

Minutes of the Library Council Meeting  
October 12th, 2015  
W.R. Coe Library

Present: Andrea Burrows, chair, Deb Person, David Macaulay, Debbie McCarthy, Shaun Wulff, Victor Hernandez, Sandy Barstow, Paul Drake, Lori Phillips, Lori Terrill, Anne Marie Lane, Cheryl Goldenstein, Cindy Moore, Birgit Burke, Bob Sprague

The meeting was called to order at 3:15 p.m. Andrea welcomed the council, and asked the attendees to introduce themselves. One of the council members has asked if the meeting could be moved to a different day. A Doodle poll will go out to the council members to determine the day most members find the best day for the meeting.

#### AGENDA ITEMS

Issues Audit: (Andrea Burrows, Library Council chair) Andrea asked the council members to form small groups and discuss three questions: 1) how do we use library resources, 2) one question to explore or issue to resolve over the course of the year, and 3) what do we want to accomplish as a Library Council this year? Small groups then reported on their findings. The list the council attendees generated is attached. Lori read the mission statement for the council and reiterated that the council is advisory and added that the exercise just completed was a great example of how to generate ideas/give feedback that was very useful to the library. Some library council members represent their departments, or their colleges, faculty or students, and some choose to represent all of those entities. The chair is an ex-officio member of faculty senate, and a de facto representative from faculty senate to the library council. The public library and Coe share a lot of the same patrons. Andrea asked if anyone had more thoughts, to please send them on to her or to Birgit.

Collection Budget (Sandy Barstow, Collection Development department head) Sandy gave an overview of the collection budget She explained the spending categories, the sources for our budget, and why some areas are so much more expensive than others. The budget has grown from \$2.9 million to \$9 million, and, given the budget cuts that are proposed, we are aware that our collection budget is a target, however, the Trustees have committed in the past to hold our budget steady, and grow it to reach research goals. We do have contingency plans in place if we are required to make cuts. Sandy explained the approval plan. Books come in either print or as e-preferred.

Start-Up Funds for New Faculty (Sandy Barstow, Collection Development Department Head) Sandy described our **start-up funds for new faculty** project. UW Libraries has set aside \$1,000 per individual to purchase materials recommended for the libraries' collections. New faculty are directed during orientation to contact the Collection Development Office to set up an appointment to discuss their needs. She also described how existing faculty can submit suggestions for resources, and welcomed any proposals. Please email your submission to [CDoffice@uwyo.edu](mailto:CDoffice@uwyo.edu) or look at <http://www-lib.uwyo.edu/services/cdo/> Data sets are one new area that we are collecting.

Collection Movement (Debbie McCarthy, Technical Services Department Head and Interim Associate Dean) Debbie gave an update on the Level 1 project. We are rehabilitating the carpet on the north side of the 50's and 70's buildings due to repeated water events and heat from the steam tunnels that have

caused the carpet glue to fail. The contractors are moving the stacks with the help of a stack moving apparatus. Here is a link to a video of one in action: <https://youtu.be/zitRHAO23qc> You can use Request It, ask at the circulation desk, or call the help desk for assistance in retrieving materials on that floor. It is dangerous to be in that area while the contractors are working in the stacks.

Update from the Interim Dean (Lori Phillips, Interim Dean of Libraries) Lori gave an update on the Dean's search. A search committee has been appointed. The initial meeting for the group will be at 2 on Thursday, Oct. 15. We will hope to have more information after that. Lori's intention is to hand over the library in good shape. To that end, she is happy to announce that Cass Kvenild and Debbie McCarthy have agreed to serve as interim associate deans for the next year. Debbie will be working on travel, facilities, including meeting room requests, floods, anything budget and finance, contingency requests, staff hiring and issues, and scheduling exhibit space. She will reside in her office in Coe 635M although she will also be using Coe 502D. Cass will be focused on working with the department heads, faculty hiring, T&P, and problem patrons, and will be in Coe 502C most mornings but is available anytime. Both Cass and Debbie will be working with the upcoming construction projects. Lori gave an update on the three faculty vacancies and the three staff vacancies. One staff vacancy is in the process of taking applications and will presumably go forward, however at this point we will wait and see. There are three upcoming projects: collaboration with the College of Engineering with a makerspace/design center. We provide the space, they provide staffing, and we'll go together on equipment. This is a win-win, with details to be worked out. Secondly, we are partnering with UWIT and the Research Office to provide data management and a data repository. It is a very complex area and a natural partnership for the libraries in this initiative. Finally, we are in the planning process to become a full realized research library, a member of ARL, through building our collections and staffing. Lori Terrill has been appointed Special Projects librarian to analyze data and provide a white paper on this to the incoming Dean of Libraries.

Other Topics: None.

Andrea Burrows, Library Chair, adjourned the meeting at 4:34. Our next meeting will November 9<sup>th</sup> in Coe 218, subject to change.

Group A.

- 1) Uses the library –
  - a. Databases – used mostly on-line but also use paper resources
  - b. Students forget how to use paper resources, need to know how for when they graduate (both electronic databases and paper databases but especially books)
  - c. Getting raw data to analyze (COB) Data sets (Commercial data sets) (ICPSR) The social science research site and Wharton data research set (WRDS)
  - d. Public library use of Coe – students ask why they can't put holds on books/ILL. The answer is Request It and we will get it for you from another library. There is a need for education in this area.
- 2) Questions to answer –
  - a. Getting the students to use paper resources
  - b. Looking into the need for data sets

- c. What do we as council members need to educate folks about?
  - i. Faculty
  - ii. Students
  - iii. Community patrons

Group B -

Broad – versatile books. Research, not for homework. ILL extended check out for Honors

- Thefts – certain groups create noise – more quiet study space – ENFORCE IT
- Silent areas would be good
- Fac on-line services are great
- Online books are more
- - journal content is stable
- \*lib web page is too busy – journals and card catalog
- expand textbooks 2 hour reserves

From the other groups –

- Reserves are hard to find – students get confused about finding Coe reserves
- Collections could be improved in certain subject areas, and media
- Students wanting study areas

Questions to answer –

- Wants info on Dean's search
- Archiving web pages for the institutional repository? Is it being done? Somebody ought to be doing it but not sure the AHC is currently doing it
- Continuing problem of theft in Coe
- The way space is apportioned, quiet space versus group space. Students don't feel the space is conducive to study
- Library web page – how it is constructed and how people use it to access resources
- Accessibility of textbooks for classes (on reserves)
- On-line handbooks are hard to access
- New ways to utilize our resources
- Noise in computer areas
- How to recommend new resources