

1999

March 24, 1999

Library Advisory Board

Follow this and additional works at: <http://thekeep.eiu.edu/lab>

Recommended Citation

Library Advisory Board, "March 24, 1999" (1999). *Minutes*. 92.
<http://thekeep.eiu.edu/lab/92>

This Article is brought to you for free and open access by the Library Advisory Board at The Keep. It has been accepted for inclusion in Minutes by an authorized administrator of The Keep. For more information, please contact tabruns@eiu.edu.

MINUTES OF THE LIBRARY ADVISORY BOARD

March 24, 1999

**

The meeting was convened by Dr. Robert Fischer, chair, at 4:07 p.m. in the Dean's Conference Room.

Present: Reed Benedict, Rosemary Buck, Steve Davis, Robert Fischer, Joyce Higgins, Barbara Kemmerer, Karen Ketler, Allen Lanham, Brian Pritschet, Ted Weidner, Bailey Young

Excused: Newton Key

Absent: Valencia Browning, Leo Comerford, John Weber

Visitors: John Whisler

I. Approval of Minutes

The minutes of the February 10, 1999 meeting were approved. (Buck/Davis)

II. Communications

Newton Key - absent due to search committee meeting.

Bailey Young - late due to search committee meeting.

III. Old Business

A. Disseminating information to campus (web page)

Dr. Fischer invited members to view the web page. He stated that he had fixed the e-mail so now it returned to him instead of returning the viewer to the EIU home page.

B. Library Assessment (student/faculty)

Dr. Fischer asked if members had a chance to read the summary of the Patron Satisfaction Survey. He inquired how the assessment was distributed. Joyce Higgins replied that Dr. Lanham had addressed that issue at the previous meeting. The survey is distributed within Booth Library during National Library Week in April. Patrons are asked to complete and return the survey before they leave the building in order to encourage completion of the form.

Dr. Fischer questioned if committee members had any thoughts on changes or additions to the survey. Suggestions offered were:

1. Gear some questions to faculty members.
2. Make the survey available to people not in the library, for example on the library's web page, including a chance for non-patrons to give explanation. A notice should precede in the faculty newsletter.
3. More in depth questions, e.g. Do we have the journals you need? Are we purchasing the right books?
4. A follow-up to question #9 (How often do you access Booth Library's electronic resources...?) inquiring as to what resources are being used, which ones should be added and how efficiently the system works.
5. An additional question pertaining to what materials patrons are having to obtain from other libraries, whether through Interlibrary Loan or by traveling to other libraries.
6. Splitting question #2 (How often do you call or visit Booth Library?) into "How often do you visit Booth Library?" and "How often do you call Booth Library for information?".

C. Library Funding

Dr. Fischer petitioned comments on the budget. He distributed handouts comparing budgets for years 1990 through 1998. Discussion ensued on the rise and fall of budgets of the various departments over that time period. Members addressed problems such as budget cuts and inflation consuming the allocations for the journals and materials needed for their departments. Dr. Fischer invited members to look over their departmental budgets and consider recommendations for dealing with these problems to be examined at the next meeting. It was suggested to invite Dr. Abebe, Vice-President of Academic Affairs, to attend the next meeting. Dr. Fischer agreed and stated that he would arrange the invitation.

IV. New Business

A. Elections

Dr. Fischer asked for nominations for chair and vice-chair to be submitted before the next meeting. It was addressed that a change needed to be made in the by-laws referring to nominations and the number of meetings held.

B. Other

None.

V. Dean's Report

A. Renovation/Expansion of the Library

Dr. Lanham reported on the progress of the library renovation and expansion. He commented that the plans for the main and upper levels were nearing completion, and the plans for the lower level were advancing. Rooms and offices have been laid out on the floor plans complete with furniture. Furniture budgets are being examined to determine whether new furnishings will be afforded, or whether it will be necessary to conserve present items.

Dr. Higgins remarked on comments from students about improvements to the library. Dr. Lanham relayed reactions to the renovation and temporary library from students at a meeting he attended at Taylor Hall. Both Dr. Higgins and Dr. Lanham reported that reactions have been basically positive. Dr. Weidner added that the design was going well.

B. Temporary Library

Dr. Lanham stated that the temporary library is on schedule. The move should commence on May 10 and continue until around July 1. One setback is the delay in the construction of the shell building for technical services. Another site is being examined for these departments.

To keep the campus apprised of the temporary library, the newspaper and campus media office has been used to inform patrons of the most recent plans.

A question arose pertaining to the inability to obtain materials during the move. Dr. Lanham reported because professional movers will be moving the collection and shelving, we should know where items are at the end of each day. The library will continue operating as the move occurs.

Students arriving next fall will be informed of the temporary

library situation in a variety of ways, including handouts provided to their professors.

Numerous actions taking place pertaining to the move include: construction of compact shelving in the Gallery, telephone and LAN installation at McAfee, packing in the present building, and moving of shelving from Periodicals to the Gallery.

Moving phases will be announced in order to assist in the location of materials during intersession and the summer session.

C. Electronic Resources Information

A communication was received at last meeting relating to Cambridge Scientific Abstract. Information was sought and received from that company on pricing and a trial subscription has been negotiated.

Another question was addressed in respect to using ILLINET Online as a guest and how that affects one's search capabilities. A new handout covering this will be available at the Reference desk. An issue was broached last meeting concerning the inconsistency of information given about remote access to electronic resources. A script has been prepared to assist library employees with dispersion of this information.

D. Annual Report

Copies of the annual report were issued to Library Advisory Board members. Dr. Lanham remarked on the value of the document to the library and campus as a reference tool. He noted those involved in the completion of the document.

E. Human Resources

Dr. Lanham mentioned that library staff was currently short four or five members. Positions were left vacant pending the purchase of compact shelving. That expenditure has been met, thus freeing funds to fill those positions in the next few months.

F. Other

None.

VI. Adjournment

Dr. Fischer set the next meeting to be held on Wednesday, April 21, 1999 at 4:00 p.m. The meeting adjourned at 5:06 p.m.

Melinda Matthews, Recording Secretary