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Library Advisory Board

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# MINUTES OF THE LIBRARY ADVISORY BOARD

## March 20, 2019

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

Present: David Boggs, Steve Brantley, Crystal Brown, Jon Coleman, Stefan Eckert, Linda Ghent, Angela Glaros, Godwin Gyimah, Bonnie Laughlin-Schultz, Zach Newell, Lee Patterson, Jennifer Smith, Seth Yeakel and Bailey Young

Excused: A. Desire Adom, Wutthigrai Boonsuk, Stu Sallehu, Sheila Simons, Jennifer Stringfellow

### I. Welcome and Comments

#### a. Approval of minutes

The minutes of the Feb. 20, 2019, meeting were approved as submitted. Young moved for approval; Coleman seconded and the motion passed unanimously with abstentions from Ghent and Smith.

### II. Communications

Heldebrandt reported that she had heard from Adom, Boonsuk and Stringfellow regarding their inability to attend the meeting. Glaros will arrive late, following her class.

### III. Old Business

#### a. Bylaw changes

Prior to the meeting, Heldebrandt distributed a draft of proposed changes to the bylaws. These amendments reflect the change in membership due to the reorganization of academic colleges. Brantley moved to approve the revised bylaws; Coleman seconded the motion, which passed unanimously.

Ghent will contact Faculty Senate about appointments needed for membership for the 2019-20 academic year. There will be one vacancy each in the College of Education, and College of Health and Human Services. Laughlin-Schultz will be on sabbatical for the year, so a replacement also will be requested for the College of Liberal Arts and Sciences.

#### b. Faculty Social

The LAB-sponsored Faculty Social will be held at 5 p.m. Wednesday, April 3, in the West Reading Room. Flyers have been emailed. Beverages and appetizers will be served. Ghent requested that a Facebook event be created so that she and others can share it on social media; Heldebrandt will create one. Newell asked what types of feedback should be requested from faculty. Suggestions included: Do you want your own dedicated space (cubbies, lockers, etc.)? What should be available in the new Faculty Reading Room (computer?, printer?, Keurig machine?)? Should it be a quiet space? Should other groups across campus be allowed to meet there? Should there be Panther Card access in order to enter? These and other questions will be posed to faculty at the social. Library staff will have large Post-It note pads on hand for attendees to write in suggestions or use stickers to indicate support for an idea already written on the sheet. All LAB faculty are encouraged to attend the faculty social, which takes place immediately following the Awards for Excellence judging.

#### c. Awards for Excellence

Heldebrandt reported that placing the award application on the EIU scholarship web page was a success. There are 22 entries so far, and the entry deadline is still two days away. Due to the large number of entries, Ghent suggested that the judging be split by division (graduate and

undergraduate). Half of the LAB members will judge undergraduate entries; the other half will judge graduate entries. The judging was split as follows:

**Graduate entries:** Ghent, Eckert, Adom, Laughlin-Schultz, Boggs, Coleman, Simons, Yeakel, Brantley.

**Undergraduate entries:** Young, Glaros, Boonsuk, Stringfellow, Gyimah, Newell, Patterson, Smith, Brown.

Heldebrandt noted that award entries will be accessible both through the Academic Works portal and via Dropbox. Ghent asked all judging be completed by Tuesday evening, April 2. Judges should email the point totals from each student's rubric to her, and she will create a spreadsheet. At 4 p.m. on Wednesday, April 3, all available LAB members will meet in Witters Conference Room 4440 to finalize the judging and choose the award winners. Newell announced that \$1,300 in prize money will be available: \$300 for the first-place winner in each division, \$200 for second place, \$100 for third place and \$25-\$50 for honorable mentions. Award winners will be asked to give a three- to five-minute verbal summary of their research project at the awards reception, which will take place at 4:30 p.m. Wednesday, April 17, following the final LAB board meeting of the year.

#### **IV. New Business**

##### **a. Dean's Report**

Newell reported that the library was awarded \$14,000 of the \$15,000 they requested in ATAC funding. These funds will be used to order technological equipment for the new SDIC space. Equipment including virtual reality goggles, two 3-D printers, etc., is being ordered. The Center for the Humanities was awarded an additional \$6,000 for equipment, including informatics displays, etc. The Steelcase grant for \$67,000 worth of furniture for the space was submitted; an announcement of grant winners is expected by the end of March. Newell and Newton Key of the Faculty Development and Innovation Center, along with Randi Bohannon of the University Development office, recently visited an EIU alum and potential donor in Wisconsin. The trip went well, and they will follow up with a funding request. Library staff is undergoing a weeding process to remove bound periodicals and other materials out of the SDIC space. All bound periodicals with identical content online will be removed from the collection; however, academic departments have been given the opportunity to claim those, if they wish. No content will be lost as a result of this weeding process.

Brantley reported that the library is undergoing a pilot project related to signage. Three different designs of signs have been created and each will be displayed temporarily at the four service-desk locations in the library. Each sign will be hung for about two weeks, and patrons will be asked to complete a survey stating which sign they prefer. This feedback will be considered before ordering and installing permanent signs in these locations, possibly over the summer.

##### **b. Board officer nominations**

Ghent reminded board members that officer elections will take place at the next board meeting on April 17. Any nominations for the position of chair or vice chair should be sent to her prior to the meeting.

#### **V. Adjournment**

Coleman moved to adjourn the meeting; Eckert seconded the motion. The meeting was adjourned at 5:04 p.m.

Respectfully submitted by:  
Beth Heldebrandt, recording secretary