

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
MAY 8, 2006**

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

This is the last CLDH meeting of the academic year. Meetings will be called as needed until we reconvene in August.

Minutes: The minutes of the May 1, 2006, meeting were approved as corrected.

Development: Carrie asked all to review the list of underwriting options she provided and return to her with updates and changes.

Community Outreach: Jayne reminded the group of the KY Museum Store campus sale that starts May 8 - 12. There will also be an ad in Sunday's paper to announce the sale to the public for the week of May 15 - 19.

-She brought copies of a travel article written by one of the Book Fest authors, Janice Law. The article appeared in THE DAILY NEWS of Galveston, Texas.

Marketing & Special Events: The search for a Marketing Coordinator is ongoing. A candidate interview is scheduled for Thursday, May 18. Brian will be sending out the schedule.

Web & Virtual Library: Haiwang gave a presentation to the DLTS department on Web 2.0, Library 2.0 and Librarian 2.0 on May 2.
-Haiwang attended the annual conference of the Chinese American Librarians Association Midwest Chapter in the Cleveland Public Library. He is now the president of this chapter consisting of Chinese American Librarians in 14 states in the U.S. He gave a presentation to the conference about Web 2.0 and its social tools such as blog and podcast. Haiwang has learned about new developments of OCLC, which will publicize a user-friendly online catalog search interface on library web sites' home pages. He also learned about new developments in the publication world, such as the concept of "blook," namely, "printed and bound book based on a blog."

-The editor of the peer-reviewed Chinese Librarianship: an International Electronic Journal (CLIEJ), indexed in Ulrich and to be in the new Ebsco's Library and Information Science database requested Haiwang to write an article based on his presentation, particularly about Web 2.0.

-Haiwang has updated TIP to include "blook" under the "Books & Magazine" category at <http://www.wku.edu/library/tip/magazine.html>.

Dean's Report: Michael reported that Mike Dale requested salary recommendations for Part-time staff.

-The amount of the increase of the student library fee is \$8,000 for this upcoming budget year.

-Michael requested Connie and her staff work on a review of serials and their cost this summer in preparation of a report for the new school year.

DLTS Report: The final meetings of the faculty and department for spring 2006 were held this past week. The department meeting resulted in the philosophy of service, based on the FISH! philosophy whereby they created their own principles after a yearlong initiative. The overall concept is: Our journey is our work together. The guiding principles are: Engage for Success. Enjoy! Be enthusiastic and positive. Enrich connections. Next year they plan to engage students in the process of understanding and sharing the FISH weekly as they continue to focus on excellent service and attitudes that will benefit the Libraries and the University.

-Another area of concern is marketing ourselves, both faculty and staff. At SELA, Deana Groves learned of something we should consider: Can we promote the library and promote ourselves in a simple statement (one minute or less)? Additionally, we should make use of the Blog to promote our accomplishments and put "out there" what we in academic library settings do. [There was nothing listed in the most recent edition of Doers and Deeds.] Besides promoting ourselves, we need to promote various services like priority requests, document delivery, online renewals, etc. that we take for granted but that the changing user population may not be aware of or forget if only introduced at the beginning of the year.

-The Student Personnel page has received over 1,000 hits in only a few months, as part of our initiative to enhance the DLTS web pages. My TDNet profiles have increased by 23% since the fall 2005.

-Connie passed out a synopsis of Rose Davis' SELA panel presentation concerning the achievement of full faculty status at WKU Libraries.

DLPS Report: The Helm-Cravens Library is extending hours until 2:00 a.m. from Sunday, May 7 until Thursday, May 11. Dan Forrest is coordinating the volunteers. SGA is providing support and Java City is providing refreshments.

-The painting stolen from Helm second floor last week was recovered by the police and returned to the library. An attempt will be made to contact the artist in Owensboro to repair the damage done to the painting.

-The DVD collection has reached 4,166. Of these 3,463 or 83% are in English, 166 or 4.2% are in French, 103 or 2.5% are in Spanish, and 80 or 2% are in Italian. Many other languages are also represented.

-Interim/Summer Reference Schedule:

May 15-June 2: Bryan Carson*, Brian, Jue Wang

June 5-June 30: Carol Watwood, Dan Forrest, Beth Knight*, Haiwang

July 5-July 28: Rosemary Meszaros*, Gay Perkins, Sean Kinder, Terri Baker, Charlie Smith

July 31-August 11: Bryan*, Jue (July 31-August 5), Gay (August 7-11), Brian *Indicates Coordinator or Acting Coordinator

-The Library Technology Team dealt with a problem with the networked laser printer in the Extended Campus Library Services Office, dealt with a problem a DLPS faculty member was having saving files to a flash drive, dealt with the physical placement of a monitor in ILL to deal with eye strain of the user, reformatted a hard drive for a DLTS faculty member - reinstalled Windows XP and all work related software and work data files after a file corruption lead to the Windows not being able to start, updated the web page for our online databases with links to "Tales Online" "MLA" (via ProQuest) "Current Law Journal Content" "P4A Antiques Reference Database", dealt with "normal" problems involving networking printing problems, etc. as they occurred.

DLSC Report: The Centennial Traveling Exhibit will be at graduation ceremonies in Smith Stadium and Diddle Arena.
-Timothy and Sandy Staebell will be going to Louisville tomorrow to see the progress on the Duncan Hines Exhibit
-Timothy has been selected to co-chair a professional committee for AAM.

Challenged Materials Document: Connie distributed copies for a final review. The dean approved the document.

Adjournment: There being no further business before the Council the meeting was adjourned at 11:10 a.m.

For the Council,

Jan Rensch