The Dean of Libraries circulated a policy on pro-active diverse recruiting from the Office of the Vice Provost for Diversity Affairs which will officially be implemented beginning January 1, 2014. The Dean noted that while our recruitment efforts may cost more, it is important for the library to demonstrate a proactive effort in our recruitment efforts in order to potentially include diverse candidates in our pool.

The Dean was not aware of a formal program for retention of under-represented faculty except for the informal pairing that occurs. This informal pairing often leads to lifelong friendship.

The Dean reported that the University of Arkansas representative for the SEC faculty person of the year has been selected. The name will be announced at a later date.

Ganson reported that a team of consultants will be on campus in January to look at IT operations. Personnel from the library will be included in the discussions. The report from this team will help the Provost in her long term strategic planning efforts.

She also reported that transfer of files from Homer to Alexandria is continuing and Trent has been communicating with the relevant personnel regarding the transfers.

Lennertz reported that a small amount of sleet is expected tomorrow so this is a good time to remind staff and faculty about the inclement weather policy and the
calling tree. She will be sending updates on the calling tree. She is working on the spring 2014 library hours.

She reported that she attended a meeting that is working on policies regarding study abroad classes. She will be looking at how the library can get involved, perhaps in providing access to cultural material that students could use.

Lennertz reported that she is studying the data already gathered relating to activities at the circulation, reference and periodicals desks in order to make necessary adjustments in staffing. She will also be reviewing the data elements that are presently being collected to see whether they are still relevant for decision making and assessment.

Parker-Gibson reported that the activities for the GIS day went as planned but noted that the attendance was somewhat low this year. The comp classes are still going on but are winding down.

Conway reported that in conjunction with Judy Ganson and the cataloging department unit heads they are working through a project to analyze workloads in the department. This is in preparation for the anticipated increase in collection budget to purchase monograph next year.

The Cataloging department is also working on implementing the genre index.

Zou reported that space is an issue in Performing Arts and Media. Permission was given to paint the walls in Performing Arts and Media. The color of the paint is now being identified.

The 2014 film series will include two French films in February and two Spanish films in April. These will be shown on Tuesdays.

Juhl reported that the library has acquired three receipt printers from Law. She and Lora have discussed e-mail printing of receipts as an alternative to printing.

She also reported that the third year review for Joshua Youngblood has been completed and thanked the committee members.
Salisbury reported that the Search Committee for the Director of Administrative Services has convened to review the 18 applicants received.

She reported that 4 new computers have been installed in the CHBC library but the remainder has been put on hold until after this Friday. The installation had to be suspended because the students had to use PQS Mol software for an assignment assigned by Prof. Pulay. The version of the software which was installed was not compatible with Windows 7. After the class is finished, Dr. Pulay and Boddie will work together with the software vendor to try and solve this issue for the spring semester.

Meeting adjourned at 9:40 a.m.

Respectfully submitted

Luti Salisbury