

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
AUGUST 9, 2004**

Present: Dean Michael Binder, Connie Foster, Brian Coutts, Timothy Mullin, Carrie Barnett, Tom Hiles and Jan Renusch.

Minutes: The minutes of the August 2, 2004, meeting were approved as submitted.

Development Report: Tom Hiles, VP Institutional Advancement, attended the meeting to give a brief update on the next new overall fundraising campaign. Presently we are in between campaigns. The next one will begin July 2005. Tom is gathering "wish lists," input, and feed back from deans and department heads across campus in preparation for a case statement. He suggested that Carrie and Michael prioritize the UL case statement into a one to two page document for submission to him by September 1, which then will be used in solicitation of private donors. He is also looking for media ideas, i.e. stories about gifts received and the gift givers. A new 30-second TV ad has been produced to play all over the state extolling WKU and its opportunities. The estimated time frame for the new campaign is a 2005-2007 quiet phase when they will be meeting individually with prospects with the public phase beginning 2007.

DLSC Report: Timothy reported:

- An orientation video for freshmen is making use of over 100 images from University Archives.
- The Natcher exhibit will have a longer life after the event. A compacted exhibit will move to the lobby area outside of Manuscripts.
- The Centennial exhibit is in the planning stages. A budget is being worked on to present to the Centennial Committee. He hopes that additional money will be available or found.
- A small exhibit on Big Red's 25 years will be in the Orientation Room during homecoming.
- A student has been working on the papers of architect James Ingram, and has identified over 60 houses built by Ingram in Bowling Green. They hope to develop a program directed toward those homeowners and anyone else from Bowling Green that may be interested in architecture.
- A digital recorder has been purchased for the oral history projects connected with the Centennial.
- The denim-decorating workshop has gotten a great response. There will be a basket-making workshop on September 25.
- The Folk Music Tour, slated for September 18, received a matching grant of \$2,565 from the Kentucky Arts Council.
- Clock Day enjoyed some very good press in Saturday's Daily News.
- Plans for the Natcher event are progressing. The committee met last Monday to discuss the invitation and mailings.
- Rumor has it that the USPS will issue a Robert Penn Warren stamp for his 100th birthday in April, as part of the authors' series of stamps. An image from our collection will be used. The first day announcement at the museum is a possibility.

DLTS Report: Connie announced that the New York Times would be a free resource for classes for one semester only.

DLPS Report: Brian reported that Carol Watwood has accepted our offer to become the new Health Sciences Librarian effective the beginning of the fall term.

-Interviews have been completed for the part-time Library Technology Assistant to replace Michael Kenney who resigned to accept a teaching position in Owensboro.

-The fall schedule for Far Away Places has been completed. Speakers will include: Dr. Burnam Reynolds (History- Asbury College) on "the Balkans" on September 16, 2004, Dr. David Keeling (Geography-WKU) on "Australia" on October 21 and Dr. Richard Deal (Geography-WKU) on "the Pacific Islands" on November 18, 2004. All talks will begin at 7:00 p.m. at Barnes & Noble on Campbell Lane. Integra Bank is this year's sponsor.

-The fall schedule for the Helm-Cravens Library was approved by the Dean and is attached.

-Final plans have been completed for the New Faculty Orientation on Wednesday. Peggy Wright is coordinating our program.

Dean's Report: Michael distributed an ADDENDUM document regarding leadership priorities being added for each of the academic deans for the coming year for discussion and the department heads input.

Adjournment: There being no further business before the Council the meeting was adjourned at 11:55 a.m.

For the Council,

Jan Renusch