

Senate Library Subcommittee

September 11, 2012

Noon – 1:00 pm, LIB 419

Minutes

Present: S. Batagiannis, A.Coffman, B. Dupen, L. Hite, S. LaVere, C. Truesdell

1. Welcome – Truesdell welcomed the returning and new members of the Senate Library Subcommittee.
2. Approval of minutes from April 25, 2012 – Minutes of the last meeting were presented for approval. Coffman moved for acceptance of the minutes. Minutes approved.
3. Election of Chair – Barry Dupen was elected chair of the committee for 2012-2013
4. Report of the Dean – Truesdell presented the following documents for review and discussion
 - a. **Annual Report 2011-2012** – The library's annual report to the Office of Academic Affairs is now available on the library's website
 - b. **Library Strategic Plan 2012-2014** - The library's new Strategic Plan 2012-2014 has also been completed and is available on the library's website. Truesdell thanked Linda Hite for assisting library staff in developing the new plan.
 - c. Report to new Chancellor – Truesdell reported that the deans were asked to provide a brief (no more than 2 pages) description of each academic unit. The library's includes separate descriptions of the Learning Commons and the University Archives
 - d. Budget Update – Truesdell distributed the budget report. With no increases in the budget, the part-time wage line and S & E lines are very tight for this year. It is unlikely we will receive additional funds in these areas this year.
 - e. Library's New Website (library.ipfw.edu)- Truesdell demonstrated the library's new website. It has taken a year to migrate from the library's old platform to the campus dotcms system. She asked for comments and suggestions to improve the site
 - f. Librarian's new P & T Criteria and Process – the Librarian cases for Promotion and Tenure will no longer be sent to an IU system-wide librarians committee. Librarian P&T cases will remain on this campus. Librarian P & T documents have been revised and sent to the Senate for approval.
 - g. Monograph budget and new procedure – Truesdell explained the new monograph allocation procedure. Every year departments are allocated a budget to purchase monographs/media based upon a formula. Over the years some departments spend all of their allocation and need more and other departments spend very little. This year we are not allocating a specific amount to each department, but asking that departments send in monograph orders in priority order. We want to see what departments actually need and want to order without regard to budget.
5. Senate Library Subcommittee and the Academic Program Review – The library is beginning its first Academic Program Review and Self-Study. The Senate Library Subcommittee was sent a preliminary list of questions for the self-study. They commented that the questions are thorough and did not have any others to add. The Senate Library Subcommittee will be asked to survey faculty for the Self-Study in the spring.

Meeting adjourned at 1:00 pm.

Recorded by: C. Truesdell