

## NTLC Committee Meeting - February 10, 2022 at 2 p.m.

Members Present: Allison Edgley, Sarah Coykendall, James Merritt

### Discussion Points:

- The NTLC website was down in the days leading up to the meeting
- The NTLC administration sends email correspondence to library and affiliate staff
  - Allison to email [ntlc-admin@kean.edu](mailto:ntlc-admin@kean.edu) to be added to chain
- Commuter Resource Center
  - Who is allowed to enter?
  - What happens if an ID card cannot open the space?
  - Sarah to try and see if access is available
- Student survey
  - Fall 2022
  - Hours of operation
  - Access to all NTLC Resources (including Commuter Resource Center)
  - Potential tabling event with giveaways/doorgrabs for students to encourage participant
  - Allison to contact Gourmet Dining
- NTLC hours
  - Returned to conversation from Fall 2021
  - Union County College is open an hour later, but does not have Sunday hours
  - Other Universities offer similar services
  - James previously did a quick comparison of hours at TCNJ and Montclair and these are the current Spring 2022 hours:  
Kean:

Learning Commons

7:30am – 8pm

Tutoring, Writing and Speaking

8am – 8pm

Commuter Lounge

24 Hours

VISER

7:30am – 8pm

TCNJ:

- Monday-Thursday 7:30am-12am
- Friday 7:30am-6pm
- Saturday 10am-7pm
- Sunday 11am-11pm

Montclair State:

- Monday-Thursday 8am-10pm
- Friday 8am-8pm
- Saturday 9am-5pm
- Sunday 12pm-9pm

- Promote NTLC offerings
  - Faculty to incorporate VISLab
  - New space in room 109
  - Allison to investigate including information on Simple Syllabus
  - Allison to contact Gwen re: T2K and GE3000
- Proposed next meet for April 2022
  - Goal is in-person at NTLC