

San Jose State University Library Board Minutes
April 7, 2008

Attendees: Celia Bakke, Luann Budd (Guest), Ji Mei Chang, Laurel Cox (designee for Benjamin Henderson), Jean Luc Desalvo, Ruth Kifer, Danelle Moon, Kenneth Peter, Tina Peterson, Maureen Smith, Mary Somerville (Guest), and Blair Whitney.

Transcriber: Bridget Kowalczyk

Absent: Anthony Bernier, Richard Chung, Patrick Fleming, Beth Von Till, and Ming Zhou.

Ken Peter noted that the number of attending board members at today's meeting justified a quorum.

1. Approval of minutes from March 17, 2008.

Minutes were reviewed and approved.

2. Professional Development and Training – Discussion (Guest: Luann Budd)

Luann Budd reported on the challenges and opportunities that have arisen from the merged library.

- All staff had to adjust to a new facility, new policies, new website, new catalog, and new safety and emergency procedures.
- Consultant Sheila Creth was brought in to ensure that the staff was well-trained prior to the opening of the new King Library. Focus groups and surveys were conducted to determine staff training needs. Workshops were held on effective team building, managing change and stress, and time management.
- Human resources from the city and university provide training to their respective employees. External trainers were brought in for the merged library. Training was also provided by internal staff.
- In March 2006, the Dean created the SJSU Library Staff Training and Professional Development Working Group to continue the effort. Recommendations by the group were incorporated into the SJSU Strategic Plan. One of the recommendations included the creation of an SJSU Professional Development Council to implement the recommendations. The Council began its charge in January 2008.

3. Discussion of nominations for membership: Task Force on Open Access (Peter)

- On April 14th the Academic Senate will meet to discuss the Task Force on Open Access. The Senate will appoint the members. The ULB agreed that they should generate a list for the Senate of potential members. Ken recommended that members consult their units and propose nominations. It

was suggested that faculty members who have been journal editors would be good candidates for the Task Force.

- The Board also agreed that the Task Force should elect its own chair. Ken said he would add this line to the Senate Management Resolution.

4. New business

- No new business was discussed.

5. Adjourn

The next meeting will be April 21, 2008 at 2:00 P.M in the Boardroom. The guest presenter will be Julie Kowalewski-Ward. Her presentation will focus on Access Services and Document Delivery.

Handouts:

- Draft of March 17, 2008 Minutes
- Agenda for April 7, 2008
- Powerpoint presentation: Professional Development & Staff Training