

**Faculty Senate Committee
Reporting Instructions**

Adopted by VSU Faculty Senate, 2/16/2017

1. Each Standing Committee chair will submit an annual report to the Senate Executive Committee two weeks prior to the final Senate meeting of the academic year. Sub-committee reports will be included as part of its Standing Committee Report.
2. The Standing Committee annual report will include a completed Reporting Form. The Reporting Form will summarize all activities undertaken by the Committee and its Sub-committee(s) during the academic year. If no activities were undertaken, the chair must submit the report and record “No activities” in the Issue/Topics column and a recommendation to maintain or dissolve the committee in the Committee Recommendation column. Recommendation should include a supporting reason.

Faculty Senate Committee Reporting Form

Committee: Library Affairs _____ **Academic Year:** 2018-19 _____

Committee Members: Alexandria Ligia Focsan, Meagan Arrista-Chisholm, Ruth Brandvik, Taralynn Hartsell, Matthew McIntyre, Guy Frost, Dominick Gheesling, Ken Smith, Amy Chew, Hanae Kanno, Shantanu Charkraborty, Sandy Trowell, Frances McDowell Youmans

Issue/Topic ^{1, 2}	Committee Recommendation ³	Action Taken	Senate Decision (if applicable)
Library Contingency Fund	Considered requests for funding for books	Awarded all funding	N/A

¹ Indicate whether the Issue/Topic was remanded by the Senate or Committee generated.

² If a Sub-committee indicates “No Activity,” the Standing Committee must recommend to maintain or dissolve the Sub-committee.

³ If the committee is not ready to make a recommendation, indicate “In progress” and discuss the stage of review.

Minutes from Mary Block, Chair
Library Affairs Committee
Faculty Senate
Valdosta State University

In Attendance:

Alexandria Ligia Focsan, Meagan Arrista-Chisholm, Ruth Brandvik, Taralynn Hartsell, Matthew McIntyre, Guy Frost, Dominick Gheesling, Ken Smith, Amy Chew, Hanae Kanno, Shantanu Charkraborty, Sandy Trowell, Frances McDowell Youmans

Minutes:

Members of the Library Affairs Committee met in Odum Library on Friday, January 25th. We first discussed the Library Contingency Fund, which this academic year amounted to \$3,000. We had requests for more than \$4,300 worth of books and had to decide how to fairly allocate the money. We decided to fully fund all requests except for the Music Department, which asked for over \$2,700, for sheet music and books. The Music Department got all monies left over after all other requests were funded. The Music Department still received over \$1,400 in funds; substantially more than any other department, but their request was much larger than any other department. In sum, everyone who requested funding got some money. Most requests were fully funded and only one, the largest request, was partially funded. The committee approved the allocation unanimously.

After allocating the money, I asked the committee members for assistance with drafting a resolution statement of support of full funding for VSU's Odum Library. I want to keep the resolution brief and to the point, which is to ask the administration to increase the Odum Library budget so the library's administrators will not have to make cuts to books or journals or other resources. The committee's response was supportive of the resolution and helpful as to the contents.

Respectfully submitted,

Mary Block, Chair
Faculty Senate
Library Affairs Committee