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LOSAC Minutes 2007-02-20

Library Operating Staff Advisory Committee

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Minutes of the regular meeting of the LOSAC committee

Tuesday, February 20, 2007

1:30 p.m.

Room 409

Present: Stacey Bivens (Chair), Mona Strausberger (Vice-Chair), Susan Kapost (Secretary), Angie Schroeder (LAC rep), Joan Metzger (Historian), Pat Arne, Sherry Lee Patterson

Old Business:

Approval of Minutes

The minutes of 1/16/07 were approved.

Archival Review

The committee reviewed and approved the following LOSAC documents to be archived in the Regional History Center:

1/16/07 Agenda

1/16/07 Minutes

1/26/07 Mary Munroe's (Interim Dean) memo approving the LOSEP manual

New Staff Email Updates

The personnel list was updated.

Other

The LOSEP (Library Operating Staff Evaluation Procedure) manual has been approved. It will be distributed to new operating staff employees and, eventually, via the library's homepage . If anyone has difficulty accessing the manual, please let one of us know.

The Interim Dean and the Business Administrative Assistant did not have prior knowledge of which positions were going to receive the supplemental raise until the paperwork from Human Resources was received but they are aware that not all positions in the library were given the supplemental raise. At LOSAC's invitation, Marcia Dick will attend the March meeting to discuss the supplemental raises and update us on other Operating Staff Council business.

New Business

LAC meeting

The scheduled meeting was postponed until March 2nd in order for the Interim Dean to be able to report the latest information regarding the dean's search.

Dean's Search

The next scheduled meeting for the search committee is Thursday, February 22nd.

Other

The Strategic Planning for the Library was mentioned and a discussion followed which included such topics as: investigate the feasibility of space for an exercise room located somewhere in FML, staff members using the basement as a track, exactly which keys in the building are going to be redone, and whether staff and faculty should be required to wear some kind of identification that we work for the University Libraries. There was no resolution to any of these topics at this time.

Meeting was adjourned at approximately 2:40 p.m.

Our next meeting is scheduled on March 20, 2007 at 1:30 p.m. in room 409.

Respectfully submitted,
Susan Kapost, Secretary