

1991

December 2, 1991

Library Advisory Board

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## MINUTES OF THE LIBRARY ADVISORY BOARD

December 2, 1991

The meeting was convened by Dr. Frank Oglesbee at 4:07 p.m., December 2, 1991, in the Dean's Conference Room of Booth Library.

Members and Alternates Present: Mr. Jeff Boshart, Ms. Suzanne Chouinard-Stiff, Dr. Mahyar Izadi, Dr. Robert Jorstad, Dr. Barbara Kemmerer, Dr. Allen Lanham, Dr. Patrick Lenihan, Mr. Paul Lueken, Dr. Andrew Methven, Dr. Frank Oglesbee, Mr. Howard Price, and Dr. Mary Varble.

Members Excused: Ms. Jill Pfeiffer.

Members Absent: Dr. Marietta Deming, Dr. Jerry Sidwell, and Ms. Shelly White.

Visitors: Ms. Karen Oakley.

### Minutes of November 4, 1991

Mr. Howard Price moved and Dr. Robert Jorstad seconded the motion to approve the November 4, 1991, minutes to stand as published. Motion passed.

### DEAN'S REPORT

The board was in agreement of the spring meeting dates:

February 10, 1992

March 2, 1992

April 6, 1992

Dr. Lanham spoke to the LAB regarding a letter received from Western Illinois University in reference to the EIU/WIU Fax Agreement. Due to budget and personnel cuts, WIU feel they can no longer guarantee the fast, efficient fax/photocopy service offered in the agreement. Therefore, the agreement has been cancelled effective immediately.

The Dean also informed the LAB of the following Graduate School Advisory Council's requests:

1. Buzzer installed to give students a 5-minute warning before library closing. A buzzer has been ordered from the university electricians.
2. Longer library hours on Sundays. The council requested opening the library at 12:00 p.m. rather than 1:30 p.m. Due to lack of budget and reduced staff the Library Faculty felt this request could not be granted at this time.

Dr. Lanham gave a brief report on new developments through ILCSO online system. A new service referred to as Carl Uncover II offers document photocopies. The cost is

substantial and transacted between Carl Uncover II and the patron. The service is currently not available at Eastern.

The Dean informed the LAB about IBIS (Illinois Bibliographical Information Service) which is available through Illinet Online. The service could reduce the future subscription to some CD-ROM databases, but the long-term availability is not affordable.

Dr. Lanham reported that FAXON, a periodical supplier of Booth Library, projects an 11.3% increase in serial prices for 1992. The company also projects a 14.3% increase for Non-U.S. serials and a .6% decrease for European serials.

Dr. Lanham briefly explained the following work of library committees to the board:

**-Signage Committee**

The committee's charge is to identify what signs are needed throughout the library which will help patrons locate major service areas in the library. The committee will also suggest additional signs needed in the library to aid patrons in locating specific research materials.

**-Emergency Procedures Manual Committee**

The committee has updated the Emergency Procedures Manual to assign specific duties to certain people and departments in the event of an emergency. The campus safety officer was consulted regarding the proper procedures in case of an emergency. A training program for library staff is currently underway.

**-Faculty Search Committee**

The Faculty Search Committee will begin interviewing for the reference position left vacant by Dr. Patricia Jameson. The interviews will begin in two weeks. The new librarian will perform duties previously assigned to either Mr. Frank Abell or Dr. Patricia Jameson.

The Dean spoke to the LAB regarding the CODSULI space study report (An Assessment of CODSULI Space Needs) which was compiled by Information Systems Consultants. The consultants visited 14 state university libraries in Illinois, including Booth Library, all of which could potentially request funds for expansion. The report lists 15 recommendations for the libraries to address and then submit their requests to the Illinois Board of Higher Education. Booth Library has already complied with several of the recommendations listed in the report. Copies of the report may be consulted at the Reference Desk. The Dean distributed additional copies to the President, the Vice President for Academic Affairs, and the Planning Office here on campus.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Dr. Andrew Methven raised questions regarding interdisciplinary programs. Currently, costs for books and periodicals for these programs are shared by agreeing departments.

Dr. Andrew Methven stated that if one of the departments was forced to reduce costs due to budget cuts, the interdisciplinary items could be cancelled first. He is concerned that these programs could suffer because of shared funds and that students might not have access to needed materials. Dr. Lanham explained that the subject librarians are aware of the situation and feel strongly that the programs should not suffer. Subject Librarians review the cancellation lists very carefully and they always search for ways to prevent the cancellation of important interdisciplinary materials.

#### **ADJOURNMENT**

Mr. Howard Price moved and Mr. Jeff Boshart seconded the motion to adjourn. The meeting adjourned at 4:41 p.m.

Next meeting: February 10, 1992