

2000

September 20, 2000

Library Advisory Board

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Recommended Citation

Library Advisory Board, "September 20, 2000" (2000). *Minutes*. 152.
<http://thekeep.eiu.edu/lab/152>

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MINUTES OF THE LIBRARY ADVISORY BOARD
September 20, 2000

The meeting was convened by Dr. Alan Grant, chair, at 4:00 p.m. in the McAfee Tower Conference Room.

Present: Mahmood Butt, Steve Davis, Alan Grant, Richard Jacques, Newton Key, Allen Lanham, Peter Loewen, Matthew Monippallil, Charles Phillips, John Weber.
Excused: Rosemary Buck, Melanie Burns.
Visitors: Bob Hillman, Karen Whisler.

I. Approval of Minutes

The minutes of the April 5, 2000 meeting were approved.

II. Communications

A. Introduction of members

Dr. Grant welcomed everyone to the meeting. The members and guests introduced themselves.

B. Faculty Senate Appointments

Members Valencia Browning, Joyce Easter, and Martha Jane Harris are no longer with the university. The college alternates will replace them as voting members. Dr. Grant communicated with the Faculty Senate the need for replacement alternates. The Faculty Senate wishes to postpone appointing new alternates until a time would come when they would be needed. Dr. Lanham pointed out that to wait would leave the entire alternate year open and the positions should not be left vacant according to LAB bylaws. Dr. Grant will contact the Faculty Senate and again, request that alternates be appointed to fill the vacant positions on the board.

C. Other

Communications were received by Dr. Grant from Dr. Buck and Dr. Burns notifying him of their inability to attend the September 20 meeting.

III. Old Business

A. Archivist

A temporary archivist had been hired last semester to process materials in the University Archives, but left as of June 30 to take a full-time position elsewhere. There is no faculty position for another full-time archivist at this time. The President and Vice President Nielsen are working with Governor Edgar's staff on the Edgar papers project and the archives should receive additional help for that project. There are currently two reference positions open, thus requiring Bob Hillman to continue to divide his time between reference and archives.

Dr. Key inquired if there were plans for future additions to the archives, most specifically a regional collection. Dr. Lanham stated that regional history materials are kept with the University Archives collection and Bob Hillman expressed interest in collecting local history materials, but such a project has not been possible due to limited space and staffing. Additional space in the renovated library will provide the potential for additional growth. Further discussion ensued.

Dr. Monippallil inquired that with universities moving towards digitized libraries, would it be possible to get funding for digitizing the archives? Dr. Lanham responded that there are grants available that would make digitizing the archives possible, however, at this time the processing of materials had priority and had to be completed before digitizing could take place. Further discussion ensued regarding the processing of archival materials.

IV. New Business

A. Dean's Report

1. Welcome

Dr. Lanham welcomed the Library Advisory Board members and thanked them for their service. Dr. Lanham defined the purpose of the Library Advisory Board and welcomed the members to bring library issues from their respective areas to the meetings to be addressed.

2. Routine Handouts

Each member received a packet containing information relating to the library: the Library Services Organizational Chart, Faculty and Staff Directory, the Subject Librarian list, the Departmental Library Coordinator list, current reference fliers and the FY01 Book and Materials Budget.

Dr. Lanham reviewed the FY01 Book and Materials Budget and requested that the members consider the budget for revisions/approval. The Library Advisory Board will discuss and vote on the budget at the October meeting.

3. Human Resources issues since last LAB meeting

Two faculty positions were filled over the summer: Steve McCann in Media Services and Betty Gillham in Circulation. Marlene Slough replaced Pamela Waldrep as head of Acquisitions as the latter is on leave this year. Bradley Tolppanen became head of Circulation and there is a search to fill his former position. Virginia Baldwin, a faculty member in the Reference department, accepted a position at the University of Nebraska and a search to fill her position is also underway. There have also been several changes in civil service positions.

4. Planning

The renovation of Booth Library is two weeks ahead of schedule. Construction for the addition to the south wing will begin before winter, weather permitting. Please see the Booth Library web site for pictorial updates of the construction.

5. Other

Handouts also included in the member packets, the 1999 CODSULI Academic Library Statistics and the 2000 Electronic Resources Survey results, will be discussed at the October meeting.

A new DVD product being used in Media Services was demonstrated. The CD-ROM can be viewed on a computer and contains an overview of the Media Services department. It was designed with the purpose of sending it to new faculty and chairs as a guide to questions they may have about our services. Other CDs will be developed for other areas of the library. After the demonstration, discussion ensued regarding uses for the new product. Dr. Grant suggested that we use such materials for new faculty orientation.

Karen Whisler's database presentation will be conducted at the October meeting. Karen requested that the members view the new Booth Library home page and bring comments/questions to the next meeting to be addressed during her presentation.

V. Adjournment

The meeting adjourned at 5:10 p.m.

Linda Metzger, Recording Secretary