

IPFW Faculty Senate Library Subcommittee
February 23, 2010
Library, Room 419, 1:30-2:30 p.m.

Minutes

Present: Adam Coffman, Gail Hickey, Suzanne LaVere, Kathleen Murphey, Hossein Oloomi, Cheryl Truesdell.

1. Call to Order – Adam Coffman called the meeting to order at 1:30 p.m.
 2. Special Needs Fund review – Margit Codispoti, library collection development coordinator reviewed problems encountered with Special Needs grant requests last year. One concern of the Library Subcommittee is that they did not have the list of items requested by the faculty in the grant which made it difficult in some cases to determine if the grant met the application criteria. Margit will work on developing an only submission form that will include the list of materials requested. This way the entire grant proposal can be sent via e-mail to each of the Committee members for review. It was also agreed that next year's deadline should be March 15th instead of April 1st.
 3. Funding Recommendations document – Cheryl submitted a revised and much shorter version of the Helmke Library Funding Concerns and Recommendations report. The members of the subcommittee voted unanimously to send the report to URPC for the following purposes:
 - a. To inform URPC and the IPFW Faculty Senate on the status of Helmke Library collections, facilities, and operations;
 - b. To request that URPC endorse the recommendations in the report and pass the report along to the IPFW Faculty Senate; and
 - c. To request that the IPFW Faculty Senate endorse the recommendations in the report and, respectfully, request a plan of action from the administration.
- Adam Coffman will forward the report to URPC immediately in hopes that it will be put on their agenda before the last Senate meeting of the 2009-2010 academic year.
4. Opus: Research & Creativity at IPFW – Cheryl reviewed progress the library is making with Opus and distributed a packet of information about the new institutional repository.
 5. Other – The Subcommittee will meet before the end of the semester to select the Special Needs funds winners.

Recorded by: C. Truesdell, Dean