Present: Dean Connie Foster, Deana Groves, Brian Coutts, Timothy Mullin, Kristen Peterson, Kristie Lowry, Eric Fisher, Jennifer Wilson, Bryan Carson and Jan Renusch

Minutes: The August 26, 2013, minutes were approved as submitted on a motion by Brian Coutts and a second by Deana Groves.

Dean’s Report/Announcements: Connie introduced Kristen Peterson, Development Officer with library responsibilities.
- Connie distributed and reviewed copies of the Tuition Waiver Program for Employees Policy and Procedure Document.
- Connie discussed her visit on Friday to UK Library’s undergraduate research space, media areas and hub area.

Development: Kristen said that she and Connie have met several times regarding library needs and have had lunch meetings with LAC members. She will be meeting with Kristie about Literary Outreach and Book Fest funding.

Grants/Assessment: Bryan reported that the Survey Committee had met. Committee members will split up the questions to analyze, and the executive summary will be due by November 1. Bryan is trying to get access to the survey via Qualtrics for two committee members who are currently not able to access the survey online. He is working with Julie Dent, the Qualtrics administrator on campus.
- The sponsor for the America’s Music program suggested that we do a survey of participants. Bryan sent out a survey on September 6 using Qualtrics. [Anonymous] results will be shared with the LLC and the sponsor.
- There was a brief discussion of the Foundation Center Cooperating Collection program. The Library Advisory Council suggested that this program be emphasized. Bryan will work with Jennifer on a brochure to help promote the collection and services. The program is going to change its name, but the new name hasn’t been announced yet. The announcement will take place during the Network Days meeting on October 3 and 4. Bryan and Brian also mentioned the requirement that WKU Libraries give public training sessions.

Library Systems Office: Eric gave highlights from the LSO:
- 83 requests/tasks were completed.
- The online scheduling system is now being used to schedule the classrooms for use. A link has been added under the top tab under ABOUT US ➔ LIBRARY SYSTEMS OFFICE ➔ ONLINE CLASSROOM SCHEDULER. A link to the technology request form has also been added there or at webapps.wku.edu/library/scheduling.
- The fines/fees are now active for faculty and staff. Nelda has resolved an issue where fines less than $5.00 are not showing up and being emailed now.
- All of the current events are now added to the library events calendar. If new events come up please notify the LSO to have them added.

Literary Outreach: Kristie reported that on Thursday, September 26, author Michael Morris will be in town for the SOKY Reads! program. He’ll do a writing workshop at 2:30pm on campus, and then he’ll be at the public library at 6pm. He’ll have lunch with a book group on Friday. Kristie’s review of the Man in the Blue Moon will be in next weekend’s Daily News.
Kristie met with Steve Marcum to talk about possible children’s authors for the 2015 Book Fest. 
Kristie has extended an invitation to Jason Mott for the 2014 SOKY Reads! program. She is also writing a grant to fund an author’s visit for the 2015 SOKY Reads! program.

Marketing: Jennifer asked the council for recommendations for a librarian and student workers for a photo shoot for Public Affairs who is working on a Library Media Education brochure. Clinton will come on Tuesday at 9 am in the Commons area to take some pictures.
-Jennifer brought in a sample of the recommended bus ads and asked for the council’s opinion. The group felt favorable toward the ads, and Jennifer will move forward with them.
Jennifer is working on setting up an interview for the SOKY Reads author coming at the end of the month.
-Jennifer and Brian briefly mentioned the bourbon ad that was in last weekend’s paper for the upcoming speaker’s event.
-Jennifer and Timothy have been working on a couple of different projects including the newsletter and the preservation workshops coming up in October. The workshops are currently on the Kentucky Archives website and the Museum Association website along with the Museum and Libraries websites. Hard copies are being printed.
The Homecoming committee met last week to discuss details of the reception. Committee members are working with William Skaggs and Ginny Hensley in Alumni Relations to get accurate lists and other promotional avenues. Sueylln is putting together a homecoming PowerPoint of previous Homecomings to show during the reception and the postcard will reflect these pictures as well.

Department Reports:
DLPS: Brian reported that Mike Veach, the nation’s only professional bourbon historian, is the opening speaker in the eleventh series of programs on Kentucky Live! Southern Culture at Its Best. Veach, who is the official “Bourbon Historian” for the Filson Historical Society in Louisville, will speak at Barnes & Noble on Thursday, September 12 at 7:00 pm. Veach teaches the “Filson Bourbon Academy” an eight-hour course on bourbon history and tasting, several times a year. His book Kentucky Bourbon Whiskey: An American Heritage was published in March, 2013, by the University Press of Kentucky.
The We’ve Been Everywhere 2013-14 committee chaired by Kenneth Foushee announced the forthcoming speakers:
September 24 - Jack Montgomery - “Remembering Grandma’s Hoodoo: the Current Revival of Folk Spirituality and Magic”
October 22 - Jonathan Jeffrey - “Housing the Dead: Grave Houses in Kentucky”
February 25 - Haiwang Yuan - “Tibetan Folktale Research”
April 29 - Sean Kinder - Una Merkel

-EBSCO Database Usage (2013 YTD)
1. Academic Search Premier...........................................225,569 searches
2. MasterFILE Premier.........................................................171,708
3. Image Collection.................................................................161,416
4. CINAHL with FULL Text................................................115,606
5. PsycINFO..................................................................113,889
6. Communication & Mass Media Complete.......................110,713
7. Psych. and Behavioral Sciences Collection....................110,606
8. Sociological Collection....................................................102,076
10. Business Source Premier.................................................100,888
11. America: History & Life.................................................................98,248
12. Historical Abstracts.....................................................................98,182

-Since Ill’s ILLiad launch several years ago as OCLC’s Ill’s software interface, 2,145 patrons have signed up for the service. Last year the top three academic departments using the service were: Psychology (189), History (187) and Biology (153). Almost 5,000 requests were processed last year up 16%. The History Department requested the most items (897) followed by DLPS (404) and Psychology (386).

DLSC: Timothy reported that Special Collections is enjoying the help of a Graduate Student. He is scanning a series of glass negatives of Mammoth Cave taken in 1889. The negatives have never been cataloged and have never been printed as far as they know.

Archives stats:
- 48 researches in July and August representing FL, GA, IN, TX, MA, 31 faculty
and staff
- TopSCHOLAR: 160 new uploads; 5110 available; 8621 downloads
- Today is the first day for Katherine Chappell in her new full-time position
as Archival Assistant.

DLTS: Deana reported that the Web Time Entry training for library student worker supervisors was held last week. Student payroll indicates it may be 1-2 more pay periods before they have our students assigned to the proper supervisor.
- Primo is currently not uploading the new Voyager, KenCat and TDNet files. Nelda has asked that her case be escalated.
- The search committee for a new BA Coordinator is at the review of application stage.
- Tammera Race asked to announce that REACH Week is March 17-22, 2014, with the Student Research Conference taking place on Saturday, March 22. The Student Research Council is partnering with the Cultural Enhancement Series for the REACH Week Speaker. Michio Kaku will speak on Monday evening, March 17. Judges are needed for the conference on Saturday, the 22nd.

Adjournment: The meeting adjourned at 11:10 am.

For the Council,

Jan Renusch