PSL LIBRARY COMMITTEE MEETING MINUTES
February 11, 2019
Rare Books Conference Room

In Attendance (Committee/Voting Members)
Dr. Wade Redman
Molly Toon
Clarissa Ramirez
Andrew Escude (on behalf of Richard Nollan)

Dr. Wade Redman called the meeting to order at 3:10 PM and a quorum was not reached for minutes 10-15-18.

Old Business:
Daniel Stuart is now the Health Professions Liaison that started in January 2019. Daniel will be working closely with faculty and students to provide library services in that area.

Andrew then commented on the Renovation and Space Committee, the renovation is still an on-going process, the anticipated breakthrough with the Preston Smith library has not taken place yet. When phase one construction ends phase two will begin which will include a major renovation of the Library.

Andrew then covered the History Book Project stating the 50th Anniversary Book is still in the process of being edited, the History Book is scheduled to be completed sometime by June 2019.

Andrew concluded all the old business with adding that all open Library positions have been filled.

New Business:
On February 1, 2019, the Library had a Strategic Planning Retreat, library professionals from Amarillo and Odessa attended the retreat. President Mitchell presented a presentation, and moderated by representatives from the President’s office. There were SWOT analysis with breakout sessions to try to develop some strategic goals for the next couple of years, which will eventually merge into the strategic goals of the HSC.

Andrew mentioned there were some Market Analysis increases.

Papercut implemented free printing for students. Which began with three hundred pages to an increase of five hundred pages per semester paid through a learning resource fee. Student Clarissa Ramirez with School of Medicine asked if there is a tutorial on how to use Papercut. Paul Landers mentioned there is a tab “Printing” that gives that information on how to print, it is located on the libraries homepage https://ttuhsc.libguides.com/homepage.

Inter Library Loan resources is now free to students, unless a student needs a rush then there will be a ten dollar fee of service.
Barbara Ballew discussed that the Texas Tech University Health Sciences Center – Preston Smith Library of the Health Sciences Library will partner with the public libraries in their designated counties to extend the educational offerings of the All of Us program, promote the National Library of Medicine resources, provide health information in service training for library staff, and raise awareness of the All of Us program. NNLM SCR All of Us Community Engagement Coordinator will provide program support coordination. Services offered will include developing and offering health information and education outreach sessions with the goal of having educational programming integrated into each public library system in their counties. This is a grant-funded position with an end date of April 30, 2019. Barbara Ballew is the coordinator of this grant for the TTUHSC, Preston Smith Library.

Discussion:
If the library purchases a refrigerator for student use, what will the responsibilities be to help keep the refrigerator clean and maintained? How many times a month should the refrigerator be cleaned? One suggestion is for students to label their food containers or drinks with an expiration date along with a name. Labeling food and drink containers can help make the discarding process much easier for students. If there are, any suggestions on the refrigerator send an email to richard.nollan@ttuhsc.edu or to jennifer.martinez@ttuhsc.edu suggestions will be added to the next agenda.

Next Meeting: Monday, April 15th

Meeting adjourned at 4:00 P.M.