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# Library Faculty Meeting Essence Notes

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## **Library Faculty Meeting**

**January 9, 2017**

### **Essence Notes**

Attending: Bede Mitchell, Clement Lau, Nikki Rech, Ruth Baker, Lisa Smith, Paolo Gujilde, Debra Skinner, David Lowder, Fred Smith, Jessica Minihan, Kay Coates, Lili Li, Lori Gwinett, Jessica Garner, Billy Glasco, Jeff Mortimore, Tony Ard, Alva Brit.

***Expectations for Public Assistance in the Library:*** Faculty reviewed the document and agreed it was a good set of guidelines to go by. It was suggested that the document include wording regarding bringing food to the service desk and telephone use while at the desk.

***Sharing rides to and from ALA Midwinter in Atlanta:*** Bede will create a Google doc so that faculty can post their departure and return dates for the conference in an effort to coordinate travel plans.

Those faculty interested in attending the ACRL Executive Seminar on Sunday, January 22 should contact Bede for the registration link.

#### ***Department Reports:***

- Access Services: Fred announced the resignation of Kim Hall effective January 3, 2017.
- Information Services: Ruth announced and welcomed new librarian, Nikki Rech. She also reported on temporary librarian, Rebecca Hunnicutt who will be working part time at the Learning Commons desk from January until June.
- Clement announced that the ACRL survey is almost complete and he will then complete the IPEDS survey which will pull data from the ACRL report. He will be sharing a draft of the surveys soon.

#### ***Committee Reports:***

- Provost Search: Lisa reported that the committee organized in October will be meeting on January 19. They hope to review the search ad to make sure it meets the necessary recommendations and requirements.
- Elections Committee: Lori reported that the election process starts August 2017. She will send out the url for faculty to review the different committees and requirements as some will have new responsibilities and requirements. You will be able to nominate and/or self-nominate. She suggested starting the process early to be completed by Spring break.
- Calendar Committee: Jessica Minihan reported that the committee has met and established the 2018-2019 calendar.

#### ***Travel Reports:***

GLA Midwinter: Fred reported that one interesting topic at the conference was one on the Role of the Librarian in the World of Fake News. He reported that a company has been hired to create a new GLA website at a cost of \$10,000. The next conference will be held in Columbus. Jessica Garner added that the conference committee was inquiring as to what librarians want at the conferences and how to get better attendance at the conferences. CEU credits was also a topic of discussion.

#### ***Old and New Business:***

Bede reported that the December 21 fire drill, fire extinguisher training and panic buttons test went very well. He added that an "unannounced fire drill" is being planned with no prior warning. He and Clement are working to relocate some of the fire extinguishers for better access as some are located in locked rooms and some

rooms don't have an extinguisher. Plans are to have extinguishers on each floor in the same locations and have floor maps showing the new locations.

Consolidation Update: Details to be announced on Wednesday. Bede reported that Doug Frazier, University Librarian at Armstrong, will work well together with Henderson Library during the consolidation. Bede asked that the faculty review the articles he sent them and keep in mind our role of documenting the consolidation process for the benefit of future historians.

Subscription Review Update: Feedback has been received from the Department of Psychology.

***Announcements:***

Alma Training in mid-February. Some employees will be attending for the full 3 day session and others for only certain days. A Google document will be created for those employees who wish to carpool.

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