

**Senate Library Subcommittee
Minutes
Monday, October 11, 1999
11:00 a.m., Library 241**

Present: R. Manalis (chair), L. Hite, K. Murphey, D. Oberstar, R. Ramsey, J. Violette

Guest: C. Truesdell

Absent: N. Cothorn, E. Leonard, R. Tierney

The meeting was called to order at 11:05 a.m. by Professor Manalis, Chair.

Special Needs Funds

Revisions to the Special Needs Funds application guidelines for 1999/2000 were approved. These included the addition of the following three statements:

to item 2: No item that assumes a recurring or on going commitment should be requested.

to item 4b: Specific titles may be substituted, but the focus of the proposal should not be altered.

to item 5e: The library will only purchase a single user license.

Reserves Policies and Copyright Fair Use

Cheryl Truesdell reviewed the Fair Use Guidelines for Electronic Reserves and policies and procedures used by several other libraries for their electronic reserves. At the next meeting the Subcommittee will use these to address the IPFW policy for course reserves, including electronic reserves.

The meeting adjourned at 12 noon. The next meeting of the Subcommittee will be on Monday, October 25, at 11 a.m. in Library 241. Additional meetings were scheduled for November 8 and 22.

Recorded by J. Violette