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October 18, 2017, Library Advisory Board

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MINUTES OF THE LIBRARY ADVISORY BOARD

October 18, 2017

Dr. Nora Pat Small, chair of the Library Advisory Board, convened the meeting at 4:00 p.m. in Witters Conference Room 4440.

Present: Dés Adom, Crystal Brown, Stefan Eckert, Zaria Greene, Lance Hogan, Gopal Periyannan, Nora Pat Small, Jennifer Smith, Jennifer Stringfellow, and Bailey Young

Excused (including alternates): Wutthigrai Boonsuk, Linda Ghent, and Sham'ah Md-Yunus

I. Welcome and Comments

Approval of Minutes:

A motion was made by Dr. Lance Hogan and seconded by Dr. Stefan Eckert to approve the minutes of the September 20, 2017, meeting. The motion passed with three abstentions.

II. Communications

Communications were received from Dr. Wutthigrai Boonsuk, Dr. Linda Ghent, and Dr. Sham'ah Md-Yunus regarding their inability to attend today's meeting. Dr. Ghent is on sabbatical and Dr. Md-Yunus has a class conflict, so both will be unable to attend this fall semester.

III. Old Business

The Awards for Excellence in Student Research and Creativity program was discussed in more detail this meeting. The criteria for evaluation and the awards given in previous years were reviewed. In addition, discussion ensued with respect to the date the Board should meet in the spring to tally individual evaluations and give awards. A poll will be taken via email to determine the best date to meet.

IV. New Business

Dr. Gopal Periyannan led a discussion on promoting Booth Library. Mentioned were activities to increase student retention, as well as recruitment outside of campus. Dr. Periyannan used the example of a recently formed student group of chemistry and biology students. The suggestion was made that perhaps groups like this could use exhibit space in the library. He also mentioned, as an example, that November is Alzheimer's Awareness Month and that perhaps students could use the library to display their student-created materials. Dr. Periyannan said that he had been in communication with the library liaison for the sciences, Kirstin Duffin, and as a result Booth Library will be hosting a speaker, Britto Nathan, from Biological Sciences. He believes the library could reach out to the disciplines for use of the library's facilities. Also mentioned was a reasonable use of existing resources at the library like the printing of posters, picture taking by Bev Cruse, the use of exhibit spaces, and scheduling of rooms for speakers by the campus RSOs. Jennifer Smith suggested we see how things progress through November.

Dean's Report

I. Welcome

Permission was given for the library to hire two Unit B faculty. Michele McDaniel was hired on August 1, 2017, as the education librarian and is responsible for the BTC. The committee finished its search for the other Unit B faculty person and Andrew Cougill will start on November 6, 2017, as a reference librarian. He is currently at the U of I; he graduated from EIU with a master's degree in history and received his masters of library sciences at Indiana University, Bloomington.

On the civil service side, the library experienced an internal shift; Mark Coe was promoted to Library Specialist. The library assistant position that Mark vacated will now need to be filled.

II. Public Service and Collection Issues

Booth faculty are offering Thesis Research 101 seminars, in cooperation with the Graduate Student Advisory Council. This is the second year for this program, and so far 15 people have signed up for the seminar. The seminar provides information on researching the literature, organizing references and presenting the thesis.

Booth Library received five Redden Grants that will be used to help build up the collection. In addition, Lee Patterson, professor of history, received a Redden Grant that will purchase ancient history books for the library.

The library has received several book donations as well as a monetary donation from an alum to enhance the BTC/curriculum collection. Dr. Dés Adom asked if there was anything the library did to promote donations. Dean Tolppanen explained that the Development office actively seeks donors for the library. As far as the donor being recognized, for this particular donor, ordering books, we will put a book plate in the book identifying the alumni donor. The library follows up with a thank you letter to each donor. In addition, Dean Tolppanen has regular meetings with Brad Green, director of Development Services, regarding how to obtain donations for the library. Another Board member suggested recognizing donors on Booth Library's web page and another idea was to have student assistants, former library employees, support the library.

III. Programming Events

Booth Library is in the middle of its current exhibit, *Twenty Years of Harry Potter: Celebrating a Phenomenon*, which opened on September 14, 2017. There are two remaining programs: *Harry Potter Night*, featuring trivia, costumes, music, activities and food on October 26th, and the final event is *Harry Potter and the Cult of Celebrity* featuring Lola Burnham, associate professor of journalism, on November 28th.

The next exhibit will be a small opening in January 2018, *Symbols of Service/Designs of Duty*. We currently have four veterans and would like to have 10-20 veterans recognized as part of this exhibit. It was suggested by Dr. Nora Pat Small that the dean's office send the flyer to the Board and they will share it with their colleagues and students.

Additional planned exhibits, the last two being traveling exhibits, are:

- *Influenza Pandemic Centennial* (tentative), Fall 2018
- *A Century of Citizen Action in Health Care Reform*, September -November, 2019
- *Fire and Freedom: Food and Enslavement in Early America*, October 12-November 21, 2020

IV. Planning Issues

Dean Tolppanen shared with the Board a schematic showing the locations in the library where the updated furniture will be located: in the Ballenger's Teacher Center, east-side and west-side lounge area on the 3000 level, and the atrium. There have been two vendors who have come to campus, looked at our space and suggested what furniture would work best in those areas. Stevenson, Taylor and Thomas halls have new furniture, as well. Dr. Eckert suggested that USB connectors be placed on any new tables in the library; Dean Tolppanen confirmed that it had been considered and the tables will be located close to a USB panel. In

addition, computers will be refurbished—30 in the computer lab on the fourth floor and 30 in the reference area. In addition, there will be four LCD screens in four study rooms; this system allows personal computers to be projected onto a screen in the room so that the students can work collaboratively.

The money for these additions comes from a long-standing donation. Dr. Periyannan asked if the library had statistics on computer usage and Dean Tolppanen confirmed that the reference computers were not used like the ones in the computer labs. The reference computers are used for class use upon occasion. Dean Tolppanen mentioned one idea the library had of freeing up one row of computers to allow regular internet usage on them. Currently, the reference computers can only be used for reference type work. The Provost and President want the library to move quickly in this matter. Dr. Stringfellow mentioned that Doudna has a consistent look.

V. Financial Issues

There is no budget loaded.

VI. Other

The book sale, which took place on September 20, 2017, was a success.

Pursuant to Dr. Periyannan's idea for high school student outreach, a list was made of all high schools within one hour of Eastern and each principal was sent a letter of invitation to the library. Today in the library, there are 25 students from Windsor High School who will be given a tour of the building, granted use of the databases, and be able to check out books in the name of the high school.

ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training, by Eastern's Chief of Police, Kent Martin, will occur in early January for library personnel. Chief Martin will have a 2-1/2 hour presentation for 25-60 people. Dr. Hogan noted that he has been through this training, and he highly recommends it for everyone.

On Saturdays this fall, the Ballenger Teachers Center hosts "Storytime" for children ages 3 to 7. These themed dates are organized by campus RSOs.

V. Adjournment

The meeting was adjourned at 5:13 p.m.

Respectfully submitted by:
Christine Derrickson, recording secretary