

1998

March 25, 1998

Library Advisory Board

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Recommended Citation

Library Advisory Board, "March 25, 1998" (1998). *Minutes*. 93.
<http://thekeep.eiu.edu/lab/93>

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MINUTES OF THE LIBRARY ADVISORY BOARD

March 25, 1998

The meeting was convened by Dr. Lankford Walker, Chair, at 4:05 p.m. in the Dean's Conference Room of Booth Library.

Present: Reed Benedict, Rosemary Buck, Leo Comerford, Steve Davis, Joyce Higgins, Barbara Kemmerer, Brian Pritschet, Ted Weidner, Bailey Young.

Absent: Randall Beebe, Scott Crawford, Ryan Hilligoss, Karen Ketler, John Weber, Elizabeth Weller.

Visitor: Karen Whisler.

I. APPROVAL OF MINUTES

Dr. Kemmerer moved to approve the minutes of the March 11 meeting; Dr. Higgins seconded. There were no corrections or additions. Minutes were approved by unanimous vote.

II. COMMUNICATIONS

No communications.

III. OLD BUSINESS

Dr. Lanham asked to be first on the agenda since he must leave the meeting to return to a conference with the library renovation architects. He said the conferences are going very well; the architect is very interested in what we have to say and great strides have been made in getting our needs in line with the budget. Library Services and Facilities Planning & Management are arranging times for the architects to meet with both students and faculty before the end of the semester. All interested parties will be invited to these meetings.

Dr. Lanham had sent the members a draft of the Booth Library Users Code of Conduct for their review. He explained that, while other codes of conduct exist, a code directed specifically at library users is needed. This code will become part of library policy and establishes guidelines to follow when problems arise, such as theft and mutilation of books and other materials. Often the university doesn't want to prosecute these crimes, and this will be a step toward insuring security in the library. Dr. Lanham asked that the board give its support to this policy. Dr. Higgins asked if the policy could be included in the student handbook. Dr. Lanham said he is not opposed to the idea and will approach the vice president about it. Dr. Higgins moved that the Library Advisory Board support the Users Code of Conduct. Dr. Buck seconded the motion. Dr. Young asked what the Judicial Board has done in previous cases such as Dr. Lanham described. Dr. Lanham said students have been required to do things such as write letters of apology to the library, pay for the replacement of items, or attend ethics workshops. Police have not been called. Dr. Comerford said that even though many items in the policy are included elsewhere it doesn't hurt to reinforce them with a separate code. Dr. Lanham said he and Pam Waldrep are making a presentation on security and safety in libraries at the IACRL conference in April and want to use this as part of their presentation. Dr. Kemmerer asked if statistics on the library's losses are published anywhere. Dr. Lanham said it is something that is not generally published. Dr. Walker called for a vote on the motion; it passed unanimously.

Dr. Lanham said invitations to a reception on April 22, during National Library Week, will be going out to departmental coordinators, department chairs and the Library Advisory Board.

Dr. Lanham asked if there were questions about the Collection Development Policy. Dr. Walker asked if it would be possible to get the figures for discipline allocations before the next meeting. Dr. Lanham said yes. Dr. Higgins asked why videos are ordered only once a year. Dr. Lanham explained that that item in the policy refers to the separate fund for media materials. Departments can order videos at any time, provided there is money left in their book budget and they as a department have agreed to use book money for videos. Dr. Comerford referred to the general statement on page 2, items 6, 7, and 10. He said these statements come very close to saying that the library doesn't support research and those who wish to do research must go elsewhere. He doesn't feel this is appropriate policy. Dr. Lanham said these statements are meant to address the difficulty of a faculty member or graduate student who confronts a subject librarian, requesting very specific materials that no one else will use. The aim of collection development is to purchase materials which meet general needs. Dr. Comerford said he feels the policy is overstated—a simple statement that general research needs take priority over

specific needs would be adequate. Dr. Buck agreed. Dr. Comerford asked that item 6 be eliminated. Dr. Lanham asked for a compromise: eliminate item 6 but add "graduate students" to item 10. Everyone agreed to this.

A draft of the library calendar had been sent to members for their review. Dr. Higgins said it was suggested by her colleagues that the library open one-half hour before the first class in the morning. Dr. Lanham said statistics show that the library is little used at that time of day. The cost of staffing the desks for that half hour is prohibitive. Dr. Higgins asked about opening Friday and Saturday nights. Dr. Lanham said statistics show these are the two least-used days of the week. Dr. Young asked what night is most heavily used. Dr. Lanham said Sunday night sees the heaviest use and use decreases as the week goes on, with Saturday seeing the lightest.

IV. NEW BUSINESS

Dr. Walker called for nominations for chair and vice chair for next year. Dr. Kemmerer nominated Robert Fischer for chair; Dr. Higgins seconded. There were no other nominations for chair. Dr. Pritschet nominated Scott Crawford for vice chair; Dr. Comerford seconded. Dr. Walker nominated Karen Ketler for vice chair; Dr. Kemmerer seconded.

Dr. Walker closed the nominations. The officers will be elected at the final meeting, which will be on April 22 in conjunction with the National Library Week reception.

The meeting adjourned at 4:55 p.m.

The next meeting of the Library Advisory Board will be WEDNESDAY, APRIL 22, at 4 p.m.

Mary Grivetti, Recording Secretary