FACULTY SENATE LIBRARY COMMITTEE MEETING
MINUTES
17 NOVEMBER 2010

PRESENT:  Sherry Crow (ED), Chair; Julie Flood (FAH), Ben Harris (B&T), Rick Miller (GRAD), James Rohrer (NSS), Deb Schroeder (IT), Janet Wilke (LIBR)
The meeting convened at 3:32 p.m.

Introductions were made.  It was noted that there is currently no Student Representative on the Committee.  Miller stated that the Committee can recruit its own Student Representative.  Crow and Rohrer both know students who might be interested in serving, and will ask them.

UPDATES

First meeting – The previous meeting, held on 10/22/10, was actually conducted in two sessions due to a mix-up in the start time of the meeting.  Three members met with Dr. Tami Moore at 9:00 a.m. that day, and four members met with her at 9:30, to hear Dr. Moore read the charge to the committee and to elect a Chair.

The committee’s charge from the Faculty Senate is: “recommends the procedure by which funds are allocated to the colleges and advises the University administration on the formulation and implementation of Library policy.”

Sherry Crow, of the College of Education, was elected to serve as Chair of the Library Committee.

Library Staff – Wilke reported that recent retirements provided an opportunity to restructure open positions to reflect changing needs in keeping pace with technological advances in library services.  Michael Sutherland, the new Web Services Librarian who began his employment on October 1, brings expertise and experience in providing for the library’s virtual needs and services.  With the hiring of Mr. Sutherland, the Library now has a full professional staff.

One office service staff position became open in August.  That position has been advertised and will be filled.

Building – Work continues forward with upgrading and refurbishing areas of the library building where possible.  A number of projects were completed over the summer.  The print reference collection was moved to the lower level.  The resulting open space was reconfigured into individual and group study space.

Four study rooms were prepared on the second floor.  In response to student requests for a space where they could practice presentations, one of the new study rooms was configured as a preparation/presentation room.  This room incorporates a media cart containing a computer, projector, and software for students to use as they prepare and practice presentations.

Scholarship – Last year a former KSC graduate, Carolyn Snyder, established a scholarship for library student workers in honor of her mother, Florence Wagner, who was also a graduate of Kearney State College.  Two scholarships have been awarded so far, one in Academic year 2009-10, and one in 2010-11.  A plaque announcing the scholarship and its recipients has been placed on display.  This fall Ms. Snyder was on campus during Homecoming Week to receive a Distinguished Alumni Award.  During her visit, the Library arranged for her to be taken on a tour of the campus, followed by a lunch reception for her in the library.

Learning Commons – Wilke reported that the Writing Center and the Academic Peer Tutoring Program are now located on the second floor of the library.  Plans were made to reconfigure the southeast side of the second floor for their use.  However, renovations were delayed and the work was not completed by the start of fall semester.  A temporary location has been set up on
the southwest side of the second floor. Statistics show that tutoring usage numbers have increased despite the temporary quarters. The renovation will be completed in Spring 2011. Wilke stated that even though the primary users of the space will be students who come to the Writing Center and Peer Tutoring Program, the space is open to all students. It is the goal of everyone involved to make the space very open and inviting.

Wilke stated that the Learning Commons concept (seamless access to Academic Support Services) is not a new one. Learning Commons areas are being created in academic libraries all over the country. When she surveyed UNK’s peer institutions, seven out of the ten have a Learning Commons.

**Budget** – Wilke reported on how much the Library is contributing toward the current budget reduction and how those reductions were determined. Some of the funds resulted from salary savings generated by recent resignations and retirements. Wilke stated that out of the nine Library Faculty, six have been hired since 2007.

Wilke also reported that the Library’s materials budget is normally split up, with 70% of the allocation going to the academic departments and 30% to the library. This year she reduced that amount by 2% for each department and for the library. The average amount of reduction is $69 per department.

**Other projects** – Wilke reported that over the summer library staff reviewed resources in the collection that are in multiple formats, to determine if elimination of duplications could be made. This was a complicated process because of all the variables set by publishers and database vendors. Wherever possible, duplications were reduced to online format only. The elimination of duplicate resources has resulted in both cost and space savings.

Wilke stated that outside funding sources are being explored. One of the librarians is taking the Grant Writing Workshop this semester, and is preparing a planning grant for the Archives that will be submitted to the National Endowment for the Humanities for consideration. The library has received eCampus grants totaling $46,000. Wilke is also working with the Alumni Office and University Foundation to identify possible donors.

**Academic Program Review** – Wilke announced that in Spring 2011, the Library will undergo its first Academic Program Review. She stated that the last time the Library prepared a self-study was in FY 2002-03, and there have been many changes since then. Library faculty are familiarizing themselves with pages 7-11 of the APR Guidelines. Statistics are being gathered and reports are being prepared. Because the guidelines are written for academic departments, not all the categories will fit the library, so some adjustments will be made. Suggestions for the review were offered by Library Committee members. Crow encouraged Committee members to contact Dean Wilke if they have questions or suggestions regarding the Library’s APR. The written report is due in March 2011, and the team review will take place April 17-19, 2011. There being no further business to bring before the Committee, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Colleen M. Lewis
Scribe