

COUNCIL OF LIBRARY DEPARTMENT HEADS

MINUTES

July 20, 2009

Present: Dean Michael Binder, Timothy Mullin, Connie Foster, Brian Coutts, Bryan Carson, Jennifer Wilson, Haiwang Yuan and Jan Renusch

Minutes: The June 29, 2009, minutes were approved as corrected.

Web & Emerging Technologies: Haiwang reported that transition from the previous Facebook profile Christy Spurlock and Amanda Hardin had developed for Kentucky Library & Museum to that of WKU Libraries has been going very well. As of today, the WKU Libraries has 191 fans. Information about KYLM is now being posted on the WKU Libraries Facebook profile. Haiwang thanks Jennifer, Christy and Amanda for the smooth transition.

-Haiwang has contacted a WKU computer professor about the possibility of creating an iPhone app (nickname for application) in collaboration with his students. At the ALA Conference in Chicago, Haiwang visited booths in the Web 2.0 zone, where a vendor offered to create iPhone app for businesses and institutions. He will get more information from the vendor on a possible iPhone app for WKU Libraries.

-Haiwang attended ALA's "Top Technology Trends" panel session, where LITA tech gurus talked about cloud computing, only touching upon semantic Web at the end of the session. Unlike the participants of the Web 3.0 Conference Haiwang had attended earlier, the technologists on the LITA panel were not as positive about Web 3.0. That demonstrated how much libraries have to do to catch up with businesses in the field of information technology.

-On a personal note, Haiwang will be the editor of a new book titled "This Is China," a spin-off from the five-volume "Berkshire Encyclopedia of China" he had co-edited.

Marketing: Jennifer has completed the fall brochure for KY Library & Museum for Lynne Ferguson and will continue assisting with promoting the first August 15 Batik Silk Scarf Workshop in all possible avenues.

-The Walking Tour Guide is at Gerald's Printing for final draft and printing. There was discussion regarding areas that will be paying for the guide. A 50-50 split between the Libraries and Dean Kahler's office was the final decision for 3,000 copies.

-Membership brochure will go to Liberty today or tomorrow for final draft and print. Once these are printed, a letter from the Dean will go out recruiting prior members from three years back to present, to once again establish membership status.

-With Haiwang's assistance, WKU Libraries now has a link on the Current Student page off the main WKU website.

-Facebook and Twitter are up and running.

-Jennifer gave a brief summary of Snacks in the Stacks with the poker game being the interactive component and incentive to move on to each of the five locations. Mike questioned more specifically how students would sign up for Facebook and Twitter. Jennifer suggested we give them a check on their card for one or two checks (i.e. one for each sign up) and be given additional raffles at the end for their sign ups. The giveaways and raffle incentives

are for both Snacks in the Stacks as well as Night at the Museum. Jennifer will get with Christy regarding logistics for computer access and sign ups.

Grants & Projects: Bryan reported that he attended a pre-conference and several sessions on digitization and grants at ALA. He was particularly interested in scan-on-demand and print-on-demand from the Espresso Print-on-Demand book printer, which might be useful for the Kentucky Building's scanning projects. Bryan also found out about a grant program from the Federal Depository Insurance Corporation (FDIC) for financial literacy education.

WorldCat Local Search Box on Libraries Page: Connie distributed samples of other search boxes for the Council's review and discussion. Haiwang will prepare a mock-up for the Libraries Page and present it at the next CLDH meeting.

Erwin Woodye's Schedule: Erwin Woodye, the Chief Librarian for the University of Belize, will be visiting WKU Libraries July 20 - 31. The Council discussed a schedule of events for his visit.

Dean's Report: Mike distributed a draft copy of WKU University Libraries Foundation Accounts Policy for the Department Heads review and discussion. The Department Heads recommended the policy for approval. Mike accepted the recommendation and approved the policy.

-Plans for the annual Library Kick-Off were discussed. Wednesday, August 26 is the date.

Department Reports:

DLTS: Ann Brown and Connie Foster met with Sarah Kessler about graduate theses on Monday, June 29. We will have DLPS and Jack Montgomery decide whether we continue to have a bound library copy processed. For the near future we will continue to provide binding services for student and departmental copies at \$10 each.

-At the recommendation of Suellen Lathrop, Connie created a subseries under University Archives for WKU Governance to include the Board of Regents minutes, biographies, etc., and it will include podcasts of the meetings. Connie has been working with bepress to set up this series for multimedia as a good example of one enhancement or flexibility of the database. Suellen and Connie are working on a Conference type page under WKU Governance on which to post Board of Regents' podcasts, minutes, agenda, etc. It should be a great space for this type of mixed content and offer an example of that new enhancement from bepress. Additionally, Suellen and Jonathan are creating links in KenCat (PastPerfect) to TopSCHOLAR® as in the following example:

<http://wku.pastperfect-online.com/35749cgi/mweb.exe?request=record;id=DA450C32-CEE8-4563-B0CB-663790285414;type=301> which contains an image and description of Letters from Marion Honaker, War Veteran.

-Connie met with Michael Tartaglione from ExLibris about the Primo interface system. She will pursue additional information later after we have had more experiences with WorldCat Local. Boston College (super sleuth), University of Iowa (iowa smart search) and Notre Dame are Primo clients. Primo would allow searching across Voyager, TopSCHOLAR™, KenCat, Library Hours, web sites, etc.

through a single search box. We will schedule a demo in early spring. TDNet also offers a federated search engine.

-Technology Report: The Library Technology team has assisted DLTS staff in creating email message filters, printer driver problems, a browser re-installation, and file backups. Secured mice and keyboard cables on all public access computers to help prevent theft, provided tech support for presentations by 3 job applicants for positions in DLPS & DLTS, installed OCLC ILLiad software to prepare for training new ILL employee; worked on problem with Reference Center computers (computers will have to be re-imaged and all software reinstalled to solve problems); found & installed Windows version of a font used in designing marketing brochures on the Mac computer; assisted with a computer and e-mail recovery problem for faculty member; began diagnosing SQL database connection problem with KIC scanner in VPAL (problem is not yet resolved); updated all software on computer in the Dean's suite for use by Erwin Woodye while here from the University of Belize; diagnosed problems on computer in Extended Campus office; continued installing Windows XP SP3, dealing with the usual network printing problems minor adware/spyware problems, etc. In Library Systems Support, Josh has been working on TDNet usage reports, KULS Electronic Updates, TopSCHOLAR project, creating Excel files for new fiscal year, and worked on Voyager Reports.

DLSC: Timothy is going to Indianapolis tomorrow to take the Snell Tapestry for cleaning and mounting.

-The last bit of cement has been poured on the Kentucky Building side of the road this morning and the redesign of the entrance has begun.

-The wallpapering of the exhibit should be done today.

-The Museum Advisory Council is meeting next Monday night, July 27.

-Form 1 to fill the Archival Assistant position has begun as Lynn Niedermeier has moved to the Manuscripts Assistant position.

DLPS: Flooding on Cravens 9 - At 4:30 p.m. on Tuesday, July 7 a student patroller reported water leaking from the ceiling on the ninth floor of Cravens. Doug Wiles and Eric Fisher discovered water leaking from four different locations and determined the attic to be the source of the problem. A water hose left on by workmen fixing the existing roof/AC problems proved to be the culprit. Quick action on the part of DLPS staff (Doug, Eric, Charles, Brian, Bryan and Amanda) moved wet books to drying locations and a few to freezers and prevented further damage. Doug Wiles compiled a complete list of damaged materials for the risk/management office. Some 152 books were damaged at a replacement cost of approximately \$10,000.

-Meeting with Dale Dyer - Brian and Doug met with Dale Dyer from Facilities Management on Thursday, July 9 to review damages and discuss future courses of action. Dale and Brian agreed that Doug Wiles would compile a list for UL and FM and supply a copy to Jim Cummings in risk/management for review by our insurer. Replacement costs not covered by insurance will be the responsibility of FM.

-Helm-Cravens Patrons FY 2008-09 - Kenneth Foushee has compiled his annual data charts. They showed that 440,981 patrons used the facility last FY down 1.16% from the previous year. Factors contributing to the decline included: closing the library for an additional week over Christmas holidays, closing of café for extended periods for plumbing reasons, and closing of the Student Technology Center because of dangerously high temperatures in the Helm

building. Patrons entering the central library from the Helm side declined 6.54%. In contrast, patrons entering the central library from the Cravens fourth floor was up 6.9%. The use of the VPAL continued its dramatic grow up 23.94%. See attached charts.

-Electronic Information Coordinator Search - The fourth candidate interviewed for the position on Thursday and Friday, July 16th and 17th.

Adjournment: With no further business before the Council the meeting was adjourned at 12:35 pm.

For the Council,

Jan Renusch