Present: Salisbury (chair), Ganson, Gibson, Gilbertson, Jones, Juhl, Kulczak, Lehman, Lennertz, Rogers, Zou

There were no formal agenda items.

- Lennertz reported that the reference/instruction group met about training for staff working at public services desks. A draft of material to be covered has been started. The new microfilm/microfiche machine is here, and training for desk people and other interested parties will be announced shortly. The Walton Reading Room will close at 1:00 tomorrow for the Keith Knight event. Lennertz also announced that the search committee for the Business Librarian will bring in two candidates for interviews on March 5-6.
- Ganson noted the Libraries supplied more than 2,000 duplicate or unwanted gift books for an exhibit to be created in Vol Walker Hall. (See http://shar.es/1fyM0P.) The IT director from Fulbright College contacted her because all networks slots in Physics are now full. They will be discussing branch capacity.
- Juhl announced she would be out the following week.
- According to Jones, the Fine Arts Gallery is hosting an exhibit by a well-known Atlanta artist (http://shar.es/1fyNqy.)
- Gibson reported that the User Experience search committee was in the process of rescheduling Skype interviews because of weather.
- Gilbertson and Rogers reported that their units are busy with ordering and renewing materials. Gilbertson will send out a notice about orders progress with regard to dates submitted.
- Lehman brought the latest issue of Physics Today, the cover of which features a photo from Special Collections (http://shar.es/1fr5Ae). She announced she will attend the American Institute of Physics meeting in two weeks. She also reported on Faculty Senate and the Chancellor search. An external firm will be used, and President Bobbitt plans to appoint approximately 15 people to serve on the committee, 3-4 of whom will be faculty. The goal is to interview in the fall when the campus is at its most active. No decision has been made about whether an interim will be appointed.
- Zou reported that the Kanopy patron-driven streaming video service has seen good usage, and that additional titles have been added recently. Interlibrary Loan now checks this resource before processing film requests, and they refer patrons to Kanopy if a title is available there.
- Salisbury announced that two ADHE reviewers will be visiting the Chemistry & Biochemistry during the week of February 23. Ganson reminded those present that she would like copies of anything prepared for accreditation reviews. Two faculty positions are open in the chemistry and biochemistry department, and this led to a discussion of other vacancies on campus. Affected areas include Asian studies, history, and architecture. Finally, Salisbury reported that the Institutional Repository task force has drafted an open access policy. This must be reviewed by the Steering Committee and the Provost, and the intention is to bring it to Faculty Senate on March 11. The group is now working on other policies. Amy Allen is drafting building/center abbreviations to be used in the bepress software.

Respectfully submitted,
D. Kulczak