

Senate Library Subcommittee
September 29, 2011
1:30 p.m., LIB 419

Minutes

Present: Chao Chen, Adam Coffman, Barry Dupen, Gail Hickey, Linda Hite, Cheryl Truesdell.

Absent: Prasad Bingi, Donald Linn, Kathleen Murphey.

1. Welcome and Introductions

Cheryl called the meeting to order at 1:30 p.m. She welcomed the returning and new members to the committee. She introduced Susan Anderson, the library's new Head of Public Services.

2. Approval of minutes from April 21, 2011

Adam Coffman moved for the approval of the April 21, 2011 minutes. Chao Chen seconded the motion. The minutes were approved by a voice vote.

3. Election of Chair

Gail Hickey volunteered to serve as chair for Fall Semester and was elected by acclamation. Subcommittee members agreed to hold a new election in January, when Gail's sabbatical is scheduled to begin.

4. Report of the Dean

a. Personnel Changes

Cheryl reported that three new librarians have been hired to fill vacant positions: Susan Anderson, Head of Public Services, Beth Overhauser, Information Services and Instruction Librarian and liaison to the School of Business, and Brandon Bowen, Visiting Information Services and Instruction Librarian and liaison to Anthropology, History, Political Science and Government Documents coordinator.

She also reported that Florence Mugambi is on research leave in Kenya.

b. Annual Report Summary

The library's annual report for 2010-2011 was distributed to committee members prior to the meeting. Cheryl reviewed highlights from the report.

c. Learning Commons Update

The second floor of the library is now home to the Writing Center and librarians are conducting research consultations in the Learning Commons. Learning Commons student consultants have been trained and are staffing the Learning Commons Information Desk up to

60 hours/week. A new Information Desk has been ordered and it should be installed by the beginning of November.

Wireless and network upgrades have been requested for the library, especially the second floor Learning Commons.

The Student Services Complex is now due to open December 1st. At that time the Learning Commons Information Desk will be staffed 90 hours/week.

The Learning Commons Executive Committee is working with the Vice Chancellors to develop phase 2 of the project.

d. Archives Update

In anticipation of IPFW's 50th Anniversary, the administration has hired an Archives consultant to review the university's archives and make recommendations for its improvement. The consultant will be on campus October 10 -11.

e. Academic Program Review

Cheryl has requested that the library undergo its first academic program review. She will be meeting with Steve Sarratore and Suleiman Ashur to discuss new procedures for the program review. It is hoped that program review internal and external reviews will document the strengths, weaknesses, and needs of the library.

5. Priorities of the 2011-2012 Senate Library Subcommittee

The Committee discussed priorities for the 2011-2012 academic year. Barry Dupen asked about the status of the library's materials budget. Cheryl reviewed the efforts of last year's committee to produce the "Helmke Library Funding Concerns and Recommendations" report that was brought before the URPC. No Senate action was taken on the report, it was introduced to the IPFW Senate "For Information Only."

A lively discussion ensued on ways to provide feedback to the faculty and administration on the critical needs of the library. Some ideas proposed include:

- a. With a growing online student body, it is essential that they have consistent, stable access to a wide variety of electronic resources
- b. Inform faculty and students that the endowment and materials budget are maxed out and no new materials can be added without cancelling current resources
- c. Reiterate industry demands for 21st Century Skills that include an information literate workforce
- d. Remind faculty and students of strategic directions and action priorities from the IPFW 2008-2014 Strategic Plan that address the needs of the library.
- e. Create a short, one-page, front-only, 12-point type, summary of Library needs or a 15-second sound-bite on Helmke's needs
- f. Seek feedback from students on need for dependable wireless in the library

The Committee agreed that a short survey of students conducted on the second floor when the new student services complex opens would be the best way to get feedback from students. Gail will

mail the committee members sample questions for a student survey on WIFI network stability and availability in the library. She will also begin an e-mail conversation regarding the Committee's other priorities for 2011-2012.

6. The meeting was adjourned at 3:00 p.m. Cheryl offered to take those who could stay on a brief tour of the Learning Commons and the Student Services Complex concourse and conference room.