

**COUNCIL OF LIBRARY DEPARTMENT HEADS  
MINUTES  
MARCH 2, 2009**

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

**Minutes:** The February 23, 2009, minutes were approved as submitted.

**Web & Virtual Library:** Thanks to Beth Knight for loaning her copy of the spring 1998 issue of Collections & Connections, Haiwang was able to have it published on TopSCHOLAR®.

-With the Dean's permission, Web Site & Virtual Library has purchased a new camera, and the Marketing and Membership Coordinator Jennifer Wilson will have the one Haiwang has been using.

**Community Outreach:** Tracy mentioned that the Big Read activities have wrapped up and that plans for Book Fest are moving forward. She will be filing the final Big Read report with the NEA since a new Development person is still not on board. She has also officially submitted the next Big Read grant to do *The Great Gatsby*. She has sent out the Meet the Authors letter to solicit patrons that Carrie normally sent out. She and Josh Hawkins are also following up with any outstanding Book Fest donors. Tracy said there are enough funds to get through the Book Fest but she will be unable to move forward with plans for next year's Book Fest until we know the status of the Development hire.

**Marketing & Membership:** Jennifer is gearing up for the 75th Anniversary Celebration. This week she will be polishing up the Dean's letter that will go out to special guests and political figures. Also, it was discussed following up the Dean's letter with an invitation to the reception. Timothy, Mike, and Jennifer are meeting tomorrow with Mike Harper and Craig Heckman, members of the Advisory Council, to discuss membership information. Memberships will be a priority in the next few weeks. We are working on getting a part time person to replace Mary who will focus on marketing and membership responsibilities.  
-Jennifer is happy to report closure to the SelectedWorks brochure. It should go to the printer this week. Numbers were discussed and 1,250 seemed to be a good compromise for total being printed.

**Department Reports:**

**DLSC:** Timothy reported that the US Bank Celebration of the Arts Exhibit Preview Party and the public opening were very successful. The preview party and 60 guests in attendance and the public opening had 530 people in attendance.

-Nancy Baird's book, *The Civil War Diary of Josie Underwood*, is now in publication.

**DLPS:** Kentucky Live! - Katherine Pennavaria's review of "Bones of Betrayal" the latest of Jefferson Bass' bestselling Body Farm novels appears in the Daily News, Sunday, March 1. Bill Bass and Jon Jefferson are this month's featured speakers in Kentucky Live! On Thursday, March 5 at 7:00 p.m. at Barnes & Noble Bookstore.

-The Amplifier - Charles Smith is featured as the front cover story in the March 2009 issue of the Amplifier: Arts and Entertainment.

-Renovation of the Circulation Desk - Brian, Eric, Dan, David and Doug met with Natasha Smith and Paula Sadler to make final selections of colors, fabrics and materials for Phases 1 and 2 of the modernization of the Cravens Library fourth floor. Plans call for the replacement of the current circulation desk which dates to 1971, the construction of two new offices, a new mailroom and a student/conference area. The new counter complete with four ergonomic workstations will be constructed of laminated bourbon cherry with contrasting counters in "sandstorm" (grey granite). New offices will provide space for weekend staff and the Evening Supervisor. Tear down is planned for the week of May 18 with new construction planned for the week of May 25. Funding is provided by 2009 Classroom Improvement funds.

-75<sup>th</sup> Anniversary of WKU's Federal Documents Depository - Celebrations are planned for Friday, March 27<sup>th</sup> Rosemary is chairing the planning committee.

-20<sup>th</sup> Anniversary of the Glasgow Campus Library - Celebrations are planned to coincide with our annual National Library Week celebrations. Katherine is chairing the planning committee.

**DLTS:** The TopSCHOLAR<sup>®</sup> Management Committee met on Feb. 25 for some brief updates and discussions. Rosemary Meszaros is the contact person for the Student Research Conference, as well as a judge. Jonathan Jeffrey and Suellyn Lathrop contributed ideas and questions, as did Jack Montgomery. The committee is exploring more scanning of unpublished materials and capturing University lectures into TopSCHOLAR<sup>®</sup> with quality recordings and permissions. Jack will explore first with Sandra Ardrey. A meeting is forthcoming with the Advisory Committee. Connie also had the opportunity to speak about TopSCHOLAR<sup>®</sup> at the Clinical Education Complex Board of Directors meeting on Feb. 24. She appreciated the invitation by Mary Lloyd Moore.

-At the dean's request, Brian Coutts, Jack Montgomery and Connie Foster met to develop a strategy for library cancellations and budget reductions to monographs and subscriptions in 2009/2010.

-Nelda Sims created a new location for Gov Docs that were with the Natcher papers that are being transferred to Gov Docs from the Kentucky Building. The display name in the OPAC will be Government Federal Natcher.

-Connie Foster will attend the Elsevier Editors' Conference in Boston in late April. This gathering of editors from all subjects is extremely beneficial in understanding what occurs with other editors and the vision and enhancements of Elsevier as a leading global publishing and research services corporation.

-David Runner reported that a login problem occurred on the computer the student assistant uses in the Bindery (DLTS) that prevented the computer from being logged on to the network. The error message refers to a Secure Socket Layer (SSL) error and also that the date might be wrong on the computer. Since the other computers currently used by student assistants are the same model and were all used in the Student Technology Labs, we will proactively be making the same changes on the other computers used by the student assistants in your areas.

-Personnel items: Nelda Sims will move to Cravens 700 before April 1 at the request of Gordon Johnson who is expanding IT staff.

**WorldCat Local:** Connie Foster logged in to a special 2-hour seminar and discussion of WorldCat Local coordinated by Anne Abate on behalf of

the SAALCK representatives. As a hosted, single discovery and delivery catalog, harvested from a library's holdings for all formats, enriched by ratings and reviews, covers, and a simple Google-type search, with advanced search options, and amplified with "facets" for narrowing the search results, WorldCat Local offers a radically different approach to traditional catalog searches. The 60-day trial is being implemented by most SAALCK Libraries and will require customization and decisions about our services for the trial implementation and discussion about after the trial. Our Voyager OPAC will run as is, and users can have options for which catalog they want to search.

About 80% of the institutions are configured; customization would be our banner, relevance ranking order, interoperability, workflow functions like online holds, ILL requests. The schedule would be for customization forms in March; trial in April and May, and institutions to decide in June with invoice July 1. Pricing based on FTEs and they are nailing down exact pricing based on participation scenarios.

**Federal Stimulus Act:** Mike and Bryan Carson attended a Webinar on Education of the Federal Stimulus Act last Friday. A meeting of the Task Force and the Department Heads will take place this week so Mike can inform them on the information they gathered at the Webinar.

**Budget Reduction Strategy:** Connie distributed a document on our strategy for FY 09-10 to cope both with a budget reduction and also not receiving funds to offset projected inflation for subscriptions and books. Connie will make revisions to the document and forward to Mike. Jan will set up meetings with the Library Reps in the colleges following the calendar in Connie's document.

**Adjournment:** The next CLDH meeting is March 9. With no further business before the Council the meeting was adjourned at 12:20 p.m.

For the Council,

Jan Renusch