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

Minutes: The August 2, 2010, minutes were approved as submitted.

Web & Emerging Technologies: Haiwang reported that the WKU Libraries’ web ADA compliance project was nearing its end. The project to redesign the Kentucky Museum web site is under way. The project to build an online e-commerce should be completed in two weeks. Tracy and Haiwang met with Daniel with Hitcents with regard to the redesign of the SOKY Book Fest web site. A proposal from Hitcents is pending. Per the Dean’s request, Haiwang and Prashanth have been exploring the technology behind interactive and iPad compatible e-magazines/newsletters, as has been published by the Potter College. Progress has been made.

Development: Amy is continuing to work on the Horse in Kentucky exhibit. She and President Ransdell have a meeting in Lexington on Thursday, September 2, to discuss naming opportunities. More information to follow as it is available.
-Amy is continuing to meet with library faculty/staff members. As a reminder, if there is an area in which you think fundraising dollars can be of assistance, please let the Dean know and he and Amy will discuss.
-Amy has a meeting with Tracy immediately following today’s meeting to discuss upcoming Bookfest events.

Community Outreach: Tracy said that Cassandra Matthews the student assistant in the Dean’s office is returning today. Her hours will be 12:30-4:30 Monday and Wednesday and 9:00-1:00 on Friday. The SOKY Reads! community reading project will take place starting at the end of September through October. Tracy will ask Aramark if they can provide free coffee at the book giveaway at Java City on Tuesday, September 28 at noon. SOKY Book Fest will be printing program guides and making them available at all partner locations and other venues around town. The Daily News was unable to publish the program guide this year due to economic constraints. Tracy will run newspaper ads instead mentioning where the program guides can be obtained. She will also look into making it available on the SOKY Book Fest website. Finally, Tracy is working with Haiwang and HitCents on the SOKY Book Fest website update. She has suggested a deadline of December 15 to have it up and running.

Marketing: Jennifer was glad to mention the special events for the new students, both Snacks in the Stacks and Ghost Tours, went very well with over one hundred attending Snacks and over 300 attending Ghost Tours on campus ending at Kentucky Museum. She said Christy Spurlock felt good about the event and will most likely do it again next year. Kelly Lafferty, Student Graphic Designer, began working today. We will be revamping the Membership brochure with fresh pictures and copy. Jennifer asked for CLDH members to review the Membership brochure and make needed changes. She announced that WKU Libraries received over $4,800 from the KY Marketing Tourism Incentive Program; this was about half of what was requested but this is typical the
area attractions say to get only a portion of the requested amount from this program. She is working with Pamela Napier, Sponsored Programming, on finalizing the grant with all the details. The Evelyn Thurman winner has been selected so a press release is expected to go out this week.

**Grants & Projects:** On August 18, an application was filed for our proposed science exhibition at the Center for Research & Technology through the National Endowment for the Humanities program “American’s Historical & Cultural Organizations.” The name of the grant application is “The Science of Innovation Exhibition.” Bryan Carson is the Principal Investigator, with Timothy Mullin and Blaine Ferrell as Co-Principal Investigators. If WKU Libraries & KYLM receive the grant, work on the project will be done by (among others) Sue Lynn McDaniel, Sandy Staebell, Donna Parker, Christy Spurlock, and Amanda Hardin. We asked for direct costs of $115,000 to support preliminary design of the exhibits, plus indirect (Finance & Administration) costs of $49,795. 
-Bryan met with Robbin Taylor about his lobbying efforts in Washington and the Horse in Kentucky exhibition. Although this is not the kind of thing that would be funded by the Congress, Robbin said that non-monetary support from the offices of Senator McConnell and Congressman Guthrie can help us cultivate donors. Robbin also suggested that WKU Libraries look into the possibility of a FIPSE grant for technology. She is especially concerned with increasing library services to the regional campus in Elizabethtown/Radcliff/Ft. Knox. Bryan will investigate this further in conjunction with Dean Binder and Robbin Taylor.

**Dean’s Report:** Mike reported on the Gordon & Gordon Listening Tour meeting with the Library Department Heads.
-Mike is gathering info from Department Heads for his regular monthly meeting with the Provost.
-Carry over dollars will be distributed in 3rds with the first distribution in September for DLPs staff and public computer replacements. The second distribution for DLSC computers and the third is being held at this time in case of budget cuts.
-Staffing plans will be done in two phases – 75% and 25%.
-Mike asked Department heads to send him development opportunities in their areas by September 27.
-Mike was asked by the Provost to select a representative for the Research Council to report to him twice a month. Mike appointed Bryan Carson as he is already the Special Assistant to the Dean for Grants & Projects.

**Department Reports:**
**DLSC:** Timothy brought copies of the now completed Horse in Kentucky video for viewing. Copies have been given to Dr. Randsell for his use and to IMG Sports Marketing. One of the KYLM horse sculptures will be on display at the Headley-Whitney Museum in Lexington during the WEG. The “Little” Horse in Kentucky exhibit is scheduled to be completed by September 25.
-Planning for the Confucian Institute exhibit is continuing. Work is continuing on the Hilltopper History exhibit at Diddle Arena, an Alumni exhibit at their new facility; decorating the new hotel planned for Block 12; artwork for the new ERC facility.
-The Haunted Museum Tour had over 300 attendees.

**DLTS:** At the DLTS kickoff last Thursday, we went to VPAL InfoLab where Joshua Mosby presented some key points about email, calendars and contacts. This presentation helped us understand further the new system. Also, we totaled
443.5 years of experience in DLTS; if we also count people who left and returned, we have 494 years! And this is for 23 FTEs.

-Voyager upgrade to 7.2.2 was minor and included bug fixes; however, each computer had to have new “clients” installed, a very time-consuming process. A major release is in the works for next year.

-TopSCHOLAR® has an image gallery (slideshow) on its homepage to enhance the site and promote WKU achievements that represent research and creative activity. In the recent rankings of world repositories, when narrowed to US Universities, TopSCHOLAR® ranks 185 out of 3,026.

-Bepress added Amy Slowik’s contact information to TopSCHOLAR® homepage as an administrative contact. She is also learning how to gather statistics from TDNet.

-Suelyn Lathrop sent 23 boxes of theses to the HF Digitization Group as the first step in preparing theses for electronic upload to TopSCHOLAR®. This process was made possible by funding from the dean.

-Jack Montgomery reports that his book, American Shamans: journeys with traditional healers, was just released in the "Kindle" format on Amazon.com.

-Brenda Wood and Connie Foster completed the cataloging and processing of nearly 100 yearbooks for Kentucky Library special collections of Kentucky grade school through college annuals.

-The DLTS faculty met at Connie’s house for the annual planning process. Adjusting to the new Strategic Guide and input into Digital Measures will be the next challenge.

-Connie proposed that WKU Libraries present a University Experience Best Annotated Bibliography Award at the end of the fall and spring terms as a way to engage undergraduates in the research experience.

**Technology:** Voyager upgrade installation performed on faculty; staff, student assistant, and service desk computers where needed in all department of the main Library; ERC Library, Glasgow and Owensboro campuses, and Museum (about 110 computers). Began installing network connections to new networked copier/printers (computers currently connected will have to be revisited and connection updated to static IP address when created.

**DLSC:** updated software on faculty/staff computers; installed new network laser printer and connected computers to it also resolved printer driver issues for duplex printing; resolved operational problems on staff member computer; dealt w/ PastPerfect software issues for staff member; dealt w/ faculty member computer problems w/ Windows Operating System.

**DLPS:** ran weekly antivirus and adware scans; dealing w/ multiple problems w/ KIC scanner in VPAL; worked on major virus infection on Faculty computer; worked on multiple problems w/ Ariel system and OCLC ILLiad program in ILL office; resolved multiple browser connection issues and Bindery program issues for staff member in Gov Docs/Law; dealt w/ barcode scanner issues, at VPAL circulation desk; made site visits to Glasgow and Owensboro campuses to update software on faculty, staff, and public access computers. Installed all software on computer for new DLPS faculty member twice (once on previous employee computer and then on new computer form Faculty computer Pool; worked w/ IT to develop new image for iMacs in VPAL listening rooms; installed new Adobe Suite of software on Library use computer in Helm 201. Dealt w/ Dreamweaver file permissions problem for faculty member.

**DLTS:** dealt w/ Voyager Reporter Module issue for 3 staff; Dealt w/ OCLC Connexion problem for 1 faculty in Bib Access unit; working on spine label printer issues; updated and ran virus and adware detection programs; defragmented hard drives on all computers in DLTS (time range varied form 12 minutes to 3 hour per computer); installed required software on computer for new faculty member in Bib Access; installed label printer and barcode scanner for new faculty member in Bib Access; dealt w/ AD login problem for BIB Access staff member; working on label printer problem for one faculty
member; dealt w/ Crystal Reports problem for 1 staff member; worked for 4 days on major virus infection on one faculty computer.

**Systems:** Josh worked on Voyager FY reports for various units; the item status updates for Cataloging project; began compiling an electronic thesis/dissertation for upload to TDNet re: created Excel spreadsheets for Connie’s 2010-11 DLTS FY stats; KULS updates; worked w/ Systems coordinator on Voyager Reports; printed voyager 7.2.2 documentation for Systems Coordinator; TDNet usage report of Connie; Outlook update session w/ DLTS and DLSC; ran monthly DLTS statistics report; scanned documents for TOPScholar; worked on updates and deletions to AD lists for IT

**DLPS:** The department held its annual retreat at the Barren River State Park Lodge on Wednesday, August 25 from 8:30 a.m. until 3:15 p.m. All faculty attended and Amy Hardin, the libraries’ new Development Director joined us for lunch and spoke to the department in the afternoon session. The department had extended discussions about the future of text messaging. The most recent Pew Internet Study of Teens 12-17 showed that 54% of all teens used text messaging with 77% of 17 year olds texting. Half of teens are sending 50 or more text messages a day. Texting now exceeds calls on cell phones (38%), talking face to face (33%), talking on landline phones (30%), social network sites (25%), instant messaging (24%) and email (11%). Also discussed were trends in e-books and the need for expanded collections at WKU. Annual reports were received from all units and standing committees. The department’s number one priority is to upgrade staff and other public service computers.

- New Faculty Orientation - Brian spoke at the New Faculty Orientation on August 16 at the Kentucky Building and distributed packets of information to new faculty. DLPS also participated in the noontime information fair.
- Reference Renovation - The Reference Desk and ready reference collection were moved to the back of the reference reading room to accommodate construction of a new Chinese Cultural Corner. The reference staff office was torn down to create space for this transformation.
- DLPS Series - A postcard highlighting the fall series of Far Away Places and Kentucky Live was mailed out and Daniel Peach has created two new posters for the two series which will be posted in public areas and mailed to speakers.
- DLPS Highlights - See attached.

**Adjournment:** With no further business before the Council the meeting was adjourned at 12:55 pm.

For the Council,

Jan Renusch
DLPS Highlights 2009-2010

Statistics:

451,522 patrons visited the Helm-Cravens Library up 2% from 2008-2009. The busiest months were October with 61,099 patrons and April with 57,527 patrons.

12,556 patrons used the Helm-Cravens Library during the Extended Exam Hours for spring finals. This was an increase of 6.2% over spring, 2009. Dan Forrest coordinated the program with the SGA. Special thanks to all of those volunteers who worked the graveyard shifts.

Government Services had catalogued almost 80,000 federal documents since the beginning of our MARCIVE project.

Our Research Instruction Program provided 763 hours of instruction to 15,943 students in 572 classes in 2009.

What's New:

Robert Harbison, Interim Owensboro Campus Librarian and Darlene Malosh our new Library Assistant in Owensboro, showed visitors through our newest branch library at the grand opening of the new WKU-Owensboro Campus on April 1.

The ERC Planning Group met with the architect, furniture contractor, and interior designers in July to select furniture for the new ERC in the new College of Education Building scheduled to open in January, 2011.

The Mayor of Glasgow joined faculty, staff and students to celebrate National Library Week in Glasgow on April 14 complete with a new collection of local art arranged by Kath Pennavaria.

The Java City Café was remodeled and upgraded over the summer with new floor coverings, new furniture, and an improved heating and cooling system, which will allow the addition of hot food items this fall.

New water saver toilets and urinals were installed to replace ancient plumbing fixtures in the Helm-Cravens Library in July.

Stones River Electric replaced all the lights in the Helm-Cravens Library in July and added new motion sensors to shutoff lights in unused areas after 20 minutes.

The department hosted a panel of historians on the occasion of the 150th anniversary of John Brown’s raid on Harper’s Ferry.

Eric Fisher coordinated bids for new copiers. IKON was the lowest bidder and new copiers with built in scanning and fax capacity were installed on August 9. Doug Wiles helped arrange the installation. Training sessions are planned for later this month for all staff.

Phase III of the Circulation Renovation project funded by Classroom Improvement funds was completed this spring with the renovation of existing offices and the installation of new furnishings.
Compact Shelving was installed on Cravens five to help alleviate overcrowded book stacks. Doug Wiles coordinated the project with funding from Classroom Improvement funds.

A new ATM machine was installed on Cravens four.

Paula Bowles coordinated a food drive which saw 900 canned items donated for local food banks. Patrons donated food items in lieu of library obligations.

The library acquired 6 new art student art works from the WKU Print Club with funding from the Creative Student Fund part of the Margie Helm Fund and acquired two paintings from the Spring Art Show with funds from the Friends of WKU Libraries.

The department cosponsored with the Department of History a symposium "By George: British History, 1760-1820.” Speakers including Amanda Hardin spoke on “the man, the mistake, the mischief, and the monument.”

New Products:

New Wilson Retrospective Indexes: With returned carryover funds the libraries acquired two the 20th century’s most important retrospective indexes: the Education Index (1914-1983) with citations to more than 850,000 citations and the Readers’ Guide Retrospective Index with citations to more than 3 million articles in 375 popular magazines.

Civil War Databases: With returned carryover funds the libraries acquired the premier research databases for the Civil War including digital collections of Diaries and Letters, the Research Database, and the Images of the Civil War, all from Alexander Street Press. Amy Slowik arranged for special webinars for library and history faculty and staff.

SAGE Encyclopedias: With returned carryover funds the libraries acquired 82 online digital reference encyclopedias from SAGE, their complete interdisciplinary collection since 2002.

Other new digital collections included: The Dictionary of Irish Biography from Oxford; Oxford Reference Online with access to 175+ reference dictionaries; Nineteenth Century British Pamphlets from JSTOR with support from history Professor Carol Crowe-Carraco; American History in Video, the largest collection of streaming video films on history and North American Women’s Letters and Diaries, the last two collections from Alexander Street Press.

HeinOnline + Selden Society Publications: the library acquired a subscription to one of the premier legal databases with access to 1,300 law and related periodicals, U.S. reports back to 1754, famous trials back to the 1700s, legal classics and the UN and League of Nations Treaty series. An additional subscription to the Selden Society added their annual series from 1887-2000 on the History of English Law.

People:

Amy Slowik joined the faculty as Electronic Resources Librarian on January 1 and John Gottfried became the new Business Librarian on August 1. Amy
replaces Jue Wang who moved to California while John replaces Gay Perkins who retired in July.

Charles Smith received a Faculty Research Grant to edit a travel diary kept by Alfred Russel Wallace during a visit to the US.

Hawiang Yuan’s This Is China: The First 5,000 Years was published by Berkshire Press and launched at the Asian Studies Conference in Philadelphia on March 26. He served as a National Examiner for the Advanced Placement Chinese exams and taught in the Gifted and Talented Summer Program.

Carol Watwood received a grant from the National Network of Libraries of Medicine to fund DOCLINE requests for Health Sciences students and faculty.

Charles Smith was a featured speaker at the Echoes of Darwin Conference held in Porto Alegre, Brazil and was interviewed by Brazilian print and electronic media.

Rosemary Meszaros’ book Rising Through the Ranks: Women in War was published by German publisher VDM.

Brian Coutts was elected for two year term on the Executive Board of the Law and Political Science Section of ACRL.

The Far Away Places series coordinated by Peggy Wright and Brian Coutts received two grants from the Global Encounters Program. This year marked the 10th anniversary of the series and large crowds turned out to hear talks on such places as Slovenia and Ghana. A highlight was the presentation by UAB Professor John Moore on “The Road to Santiago and Pilgrimage.”

This year’s 7th series of talks on Kentucky Live! Southern Culture at its Best included six programs at Barnes & Noble and an overflow crowd at the Kentucky Building to hear a Halloween program “Tales from Kentucky Funeral Parlors” by Lynwood Montell. Bryan Carson, Haiwang Yuan, David Runner and Jason Hatman helped make both series a success. Daniel Peach designed all of the promotional materials and Jennifer Wilson helped market the series. Barnes & Noble served as our host while the Friends of WKU Libraries and the Kentucky Museum provided financial support.

Brian Coutts served as the Academic Library Judge for the first national “Library Blogs of the Year” awards sponsored by Salem Press.

Roxannne Spencer arranged for a “National Library of Students Peace Posters” exhibit in the ERC sponsored by Anna and Alan Weiss of Louisville. The exhibit opened September 25.

International Reach:
The libraries’ received a 2009-2010 Canadian Studies Library Support Program Grant in the amount of $2,411.00 through the Consulate General of Canada’s office in Detroit.

The libraries received 17 volumes of books and a CD from the Sister City Library Exchange program with the city of Kawanishi, Japan. In return we shipped a collection of new books on Kentucky topics from our Kentucky Museum store.

Confucius Center: Final plans were developed for the new Confucius Center to be installed in the Helm Library. Construction is planned for fall, 2010.