COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
OCTOBER 18, 2010

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

Minutes: The October 11, 2010, minutes were approved as corrected.

Announcements: Mike distributed copies of the Bullets list for the G & G Tour for review. He said that the document was sent to Academic Affairs on Friday. It was suggested that the date be added to the document.

-Mike has established a task force to address questions to the possibility of extending database access to alumni. Amy Slowik will serve as chair, members are: Amy Hardin, Jennifer Wilson, Nelda Sims, Dan Forrest, and Connie Foster, ex-officio.

Marketing: Jennifer circulated the haunted museum event poster for review. A press release was sent out regarding a piece of Granville Mitchell’s artwork from the library’s collection of Kentucky African American Art appearing on the front cover of the College and Research Libraries News. Jennifer reminded everyone of the upcoming Open Access event on Thursday, October 21st at 2:00 pm in Helm 100. There are several articles and ads in the SOKY Happenings for Christmas in Kentucky and the Harry Potter event. Jennifer passed around copies of the postcard that was sent out for the Kentucky Live! program featuring Nancy Richey’s Images of America: Barren County. The event will be held at the Glasgow Campus Library on Thursday, October 28th.

Grants & Projects: Bryan reviewed the JSTOR T/R Equipment proposal that he and Brian Coutts prepared for submission.

Dean’s Report: Mike said that he will be meeting with Provost Emslie November 2nd and asked that the Department Heads send any items for discussion by October 29.

Department Reports:
DLTS: The WKU Libraries 1st Year Student Research Award Committee will honor undergraduate library research through University Experience classes. The committee will be chaired by Carol Watwood. Members are: Amy Slowik, Amanda Drost, Tammera Race, Deana Groves and Sara McCaslin, ex officio. The first awards will be in the spring 2010 with a pilot run before the heaviest class enrollments in the fall.

-Connie Foster met with the library TopSCHOLAR® Management Committee to distribute working lists of non-tenured faculty and to encourage individual contacts for both TopSCHOLAR® content and SelectedWorks sites. Faculty evaluations and conferences are underway; continuance and promotion recommendations have been forwarded to the dean.

Technology Report:
The Library Tech team worked on the following:
Provided Tech support for KY Live presentation @ Barnes & Noble; continued installing Ricoh print drivers where needed within the Libraries.

KIC scanner is now up and working w/the updated version of the scanning software.

Dean’s Office: reminded staff member about the difference between adding a site to IE Favorites (or Bookmarks for other Browsers) which is considered
“permanent” versus sites visited/History lists which are temporary and are removed when cleaning/defragmenting the hard drive or scanning for viruses etc. It should also be noted that users should not use the computer’s Trash or Recycle Bin as file storage.

**DLTS:** Dealt w/run-time errors in Voyager Reporter module for two staff; trouble-shot browsers problems faculty member was having w/Web client for OCLC Connexion; adjusted label printers for two faculty; reinstalled network printer access on student assistant computer; beginning to trouble-shoot OCLC Connexion login problems for one staff member; continuing to work on problems on BIB Access student assistant computer; trouble-shooting email delivery error problem for 1 faculty member.

**DLPS:** Public access computers in Gov/Docs, just outside the VPAL Lab, and in the new location in Helm Reference have been replaced, imaged and are in operation - computers in the Helm and VPAL labs will be re-imaged this week; continuing to image hard drives and install basic software packages on replacement computers for DLPS staff and service desk locations - will begin the first replacements later this week.

**DLSC:** received replacement hard drives from IT for public access computers in KY Bldg - will install early this week

**Systems:** Josh continued updates of employee additions and deletions for our Active Directory lists that are sent to IT; prepared TDNet monthly report and access report for VPAL.

**DLSC:** Christy, Sandy and Donna presented a program at the AASLH Annual Meeting in September. The meeting was in Little Rock.
- The Education Area had a table at the B.G. International Festival; held Fall Break Camp; will host theatre performance of Peter and the Wolf, a Harry Potter event; and have nearly 30 fraternities and sororities signed up for creating holiday ornaments for the holiday trees and Christmas in Kentucky.
- Lynn Ferguson has an article in SOKY Happenings regarding Gallery Hops.
- The Daily News had a wonderful full page report on the Native American Days event on September 13.
- The small Horse in Kentucky exhibit is open. There is now a new revised Horse video without copyright issues.
- Work is ongoing on the Hilltopper History exhibit in Diddle Arena which will open for Homecoming.
- A DLSC student assistant, Shadrack Kipchirchir from Nigeria, is WKU’s leading track star.

**DLPS:** WKU Libraries on Front Cover of *C&RL News* - The October, 2010 cover illustration for *C&RL News* features “Main Street” a painting by Granville Mitchell which forms part of the Kentucky African American Art Collection in the Raymond Cravens Library. Mitchell’s art was showcased in *Kentucky Live! Southern Culture at its Best series*, now in its eighth season. Mitchell also depicted the *Historic Freedom Riders* in a collaborative mural honoring the life of Martin Luther King Jr. at the Kentucky Library and Museum.

**Far Away Places Series** - This week’s speaker is Dr. John Hale, Director of Liberal Studies at University of Louisville, where he specializes in underwater archaeology. He’ll be talking about “Discoveries Underwater in the Mediterranean” and signing copies of his new book *Lords of the Sea: The Epic Story of the Athenian Navy and the Birth of Democracy*. Hale is also an ardent rower and the founder of several rowing clubs in Louisville. His talk is scheduled for Tuesday, October 19 at 7:00 p.m. at Barnes & Noble Bookstore. His book was reviewed in the Sunday Bowling Green Daily News.

**Kentucky Live Series** - Nancy Richey will be our featured speaker on Thursday, October 28 at 7:00 p.m. in the Glasgow Campus Library. She’ll be
talking about her new book Images of Barren County. A book signing and reception will follow.
-Sunday Librarian - Nikole Wolfe is one of two new weekend librarians. She received her MLS from the University of Kentucky and is currently the Regional Librarian for the Kentucky Department for Libraries and Archives. She’s also worked at the Lexington Public Library.
-New Copier Training - Eric has completed training sessions for the new copiers installed recently. They combine copiers, fax and scanning functions in one machine. Access is controlled by codes. Use the last four digits of your WKU Id no.
-Helm Window Replacement - Eric will represent us at a meeting with Project Engineer Alfonso Casana and contractor ROMAC to discuss plans to replace all of the 91 windows in the Helm Building.

Adjournment: With no further business before the Council the meeting was adjourned at 12:30 pm.

For the Council,

Jan Renusch