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Library Faculty Meeting Essence Notes

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Library Faculty Meetings Essence Notes

August 1, 2016

3pm – 5pm

Consent Agenda

- None

Library Faculty Business Agenda

1. Library Faculty Executive Committee Meeting: August 29, not September 5 – Since the Labor Day holiday precludes our meeting on the first Monday of September, we will take advantage of the fifth Monday in August to hold our library faculty meeting. Part of the meeting will consist of the Library Faculty Executive Committee meeting, which is required by our bylaws to be held twice a year. Bede will set the agenda with our Faculty Senators, Fred Smith and LiLi Li, who co-chair the Executive Committee.

2. New Faculty Orientation - August 5 – We reviewed the agenda for our presentation, with Dean Mitchell taking the first twenty minutes to go over some basic information of interest to most faculty: location, service schedule, study facilities and equipment, credentials for borrowing and accessing resources, services to faculty families, our web presence and online resources/services (incl. GALILEO), Gov Docs and Special Collections, borrowing from other collections, adding to Henderson Library collections, Liaison services. The last twenty minutes of the session will be devoted to faculty meeting with their librarian liaisons. Anyone with handouts should bring 80 copies to the Dean's Office by Wednesday so we can create handout packets. We may also have a reserved table for the meet-and-greet exhibit session on Thursday. Dean Mitchell is checking to find out when we can set up and he will then seek volunteers to set up and/or staff the table during the exhibit.

3. Library Events Calendar – We agreed to invite “Library Events” to any meetings we schedule in Google Calendar that we wish to register as a no-conflict event. We will all have authorizations to view the Library Events calendar and to invite it when booking meetings, in the same manner as one invites the Library Conference room in order to reserve the conference room for the meeting. This will enable us to minimize the simultaneous scheduling of events which many of us need to attend. Example: Members of the Alma implementation teams must attend a statewide Alma Webex meeting. By putting that meeting on the Library Events calendar, the Dean knows not to schedule a library faculty meeting at the same time. David Lowder will alert us when the Library Events option is in place and ready to be tested.

4. Interdepartmental Work Teams Reports

Upcoming presentations to Online Resources and Services Team: “E-Team Workflow: A Case Study in Improving Electronic Access Troubleshooting”; “Shaping Expectations: Defining and Refining the Role of Technical Services in New Resource Rollouts” - The slides for these two presentations were shared with the faculty, and Dean Mitchell encouraged faculty members to attend the next Online Resources and Services Work Team meeting where the presentation content will be explored in detail.

5. Department Reports – Clement reported on behalf of the Dean's Office that the FY17 institutional effectiveness plan is due by the end of the day on August 10. He and Dean Mitchell hope to share a rough draft of the plan with the library faculty by the end of this week, seeking feedback for how to strengthen the plan before we submit it.

Debra Skinner reported C&RS will be holding their annual fall retreat on Monday, August 8. C&RS is working very hard with data clean-up activities prior to the next upload into Alma on August 19.

Jessica Garner updated us on her investigations of Rapid ILL, which she and Fred Smith are beginning to believe could provide us with a major upgrade in our interlibrary loan service despite the cost. They hope to have a firm recommendation for the faculty to consider later this year.

6. Faculty Senate & Other Campus Committee Reports – Fred Smith and LiLi Li are our Faculty Senators this year.

7. Travel Reports – We heard several reports regarding NASIG, STEM Boot Camp, ALA, GALILEO Users Group, and others.
