



May 20, 2014 Ferris Library Advisory Council Meeting Minutes

Chairperson: Scott Garrison

Present: Scott Garrison, Leah Monger, Josie VanAvery, Lyle Mourer, Melinda Isler, Kristy Motz, Rick Bearden, David Scott.

Topics

Student Life Updates

Scott attended the Student Life meeting and noted some updates regarding the new University Center. He reported that they are right on schedule expecting the certificate of occupancy to be granted sometime in December and the opening is expected to be January 2015. The center will be operated similar to the Rankin Center.

Ferris Fest may or may not be out on the quad in the future. There will be a stage and speakers facing the library. Angie Roman is the contact person if there are any reported complaints regarding noise. There will also be student groups with PA systems on the quad but they are required to turn their speakers so they are pointed away from the library. We may contact Angie Roman if the speakers are set-up toward the library.

Mark Schuelke is compiling the data from the furniture survey of furniture placed in the IRC and the data will be available sometime this summer for review.

Stacy Anderson has been invited to the next FLAC meeting to share information from her focus groups.

At the Student Life meeting, staff described how they train and evaluate students within their units. They inquired with Scott as to how the 24 hour area is used for student employment and he referred them to Lyle. Cindy Horn discussed how SRC's student employees could earn Rec bucks.

The Student Life personnel include Leroy Wright, Mark Schuelke, Angie Roman, Angela Palmer, and Nick Campau.

Circ Desk Part-time Employment

Scott received a letter from one of our part-time employees requesting a reassignment of duties (if not granted, she would resign by May 31, 2014). The group decided that there would not be other duties available during her evening hours of work. If she resigns, there would be a void for some of the night/weekend hours at the circ desk so we would need to decide how to fill this function.

Scott suggested student employees to fill the staff member's hours, and there was general agreement in the group to pursue that. Dave expressed that we need to balance circ staff and student employees, and suggested that wage increases might be important to retaining good student employees. He would also like to grant additional work hours as well as Saturdays. Scott suggested as a possible incentive to work Saturday would be to offer to them their pick of the other workdays for hours.

Discussion continued on training and mentoring for the students.

Action: Dave will talk with Cindy Horn about the logistics of managing student employees working without regular FLITE employees present (i.e. as is already done with Night Managers). Lyle and Dave will have discussions with Lingfei and Helen about immediate scheduling needs and how to address the alternatives to a permanent part-time employee.

Scott noted that he wanted to open the second floor balcony this summer. He realizes that signage would be necessary to address issues such as smoking and adherence to the student code of conduct. He also noted that we will also need to take action if the open balcony is abused. Lyle had concerns of book theft and balcony dares. Melinda suggested that we check on the liability issues. Scott suggested we develop opening/closing protocols and will inquire with Miles Postema as to what our liability issues might be.

Scott noted he would like these items on the next FLAC meeting agenda for June 4, 2014.

- Stacy-focus groups
- Review the list of the action items and determine which are outstanding and where we are with completion.
- Assess the FLAC.

Other Business/Roundtable

Mari and Kristy met with Deb Cox and Debra Courtright-Nash from the Languages and Literature Department to inquire how FLITE could work with them on information literacy outcomes.

David met with Bob Buckingham of MCO finding that they do not feel the need to keep their reading room/library and would like to re-purpose that space. They are compiling a list of items within that room to move over to FLITE, items to keep, and would like FLITE to help dispose of what items they don't need. Melinda will accept historical items if offered.

David noted that journal withdraws will commence soon.

Leah reported that Yuri's departure will require a redistribution of labor much the same as when he went on sabbatical. She will need to set that up until we have a replacement.

Meeting adjourned at 2:00

**Next Meeting
June 4, 2014**