Present: Dean Michael Binder, Connie Foster, Timothy Mullin, Brian Coutts, Haiwang Yuan, Tracy Harkins, Jennifer Wilson, Jack Montgomery, Rick Sutton and Jan Renusch

International Programs: Mike introduced Rick Sutton, Executive Director of International Programs. Rick gave a brief summary of his history and his path to WKU. He explained that the Office of International Programs is an umbrella unit that covers the Office of Students and Scholars Services and the Study Abroad and Global Learning and Study Away Domestic Programs.

Jack Montgomery, Collection Services presented a review of International Resources at WKU Libraries and Connie reviewed Electronic Resources and TopSCHOLAR®. Q & A session followed.

Minutes: The August 30, 2010, minutes were approved as submitted.

Web & Emerging Technologies: Haiwang reported that the ADA compliance project has been finished thanks to Prashanth Vujjini, who worked hard with him and WKU’s Equal Opportunity Office during the summer. Together, they had investigated the feasibility of creating an interactive iPad compatible version for WKU Libraries’ Collections & Connections newsletter. They found a cost-effective solution and will implement it pending the release of a new issue of the newsletter by the end of October.

- The KY Museum web site redesign is under way. Programming for the e-commerce will be done this week. Tracy has given Haiwang a blueprint of a new design of the SOKY Book Fest web site. Haiwang will meet with Daniel at Hitcents with regard to the blueprint and request a new contract accordingly.

- Haiwang is leaving for China September 16 and will be gone till October 18. He will delegate his duties to his Web Working Group colleagues during his absence.

Development: As a reminder Amy said she has a weekly meeting with Mike. She said that if any of you have requests for fundraising dollars please make that information available to him so they can discuss it at their meetings.

- President Ransdell and Amy had a meeting with IMG-Marketing in Lexington to discuss the Horse in Kentucky exhibit. She will keep everyone posted as more information becomes available. Also in regards to the Horse in Kentucky exhibit, the World Equestrian Games are right around the corner. Amy is volunteering for our region of Kentucky for one day, and hopefully will have the opportunity to discuss the HIK exhibit. The development office has several unused tickets to the events of the games, so she will be inviting prospects and alumni who may be able to help with names, etc.

- Amy is working with Tracy on the Books and Baskets program. They will be calling on Charles Moore Insurance to sponsor the program again this year. She will be attending the Book Fest meeting on September 23.

- Amy will be meeting with Connie and the DLTS faculty and staff on October 6.

- WKU Libraries will be a Corporate Sponsor for the Hall of Distinguished Alumni and Summit programs again this year.

Community Outreach: Tracy passed out the SOKY Reads! flier and asked department heads to please promote the program amongst their staff. The program runs from September 28 through October 28 and she has ads running in
the Daily News twice a week. The book giveaway at Java City will be September 28 and Aramark has donated free coffee for the giveaway. Fall into Books plans are going smoothly. Author Laurie Halse Anderson will be visiting November 17 and will be making visits at Bowling Green High School (with some BGJHS students in attendance) and at South Warren where both the high school and middle school students will attend. The winners of the Evelyn Thurman Award will also be making school visits that week, most likely on November 18. Books & Baskets is now scheduled for Thursday, November 18 for the Lady Toppers season opener. That event will cap off Fall into Books. Amy Hardin is working on getting Charles Moore on board again as a sponsor. Tracy mentioned that the Louisiana Book Festival has been cancelled this year. She said that Book Fest has a great track record and is a well regarded event but funding and support has to continue in order to maintain this important community project.

Marketing: Jennifer reported that TopSCHOLAR® articles appeared in the Daily News and the Herald. The marketing budget for FY 2010-11 has been approved by the Dean. The Libraries now has a contract with WKU Public radio to run ads and PSAs for core events from September 2010 through June 2011. The CPR meeting is to be rescheduled. The LAC meeting is rescheduled to September 27 due to the fall break being the first week of October. A reminder letter to members will be sent. The MAC meeting is October 25. The newsletter will be completed by October 18. The Evelyn Thurman Award Luncheon November 19 will be held in the Kentucky Room this year. The invitation to the event will have a design upgrade this year.

Library Blog: Connie said she would like to see the Blog icon in a more prominent place on the Library home page as it is hard to locate now. Discussion followed.

Dean’s Report: Mike reported on his meeting with Provost Gordon Emslie and shared some of the Provost’s concerns including consensus with fellow deans.

Department Reports:
DLTS: DLTS received $2000 for 2009-10 Achievement for an Academic Support Unit, continuing the department’s recognitions each year since WKU Libraries have been eligible, bringing its total to $14,100.
-Open Access Week is (18-24 October). Tentative plans are being made for Oct. 20.
Procedural Changes:
Date due slips are being affixed to books at point of circulation per Deana Groves and Dan Forrest.
Ellen Micheletti and Nelda Sims are coordinating efforts for the new Young Adult section in ERC with scanned barcodes files on the S drive and “pick and scan” for global changes; Ellen then retrieves the files for verification that all location codes have been changed and then does the relabeling. Acquisitions devised a color-coded system to identify catalog locations initially; then Bib Access will verify on TOPCAT and further reduce unnecessary paperwork.
Serials workflow will include a better system for activating and tracking URLs for new subscriptions and format changes; Brenda Wood will assume responsibility for the catalog record aspect of URL checking. As we move increasingly to online subscriptions and databases, the skill sets and work required for tracking, troubleshooting, cataloging, and other services increase. The online environment does not mean less work and fewer people. It requires different and more complex work.
ProQuest is eliminating fees for basic submission to ProQuest Dissertation & Theses Database through its ProQuest / UMI ETD Administrator. Use of the ETD Administrator has grown significantly and now accounts for 60% of submissions. An assessment of ProQuest's cost structure revealed workflow efficiencies as use has increased and the resulting cost savings are being passed along to users. Approximately 99% of North American graduate degree-granting institutions contribute their graduate students' works to the ProQuest Dissertation & Theses Database. Submission through the ETD Administrator has made the process twice as fast and provides a significantly easier experience by eliminating the need to box and ship paper copies of each dissertation or thesis.

Connie met with Sara McCaslin about the possible undergraduate research award (WKU Libraries 1st-Year-Student Research Award). She was very excited and was going to share with South Campus also. Two awards could be given—one for Main Campus for annotated bibliography and one for South Campus with a career essay, both out of University Experience’s library component. We would pilot in the spring when there are fewer sections and promote heavily in the fall.

Technology:
The Library Tech team worked on the following: provided tech setup for Library Kick-off presentations; began replacing Voyager.ini file w/updated version on all Library computers w/Voyager clients installed; provided Tech support for Kentucky Live! Presentation @ Barnes & Noble

DLSC: dealt w/ problems on public access computers and wireless connection on computer in break room; trouble shooting monitor problem on one staff computer; provided mini-training session on Outlook calendaring and room reservations functions.

DLTS: adjusted label printer settings on several printers; provided mini-training session on Outlook calendaring and room reservations functions; removed virus infection from one computer; reprogrammed barcode scanner in attempt to fix dropped digit problem.

DLPS: working w/IT department on OCLC Connexion email issue in ILL that occurred after migration to Outlook email system; working on issues between computer and spine label printer for one faculty member; reprogrammed barcode scanner; dealt w/problem new student assistants in VPAL were having accessing networked printer in office area; working on replacement hard drive for public computer in Glasgow Campus Library that failed after power outage.

Systems, Josh worked on KUSL updates; prepared a listing of subscription updates for Connie; additions/deletions to AD listings; TDNet report for Connie & Amy; worked w/Systems coordinator to obtain monthly Circulation report.

A new computer for Nelda Sims has been ordered as it is long overdue, and a barcode scanner for Tammera as hers is not working properly and is an older one. Waiting on wiring for installation of PCs in new electronic reference area that will be equipped with PCs from Student Technology inventory.

DLPS: Saturday Librarian: - Lisa Miller is one of our two new Weekend Librarians replacing Lee Pedigo who resigned in August after the summer term. Lisa has an MLS from the University of Arizona and served as an academic reference librarian at an Arizona community college for many years. She has extensive experience in research instruction, reference, and statistical analysis using spreadsheet and database software. She has an MA in English and recently accepted a position teaching in WKU’s ESLI program.

Visit to WKU-Elizabethtown - Dean Binder and Brian Coutts visited with E-town Director Ron Stephens and the entire full-time faculty and staff of that center on Wednesday, September 8 to learn about their library and informational needs. A strong feeling was expressed for the establishment of
a WKU-E-town reference branch library on the Owensboro model. The Dean and Brian toured possible sites with Ron. The most suitable seemed to be a first floor location in Western’s recently opened center which is currently used as a break/mailroom. They also met with Ann Thompson, Director of the Learning Resources Center (Library) at the Elizabethtown Community and Technical College to review their history of helping WKU students and to talk about problems of mutual concern.

-Kentucky Live! - WKU Libraries launched its eighth series of talks on southern culture on Thursday, September 9 at Barnes & Noble at 7:00 p.m. Our speaker was Mark Wetherington, Executive Director of the Filson Historical Society. Mark spoke on “Steam boating on the Western Waters: Bicentennial Reflections” and signed copies of his most recent book plain folk’s fight: The Civil War & Reconstruction in Piney Woods Georgia.

-Far Away Places - Sarah Phillips, award winning anthropologist from Indiana University is the opening speaker in our eleventh series of talks on Far Away Places With Strange Sounding Names. Sarah will talk on “Stories From Rights Movements in Ukraine” this Thursday, September 16 at Barnes & Noble at 7:00 p.m. She’ll sign copies of her book Women’s Social Activism in the New Ukraine following her talk. Dorothea Browder from the History Dept. at WKU reviewed her book for the Sunday Daily News on September 12.

Gordon & Gordon Tour: The date is Wednesday, October 20 at 1:00 p.m. Location is Helm 100. The deadline for advance documents info is October 6 to Mike.

Review Promotion/Tenure/Evaluation Dates: Connie reviewed the dates from the Academic Calendar. Only negative reviews need to be sent by the Dean to the Provost.

Adjournment: With no further business before the Council the meeting was adjourned at 12:45 p.m.

For the Council,

Jan Renusch