

LIBRARY SERVICES COMMITTEE  
Minutes for June 14, 2005

In attendance: Elissa Daub, Kyungmi Lee, Maryanne Vigneaux

LIBRARY ISSUES FORUM:

We will be planning forums based on staff interest. A survey will be sent to library staff in July; it will include topics previously suggested that had low interest, as well as additional ideas. Responses will be tallied and the outcome discussed at the next LSC meeting.

Lockss = Lots of copies keeps stuff safe (for future professional development (5)  
Library Security (7)  
Dealing with Problem Patrons (4)  
Workshop on Publishing Materials (9)  
Cataloging url (6)  
Tai Chi (use gym space) (5)

**ADD -**

Human Resources program such as Time Management or Effective Meeting Skills\*  
Delegation (audio cassette available) to follow with group discussion  
Talk by individual Deans on SBU campus about their area  
Libraries Visited - Sharing the Good Points  
Hot topics from library journals  
Other Suggestions: \_\_\_\_\_

\*Mimi will speak to a HR training person about scheduling a program of 1 hour in length followed by ½ hour of discussion.

This group will focus on programs rather than campus events in which Publications & Publicity is involved. LSC and Pub. & Pub. need to keep their activities separate. There will be opportunities throughout the year when all staff will be encouraged to volunteer for shifts of time, but team members will be involved in the actual reservation/planning stages.

MIND AND SPIRITS:

To start off the next academic year, we would like to schedule a 1 ½ hour block of time for Dan Kinney to speak with staff on his sabbatical. Mimi will ask Jason to check with Dan on a date so that the Javits Room can be reserved early. Refreshments will be provided from staff donations.

NEW STAFF ORIENTATION:

Orientation Team has been added to a Team questionnaire that will be sent to all staff shortly.

**NEXT MEETING:** August 9, 2005, 2:00 pm, small conference room in Director's Office.

**AGENDA:** Forums

Future Meetings – Sept. 13, Oct. 11, Nov. 8, Dec. 13