Council of Library Department Heads Minutes

April 22, 2002

**Present:** Michael Binder, Nancy Baird, Brian Coutts, Earlene Chelf, Elaine Moore, Haiwang Yuan and Linda Allan

**Minutes:** The minutes for April 15, 2002 were approved.

**Dean’s Report:** The Dean expressed his thanks to all the faculty and staff who worked on and participated in National Library Week. The National Library Week Committee, chaired by Sean Kinder, planned a week of interesting events. Thanks also go to Connie Foster and her committee for the Western Authors Reception and to everyone who participated in the Southern Kentucky Festival of Books.

**Announcement:** The reception for the library’s Faculty Emeriti will be Friday, April 26, at 10:30 a.m. in Cravens 100.

**DLPS Report:** The SGA will again contribute $600 to the library’s Faculty/Staff award fund in return for the library remaining open extended hours during finals week.

Interviews have been arranged with Emily Hicks on April 29 and Jue Wang on May 8.

**DLATS Report:** Linda also expressed her thanks to Connie Foster and her committee and to Earlene for their work on the Western Authors Reception.

**Marketing and Special Events:** Earlene reported that the Southern Kentucky Festival of Books had been a success. She is continuing to work on the exhibit, “P.S. I Love You: The Hilltoppers.”
**Electronic Information Report:** Elaine distributed the Electronic Information Coordinator Transition Responsibilities June 7, 2002 until Replacement Hired. Her last day of work will be June 7.

**Web & Virtual Library Report:** Pictures from National Library Week and the Southern Kentucky Festival of Books will be available on the Web.

**Teaching/Research Equipment Fund Requests:** The Dean met with the department heads and distributed his 2001/2002 College Instruction Equipment Requests.

For the Council,

Linda L. Allan/Rose Davis