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

Minutes: The October 26, 2009, minutes were approved as submitted.

Web & Emerging Technologies: Haiwang reported that he had met with developers from HitCents and gave them the list of items to appear on the new Web home page. HitCents agreed to deliver the first prototype in a week. Haiwang said he would gather feedback from Libraries' faculty and staff and work with HitCents on the new design.

- Haiwang also reported that the University IT has plans to develop a university wide iPhone app with a Web-based version for any hand-held device. The Libraries are now considering whether to be part of the app or continue to go with Guide by Cell to develop a separate iPhone app. Haiwang said that he and the Dean had scheduled a meeting with John Bowers from University IT this afternoon. Haiwang and the Dean would also meet with Deborah Wilkins, the University's General Counsel on the same issue.

- At the last International Education Council Haiwang had attended, attention was brought to a new section on Emphasis on Global Studies in the 2009-10 undergraduate catalog (pp. 22-23), which requires students to complete a minimum of 24 credit hours of course work with substantial international content, a minimum of 6 credit hours of modern foreign language, and completion of an approved international learning experience.

- Haiwang reported that the Electronic Resources Librarian Search Committee would meet again to finalize the candidates and work on questions used for phone interviews. Haiwang will work with Glenda White on Form 2.

Development: Josh said that solicitation letters for Book Fest have been sent out. There are 2 major sponsors that still need to be contacted. About 250 letters have gone out to key people in the horse industry regarding the Horse Exhibition.

Community Outreach: Tracy mentioned next week's Decorative Arts-Gatsby Party and Books and Baskets events. If faculty and staff want to attend the party (11/13) they must let Tracy or Jennifer know and make a reservation. If you donate a new or slightly used book at the Lady Toppers opening game next Saturday (11/14) you can get a free ticket to the basketball game. The following week is Fall into Books. Authors Suzy Kline and Kristin Tubbs will be coming on behalf of Warren County Public Library to visit schools. The Evelyn Thurman Award winners Phil Bildner and Loren Long will also be coming in earlier and visiting a couple of schools as part of the program. The Evelyn Thurman Award luncheon is November 20. Book Fest reservations are continuing. There are 100 authors signed up so far. Tracy is working on getting Lisa Scottoline as a headliner. Book Fest will pay her a fee in exchange for books that they would sell for retail.

Marketing: Evelyn Thurman invites are going out today. There is a lot of promotion that is in this month's SOKY Happenings (Christmas in Kentucky article and pictures, Decorative Arts article and pictures, and Kristie Lowery's literary happenings page) so be sure to pick up a copy. Decorative
arts rsvps are coming in. There is still availability and Jennifer encouraged everyone within the libraries who plans to come to make reservations as soon as possible. Jennifer and her student assistant have begun work on the US Bank Art Show artist brochure and plan to get those out mid to late November. A solicitation letter from the Dean to previous members will be going out this week. Jennifer is working with Paula Bowles on a canned food drive that WKU Libraries will be sponsoring. Students may have up to $10 in overdue fines forgiven by donating food at $1 per food item (i.e. $1 per can). The newsletter is due to be done in the next two weeks and will be sent to members. She will begin promotion for next week's lecture, Charles Garvin: Dynasty of Dimes. Since there is no book review, we will put an ad in the Daily News promoting the event.

**Grants & Special Projects:** Bryan distributed copies of the narrative he is submitting to the Institute for Museum & Library Services for the High-Technology Exhibition. The application will be submitted today. Timothy is the Principal Investigator, with Dean Ferrell of Ogden College and Bryan as Co-Principal Investigators. We will hear about the agency's funding decision in July, 2010.

**Dean's Report:** Mike is working on the iPhone application. He and Haiwang are meeting with John Bowers and Ed Craft and with Deborah Wilkins this afternoon.
- Mike and Haiwang are attending a Social Networking Workshop in Munfordville on Tuesday. Mike will attend the Wednesday session too.
- Mike is completing work on the faculty evaluations.

**Department Reports:**
**DLSC:** Human Resources is holding the benefits open enrollment in the Kentucky Building Tuesday, Wednesday and Thursday of this week.
- Thursday night Sue Lynn McDaniel is doing a program for the Golden Anniversary of Class of 1959.
- Friday morning there is a breakfast for the 1906 Society and Friday night the President is holding a party at the Log House.
- There is a breakfast and a lunch on Saturday and a lunch on Sunday.
- There is a lunch scheduled for motel employees with Bowling Green Convention and Visitors Bureau on November 10.
- Work is progressing on the renovation of the elevator and for the Decorative Arts Exhibition.

**DLTS:** Connie reported that they were part of history last Tuesday. The OCLC Webinar on RDA had a record number of over 900 sites participating. They had 16 in attendance. Sue Lynn McDaniel came from the Kentucky Library; the rest were DLTS faculty and staff. RDA is Resource Description Access and grew out of a desire not to pursue AACR2 revisions but embrace a different way to transmit and map data and express relationships, including archival records. ALA/ALCTS will be responsible for overall implementation through its cataloging communities and publisher-vendor relations.
- Connie worked with Karen Shindhelm in the Community College Health Services Division to create her SelectedWorks site and she will “spread the word.” Connie also created a series for Charles Smith to upload some of his noted research under “Alfred Russel Wallace Classic Writings,” within the DLPS Community. She is working with the ALIVE Center to upload an article and embed the YouTube video on a student engagement project recently emailed to the campus.
-DLTS is working on a potential internship with an Indiana University LIS student for next summer. The experience could involve 2 departments and 3 projects.
-On October 28 Crystal Bowling, Paula Owens, Ann Brown, Gary Whittle attended a WKU seminar on supervising students assistants.

**Technology Report:** In DLTS, the Library Technology team disinfected a computer in DLTS after it was infected by an email attachment; dealt with a printer problem in the Bindery; dealt w/ MS Office access problem on computer in DLTS office. In Public Services, spent several hours disinfecting a computer in ILL after a major infection of the computer; put public printer back in service in Helm electronic Reference after service technician cleaned printer and installed maintenance kit (paper rollers/paper guides and fuser) (also discovered that printer can do duplex printing if duplexer is fixed (approx $200.00 for the part) which will save paper; networked laser printer in Document office now working for staff and student assistant's computers on Cravens 6th floor; parts ordered for replacement laser printer for Reference personnel (HP will send replacement printer if necessary); updated laptop for use at conferences by Library Faculty; re-imaged one computer at Cravens 4th floor Circulation Desk due to AD login problems. IT furnished workaround for image drop problem with the Reference Desk computer and re-imaged and installed software for that computer.

Other locations, picking up newly imaged laptops from Student Technology to be cataloged and then ready for use (one of the five laptops for patron check out in main Library may have motherboard problems - waiting to see about part replacement or possibility of obtaining a replacement laptop). For S&P: continued working with IT to find a solution for access of both F/S and students to S&P's Research Insight under Active Directory.

For Systems support, Josh worked on a TDNet fiscal Year Comparison Report, KULS updates, and additions/deletions to AD listings for the Library.

**DLPS:** Lynwood Montell, the third speaker in this year’s Kentucky Live! series, drew an overflow crowd of more than a hundred to hear his *Tales From Kentucky Funeral Homes* along with a few of his famous ghost stories. The book is his 23rd published last month by University Press of Kentucky. Jonathan Jeffrey reviewed the book for the October 25, 2009 Bowling Green Daily News and Sue Lynn McDaniel, Sandy Staebell and Lynn Claycomb displayed an exhibit of funeral artifacts including two caskets. A reception organized by Timothy Mullin followed along with a book signing arranged by Barnes & Noble. The event was the subject of a feature story in Friday’s Bowling Green Daily News.

-Kentucky Live!-Robert Dickey@ Barnes & Noble, November 12th

Florida resident Robert Dickey, legal adviser and publicist for Charles Garvin’s Beech Bend Park will be the featured speaker on Thursday, October 12. Dickey will talk about his newest book *Charles Garvin’s Dynasty of Dimes* published in 2009 by St. Margaret Publishers.

-Task Force On Extended Study Hours - Dan Forrest is chairing a task force to explore the feasibility of extending evening hours in the Helm-Cravens Library. Members include: Doug Wiles, Bryan Carson, and Alan Logsdon with Eric Fisher as ex officio. Texas State University and Eastern Michigan University have carried out pilot projects recently and the group has contacted both libraries.

-Owensboro Planning Group - Work continues on target for this new library in Owensboro. Brian has held discussions with Donna Abell, Director of the Owensboro Community College Learning Center about our continuing collaboration. The furniture contractor will include shelving expenses as part of the original room expenses. Eric Fisher has asked for six network
outlets on one wall and a seventh for the reference desk. Doug Wiles is
developing specs for a new security gate. David Runner is ordering public
access computers and a laser printer. Rob Harbison is completing orders for
books and serials.
- Late Night Supervisor - Kathryn Foushee started work on October 12 as our
new Sr. Circulation Assistant/Late Night Supervisor. Kathryn was formerly the
Assistant Manager at Deals. Kathryn reports to Doug Wiles.
- Other Personnel News - Doug Wiles has been promoted to Library Security
Coordinator effective with the beginning of this FY. Eric Fisher is now
Library Facilities Coordinator. Ellen Micheletti is now ERC Specialist.
Kenneth Foushee is now Interlibrary Loan Specialist.

Adjournment: With no further business before the Council the meeting was
adjourned at 11:40 am.

For the Council,

Jan Renusch