

**COUNCIL OF LIBRARY DEPARTMENT HEADS  
MINUTES  
OCTOBER 13, 2008**

**Present:** Dean Michael Binder, Connie Foster, Timothy Mullin, Brian Coutts, Carrie Barnette, Jennifer Wilson, Haiwang Yuan and Jan Renusch

**Minutes:** The minutes of the October 6, 2008, meeting were approved as submitted.

**Web & Virtual Library:** Haiwang reported that he has rearranged the Libraries' Web site homepage to feature links to the online exhibits of the Kentucky Library and Museum that includes the newly created University Archives exhibits, particularly the "Get on the Bus" exhibit. It is accessible in several locations on the homepage. He also created a temporary page to index the exhibits from the units of Kentucky Library and Museum and the University Archives before the exhibits will be incorporated into one access point on the Web.

-Mike and Haiwang carefully reviewed the Civil War web page (<http://www.wku.edu/Library/kylm/collections/online/civilwar/>) that Sandy and her student assistant Meagan Miles had created with the help from other Kentucky Library and Museum faculty and staff.

-Haiwang and Jennifer are working on a news release for the University Libraries Web site, the publication of the Web version of *Collections & Connections* and the Big Read web page.

**Development:** The Library Advisory Council met on October 6th at the Kentucky Library and Museum. A committee was formed to develop the writing contest for The Big Read. An anthology of 20 to 25 pieces will be printed. Carrie asked for location suggestions for the January meeting and the government documents collections area and Helm 5 were both suggested. She will follow up with Brian Coutts.

**Marketing:** Bourbon and Belles invitations went out to 700 plus individuals last week. As a reminder, the reception will be held Friday, October 24 from 5:30 to 7:30 pm.

-Press Releases went out on Rose Davis' award and the grand opening of the Civil War exhibit. Rose received great exposure on WKU's news and with follow-up, we will get some attention from our community's media for the Civil War exhibit.

-We've obtained a professional silhouette artwork of Evelyn Thurman's profile for the E.T. Young Readers Book Award seal that will go on the award-winning books as well as other promotional pieces.

Jennifer is working with Tom Meachum in University Relations to have a University Libraries logo of every possible style (i.e. horizontal, centered, rectangular, reverse) on file for continued use within our system.

Jennifer is beginning to work on the fall newsletter that will go out at the beginning of November as well as the Annual Report (FY '07-08) so she will be seeking input from all departments in the near future.

**Dean's Report:** Mike summarized the Classroom Improvement and Teaching/Research project requests and submitted them to Academic Affairs on Friday.

**Department Reports:**

**DLTS:** The Boards of SOLINET and PALINET have approved a recommendation to merge the two organizations. Members will vote on this recommendation early in 2009.

-Rose Davis reported that David Runner is installing a new networked laser printer in Bib Access. Also, she completed an equipment request to test a new label printer for replacing the badly functioning ones for everyone who prints labels or wants to. The dot matrix printers are virtually impossible to find anywhere.

-Jeannie Butler won a pedometer in the first week of WKU Employee Wellness Physical Activity Challenge. It is great to see a few people out walking and developing healthier lifestyles in ways that are suitable for them. Last year Ann Brown was the grand prize winner of a treadmill!

**DLSC:** The "Get on the Bus" actual exhibit rather than virtual was completed on Monday. The online exhibit installed "On the Bus" itself with cell phone audio.

-The Civil War exhibit was completed at the last minute thanks to many students, Jennifer and others who worked so hard to get the exhibit ready for the Gala. The Lincoln statue was installed as well as the lighting and landscaping. The Gala went very well.

**DLPS:** The KICC editorial board consisting of Brian Coutts, Chair; Haiwang Yuan; Rosemary Meszaros; Debbie Lamastus and Nancy Marshall met on Tuesday, October 7. The committee agreed to ask Haiwang to experiment with page colors (yellow and green backgrounds). Plans call for updating current links, the addition of clickable county maps, a link to blueways mapping project for Warren County, a downloadable version of "My Old Kentucky Home" with audio and lyrics for our "Fun Facts" section, a list of nursing homes in the "Health and Medicine" section, new links for Lincoln bicentennial web sites, a list of TV and radio stations, and updates to demographic sections. The board agreed to investigate the creation of Kentucky e-postcards similar to West Virginia e-postcards.

-Who's Who: Bryan Carson, Brian Coutts, Charles Smith and Haiwang Yuan are profiled in the 63<sup>rd</sup> edition of Who's Who in America 2009. Rosemary Meszaros and Roxanne Spencer are profiled in the 27<sup>th</sup> edition of Who's Who of American Women 2008-09.

-Interviews for the Research/Instruction Specialist position have been completed. Applications for the Interlibrary Loan Specialist position will be reviewed beginning Thursday, October 16.

-Far Away Places Series: This month's speaker is David Keeling, Head of the Geography and Geology Department. David will speak about his recent trip to Cambodia. The talk is scheduled for Thursday, October 16 at 7:00 p.m. at Barnes & Noble Bookstore.

-Kentucky Live Series: This month's speaker is Drew Curtis author of *It's Not News, It's Fark: How the Mass Media Tries to Pass off Crap as News*. Curtis is the founder of FARK.com one of the 100 largest English speaking web sites which receives over 2,000 submissions a day and over 4 million unique visitors a month. Curtis will speak on Thursday, October 23<sup>rd</sup> at 7:00 p.m. at Barnes & Noble Bookstore with a book signing to follow.

**Scanning Services:** Connie expressed a need to know how to correctly use the new scanner in VPAL. It was suggested that training for department

representatives be made available by VPAL employees or having the company trainer come back for training sessions. Brian will follow-up on these requests.

**Travel Reimbursement Procedures:** Mike distributed copies of a draft document for Travel Reimbursement Procedures for review and discussion. Corrections were made and Jan will send the document to Haiwang to be put on the Libraries' Policies and Procedures web page. The document will also be attached to the minutes for distribution.

**Adjournment:** There being no further business before the Council the meeting was adjourned at 11:30 a.m. The Margie Helm Library Fund Committee met immediately after the CLDH meeting.

For the Council,

Jan Rensch