Council of Library Department Heads Minutes

October 7, 2002

Present: Michael Binder, Nancy Baird, Earlene Chelf, Brian Coutts, Rose Davis, Haiwang Yuan, and Heather Slack-Ratiu.

Minutes: The minutes for September 9, 2002 were approved with corrections.

Announcements: Connie Foster will become Department Head of DLATS on November 1. The Dean thanked Rose for her efforts as Interim Dept. Head and he looks forward to the transition. DLPS & DLSC both received University awards for unit productivity of $1000 each.

Dean’s Report: Java City Entertainment Committee is developing a schedule for light entertainment, once a week at noon and once a month in the evening. In discussions with Dr. Burch on the needs of the KLM approval has been given to start the search for the Dept. Head of DLSC. Nancy was complemented for her efforts. In addition, should the budget hold up, Dr. Burch gave approval for the return of the Museum budget and to search for a Museum Director. Reinstatement of the Museum budget and Museum Director position are highly dependent on the budget.

DLPS Report: Brian met with Jue, and David to develop a list of equipment to be installed and develop a priority for installation. The priority list was distributed. Michael Kenney has been hired to assist David. Old computer equipment will be inventoried. The Kentucky Live program on 9/12 with Helen Crocker and the Far Away Places program by Jeffrey Samuels on Sri Lanka 9/19 were both very well attended. Both programs had articles in the Daily News. Sandy’s Bell South program, “Antiques and Collectibles,” on 9/26 had a capacity crowd. Work is being done on the advertisement for the Glasgow Librarian position.

DLSC Report: In July Nancy was asked to prepare a report on the justification for the Kentucky Museum for Dr. Burch. As a result of this report and barring any economic problems, the funds reported by the Dean should come through. The Kentucky Tour of Folk Music on 10/5 was a great success with possibly 250+ attending. The Daily News ran
a front page story. Children wove fabric strips through the mesh construction fence which was a big hit. Charlotte Reeder will be checking into the mold problem at the KY Building. She has already given them additional dehumidifiers and the “ozone” people have treated G8. The new chillers are supposed to help. The Kentucky Building is about to become the University’s Welcome Center. President Ransdell suggested this. A committee is discussing the impact this will have, such as, signage, lobby appearance, parking, dark parking areas, monitoring parking, and staffing of the front desk. There are efforts being made to establish a Kentucky Studies program, probably a minor. Nancy is working with the group and they are in the process of finding other schools which offer state study programs. Lynn Claycomb has moved from the part-time Staff Assistant in the Ky. Library to the full-time Sr. Library Assistant position with the Ky. Museum. Now the part-time position is open.

**Development Report:** Heather had to leave before giving her report and copy was distributed.

**Marketing & Special Events Report:** Earlene reported on all the promotions going on for all the events, emailing Faculty & Staff, a video promotion spot on WBKO for the Whitey Sanders exhibit. The Book Festival has about 100 authors. A student has been hired to help with the computer work. For National Literacy Month in November WKU Basketball with have Books & Baskets again. New or gently used books will be collected as admission for an exhibition game. There will be Children’s literature week activities in conjunctions with the B.G. Public Library and the City and County schools.

**Web & Virtual Library Report:** Haiwang reported that WST met and will begin checking links on TIP with each member taking a section and reviewing and suggesting additions or changes. A new design of the UL Home page is ready for the Dean to approve. Pages have been reordered, some pulled together. It will be demonstrated at the next meeting. A list was compiled of team members and others outside the team who are responsible for preparing and maintaining the pages. Jue has been added to the team. Haiwang will be attending a workshop on the new version of Dreamweaver and will train team members when he returns.

**DLATS Report:** Rose reported two SOLINET workshops were held, Making the Connexion (Oct. 2) and OCLC Connexion (one ½ day session Oct. 3). Linda Davis and Brenda Wood attended the Oct. 2 workshop and Nancy Steen and Donna Vincent attend the Oct 3
workshop. *Connexion* is OCLC’s new web-based service for cataloging. Our network problems also caused some connection difficulties throughout the workshops. Oclc recently released information that Connexion will be requiring Netscape 5.x or higher. Our current email system does not work with Netscape 5.x so we may be faced with running two versions of Netscape on our PC’s. The Social Sciences Catalog Librarian search failed and progress is underway to advertise again.

For the Council,

Rose Davis