

2003

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Library Advisory Board

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MINUTES OF THE LIBRARY ADVISORY BOARD
March 27, 2002

The meeting was convened by Dr. Richard Jacques, chair, at 4:00 p.m. in the Dean's Conference Room.

Present: Rosemary Buck, Kathryn Bulver, Mahmood Butt, Alan Grant, Allen Lanham, Peter Loewen, Amanda Murphy, Cheryl Noll, Barbara O'Donnell, Charles Phillips, and Jeff Stowell.

Excused: Melanie Burns, Steve Davis, Marylin Lisowski, Matthew Monippallil, Sarah Newton, and Wafeek Wahby.

I. Approval of Minutes

Dr. Jacques moved that the minutes from the February 27, 2002 meeting be approved. A vote was taken, and the minutes were unanimously approved.

II. Communications

Communications were received from Dr. Marylin Lisowski, notifying Dr. Jacques that she was unable to attend this meeting.

III. Old Business

The Library Calendar, distributed at last month's meeting, was up for approval. Different formats for the calendar were discussed, as the current format is sometimes hard to read due to font size. Dean Lanham pointed out that the current format is the one least likely to be misinterpreted, as each day is listed separately. A vote was taken, and the calendar was unanimously approved.

IV. Dean's Report

Human Resources Issues

Dr. Lanham informed the Board that a faculty search is currently in progress; this position reports to the head of the Circulation department. The search will close in April, interviews will be held in May, and the selected candidate would start in June or July.

Dean Lanham stated that money has been allocated to the Ballenger Teachers' Center, so that a student assistant can be hired. Dr. Buck asked what duties the student would perform, and Dr. Lanham said that the duties would include housekeeping, re-shelving, and monitoring the service desk.

Planning

Dr. Lanham gave an update on the continuing renovation of Booth Library. He explained that the south entrance is still closed because the treads that will cover the staircase have not yet been delivered; delivery is expected on April 2. Workers are currently installing windows in the atrium area, and we expect that shelving will be installed in the atrium on April 5. Dean Lanham pointed out that, in spite of the work that is still going on, the Library is fully functional and is a popular study area. The gate count is approximately 9,000 to 10,000 per week, and the group study rooms on the fourth floor are often filled to capacity.

Dean Lanham also gave details on the upcoming Rededication Celebration, which is being planned for Thursday, April 18. Selected guests, including the Library Advisory Board, will be invited to a luncheon in the Union, to be followed by the Rededication Ceremony in the Library Quad. Tours of the building will be offered, and a reception will be held on the South Lawn. By using the South Lawn in the festivities, the new South façade will be prominently featured. Dr. Lanham asked the Board for ideas on how to attract students to the celebration. Many ideas were discussed, and it was generally agreed that free food and good music were qualities that would attract students.

Dean Lanham distributed copies of the FY04 Library Services Planning Initiatives. He explained that, due to the state budget situation, new money requests have been abbreviated. He also explained the specifics of each initiative, so that members would be better informed about the Library's goals and requests.

Dr. Lanham mentioned the 2002 Annual Periodical and Standing Order Review; this process was begun in March and will continue through October. Subject Librarians work closely with Departmental Library Coordinators to make certain that each department's needs are being met by the Library. Dean Lanham pointed out that this process is done annually to ensure that our allocated funds are being spent as wisely as possible.

Other

Library Advocacy Day in Springfield is April 17, 2002. Dean Lanham encouraged members to attend with him.

Dr. Grant, former chair of the Board, noted that nominations for officers for 2002-03 should be made before next month's meeting, so that a vote can be taken at the last meeting of this academic year.

Adjournment

Meeting adjourned at 4:45 p.m.

Jaime Hendrix, Recording Secretary