University of Arkansas Libraries, Fayetteville, Arkansas
Admin Group meeting
Thursday, August 11, 2011
Present:  Dean Carolyn Allen, Juana Young, Judy Ganson, Jeff Banks, and Molly Boyd.

Personnel Updates:
- Librarian in residence position. The search committee eliminated one third of the applicants for not meeting the minimum requirements. They also eliminated all candidates whose graduation dates were outside the range of January, 2009 to August, 2011. The committee is meeting regularly to process the remaining candidates with the goal to conduct phone interviews in the first week of September.
- The Admin Group reviewed the geosciences librarian position description.
- Two Serials cataloging positions are vacant after in-house promotions. Those positions will be posted.

Walton Reading Room Exhibit Case Lighting. The existing lights in the Walton Reading Room exhibit case are failing. Facilities has determined the best solution would be to replace the single bulb fixtures with strip LED lights, which will save energy. However, since the current Promotion and Tenure exhibit will immediately be replaced with the John Paul Hammerschmidt exhibit, replacing the light fixtures will be scheduled for November when the Hammerschmidt exhibit comes down.

Library Council Appointments. The Council charge will be updated to reflect a shift in focus from a predominantly reporting group to an active working group. The Council will be regularly scheduled to meet every two months, but will be convened by the dean as necessary to work on specific projects or goals. The members will work with the dean to enhance the Libraries’ performance and national visibility, to develop and enhance collaborative research and grant opportunities, and on specific projects and library goals as assigned by the dean. Members are expected to attend all meetings and to contribute to the agenda for each meeting. Membership on the Council will be a part of each member’s annual assignment, and as such individual participation will be evaluated during the annual review.

Two members are newly appointed by virtue of their positions as chairs of the Faculty Concerns Committee and the Staff Concerns Committee, Tony Stankus and Julie Thacker. The Council will also retain the Library directors as members, Juana Young, and Judy Ganson, as well as Jeff Banks of Human Resources and Randall Thompson, director of the Young Law Library. New appointees are: Elaine Dong, Jennifer Rae Hartman, Tim Nutt, Luti Salisbury, Phil Jones, Necia Parker Gibson, Norman Johnson, Robin Roggio, and Kathleen Lehman.

Performing Arts and Media media resources. The Admin Group reviewed a document submitted by Lora Lennertz Jetton, head of Performing Arts and Media, describing past and current service of media by the department and issues that will be facing media service within the next five years.

Student population growth and seating. The Admin Group reviewed a draft document regarding a proposed call for ideas to reconfigure the existing space in Mullins to accommodate additional seating. Based on student population models and projected increase done by the Perry | Dean Architects in 2008, Mullins Library needs an additional 377 seats by 2015 to meet the demand. The ACRL standard is seating in the library for 10% of the student population. Some suggestions to free up additional seating space include: weed LISA to move more materials there, remove Periodicals to the main stacks, remove microfilms to LISA, install compact shelving on Level 1, and to concentrate on collections that would
avoid structural issues and asbestos abatement. This charge may be given to a newly formed Extreme Makeover Task Force 3.

**Academic Integrity.** A new pull-down menu on the left hand side of the Libraries’ home page called “Academic Integrity” has been created to give focus to the provost’s initiative on academic integrity. The menu contains links to the UA Academic Integrity Policy and Academic Integrity Sanction Rubric, as well as to the Libraries’ Academic Integrity Library Guides and Citing your Sources LibGuide.

**Faculty Service Award policy.** The Admin Group reviewed the Faculty Service Award policy and referred it to the Faculty Concerns Committee for review and adoption.

**Exhibit at the XNA airport.** Cat Wallack will be assembling the Libraries’ exhibit at the XNA airport on August 18 in preparation for their opening event on August 24.