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

Minutes: The October 28, 2013, minutes were approved as corrected on a motion by Bryan Carson and a second by Timothy Mullin.

Dean’s Report/Announcements: Connie discussed the placement of the framed architects’ renderings of the Cravens Library and the Helm Library prints. Also discussed was a dedication ceremony for Cravens Library.
- Connie reviewed the Campus Library Advisory Council meeting on Friday, November 1. Mark Reeves suggested that the Film Club be included in the planning of next year’s Far Away Flix series.
- Connie will be attending the LITA conference November 7-9.
- Connie will be meeting with Glasgow Librarian Chris Robinson-Nkongola on Thursday prior to the Wes Berry presentation.
- There was discussion of statistics placement on the libraries’ web site. Haiwang Yuan had been posting the statistics.

Development: Kristen said that she continues to reach out to SOKY Book Fest sponsors.
- She is working on naming opportunities and will be sending the list of rooms to Brian Coutts and Daniel Peach to complete descriptions to get them finalized.

Grants/Assessments: Bryan reported that he had reformatted the previously submitted highlights from the 2013 library survey into a readable 4-page document for the Campus Library Council meeting. This document was emailed to the LLC members. Connie noted that John Bowers wanted more information about "integration with Blackboard." This was parsed by Eric, Connie, Brian, and Bryan. It appears that students are frustrated by following the wrong links or having to log in again when going from Blackboard to articles or databases.
- Bryan reported that the ALA Excellence in Library Programming award has three categories which allow narratives of 600 words each. In addition, up to 15 supporting documents may be uploaded. The deadline is December 1.
- The Office of Research is sponsoring a Tacos & Topics interdisciplinary research forum on PTSD and would like library representation. The forum will take place on Wednesday, November 13, at Pepper’s Mexican Restaurant (801 Campbell Lane) at 6 pm.

Library Systems Office: Eric gave highlights from the LSO:
- 32 requests/tasks were completed.
- The requested change to the Faculty Evaluation Form was completed and a few additional changes will be made later in November or December for use next year.
- At the IDEAS meeting with Helpdesk staff, templates were further discussed and are currently being created. Once created and used by library faculty and staff these forms will be sent directly to the LSO group on TeamDynamix similarly to the current form system. The next meeting is this Wednesday at 2:00pm where we will review the newly created templates.
Literary Outreach: Kristie reported that she will be meeting with the Kentucky Writers Conference Planning Committee today. -There are about 100 authors confirmed for Book Fest right now. Kristie hopes to have the final 25 confirmed in the next two weeks—especially after her visit to the Kentucky Book Fair. -Kristie will be working on the itineraries for the Evelyn Thurman Young Readers Book Award winners, and the award luncheon menu has been set. -The Little Free Libraries group will be meeting again to hear presentations from Kristina Arnold’s installation class. The presentations will probably take place on November 25. If anyone is interested in attending, they should let Kristie know.

Marketing: Jennifer mentioned the three upcoming weeks of speakers starting this week with Glasgow and Wes Berry. The ad for Berry was scheduled for this past weekend in the Glasgow Daily Times and the David Bell talk was posted in this past weekend’s paper. Jennifer recommends placing in the paper for this Sunday again. The Clay Motley ad will be in the paper the following Sunday. -Jennifer and Timothy have been working on the US Bank art show materials. -Kristie and Jennifer are finishing up Evelyn Thurman details. -Jennifer is collecting information for the Annual Report and thanked Technical Services for their information. -Jennifer is setting up a meeting with William Skaggs to be able to access current student workers in the Banner system for future mailing needs and he is still working on the list of 900 names to try to update for our records. -She asked for opinions on finals week and whether we need to do any kind of “stress free” activity like a Legos table or ten minute massages. A couple of comments made were that food and coffee are the best thing we can offer and not to worry about adding anything.

Department Reports:
DLSC: Timothy reported that November 2013, is the 100th anniversary of founder Henry Hardin Cherry. Suellyn Lathrop is organizing an exhibit. -In Manuscripts voice recordings continue to be converted to digital. As a result there are storage problems.

DLPS: Brian reported that STC had 572 people in October 2012 and 414 in 2013, a decrease of 27.62%. The Commons area had 488 people in 2013. (Note that in October of 2012, the 4th floor of the Cravens building was closed for remodeling, hence the zero patron count for that area). Totals for both areas were 572 in 2012, 902 in 2013, an increase of 57.69%.

Helm-Cravens Patron Count Jan.-Oct. 2012 vs. 2013: In 2012 the total patron count was 323,186. In 2013 the total patron count was 347,167. Net increase of 7%

-Local celebrity and WKU English professor Wes Berry will talk about Kentucky Barbecue in an encore presentation of Kentucky Live! at the Glasgow Campus Library this Thursday, November 7 at 7:00pm. A reception and book signing will follow.

DLTS: Deana reported that Laura DeLancey is now responsible for activating electronic resources in Primo Central. -Form 1 has been submitted for the Bib Access Senior Library Assistant. -On November 8th, Deana will begin moving into her new office, Cravens 301A

-Tammera Race sends Reach Week updates:
Regional campus librarians will be involved in the outreach effort to increase student participation in REACH Week and the Student Research Conference. In lieu of the TopSCHOLAR table, an invitation to submit presentations or posters to TopSCHOLAR will be emailed to each student’s
advisor, in response to their abstract submission. Details are still in discussion. Related to the workshops, the dates are set and are up at the SRC web site [https://www.wku.edu/studentresearch/workshops.php](https://www.wku.edu/studentresearch/workshops.php).

Dates during REACH Week: Cultural Enhancement/REACH Week keynote speaker will be Monday evening, March 17; Gatton Academy Academic Showcase will be Thursday, March 20, 7-9; Honors College and Office of Research Reception will be Friday evening, March 21.

**Adjournment:** The meeting was adjourned at 11:15am.

For the Council,

Jan Renusch

(Over)
Highlights from the 2013 Library Survey

The 2013 Library Survey was begun by 1,521 respondents, and completed by 1,198 (78.76%). While less than the 2,068 respondents in the 2012 survey, this is well within the realm of statistical significance. Undergraduate and graduate students were well-distributed throughout the colleges. Most groups are statistically significant, but Specialist and Doctoral students are not statistically significant.

A total of 162 faculty members (10.65%) began the survey. This group was further broken down by rank:

- Associate professors 32.1% (n=52)
- Assistant professors 25.93% (n=42)
- Full professors 23.46% (n=38)
- Instructors 9.26% (n=15)
- Adjunct faculty 6.79% (n=11)
- Clinical faculty 1.23% (n=2)
- Visiting faculty .62% (n=1)
- Other 62% (n=1)

The survey was begun by 1,024 undergraduates (67.43%).

- Seniors 29.88% (n=306)
- Juniors 24.22% (n=248)
- Sophomores 23.73% (n=243)
- Freshmen 22.17% (n=227)

Graduate students who began the survey consisted of 188 respondents (12.36%).

- Master’s students 91.49% (n=172)
- Specialist students 4.26% (n=8)
- Doctoral students 4.26% (n=8)

Other categories of respondents included:

- Staff members in academic departments 2.79% (n=43)
- Staff working in non-academic departments 5.77% (n=89)
- 25 respondents (1.62%) marked “other.” Most consisted of respondents who had more than one status (e.g., undergraduate and full-time staff). One respondent marked “Dual Credit.”
The non-completion ("mortality") rate was within accepted guidelines. The 2013 survey was completed by 1,198 respondents, broken down as follows:

- Undergraduates 66.44% (n=796)
- Graduate students 13.44% (n=161)
- Faculty members 10.52% (n=126)
- Staff working in an academic department 2.67% (n=32)
- Staff working in a non-academic department 5.34% (n=64)
- Other 1.59% (n=19)

**Using responses from all subgroups, colleges were divided as follows:**

- College of Health & Human Services 23.09% (n=356)
- Potter College 21.53% (n=332)
- College of Education & Behavioral Sciences 18.03% (n=278)
- Ogden College 16.34% (n=252)
- Gordon Ford College of Business 8.69% (n=134)
- University College 5.97% (n=92)
- Other respondents 6.36% (n=98)

This year respondents were asked to identify where their classes are primarily located.

- Bowling Green Main Campus 81.99% (n=1,247)
- Bowling Green South Campus 4.6% (n=70)
- Glasgow 2.89% (n=44)
- Owensboro 1.45% (n=22)
- Elizabethtown/Radcliff/Ft. Knox 1.31% (n=20)
- Online Students 7.76% (n=118)

**Respondents were asked how often they visit the library in person.**

- 827 respondents (54.81%) visit the library in person once a month or more often. This is broken down as follows:
  - Visits the library in person at least once a week 30.15% (n=455)
  - Visits the library in person at least once a month 24.65% (n=372)
  - Respondents who visit the library in person at least once a semester 26.97% (n=407)
  - Respondents who never visit the library in person 18.22% (n=275)

**Respondents were asked to indicate which library locations they use, selecting all that applied (non-exclusive categories).**

- The Commons at Cravens 48.91% (n=563)
- Helm Computer Lab (2nd floor) 46.48% (535)
- Research and Information Assistance (Helm-Cravens) 40.14% (n=462)
- Visual & Performing Arts Library 24.76% (n=285)
- Educational Resources Center 20.42% (n=235)
- Helm Reference Collection 19.64% (n=226)
- Helm Periodicals 14.6% (n=168)
- Government Documents & Law 8.34% (n=96)
- Special Collections Library 6.43% (n=74)
- Library at Glasgow 4.87% (n=56)
- Library at Owensboro 2.17% (n=25)
- Library at Elizabethtown/Radcliff/Ft. Knox 1.56% (n=18)

The results of the previous question were used to “branch” the survey. Respondents who indicated that they had used the Educational Resources Center, Special Collections, or libraries on the regional campuses were given special questions pertaining to those facilities.
Respondents who indicated that they visited the library in person were asked to rank why they visit using a 5-point Likert scale, with 1 being least important and 5 being most important. Response means (x-bar*) were calculated. The highest responses (with x-bar*>3.0) were ranked as follows:

- Books (print or online) (x-bar*=3.93)
- Using computers for research (x-bar*=3.84)
- Using the printer (x-bar*=3.75)
- Individual study at tables (x-bar*=3.7)
- Print or online journals, newspapers, or magazines (x-bar*=3.45)
- Individual study at carrels (x-bar*=3.24)
- General reference and information assistance (x-bar*=3.22)
- Group study at tables (x-bar*=3.14)

Respondents were asked what they did the last time they visited Special Collections. The largest responses were as follows:

- Manuscripts, letters, or diaries 48.65% (n=36)
- Books 45.95% (n=34)
- Individual study 39.19% (n=29)
- Materials from university archives 25.68% (n=19)
- Prints or photographs, 24.32% (n=18)
- Genealogy materials 18.92% (n=14)
- Microfilm 17.57% (n=13)
- Group study 13.51% (n=10)
- Maps, ephemera, or broadsides 12.16% (n=9)
- Clippings (vertical file) 10.81% (n=8)
- Other (8.11%, n=6) includes class tours, talking with librarian about class presentation, and exhibits.

Respondents were asked how often they use the library website to accomplish various tasks. The top responses that were used once a month or more often were:

- Searching for articles in online databases 52.93% (n=715)
- Searching catalogs 30.64% (n=414)
- Using the One-Search Box 29.61% (n=355)
- Using TopSCHOLAR® 27.98% (n=378)
- Research guides 26.65% (n=360)
- eBooks 24.72% (n=334)
- Information on creating citations 23.17% (n=313)

Respondents ranked the website on a scale of 1 to 5, with response means being calculated.

- Website ease of use, x-bar*=3.52
- Ability to find information on the website, x-bar*=3.55

The survey named nine different ways of contacting library faculty and staff, and asked them to rank the items with 1 being least preferred and 9 being most preferred. There were some issues with this question, and respondents asked for help during the survey period. The question will need to be rephrased in the future. The most-preferred methods were as follows:

- In person 40.26%
- Email 34.96%
- Telephone 6.21%
- Within Blackboard 4.68%
- Instant Message/Chat 4.53%
- Skype 4.24%
Respondents were asked to identify the most important skills for undergraduates in their programs, graduate students in their programs, and for their own research. Response means were calculated as follows:

- Knowing what constitutes plagiarism x-bar*=4.35
- Providing correct sources for citations x-bar*=4.27
- Finding scholarly or other appropriate information x-bar*=4.13
- Developing and refining research topics x-bar*=3.98
- Using information accurately and creatively for the issue or problem at hand x-bar*=3.94
- Understanding legal and/or ethical issues x-bar*=3.90
- Evaluating information sources critically x-bar*=3.89
- Using primary sources x-bar*=3.53
- Collaborative work with peers to complete group assignments x-bar*=3.52

The survey identified a number of potential services the libraries could institute. Respondents were asked to rank these on a 5-point Likert scale, and a response mean was calculated. Please note, however, that these are overall results. The cross-tabulation by status of respondent will yield greater information.

- Integrating library resources more fully into Blackboard x-bar*=3.89
- Expanding library applications that work with smart phones x-bar*=3.59
- Working with at-risk students to improve their research skills x-bar*=3.51
- Expanding assistance with technology x-bar*=3.50
- Acquiring new books in digital format instead of print x-bar*=3.38
- Support with managing, archiving, and preserving research data x-bar*=3.31
- Expanded support for copyright education, management, and permissions x-bar*=3.32
- Embedding librarians in classes via Blackboard x-bar*=3.22
- Providing current information on publishing outlets x-bar*=3.17
- Expanding Personal Librarian service x-bar*=3.15
- Helping faculty integrate library research skills into the curriculum x-bar*=3.12
- Adding tags and reviews to the catalog x-bar*=2.83
- Providing fax service x-bar*=2.59