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**Date:** April 29, 2024

**To:** Andre Avramchuk, Chair Academic Senate

**From:** Jane Gauthier, Chair Educational Policy Committee

**Copies:** R. Roquemore; C. Rodriguez; A. Vergara; S. Upadhyaya; C. Pugh; M. Hawley; K. Fisher

**Subject:** **EPC Memo 23-18: Proposed Deletion of “Library Cubicles” policy – Chapter VIII of the Faculty Handbook**

On April 11, 2024, the Educational Policy Committee (EPC) received a memo from the Library Subcommittee proposing the deletion of the “Library Cubicles” policy from the Faculty Handbook.

This policy stipulates that there are a limited number of cubicles that graduate students and faculty can reserve for up to an entire academic year. However, an assessment conducted by the University Library revealed low interest among graduate students in reserving a cubicle for a semester or longer, and usage data shows that faculty and graduate students are not fully utilizing this resource. However, this policy restricts the use of these cubicles for purposes other than these long-term reservations. In order to make these cubicles available for other uses, the Library Subcommittee and EPC recommend that this policy be deleted.

On April 23, 2024, EPC discussed and approved the Library Subcommittee’s proposed policy deletion.

1 **Library Cubicles**

2 (Senate: 2/12/19; President: 3/21/19; EA: 4/10/13)

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4 There are limited number of cubicles available to faculty and graduate students who meet the  
5 criteria for Library cubicles. Assignments are made each term for up to the entire academic year  
6 based on availability. Applications for use of these cubicles may be submitted online on the  
7 Library website.