

Library Committee Meeting
January 22, 2008

Present: Beverly Collins, Jim Grayson, Bill Nelson, Billy Phillips, Camilla Reid, Chad Stephens, Christine Terry, Wendy Turner

Absent: Paulette Harris, Ali Leonard, Zoe Tolson

1. Christine Terry (Chair) called the meeting to order at 1:38pm.
2. After the recommendation of a few minor editorial/grammatical changes, the committee approved the minutes from the November 27th meeting.
3. Comments/suggestions for improvement were made about the library's new website. Wendy Turner noted that the photos on the homepage rotated very quickly and this was distracting to both her and some of her students when the homepage is left open. In order to make this less of a distraction, it was suggested that the rotation/changing of the pictures be considerably slowed, or that the photos be made to fade into one another as they rotate. It was also noted by several members, including Billy Phillips, that the large amount of white space on the homepage was unattractive. Suggestions for improving this were to either make the homepage larger to fill the entire screen, or to center the homepage on the screen to make the white space less obvious. Next, Camilla Reid recommended that the sequential drop-down menus be aligned so that when navigating from one to the next one could move the cursor directly across the screen instead of diagonal. Finally, it was recommended by Chad Stephens, as well as others, that the homepage have a clear and obvious entry point/link into a "library news" section, and that such a section be more utilized to promote library activities. In the end, the committee noted that the new website is a clear improvement over the older website, and that the homepage was more "appealing".
4. Next, a draft of this year's committee report to the VPAA, as prepared by Christine, was reviewed. Comments/Recommendations made for updating the draft are as follows:

It was recommended that the "Progress" section be moved to the beginning of the report, instead of the end. Specific items to include in the "Progress" section under item #2 (physical improvements made to the library) include: painting, new/additional accent lighting, new/additional furniture for students and staff (including file cabinets), and implementation of a new gallery system for displaying art pieces. An additional item to add under "Progress" is the permanent addition of \$20,000 to the budget by the VPAA to cover the payroll increases that have resulted (or will result) from the Minimum Wage increase. It was also noted that the request for an additional staff person in Media Services has been granted, and that this should be included under "Progress" (instead of under "Recommendations"). Finally, the request for an additional public entrance to the library was discussed. It was agreed that the request is indeed less of a priority now that operating hours of JSAC and the library are being closely coordinated. However, it was also noted that should the operating hours of JSAC need to be reduced, due to budget considerations, the need for an additional public entrance to the library will need to be revisited.

Under "Recommendations", it was agreed that item #1 (request for increased yearly funding to cover cost of inflation increases in the cost of books, journals, and other resources) is

a high priority. It was agreed that the request should be for a permanent yearly addition to the budget to cover this cost, instead of a one time addition. Under item #2, it was noted that the need for an additional entrance to the library is no longer a priority issue (as stated above). On the other hand, the need for security cameras in the library remains an important issue, particularly as a means to combat theft and improper use of fire exits, as well as a means to improve overall safety/security for all patrons. Funds for this project have been requested by Public Safety. It was agreed that Public Safety should continue to pursue this, and that the committee strongly recommends support for this. Under item #3, it was agreed that the committee recommend an additional funding of \$20,000 to cover the cost of hiring additional student workers. It was noted that student workers are needed in the areas of: special collections, help desks on the 2nd and 3rd floors, computer maintenance, and to serve as roaming security monitors. It was also noted that the number of student workers is considerably lower than it was pre-FY 2002. Finally, it was also noted that the addition of more student workers has the additional benefit of serving as a retention initiative as students who work on campus develop additional ties to campus. Finally, under item #5, it was noted that the cost of LibQUAL, which is an important assessment tool for the library to take place in Spring 2009, is ~\$2500.

5. Finally, Beverly Collins suggested that the library committee consider recommending a budget increase for the Media Services. This suggestion was made due to increased use of classroom technologies across campus. As use of classroom technology increases, so does the demand for supplies associated with these services (*i.e.*, the purchase and installation of light bulbs in the classroom LCD projectors.)

6. The next meeting will be held on Thurs. Feb, 28 at 2:30 pm (in room 304). An updated version of the Committee report will be reviewed.

Respectfully submitted,
Chad Stephens
Secretary