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Nov. 28, 2018, Library Advisory Board

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MINUTES OF THE LIBRARY ADVISORY BOARD

Nov. 28, 2018

Linda Ghent, chairwoman of the Library Advisory Board, convened the meeting at 4:03 p.m. in Witters Conference Room 4440.

Present: A. Desire Adom, David Boggs, Steve Brantley, Crystal Brown, Jon Coleman, Stefan Eckert, Linda Ghent, Bonnie Laughlin-Schultz, Zach Newell, Stu Sallehu, Jennifer Smith, Brandon West, Seth Yeakel and Bailey Young

Excused: Wutthigrai Boonsuk, Angela Glaros, Lee Patterson, Sheila Simons, Jennifer Stringfellow

I. **Welcome and Comments**

a. **Welcome**

Chairwoman Dr. Linda Ghent welcomed new board member Steve Brantley, who represents Booth Library faculty.

b. **Approval of minutes**

The minutes of the Oct. 17, 2018, meeting were approved as amended. Young moved for approval; Coleman seconded and the motion passed unanimously with abstentions from Ghent and Brantley.

II. **Meeting dates**

Ghent announced the meeting dates for the spring semester: 4 p.m. Feb. 20, March 20 and April 17 in the library's Witters Conference Room 4440.

III. **Old Business**

Ghent asked board members to consider whether to sponsor the annual Awards for Excellence in Student Research and Creativity. Ghent noted that the awards are a good way to reward students who use library resources. Young agreed that the awards were worthwhile but suggested the board do more to encourage participation. Suggestions included emailing all academic advisers, chairs and graduate coordinators; adding information to the EIU scholarship website; and contact faculty who are leading senior seminars and teaching honors courses. Brantley and Young suggested asking students how library staff members, technology and spaces (in addition to books and databases, etc.) were instrumental in helping them to create their research project. Entries will be limited to one per student. No annotated bibliography will be required. Ghent suggested a more detailed rubric might help with the judging process. Coleman moved to continue with the awards competition with the changes noted above; Eckert seconded the motion, which passed unanimously. Award entries will be due at noon March 22, 2019. Recording secretary Beth Heldebrandt will send entries to all LAB members, who will review them on their own. The LAB will then meet to finalize judging at 4 p.m. April 3. The awards ceremony will be on April 17, following the LAB meeting, in the West Reading Room of the library. Ghent will revise the award guidelines and judging rubric and will send them to all members for review before award promotion begins in mid-January.

IV. **New Business**

a. **Bylaw changes**

Ghent reported she had heard from Faculty Senate, who asked that the LAB limit its membership. Following the academic reorganization, some colleges are having trouble finding enough faculty members willing and able to serve on the various campus committees. It was suggested that alternates be removed from the LAB membership beginning with the 2019-2020 school year. During that year, current board alternates will become voting members, and no new alternates

will be appointed. Boggs asked if voting members who cannot attend a meeting should ask another member of their department to act in their stead. Ghent said that was not necessary, as other voting member(s) from the college will likely be present.

b. Dean's Report

Librarian Steve Brantley gave a report on Finals Week activities to help students destress. Free popcorn and lemonade will be handed out on Monday evening; certified therapy dogs will visit on Monday and Tuesday; Sudoku, coloring pages and other puzzles will be available; and the EIU Mindfulness Club will present meditation sessions in the Edgar Room.

Newell reported that the staffing and hours ad hoc committee examined statistics for library usage and recommended that the library close at midnight, rather than 1 a.m., on Sundays through Thursdays in the spring semester. Extra expanded hours will be offered during Finals Week.

Brantley reported that the library signage committee has worked with the EIU disability office and approved restroom signs to be placed throughout the library. Future signage changes are planned to identify service points (circulation, etc.); the range of call numbers available on each book shelf; and better wayfinding, to aid patrons in finding items in the stacks. Brantley explained the Map It program in the catalog that can lead patrons to the general area, but signage can better direct them to the exact shelf.

Newell noted that library staff and facilities personnel have identified restrooms in the library that will become gender-inclusive. We are awaiting signage and other facility updates in order to implement. Family-friendly bathrooms, with changing tables, also are planned.

Newell noted that Bailey Young and Angela Glaros have both been appointed to the library's Exhibits and Programs Planning Committee. Planning for the spring exhibit, "On the Shoulders of Giants: The Moon and Beyond," is ongoing.

Newell asked LAB members to consider serving on a subcommittee to plan social events for the group and EIU faculty. The first event was suggested for mid-February to debut the new Faculty Reading Room. A future event could focus on getting patron feedback on ways the library can improve its services to meet campus needs. Social events could include food, wine/beer and music. Young and Ghent volunteered to serve on the subcommittee.

Newell also asked for LAB assistance in creating a formula to distribute the collection development budget more fairly across the academic disciplines. Laughlin-Schultz and Sallehu will serve on this subcommittee.

Finally, Newell reported that a group has been meeting regularly to plan the proposed Student Development and Innovation Center in the library. The group will take a field trip to the University of Illinois on Friday, Nov. 30, to tour its Center for Innovative Teaching and Learning.

V. Adjournment

The meeting was adjourned at 5:08 p.m.

Respectfully submitted by:
Beth Heldebrandt, recording secretary