

**COUNCIL OF LIBRARY DEPARTMENT HEADS  
MINUTES  
APRIL 3, 2006**

**Present:** Dean Michael Binder, Timothy Mullin, Connie Foster, Brian Coutts, Jayne Pelaski, Haiwang Yuan and Jan Rensch

**Minutes:** The minutes of the March 20, 2006 meeting were approved as corrected.

**Community Outreach Report:** Jayne reminded the group of the Kentucky Writers Conference, the Kentucky Literary Awards luncheon and the Book Fest. She passed out copies of the recent issue of KENTUCKY MONTHLY featuring the Book Fest.

-The interview schedule for the candidates for the Marketing Coordinator position was distributed for review and updating.

**Web & Virtual Library Report:** Haiwang and Rosemary Meszaros presented WKU Libraries' blog and podcast at the KLA joint conference in Jenny Wiley Park last week. Haiwang also attended a pre-conference workshop titled Blogger's Toolkit by Michael Stephens. Haiwang also learned about Web 2.0, Library 2.0 and Librarian 2.0 from his other presentation titled Conversation, Community, Connections, and Collaboration. Haiwang will give Michael Stephens' PowerPoint presentation to the Dean and the CLDH members at the next meeting. For information about Web 2.0, Library 2.0 and Librarian 2.0, please refer to an article /Web 2.0, Library 2.0, and Librarian 2.0: Preparing for the 2.0 World /by Stephen Abram, MLS, SirsiDynix vice president of Innovation. Accessible at:

[http://www.imakenews.com/sirsi/e\\_article000505688.cfm](http://www.imakenews.com/sirsi/e_article000505688.cfm).

-Haiwang will discuss with Jayne podcasting speakers at the coming Southern Kentucky Book Fest.

-Haiwang has a new cell phone. His number is: **270-779-3398**.

-Haiwang reported that he has added live book marking capability to the Libraries' home page based on RSS technology. It is marked by a little square orange icon on the far right side of the address bar on top of Mozilla's Firefox browser. When a user clicks on the icon, the user will be asked to bookmark the page. The bookmark contains a list of the most recently posted entries to the Libraries' Blog. The content of the bookmark will be updated automatically when the Blog is updated.

**Dean's Report:** Timothy represented Mike at the Council of Dean's meeting on Friday, March 31. Mike distributed copies to the Department Heads of the Proposed University Policy on Endowed and Chaired Professorships and the Procedures for Allocation of Merit Salary Increases for their review. Mike reminded everyone of the Libraries Advisory Council meeting at 5:30 p.m. at the Kentucky Building. Agenda items were discussed.

**DLPS Report:** Brandon Peters has finished work on the PowerPoint presentation for the Kentucky Writers Conference. The presentation was brought up on computer for review. Suggestions and corrections were made and Brian will give the information to Brandon for updating.

-Brian, Paula Bowles and Nancy Marshall met with Daniel Hatcher and a student from the Journalism Department to review plans for the "Banned Books Exhibit." Plans call for large scale blowups of authors and their

books which have been challenged over the past several decades, a short video to be prepared with voiceovers from authors about challenged materials, a DVD of recent student film winners on censorship may be shown and 4-5 terminals to focus on key web sites on censorship will be set up.

-The next Kentucky Live event April 6 is Nancy Baird premiering the University's new centennial history written by her, Carol Crowe Carraco and Sue Lynn McDaniel. It's entitled: *Western Kentucky University: The First 100 Years, 1906-2006*.

-Far Away Places' next event April 13, is Shawn Parkhurst, Director of the Portuguese Studies program at the University of Louisville. He will be speaking on his recent research on the wine industry.

-The Living On exhibit that was in Helm 100 has been taken down and removed. It was a great success drawing lots of positive comments. New magazine racks have now been installed.

-The dates for the three candidates interviews have been set for April 11-13. Interview schedules have been mailed and put in faculty/staff boxes.

-Brian distributed copies of the 2006 Helm-Cravens Library Summer Schedule. After review the Department Heads recommended the schedule for approval. Michael gave final approval to the schedule.

**\*Library Facilities Specialist Update:** The first phase of the renovation of the Helm service elevator is complete and the elevator is now in service. A software and electronic upgrade will occur in the future, which has not been determined at this time.

-Ben Johnson of Facilities Management is researching a possible power source for new power panels for the electricity repair in Helm in conjunction with the electric shop.

-Just before Spring Break Matt requested that the process for turning the air on in Cravens and Helm be started.

-VPAL update: At the last meeting Annie requested another meeting to discuss her proposed revisions to the VPAL floor plan. As of today another meeting has not been scheduled.

**DLSC Report:** Timothy has moved his office to room 204. Phone number and email address are still the same.

-Timothy will be moving the "WKU 100" Traveling Exhibit from Elizabethtown to the Southern Kentucky Book Fest on Friday. Next week it will be going to Owensboro.

-Past Perfect training for staff is scheduled for August 16-17.

-A gift/loan from the Odd Fellows of a chandelier from the Bowling Green Opera House will be installed in the stairway in the Kentucky Room.

**DLTS Report:** Nelda Sims has successfully loaded the 1,171 MARC records of the American Council of Learned Societies (ACLS) History E-book Project into TOPCAT. These carry the Electronic Book designation as an Internet location and can be searched as group by Call Number=Electronic Book, or Keyword/Boolean="electronic book." The next project will be loading the Evans microforms (Early American Imprints, First Series, 1639-1800), available through a past purchase of the microforms from the American Antiquarian Society.

-Connie distributed an example of one of the Kawanishi gift titles in the OPAC, *Genshobukan kokuhoi*, with both English and Japanese translations. The English title will appear first in the OPAC.

-Jack Montgomery was a contributor to the newly published book: *Teams in Library Technical Services*, Scarecrow Press, ed. By Rosann Bazirjian

and Rebecca Mugridge. His chapter is entitled "The Role of Organizational Culture in Effective Team Development."

-The MARCIVE project is moving along with over 1,000 records reviewed or added by Gov/Docs personnel.

-If anyone notices a location note of Helm 100 in TOPCAT, please let Connie know the location for updating purposes.

-David Runner has installed Paula Owens' new PC and upgraded the printer.

**Revise Tenure & Promotion Documents:** The revised documents are due at the start of the 2006-07 Academic Year. Department Heads are to review and finalize the documents to include QEP. Connie will email DLTS version as a guide to the other Department Heads.

**Change Travel Form:** Connie suggested that the travel form be changed to reflect rental car and estimated gas usage.

**Discussion: Change "Main" in TOPCAT to "Cravens":** The change was recommended by the Department Heads and approved by Michael.

**Evelyn Thurman Award:** Brian has had preliminary discussions with the College Heights Foundation to explore the possibilities of an award named after Evelyn for an unpublished manuscript by a new Kentucky author in the field of children's or young adult literature. The award would pay the costs of publishing the manuscript selected.

**Adjournment:** There being no further business before the Council the meeting was adjourned at 12:30 p.m.

For the Council,

Jan Rensch