Present: Dean Connie Foster, Cynthia Houston, John Bowers, Anna Helton, Steve Wininger, Darwin Dahl, Luke Coleman, Doris Settle, Mark Reeves, Jean Nehm and Jan Renusch
Absent: Jo Shackelford, Robert Dietle, Christopher Brown, Tiffany Polite, Glen LaFantasie

1. Updates: Connie gave the following updates:
   - **Commons statistics:** The Commons usage continues to surge. Overall use and occupancy during September showed a 584% increase on Cravens 4 over last year; a 17.5% decrease in Helm 2 computer lab (but we distributed 30 computers to the Commons so we expected that), and a 65.2% increase in all sitting areas and at computers throughout the library.
   - **Sponsorship of Kwikboost Charging Stations:** The Student Government Association is partnering with the Library to fund 2 of 5 charging stations for smart phones and similar devices. Locations will be Glasgow, Owensboro, Ed Center, Helm 2 and Helm 1 or The Commons.
   - **Bus Transit signs:** In an effort to increase visibility and continue to highlight the Commons we created 2 signs for the Topper Transit system. These signs appear on all buses that Topper Transit has and reaches over 4,000 students. We want to promote librarians as “Your Research Partner.”
   - **Faraway Flix:** The Library partnered with Student Affairs and the International Student Office to offer a film series this year at the Faculty House on certain Friday nights. The first 2 (one a Chinese film, the next from Germany) have been well attended with good discussions. Mark Reeves suggested considering also partnering with the Film Club for additional growth.
   - **First Homecoming Event:** The Library had its first ever Homecoming Reception on Saturday, Oct. 26 in The Commons. The event featured food and a PowerPoint with photographs from homecomings over the decades and other campus events. It was well enough received so that we will have one next year.
   - **View Scanner II:** There is a new microfilm/fiche opaque reader on Helm 2 which replaces several older machines. The ST ViewScan II System is easy to use, allows for sizing of information and saving to a flash drive or email. It is connected to a 27 inch monitor for easier viewing of documents.
   - **StackMap for Ed Center coming:** We will be able to create a StackMap button for the Ed Center so students can better locate items in that collection. The software we currently have extends to Cravens 2, 5-9 collections. At a later time we will possibly purchase for Reference.
   - **May Undergraduate Research Student Awards:** The Library and University Experience/Library Skills coordinator Sara McCaslin continued with presenting awards to the best annotated bibliography and best career essay coming out of UE 175 classes each spring and fall. Since spring classes are smaller, there are only 2 awards given; in the fall there are 3. Each student receives a cash award and a plaque at a reception at the end of each semester. Their winning pieces are uploaded to TopSCHOLAR.
   - **Internal exercise:** Wordle created: At the August library-wide kickoff, we created a word picture (Wordle) of the five elements of a great organization, following a year-long discussion within departments. Trust, communication, positive attitude, common goals, and flexibility were the key elements. It can be viewed at [http://www.wku.edu/library/deansoffice/mission.php](http://www.wku.edu/library/deansoffice/mission.php)
Roofing project: This summer we were once again fenced off as the roof was repaired by adding additional bricks to the parapet around the roof, resurfacing, and replacing the skylight that one can see from the main stairwell for Cravens 5-9. The project was not without issues of more water damage throughout the summer but the contractor is addressing all issues from wet carpet and ceiling tiles to a damaged print station. Connie also mentioned that Cravens 800 and 900 have been refurbished for group study, and as money becomes available, for a presentation room for students to video and critique presentations.

Open Lab, Cravens 2 (virtual desktop infrastructure, VDI): We recently made Cravens 2 (VPAL) lab an open lab that students can use at any time but it is still reserved for training as needed. Students are encouraged to check the schedule or be aware that its use might be restricted occasionally. We hope this provides additional access for research needs.

2. Inclusion in Map-Works: The Library was able to have 3 questions on the Map-Works survey, a new survey instrument that assists in flagging problems hindering student success. We want to show in the future that library services help in the overall achievement of student success and retention. The 3 questions are: On average, how often do you visit the library in person during the regular semester? Weekly or more often, monthly, rarely, never (2) How often do you use WKU Libraries online resources (electronic journals, databases, etc.) to find what you need for assignments? Weekly or more often, monthly, rarely, never (3) How often would you ask library faculty to assist you in use of the library resources and research strategies? Monthly or more often; once a semester; rarely; never.

3. Library Survey: Connie distributed a summary of the 2013 Library Survey, the second annual survey. Many of the answers remain consistent with 2012, particularly with integration into Blackboard and circulation of books. John Bowers inquired about specific information from users about what integration they want to have. Connie will ask Bryan Carson if those responses are available as comments.

Makerspaces: Cindy Houston explained and discussed Makerspaces a collaboration with the College of Education and University Libraries, providing resources and facilities for collaborative technical and artistic experimentation to support learning in the STEAM areas (Science, Technology, Engineering, Arts, and Mathematics); coordinating facilities, resources, and partnerships for Makerspaces programming; incubating research and creative activities in the STEAM areas in the WKU community; pursuing internal and external funding to support ERC Makerspaces endeavors. There will be a student research event (dry run) Dec. 5, 6-9 pm.

Web Site Task Force: Connie reported that a Web Site Task Force is looking at ways to improve the Library’s home page and user ability to drill down to information needed for research. There will be student focus groups to assist in this review.

Little Free Library: Connie discussed a new project collaboration with the Art Department’s Kristina Arnold’s installation class, engineering, English and the libraries.

Other Business: Connie reported that Laura DeLancey, Electronic Resources Librarian, will be conducting a mass journal title review. Connie will be sending an email regarding this process.

-Doris Settle inquired if there was any backlash regarding the new library fines. Anna Helton who works in circulation said she hadn’t had any and
appreciated the changes in emailing notices and extending fines to faculty and staff.

**Adjournment:** The meeting adjourned at 4:10pm.

For the Council,

Jan Renusch

November 12, 2013, Approved electronically on a motion by Darwin Dahl and a second by Mark Reeves