

**Policy & Organizational Structure Change Committee
of the W&M Librarians Assembly
MINUTES for MARCH 10, 2005**

Present: Kevin Butterfield (Law), Carol McAllister (Swem), Mary Molinuex (Swem), Susan Riggs (Swem), Deborah Vroman (RBC). Charlotte Brown (PRC) was unable to attend.

The group reviewed the committee's charge to investigate ways to involve more librarians in campus decision making. Encouraging membership on campus committees seemed to be the best way to do that. Another tactic considered was to invite instructional and other professional faculty to be members of appropriate library committees. This could involve developing new committees that would call for teaching faculty members to participate, such as an instructional collaboration task force.

The members considered two lists of existing campus committee. One of these was from a report prepared in April of 2002 by a previous POSC Committee. The other was a list of current campus committees provided by Shirley Aceto from the Provost's office.

Work assignments were as follows:

Susan Riggs and Carol McAllister agreed to review the previously prepared list of campus committees and compare it with a list of committees that currently exist at William & Mary. Susan will investigate the makeup of the Faculty Assembly and look at the committees that are part of the Division of Arts and Sciences.

Mary Molinuex will contact Connie McCarthy to inform her about POSC's plans and to ask for advice. As a Dean, Connie is presently a member of several campus committees and is familiar with the appointment process. Mary will also ask Connie about the possibilities of adding faculty to existing Swem committees (e.g., Electronic Resources) and/or creating new committees to partner faculty and librarians (e.g., Library Instruction).

Kevin Butterfield and Deborah Vroman will review the committee functions at their respective institutions and report back on the status of librarian membership at their campuses. Several new committees have formed at Richard Bland College since the 2002 POSC report.

Carol McAllister agreed to contact the librarians at VIMS and Charlotte Brown at the School of Business to ask them to review the sections of the 2002 report that deal with their schools and seek their input concerning updating and moving ahead.

Carol McAllister
Recorder