

Alfred University Librarians Meeting

November 1, 2017

Scholes Seminar Room

Attending: Ellen Bahr, Steve Crandall, John Hosford, Laurie McFadden, Mechele Romanchok, Mark Smith, Brian Sullivan

Customizations to Summon and LibGuides

We agreed to make the following changes to our LibGuides site.

On our Databases A-Z page (<http://libguides.alfred.edu/az.php>)

- We will eliminate “Database Types” and “Vendors/Providers” from the drop-down menus at the top of the page.
- We will make the “All Subjects” drop-down menu more useful by tagging more databases with Subjects. Ellen will tag all Recommended and Additional databases as subject Best Bets, and will tag Proquest Central, Academic Search Complete, and Google Scholar by subject so that they appear below the Best Bets for all subjects.
- Ellen will investigate what triggers the subject “Experts” and how we can populate this area of the page.

On our main LibGuides landing page (<http://libguides.alfred.edu/>):

- We will eliminate the supplemental “Subject Homepage” URLs that appear when you click on a subject.

We also discussed the “Recommended Database” feature in Summon, and agreed not to add subject tags at this time.

Strategic plan linkages

Mechele, Brian, and Steve recently met to talk about the next steps with the AU Libraries Strategic Plan. Steve posted several questions to the provost (see below).

Do we need to link the library strategic plan to the most recent version of the Fiat Lux Plan? **Yes, we need to show linkages for the February Board of Trustees meeting, and the Provost’s office would like it by mid-January. This will be before the Fiat Lux plan is finalized.**

Is this necessary for our spring report to Middle States? **Yes**

Is there a template or format that all the Schools/Colleges/Libraries will be using for the February Board Report? **No**

Can we add items below the first two levels of the Fiat Lux Plan that are not related to the bullet points but are related to the larger topics (below the ABC.. lines)? **Yes**

If we do have items that are directly related to the bullet points should we link to them? **Yes**

Currently, the plan is to take the Alfred University Strategic Plan (Fiat Lux), link to the bullets that apply to us, delete the rest of the bullets, add in items that relate to the AU Libraries and fit under the larger categories, and provide this to the provost's office for the February meeting. At this point there is no universal template.

Assessment updates

Brian and Mechele updated the 2016-2017 assessment report to reflect discussion and feedback at our last meeting. Send any final comments or feedback to Brian.

Draft assessment projects for 2017-2018 were shared (proposed topics are: collection analysis, liaison program, reference, instruction).

We discussed the size of the projects and whether we can take them on, given that two faculty positions are vacant. We agreed to look at both of the new assessment topics (collection analysis and liaison program) but to ensure that the projects are kept at a manageable scale.

Mechele proposed that we organize some "Information Safari" visits to other libraries, as background for a future assessment of the "Use of Space" and "Vibrant Work Culture" sections of our strategic plan. The discussion was broadened to include how such visits might also help with implementing any changes that come out of the reorganization consultancy.

Mechele and John will brainstorm a list of possible places to visit, and features or services of interest, with visits likely to begin in the spring of 2018.

Lynda.com subscription

Ellen proposed that we investigate the feasibility of a campus-wide subscription to Lynda.com. We currently have limited access through SCRLC, but a username/password system, with limited seats, wouldn't work well for campus-wide use. As a first step, Steve is going to check whether there is special pricing available through SUNY.

Final preparations needed for Jenica's visit

Steve is finalizing the schedule.

Approval of minutes

We are missing minutes from several past meetings, as follows:

March 2017 (John)

May 2017 (Mechelle; she will make a note in the minutes that the April 2017 meeting was cancelled)

August (unknown or unassigned)

October 2017 (John)

Also, a reminder of the process that we will follow for minutes:

- Minute taker will distribute a draft after the meeting
- Minutes are formally approved at the following meeting (needs to be on our agenda)
- After minutes are officially approved, the minute taker distributes the final version, including to Natalie who will post it to AURA

Report from faculty senate

Laurie gave a report of the last faculty senate meeting.

Report from dean's council/executive council

Steve didn't have any items to report from recent meetings.

Respectfully submitted,

Ellen Bahr
Secretary of Record