Faculty Department Heads  
7/17/14  
Present: Salisbury (Chair), Gibson, Gilbertson, Jones, Juhl, Kulczak, Lennertz, Rogers

Library Retreat
The group discussed readings, topics, and general logistics for the library planning retreat on August 7 and 8. The discussion topics have been reduced to 2 and readings will be sent to participants soon. There is no longer adequate time to invite outside speakers or facilitators or to poll all library staff about their opinions.

Jones inquired about comp time for classified staff who are attending since the first day is more than 12 hours. Lennertz would like to hear about your extra staffing needs for August 7-8 as soon as possible so that coverage can be arranged.

Departmental Reports

Web Services
Juhl reported that she has been working on statistics and the LibGuides migration. That prompted a general discussion of which statistics are currently tracked and why and whether or not we can streamline and update what is collected. Lennertz reported that she has discussed some changes with Marco De Prosperis and that a wider discussion is expected, though, for the immediate future, he prefers to go through the entire process using "Juana's" spreadsheets and metrics.

Discussion continued on this topic, citing information found in Driving With Data: A Roadmap for Evidence-Based Decision Making in Academic Libraries, an ITHAKA report (http://www.sr.ithaka.org/blog-individual/driving-data-roadmap-evidence-based-decision-making-academic-libraries). Salisbury suggested that this important topic needs to be discussed when more directors, including De Prosperis, might be able to attend. There were some questions about De Prosperis' role in assessment.

Acquisitions
Gilbertson reported that she, also, has been working on statistics and in particular pulling out costs for ebooks. Particularly challenging is how to count short-term rentals for DDA books, since these are not technically "owned" until the purchase trigger.

Cataloging and Technical Services
Salisbury welcomed Kulczak, who has assumed the role of acting Head of Technical Services. Kulczak reported that she also had been working on statistics with Cheryl Conway. Kulczak announced that the Government Documents processing position had been filled. Interviews are being conducted for the Serials / Serials Cataloging position.

Kulczak, Dean, and others are at work on a new digital project concerning Frank Lloyd Wright and Fay Jones; this is a collaboration with Special Collections and Crystal Bridges.
Academic and Research Services
Lennertz reported that the search is still underway for a staff position in Circulation. Due to a misunderstanding in campus Human Resources regarding requirements for the position, there are more than 65 applicants.
Lennertz also discussed plans for filling in for the departing Dougherty and Nielsen. Hourly employee Jozef Laincz and Graduate Assistant Rachel Linck will be taking on most of the instructional and consultation duties related to Geosciences; Linck will also be the contact for GIS activities and questions. Kathleen Lehman will be providing support for collection development in the Geosciences. Tony Stankus will be taking on both instruction and collection development for Anthropology.

Lennertz is still talking with librarians who might be able to assume liaison roles with various departments in the Walton College.

There will be some changes in the use of the large format scanner, which is moving to room 403 to be part of a new staff digitization lab. We will no longer be doing scanning for architecture; scanning requests should be sent to Judy Ganson. We will continue to use the room calendar for scheduling scanning.

Lennertz reported that she had the opportunity to meet with campus academic advisors, who were very complimentary about library services. She will be speaking to the academic recruiters in the fall. Lehman is working on a program with the residence halls. The graduate poster competition will again be in Mullins Library this year on November 14th. Lennertz and Sheri Gallaher are the liaisons for that program.

Chemistry and Biochemistry
Salisbury discussed a new initiative with graduate student orientation. An all-day event is planned for August 20th and the Libraries will be including in the concurrent sessions. Salisbury will also be scheduling the international student orientations that week as well as the following week.

Top Trends
Discussion then continued on “Top trends in academic libraries: A review of the trends and issues affecting academic libraries in higher education,” College and Research Libraries News, June 2014 75:294-302. Some of the issues discussed included:

- data management: library role, appropriate platforms, faculty awareness
- electronic theses and dissertations: access to institutional repositories, examples of theses embargoed for lengthy periods or not available for ILL, lack of bibliographic control if libraries drop out of ProQuest

Respectfully submitted,

B. Juhl
8/19/2014