

# HERRICK LIBRARY FACULTY MEETING

## Minutes

January 26, 2015

10:00-11:00 pm Seminar Room

Secretary, Steve Crandall

### 1) **Enhanced Display of Library Materials – Brian**

Brian expressed interest in enhancing the display of library materials, both new and existing. He has been thinking about recreational reading, reader's advisory, and how to highlight our collections and increase patron awareness. There was discussion of creating a display and reading area in the lower level of the east wing. Rotating collections of library materials (specific subjects, or authors) could be featured. New low shelving, or other furniture can be purchased as ideas and a plan develop.

### 2) **Brian's planned semester activities:**

Brian is evaluating the Personal Librarian Program (PLP). A survey was developed with members of the PLP committee and is almost ready to be given via Campus Labs.

Brian and Eva have planned a teaching and instruction session for each semester, to bring the AU librarians together to share ideas. They are also encouraging librarians to attend each other's teaching sessions.

Brian will be mining the LibAnalytics data for patterns and useful statistics about the services the libraries offer.

### 3) **Ellen's planned semester activities:**

Ellen is focusing much of her time on the continued work of the Digitization Working Group. The group is building on the work she did on her sabbatical. She has written a metadata scheme. When it is fully vetted it will require some system changes, but will provide a common understanding/foundation for library systems which need to interact.

Sub-Work Groups in Preservation, Rights Management, Scanning Standards, and Work Flow have been created.

Ellen is also involved in the Personal Librarian Program, Weeding, the Library Blog, as well as ongoing coordination of the systems staff at both libraries.

She is working to update both Herrick's Special Collections Internal Database and its ACQ1 database.

She will be participating in a planning group for this year's SUNYLA Conference in Purchase, NY. She is also attending the Electronic Resources in Libraries conference in Texas in February.

**4) Steve's planned semester activities:**

Steve is still very much focused on the work of weeding the collection to provide room for the Center for Academic Success. The process involves a lot of faculty contact to ensure that important works remain in the collection. There is still no timeline for the construction.

He also plans to invite Bill Hall to begin the AU Libraries Program Review during the Spring Semester.

**5) D Space Funding:**

Steve has asked Ellen to investigate pricing for a hosted version of D-Space. Herrick will pick up the initial cost, in part because of the drastic drop in the cost of Summon. He felt that the initial excitement about AURA has subsided and the libraries will need to again produce proof-of-concept evidence to draw other campus partners into making use of D-Space.

**6) Summer Vacation planning:**

Steve will email blank forms to each librarian. Everyone will put down their preferences for summer coverage and Steve will put them together. If negotiating the schedule is needed, it will start with email. If necessary, it will become an agenda item at a later meeting.

**7) Succession Planning:**

Succession planning at the University level and at the library level was discussed. In addition, AU library administration configurations over the last 10-15 years, were reviewed.

**8) Additional items:**

- a) Ellen noted that shelves in the Periodical Area were dirty. Steve indicated that they would be cleaned during the process of shifting the collection.
- b) Ellen also noted that the wall over the free table at the bottom of the main staircase was attracting a lot of notices, and when they were removed the paint was damaged. It was agreed that a bulletin board would be installed in that area.

Respectfully submitted,

Steve Crandall, Secretary of the Meeting