

2007

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Library Advisory Board

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MINUTES OF THE LIBRARY ADVISORY BOARD
September 19, 2007

Dr. Peggy Holmes Layman, Chair, convened the meeting at 4:05 p.m., in the Ballenger Teachers Center Seminar Room, 3202.

Present: Rick Anderson, Monty Bennett, Chris Deshon, Marie Fero, Terri Fredrick, Linda Ghent, Sam Guccione, Dean Allen Lanham, Peggy Holmes Layman, Karla Kennedy-Hagan, Keith Kohanzo, Marina Marjanovic, Chris Mitchell, Sham'ah Md-Yunus, Angelina Montleon, Tom Nelson, and Robert Petersen.

Not Present: All voting members were in attendance.

I. Welcome and Comments

All Board members introduced themselves and identified the area they represented.

The minutes from the April 4, 2007 meeting were approved as submitted.

II. Communications

No communications received for this meeting.

III. Old Business

No old business.

IV. New Business

Dean's Report

Welcome

Dean Lanham welcomed all the new and returning Board members and explained that the Library Advisory Board provided an important role in communication from the colleges and a forum to provide advice to Booth Library.

Dean Lanham briefly reviewed the Booth Library packet of publications and fliers given to the Board members. Dean Lanham advised that the Bylaws had not been updated for several years and that might be an item for this Board to review.

Personnel

There are several vacancies at Booth Library, some of which occurred during the summer when three people retired. Provost Lord has given permission for us to fill these positions as well as another position which has been vacant for some time. There are positions pending in acquisitions, administration, interlibrary loan and collection management. The collection management position is almost ready for interviews, and the other two are still pending. In the Cataloging Department, two vacant civil service positions will be made into a faculty position. More than fifty applications were received for the catalog position and the Search Committee is

now in the process of receiving those applications. The purpose of hiring another cataloger is so that there will be some continuity in the future as others in that department retire.

The Financial Aid office has been very cooperative this semester in giving Library Services additional work study student help. More than 61 applicants were expected; and, of that number, 47 have been placed, four withdrew, one will not start until January, and there were nine who did not show. The recent increase in minimum wage greatly impacted the number of students the library could employ. Library Services is grateful for the additional work study students assigned to it. Currently Booth Library employs 51 regular pay students.

Service Issues

Drafts of three policies currently being reviewed by committees at Booth Library were distributed: "Booth Library Exhibit Policy," "Patron Privacy Policy," and "Responding to Law Enforcement Inquiries For Patron Information." Dean Lanham asked that the Board review these policies and that they be put on the agenda for discussion at the next meeting. Once the Committee and Library Advisory Board review the policy concerning law enforcement inquiries, the policy will be reviewed by Rob Miller, the University's General Counsel. Dean Lanham explained how library employees might handle law enforcement officials trying to get patron information and cited a recent Naperville case where it was unclear what the library was to provide to officials while keeping patron records confidential.

"Booth After Hours" hosted its inaugural event on September 7, 2007, from 6:00 p.m.-8:00 p.m., for Eastern's Hispanic Community in celebration of Latino Heritage Month. This event, held after the library was closed to the general public, was a huge success and provided a forum to encourage communication between faculty and students, as well as a place for people to come together, and for students to connect and feel special.

A book has not yet been chosen for the One Book, One University 2008. Last semester it was decided to wait to determine the success of the "Eastern Reads" program which ran in the fall, using the book, "A Hope in the Unseen" by Ron Suskind. Discussion ensued with our student representatives sharing that the program was considered a success. Another Board member confirmed this success, mentioning that at Vanderbilt, approximately four percent of the students completed a similar program. As this item will appear on the next meeting agenda, Board members are to be thinking of books they believe would work for this program.

The Council on Graduate Studies has approved a request from Booth Library for a non-credit thesis course starting in the fall term allowing continuous access to library resources for all students working on their thesis. This program is now in use.

Collections Issues

The 2007 CARLI (Consortium of Academic and Research Libraries in Illinois) awards were announced and Booth Library received grant monies in the amount of \$26,000, representing seven grant topics: "Emerging Fields in the Sciences Collection Project-Pathogenic Microbiology" (Johnson Kuma-\$7000); "Higher Education Leadership-Impact of Technology on Higher Education" (Jan Sung-\$2000); "Homeland Security: Scientific, Technical, and Managerial Aspects of Disasters – Large Cities and Bioterrorism" (Johnson Kuma-\$5000); "Latin American Studies

Meeting the Needs of Curricula in History, Politics, Culture and Society – International Cooperation in Latin America” (Pamela Ortega-\$2000); “Libraries Assisting in the Education of Students with Special Needs – Special Education Communication Disorders Materials” (Ann Brownson-\$2000); “Local History Online-Digitizing Eastern’s Illinois Postcard Collection (Allen Lanham-\$4000); and, “Popular Expressions of the Arts-Jazz Performance” (Allen Lanham-\$4000).

The FY2008 Book and Materials Budget sheet was distributed. Dean Lanham advised the Board that it was one of the Board’s purposes to review this document and will be on the agenda for the next Board meeting.

Planning Issues

Dean Lanham advised that President Perry intends to visit the faculty and staff of Booth Library on October 5, 2007, at 1:00 p.m. for a discussion on “Best of Class; First Choice,” which he has been discussing with other departments on campus; as well as soliciting thoughts via his website or email. Dr. Lanham invited all Library Advisory Board members to attend the library’s meeting.

Other

When Dean Lanham invited comments or questions, Marina Marjanovic asked about online resources that Booth Library would have access to that would allow students to view and take sample tests. Dr. Lanham advised that the library did have that resource and a link was on Booth Library’s home page. When asked whether this information should be publicized in the newsletter or Daily Eastern News, Dean Lanham said that he would ask the Reference Department for ideas on the best way to publicize this resource. Dr. Lanham stated that discussion at a recent conference he attended (hosted by Lincoln Trail Libraries System), the future of the online catalog was of great concern, and major changes are on the horizon.

V. Adjournment

The meeting was adjourned at 5:10 p.m.

Respectfully submitted by:
Christine Derrickson, Recording Secretary