

University Committee on the Libraries

Minutes

October 14, 2025



MICHIGAN STATE
UNIVERSITY

Attendance

Name	Representing	Present	Absent
Neil Romanosky	Administration	X	
Monireh Mahmoudi	Agriculture and Natural Resources	X	
Christopher Frilingos	Arts and Letters	X	
Madeline Douglas	ASMSU	X	
<i>Pending</i>	<i>ASMSU</i>		
Sara Barnwell	Business	X	
Adithya Sathyanarayana	COGS		X
Kunle Adeyemo	COGS	X	
<i>Pending</i>	<i>COGS</i>		
Tiffany Wahl	Communication Arts and Sciences, Chairperson	X	
Samantha Lam	Education		X
Tim Hogan	Engineering	X	
Kathleen Oberst	Human Medicine	X	
Yasumasa Komori	James Madison		X
Tim Innes	Law		X
Susan Kendall	Libraries	X	
Jodi Coalter	Libraries Steering Committee	X	
Isaac Record	Lyman Briggs	X	
Ryan Shaw	Music		X
Veronica (Mengqi) Zhang	Natural Science	X	
Patty West	Nursing		X
Todd Moyerbrailean	Osteopathic Medicine		X
Toby Altman	RCAH		X
Sarah Prior	Social Science	X	
Annette O'Connor	Veterinary Medicine	X	
Guests:			
Jane Meland	Law (attending for Tim Innes)	X	
Jessica Wagner	Libraries	X	
Nick Reynolds	Academic Governance	X	

A regular meeting of the University Committee on the Libraries was held on October 14, 2025, at 2:05pm via teams with Chairperson T. Wahl, presiding. The



agenda was approved as written. The minutes of the September 9, 2025, meeting were approved as written.

Remarks:

Dean Romanosky welcomed new members and expressed gratitude to Tiffany Wahl for her willingness to serve as committee Chairperson. Kathleen Oberst will remain as committee Secretary.

Recent library activities include a strategy exercise focused on artificial intelligence (AI). Every Library division is involved and data collection is ongoing. Laura Walesby, Head of the Gast Business Library, is leading the effort. The goal of this work is to understand the demands surrounding AI to inform where the Libraries should focus resources and supports. A summary report will be compiled and presented to the committee for consideration.

The Library Student Advisory Committee will hold the first meeting of this academic year on Friday, 10/17/25. This committee is not an official part of academic governance. The committee was assembled to provide an ongoing opportunity to obtain student voices with respect to collections, spaces, services, and other issues.

New Business:

5.1. Request to permit auto-transcription of minutes: Chairperson Wahl introduced a proposal to use auto-recording to assist with minutes for reaction and feedback. A question regarding if it would be used to generate the minutes or as a recording to provide assistance to the minute taking process was asked. The proposed use was described as a recording intended to support the minutes taken during the meeting to ensure nothing was missed. The recording would not be accepted as the official minutes of a meeting. Although the original description mentioned discarding the recording once minutes were accepted, a clarification was noted that recorded transcripts would be FOIA-able so would need to be retained. Another question was asked if meeting recordings would be permitted according to Academic Governance processes. This question had been brought up to Academic Governance ahead of the meeting and it was permissible to record the sessions. A caution was offered to ensure the platform that will be used if the committee moves forward with transcription is approved by MSU. Committee meetings are held using Microsoft Teams and recording can be turned on and off within a session. Microsoft is on the Tier 1 approved list published at: <https://upl.msu.edu/procurement/policies-procedures/it-review/approved-software/index.html>. Chairperson Wahl asked if there were any strong opinions in



favor or opposition to the proposal. Weak opposition to the idea was reported. Committee members agreed to test a recording at the November meeting.

5.2. Jessica Wagner, Promoting academic success through Library Course

Materials Program: Jessica Wagner presented on the Library Course Materials Program. A copy of the presentation slide deck, *Promoting academic success through Library Course Materials Program*, is attached to these minutes and members are encouraged to share with fellow faculty members. The program supports faculty to assemble course pack materials. Specific supports include research, referrals, and production support including basic accessibility considerations. The timeframe for this work requires at least 8 weeks prior to the start of the semester the course will be offered. Course packs can be print or electronic and the goal is to reduce costs for students in accessing content. Instructors have final approval of content and the way distribution occurs including if/which bookstores may be involved. J. Wagner clarified that Library Course Packs are distinct from Published Readers (PR). PRs are a fixed set of materials that cannot be individualized. PRs are often published by for-profit entities and therefore can be expensive for students. A reminder about Course Reserves was provided. Course Reserves describe resources where instructors put materials on “reserve” so that students don’t need to purchase them outright. Students are able to use them without additional cost. Course Reserves can be print or electronic resources. In response to a question about tracking usage, a limitation was noted that while downloads and purchases could be reported – it could not be refined to an individual course report. There is no ability to track the number of times a student interacts with specific content.



CMP Presentation to
ULC 2025.pptx

Returning Business:

6.1. Meeting Format – Hybrid Option: Chairperson Wahl introduced a proposal about introducing a hybrid option for meetings. No objections were raised to offering upcoming meetings in both a virtual and in-person option. The location of upcoming meetings will be at the library, Green Room, on the 4th floor. This space will accommodate the number of committee members and also supports online connectivity. Members were notified the November meeting will change due to absences of Chairperson Wahl and Dean Romanosky. A new schedule will be sent.

6.2. Library Tour Scheduling: The date of the committee library tour will likely be postponed from November to the spring semester. The tour will emphasize the

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new Special Collections area on 3rd floor. This area is not yet open to the public so it will offer a behind the scenes opportunity.

Comments from the Floor:

No comments from the floor.

Adjournment

The meeting adjourned at 2:46 pm.

[print name of the secretary and sign above]

Approved: [month, day, year]