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

Minutes: The March 21, 2011 minutes were approved as submitted. A correction to the minutes was noted by Paula Owens: Paper timesheets will need to be submitted to her office as usual. It is the only way she can make sure that the hours reported on the students WTE are correct. As of April 22nd there will no longer be a need for the students to pick up their payroll checks. The checks will be automatically deposited into the account that the students request.

Announcements: The Library Advisory Council will meet this evening at 5:30 pm in the Kentucky Building.
- The CLDH will not meet next week April 4. The next CLDH meeting will be Monday, April 11.

Web & Emerging Technologies: Haiwang reported that out of the 61 research guides, 45 have been migrated to LibGuides as of the end of today, with 16 remaining to be migrated. Haiwang will connect Prashanth with the faculty members in charge of those research guides to move the migration along more quickly.
- Haiwang has collected all the feedback from related faculty and staff from the Kentucky Museum and forwarded it to Chris at hitcents. He will work with Jennifer to get the redesign of the KY Museum site complete ASAP.
- The Web Work Group will participate in a training session together on March 30th to prepare for the migration of the Libraries’ web site to the OUCampus CMS platform.
- Haiwang met with Lei Tao, Associate Director of the Confucius Institute, and received a partial list of the CI collections. Lei has been working to order materials to be housed in the CLC at WKU Libraries and will provide a full list when he has finished. Haiwang read a short list of the collection he had translated into English and thereby gave a glimpse of what the collection would constitute: textbooks, tests, painting albums, demonstratives, maps, multimedia, and books about China and the myriad aspects of it and its culture and language. While some are in Chinese with most having English explanatory notes, many are in English. According to Lei Tao, the ordering will be completed by July 1, 2011.

Community Outreach: Tracy said that she is working on Book Fest signage and that the tabloid is finished. It will be in the Daily News in the Saturday April 9th issue.

Marketing: Jennifer discussed a recent conversation with the daughter of a former Library employee, Nancy Solley. The daughter had received no information but knew through family that gifts had been given in her mother’s memory. It was discovered that $450 was donated in her honor but the family received no correspondence about the gifts. After conversations with the Kentucky Museum and Development, this situation is being addressed by Paula Jarboe in the WKU Foundation to ensure a procedure is put in place so family or loved ones are notified in the future. Jennifer is working closely with
Haiwang and Timothy to get the Kentucky Museum website up soon. The Dean was asking about the Collections and Connections newsletter deadlines. Jennifer said initially Book Fest was dictating the date. Tracy said she was cutting all additional promotional efforts for Book Fest due to the overwhelming response to Nicholas Sparks. With this being said, Jennifer stated the newsletter date may be after the Book Fest with the feature story reporting on headliners Nicholas Sparks and Judith Viorst.

**Grants & Special Projects:** Bryan reported that we did not receive the PIE grant for literary criticism products from Gale. He will look for other sources of funding.

**OCLC Partnership Invitation:** Mike said he was leaning towards accepting the invitation at a cost of $4,000 annually. Discussion on pros and cons ensued. After the discussion acceptance of the invitation to the OCLC Partnership was approved.

**Provost’s Comments at Friday Forum:** Mike opened the floor for discussion. After all had the opportunity to give their reactions and concerns Mike said he is constituting the CLDH members as a Task Force on Structure, with additional members selected by each department head. Bryan Carson, Special Assistant to the Dean for Grants and Projects, will serve as the convener, and will keep in close contact with their work. A preliminary report will be due April 12 and the full report due prior to the next April 22nd Open Forum.

**Dean’s Report:** Mike agrees to support in the amount of $500 for one candidate from each Department for the upcoming trip to China.

**Department Reports:**

- **DLTS:** Connie Foster met with Tao Lei, CI Assistant Director, who had examples of materials that will be in the learning center collection. DVDs, CDs, books, magazines, etc. all carry ISBNs and/or English titles. They discussed the nature of the collection and the first steps (securing the materials). The materials are to be delivered to him at ICSET.
- The PRIMO Implementation Team had its first meeting on Tuesday, March 22, for reviewing current sites and discussing features we need to replace the current search box on our homepage.
- Library Tech Team highlights:
  - DLTS: installed replacement barcode scanner for faculty member in Bib Access; trouble shooting problem of duplication of shared files on the network drive; resolved issue for faculty member dealing w/size of files attached to WKU email w/file compression and ftp’ing files to vendor instead of via email along w/an email access issue;
  - DLSC: obtained e-quote for 24 replacement computers for staff - order has been sent to purchasing. Installed new network printer in Manuscripts unit and after obtaining static IP address a network print que for printer installed printer driver on computers in Manuscripts unit.
  - DLPS: resolved email account problem for staff member; tested on and off campus full-text access to AJN via Ovid to resolve issues; began trouble shooting barcode scanned issue for a faculty member in Gov/Docs; investigating issue of a student not being able to print for Circ Desk computer; scheduled upgrade of our ILLiad software on OCLC hosted server (after update new version of software client will be installed on computers of those using the ILLiad client).
  - Systems: Josh worked on monthly TDNet report and TDNET Wiley Online Titles report.
DLSC: Lynn Ferguson is going to repaint the mural wall outside Helm 100 in view of the CLC location.

DLPS: Public Copiers - Brian, Eric and Dan will meet with the people from SIFE to discuss their administration of the current copier contract with IKON for Auxiliary Services. Currently the libraries have six public copiers, five in Helm-Cravens and one in Gary Ransdell Hall. In 2010, 1,903,990 copies were made, up 54% from 2009. Trends for January 2011 show an increase of 41% from 2010.

-E-Town Site Visit - Brian, Eric and Doug will make a site visit to WKU’s new E-Town regional campus on Tuesday, March 29th to discuss plans for a new reference center with campus officials. Topics to be reviewed will include furnishings, shelving, IT access, office space and staffing.

-Kentucky Live@ Barnes and Noble, Thursday, April 7, 2011 at 7:00 p.m.
Award winning southern write Janna McMahan will be our featured speaker. Her first novel Calling Home is set in rural Kentucky. She was a featured speaker at last year’s Kentucky Writer’s Conference. The theme of her talk will be “The Modern South: So Much to Consider.” Kath Pennavaria is reviewing her first two novels for next Sunday's Bowling Green Daily News.

Far Away Places: Bolivia - West Virginia history professor James Siekmeier will talk on “Bolivia and the United States: The Ties That Bind and Constrict” on Thursday, April 21 at 7:00 at Barnes & Noble. Siekmeier’s newest book The Bolivian Revolution and the United States, 1952 to the Present will be published tomorrow by Penn State University Press.

-National Library Week in Glasgow - The Glasgow Campus Library will host the April meeting of DLPS followed by a reception on Wednesday, April 13 at 3:00 p.m.

-Diderot Goes Digital: Why Authority, Comprehensibility and Utility in Reference Sources Still Matter. Brian participated in this webinar sponsored by the World Book Encyclopedia and hosted by Mary Ellen Quinn, editor of RBB: Reference Books Bulletin on March 1 in Chicago. Participants included the World Book Editor in Chief, Paul Kobasa, who talked about the history of encyclopedias including the World Book; Jeff DeLarossa, their editorial manager for science, spoke about “authority vs popularity, accountability, comprehensiveness and accessibility; Jon Wills, librarian at WB used the model: (question+source) x answer = application, emphasizing that quality is primary. Two other speakers talked about supplemental publications and digital products.

Adjournment: There being no further business before the Council the meeting was adjourned at 12:25 p.m.

For the Council,

Jan Renusch