

Jan 13th, 2009 @1:30pm

Absent: Chet and Kathleen

- Guidelines for Student Assistants in the University Library
 - Work with Mary before EPC meeting (1.19.10)
 - Not all the same guidelines for branches – noted in the guidelines
 - Discussed and made changes to the document
 - Student workers/student assistance (keep consistent for EPC)
- Evals
 - Everyone in the group is doing a great job
- Library Emergency Response Team
 - Met with 1/3 – 1/2 of units in the building
 - Continuing through the building
 - Going over specific parts of doc. For each unit.
 - Meetings help with documentation
 - Specific areas discussed:
 - Linda's Area: doors
 - Lock, keep closed, bell
 - Stairwell door locked in mailroom behind acquisitions
 - Barb should feel more supported (need to work with people in Horrabin)
 - Dana B. will be asked to meet with our group
 - Not meant to restrict freedoms – just safety precautions
- Budget
 - No money to order supplies or materials
 - Have to change the way we do business
- Other
 - Our group is the most diverse work force in the library system
 - Peggy is working on rearranging periodicals to allow more study space on 3rd.
- Agenda Items
 - Unit reports next month
 - Phyllis will give report on faculty retreat