

University Library Committee Minutes
October 14, 2015, 3:30 pm

Present: Thomas Burr, Magdalena Casper-Shipp, S.J. Chang, Isaac Dallas, Cindy Kerber, Dallas Long, Carlyn Morenus, Jay Percell, Molly Quinn, Dane Ward

Committee members introduced themselves and welcomed student member Molly Quinn.

The minutes from the September meeting were reviewed; Morenus offered some minor edits. The minutes were approved.

Potential Changes to University Library Committee membership composition and charge

Last month, Burr offered to examine the Academic Senate's Blue Book to see if other committees to see how college representation is designated after the committee discussed whether to make the reference to "Six (6) faculty members" in the ULC's charge require a representative from each college. Accordingly, Burr sent out information regarding committee membership structures for the ULC members to review.

Burr reviewed the Academic Senate's external committees' different models for membership. Burr asked which model the UL committee members preferred.

Discussion ensued regarding whether ULC should require that two of the five student members be graduate students since graduate students tend to have needs distinct from undergraduate students. The members reached a consensus that one of the seats reserved on the committee members should be for a graduate student enrolled in a degree-seeking program.

Discussion ensued regarding the preferred number of faculty members on the ULC and whether representation from each college, including Milner, is advantageous. I. Dallas noted the committee should be designed to support Milner Library's activities in the best way possible. Ward said the committee could best support Milner by ensuring it communicates faculty and student interests to the library faculty and staff.

Burr will propose to the Rules Committee that language regarding the ULC's membership be revised to include a graduate student and at least six faculty members with representation from the academic colleges (excepting Milner) be represented. Additionally, Burr will propose the ex officio members be revised to include "Associate Dean(s)" and "Public Relations Librarian."

Burr led a discussion about whether or not to edit the charge. Burr proposed simplifying the charge and to make the functions #2 through #5 as subordinate items under function #1. Some members agreed with the suggestion; others disagreed.

Student Feedback on Library Whiteboards

Casper-Shipp reviewed the library's efforts at gathering student feedback on specific topics by placing three whiteboards with a pen out in visible locations on Floors 2, 3, and 6. The library staff pose a

specific question to the students, and the students respond. Casper-Shipp showed the most common replies students have given. The library is going to lend chargers for personal mobile devices and cellphones based on responses to one of the questions.

Burr noticed that students have asked for microwaves to heat up food and asked if it is possible to install a microwave. Long responded that microwaves and other heat sources are against the fire code for the building.

IRMA

Burr asked how and when Milner will find out if it gets IRMA funding. Ward noted that the library will likely find out in the spring 2016 semester after the issue is brought to the Board of Trustees in February 2016.

Website Redesign

Casper-Shipp reviewed the draft spreadsheet that Kahl had previously sent to the ULC members. A few members said the spreadsheet was very large, so it is hoped that faculty are given plenty of time to review the spreadsheet. Morenus said the spreadsheet downloaded to her desktop, and she wasn't able to complete the steps Kahl had asked members to try. Kahl will be able to provide more information about next steps for the IRMA project at the November meeting.

Casper-Shipp said the library's website will undergo a redesign in the coming year. The library's web presence group is currently reviewing the website and is hoping to undertake focus groups. Casper-Shipp asked whether the ULC is interested in potentially serving as a focus group. There was agreement that they would.

Committee meeting time for fall semester

Next meeting will be Wednesday, November 11th from 3:15 to 4:45 pm in Milner 311G.