of Education.
- An offer has been made to the finalist for the position of assistant registrar.
- The Bishop Center and the Center for Civic Engagement have formally separated and divided responsibilities, though both remain under Academic Affairs. Courses will be run through the Bishop Center.
- Tech fees will be used to updating technology in Davis and Coquina halls.
- Deb is on search committee for the Regional Vice Chancellor for Academic Affairs.
- The Student Affairs unit has developed a program known as "It's on Us" to curb sexual assault.
- USFSP and USFSM may lose significant scholarship funds that are generated by USF Tampa students.
- Interim RVCAA Mark Durand says DL funds will be used to assess Distance Learning initiatives.
- The campus has secured the services of a project architect to look at spaces in DAV and COQ.
- October 16 was John and Kathy Arthur Day during Campus Board of Trustees meeting.
- A representative from the USF Office on Academic Integrity talked about cheating at a Chancellor's Meeting.
- The USFSP Master Plan was approved by the Campus Board of Trustees.
- For future distribution of meeting minutes: after scribes send them out, allow about two weeks for editorial comments or revisions. If none are provided, inform Jim and he will assure that the minutes are added to the USFSP Digital Archive.

**Committee Reports**

**Diversity Committee:** Meets next week for second meeting of the year. There is a list of activities under consideration.

**Events Committee:** Please remember to inform others of any events on the horizon. If there is anything that you want Student Government to advertise or promote, send the information to SG Vice President Juan Salazar. Mention was made of program ideas with Tiffany Cheneville and

her research on AIDS in Kenya, as well as the status and forthcoming program for the Student Colloquium. A brownie contest is scheduled for December 8. A petting session with therapy dogs is also scheduled before the end of the semester.

**Exhibits Committee:** The Alice in Wonderland and Banned Books Week displays attracted great interest. The Stars Wars exhibit is popular now. A Native American Heritage display is under consideration and the Study Abroad program has a display on the horizon. For 2016, committee members hope to see more student involvement in displays.

**Space Committee:** The team submitted its renovation plan. There were small, medium, and large ideas. We may have a new air handler unit installed during the winter break since the unit is nearly 20 years old. Jim will remove metal shelving from the second floor utility room and set it aside for the Harbor Hall vault. He will also assist in the construction of stacks in Tech Services. The security gate that came over from the old library building and has provided approximately 30 years of service is slated for replacement.

#### **Announcements:**

- Kaya mentioned those with Departmental Reports that require edits should finish them and submit their reports.
- The USF System prepared an Academic Productivity Report in draft that Interim RVCAA Durand has shared with Deb and the college deans. It shows programs at USF, USFSP, and USFSM that are meeting degree productivity goals, those that have fallen below USF System goals, and those that are not meeting either USF System or Florida Board of Governors goals.
- Joe Trubacz has worked closely with us and USF Tampa Library on E-resources issues for electronic databases.

**Dean Search Update:** The candidate pool includes a total of 27 applicants. Online video chats will take place in early December with in-person interviews hopefully scheduled with top finalists in January and February.

#### **New Business**

- **Possible Water Exhibit:** The exhibit proposal submitted by Chris Meindl in Florida Studies is dead due to costs and logistical issues.
- **Online form revision for Space Reservation Requests:** Brief discussion about how to handle requests from outside parties who want to use library space.
- **Plans for Student Government subsidizing Free Printing:** This recurring issue was again discussed.
- **Color Schemes for Library:** Some discussions took place.

#### **Old Business**

- **Study Room Reservation System Beta Testing:** Discussion took place regarding alternatives for the distribution of study room keys, including a reservation system that would allow for advance booking of rooms. Pros and cons were discussed. The motion was deferred and the present system will stay in place as discussions continue.

- **Emergency Planning:** Those with assignments should try to gather information by December.

Meeting adjourned at 4:09 p.m.