Present: Salisbury (chair), Allen, Ganson, Gibson, Jones, Juhl, Kulczak, Lehman, Lennertz, Nutt, Zou

Salisbury called the meeting to order. Juhl requested that another member consider volunteering to take minutes, since she and Jones have each served a 12 month term. [update: Kulczak will being taking minutes at the next meeting.]

**Director Reports**

**Collection Management Services and Systems**

Ganson reported that the group overseeing the bepress / institutional repository pilot continues to meet. Ganson and Allen will attend training on the back-end bepress system soon. The prototype front-end has been built.

Ganson also reported that she has prioritized the list of new serial subscriptions with selectors. $100,000 was set aside but the list came to more than that. Serials Department is still getting some of these orders placed.

**Academic and Research Services**

Lennertz reported that the Periodicals Room will be acquiring 3 new microform scanners. She also discussed a project in Circulation to collect and organize departmental procedures in LibGuides.

Lennertz is working on cleaning out old accounts on the QuestionPoint chat service.

She thanked those who had participated in the tours for NWACC librarians and staff.

**Department Reports**

**Web Services**

Juhl reported that the library catalog had successfully been re-scoped. Scopes allow users to search specific collections. New scopes were added for Special Collections, UA Dissertations and Theses, Audio, Video, and the Children’s Collection (LRC) among others. Juhl remarked that the project with III had gone very smoothly.

Juhl also reported on the progress of the Discover Analysis Task Force, whose report is due January 16th. She discussed a new initiative in Serials and Acquisitions, to collect, scan, and code licenses for electronic resources. Morgan is working with the Digitization group to finish up the Frank Lloyd Wright / Fay Jones project.

**Special Collections**

Nutt reminded everyone about the upcoming series at Tusk & Trotter restaurant in Bentonville; a collaborative project named “The Homestead Series: Celebrating and Preserving the Culinary History of the Natural State.” This lecture and dining series is to raise funds for Arkansauce.

Special Collections will also be participating in the Music Department symposium on Florence Price, January 30-31.

**Performing Arts and Media**

Zou remarked that the new scopes should improve searching for faculty looking for videos for classes. He is working on compiling use data for the streaming services we are testing this year.
Zou is also investigating Kaltura for audio and video reserves. Ganson reminded those present that the Libraries have a license for Kaltura.

**Interlibrary Loan**
Gibson reported that ILL is happy to be back up to full speed.

**Technical Services**
Kulczak reported that Serials is very happy to have Molly Moore back working part time. The Jones / Wright Project is wrapping up. Kulczak also discussed Mary Gilbertson’s work to convert Technical Services documentation to LibGuides / StaffGuides.

**Fine Arts Library**
Jones reported that a curriculum review is underway for the visual design program. The department is seeking accreditation from NASAD (National Association of Schools of Art and Design). He reiterated that the new scopes will be especially helpful to art and architecture students and faculty.

**Physics Library**
Lehman reported on the Faculty Senate meeting the previous day, which included a report by the Provost on intersession classes as well as Javier Reyes on the Global Campus.

**Chemistry / Biochemistry Library**
Salisbury announced that the new Chemistry and Biochemistry Library Web page had been released. Chemistry is going through the periodic program review from the Arkansas Department of Higher Education. The department is also interviewing candidates for 2 positions.

Salisbury reported on new graduate student orientation sessions, including those for international students. She asked that the Libraries consider getting a banner for table sessions and Lennertz announced that this order was in process.

**Dean’s Report**
Dean Allen remarked that the effect on higher education of the governor’s announced hiring freeze is not yet known. She also reported that the university will begin moving materials related to faculty and professional positions into PeopleAdmin. The Honors Dean search committee is expected to make an announcement soon and the search committee for the Vice Chancellor for Finance and Administration has been put on hold in light of Chancellor Gearhart’s stepping down in July.

Respectfully submitted,
B. Juhl