Council of Library Department Heads  
Minutes - February 3, 2003

Present: Dr. Binder, Nancy Baird, Earlene Chelf, Brian Coutts, Connie Foster, Haiwang Yuan.

Dean's Report: Fifteen percent of those who submitted entries won the John Cotton Dana Award. Unfortunately, WKU was not among this year's winners but we congratulate those who won.

Department Reports:

DLPS Report: Brian circulated a Priority List of Equipment Installations (attached). We applauded the progress being made! So that everyone will know about the progress, David will give a list to Jue every Friday indicating what has been done that week. Brian also announced the ERC's "Friday Night at the Flicks" drew a crowd of about thirty.

DLTS Report: Jack Montgomery reports that 1,755 books have been repaired and thus preserved for additional use. This ongoing repair and preservation process immediately benefits our library patrons and eases our resources for replacement.

The department has completed the interview process for the two candidates for the Social Sciences Catalog Librarian and is in the process of placing an ad and other forms for the Education Catalog Librarian position.

Connie Foster has scheduled a series of learning session within DLTS so that each area (Acquisitions, Serials, Bibliographic Access, Student Personnel and Systems) has an opportunity to explain key functions and how they relate to the end user and to other areas in the department.

Connie also circulated a message from Nelda Sims indicating that David Runner is working to update information on the Database Web Page to include the login information and the correct detail information for each database. He will have to make changes to every entry that is being proxied. Nelda configuring EZproxy for all of the databases (except the one that was added after the test page was created) and is in the process of adding configuration information for the journals listed on the e-journal page. She will also add the capacity to login from the OPAC and get access from the database and e-journal records for which we have bibliographic records. Nelda making the EZproxy her top priority.

DLSC Report: The Kentucky Library and Museum announce the availability of a $300 fellowship to encourage the scholarly use of its nationally significant collections. Information about the fellowship has been placed on "Kentucky Building Online," in a number of newsletters and journals and announcements have been sent to mid American universities with graduate programs. Next year the announcement will appear in national publications. The deadline for applications for this year is April 1.
Nancy announced that the library received a wonderful Christmas gift -- 25 original Whitey Sanders cartoons, appraised at $9,900.

Nancy also circulated a list of upcoming activities open to the public and sponsored by the Kentucky Library and Museum. With three book discussions and four teacher workshops, nearly a dozen Saturday morning art classes for children and two Sunday afternoon guest speakers, it promises to be a busy semester.

**Marketing Report**: Plans regarding the book festival and the Famous-Barr Book Sale are making fine progress. Lowell and Penny Harrison are donating about 2,500 paperbacks to the sale. Avi, this year's Newberry Award winner will be among the authors attending the Book Festival. The C-Span School Bus is coming to the festival.

Volunteers from the museum and library advisory boards met Monday evening to look at ways to increase membership for both groups. Many good ideas were presented. The volunteers will meet again later this month.

**Web Site & Virtual Library Report**: Haiwang continues to update the Book Festival web page (http://www.sokybookfest.org).

Brian called to everyone's attention the very handsome *Atlas of Asian-American History* that cites Haiwang's web site.

The meeting adjourned shortly before noon.

For the library,
Nancy Baird