

Planning & Policy Committee
September 5, 2006

MINUTES

Present: Nena Couch, Marsha Hamilton, Jennifer Kuehn, Bruce Leach, Betty Sawyers
Absent: Beth Russell

1. Organizational Survey--Results of the Organizational Survey will be presented by Bruce at the General Meetings on September 13 and 14. P&P will schedule a joint meeting with SAC after the General Meetings for further discussion.
2. Joint Meeting with Executive Committee--The major topics for the joint P&P/Exec meeting scheduled for September 11 will be: Survey results, Communication Issues, and the "generic" position description for subject specialists. [The meeting was subsequently postponed until September 25; Bruce will schedule an appointment with Joe Branin prior to the General Meetings to discuss the results.]
3. Meeting Schedules--The schedule of Faculty Meetings for the 2006/2007 academic year will be distributed by the Faculty Secretary to all Libraries Faculty, and they will also be added to the Meeting and Events Calendar. P&P monthly meetings and joint P&P/Executive Committee bi-monthly meetings will be added to the P&P members calendars.
4. Guidelines for Committee Chairs--The revised draft of the Guidelines for Committee Chairs was discussed and a few additional suggestions provided to Bruce for a final draft.
5. October Faculty Meeting--The Agenda for the October 10 Faculty Meeting will be determined at the October 3 P&P meeting. The impact of the move on the Libraries' clientele will be one of the major topics for the Faculty Meeting.

Betty Sawyers
Faculty Secretary