

**TTUHSC LIBRARIES FACULTY MEETING MINUTES**  
April 12, 2018  
Preston Smith Library Administration Conference Room

**In Attendance:**

Richard Nollan – Chair  
Tara Allison  
Lisa Beinhoff  
Michelle Bowers  
Andrew Escude  
Amy Faltinek  
Paul Landers  
Travis Real  
Stephanie Shippey  
Daniel Stuart  
Margaret Vugrin  
Micah Walsleben  
Erik Wilkinson

The meeting began at 9:27 AM.

- I. Introduction and Welcome--Dr. Richard Nollan.
- II. Old Business—Richard Nollan
  - a. MLIS program at Texas Tech University—the plans are moving forward. There will be a meeting soon with Laura Heinz, Richard, and Stephanie regarding the Medical Library degree program. This program would be an elective, and there might be opportunities for internships from the program in the library.
  - b. Library budget mid-year meeting—Central Administration has been going to meetings regarding the budget. At the beginning of the year, there was a 2% cut. The governor's comments at the time led us to believe there will be more cuts coming that would affect the state budget. Richard will keep us apprised of the situation.
  - c. People retreat—Steven Sosland, the new Chief People Officer, has been moving forward at a quick pace. He wants to create a “sustainable values-based culture.” He has invited some people, including Richard, to attend a “values summit” starting May 2<sup>nd</sup>. He has also created a series of task forces comprised of 54 people across the institution concerning topics such as compensation, performance management, people development, and accountability.
  - d. Richard will be out of the office this afternoon.

### III. New Business

#### a. Area Reports

##### i. Branch Libraries

###### 1. Amarillo—Terri Wilson

- a. Amarillo is unable to attend the teleconference this morning, so Terri sent the usual email report.
- b. Skyla worked on billing this week. She also prepared flash drives for and looked over the case study for the upcoming EBM class.
- c. Skyla continues working on an internal list of core books.
- d. Amarillo's candidate for the Assistant Director position flew in yesterday, and they have a full day of activities planned for him today.
- e. Terri completed and uploaded a PPT tutorial for navigating the new website at Pharmacy's request.
- f. Tomorrow Amarillo will be hosting Sandy Bagwell. A full week!

###### 2. Odessa—Erik Wilkinson

- a. Odessa has been busy with reference and LibChat requests.
- b. Erik helped an MCH Odessa doctor.
- c. They had a Library Committee Meeting last Thursday.
- d. Erik went to an Outreach meeting last Saturday and made some contacts.
- e. Odessa has three student assistant vacancies.
- f. The Odessa network and WiFi upgrade was last weekend.
- g. Last Monday, Margaret Vugrin visited to take pictures.
- h. Travis attended Monday's performance management meeting in Erik's place.
- i. Travis gave the OSCE prep yesterday.
- j. Odessa is helping pre-record presentations for a Research Forum on April 19<sup>th</sup>.

###### 3. El Paso—Lisa Beinhoff

- a. At the next Regent's meeting, they will vote on El Paso officially being a separate institution.
- b. El Paso's new IT person will begin next month. Her name is Mabel.
- c. El Paso has had its own separate OCLC instance for approximately 6 months. They just got ILLiad up and running and should be completely separate for ILL soon.

##### ii. Technical Services—Andrew Escude

- 1. We will be purchasing the *Bates Guide to Physical Examination*.

2. There is currently an access issue with *Annals of the Royal College of Surgeons of England*.
3. We are looking into purchasing some JoVE videos.
4. We have access to the Open Textbook Network, which is open access, but Texas Tech sent over their information.
5. We plan to order a charging station for the third floor in Lubbock.
6. There will be a WebEx demo for Web of Science (Clarivate) on April 19<sup>th</sup>.
7. Amy will be attending a conference for Substance Abuse Librarians & Information Specialists (SALIS) and Association of Mental Health Librarians (AMHL) at Berkeley May 1-5. She will be presenting a poster entitled "Bringing Together Net Neutrality, Rural Mental Healthcare, and Libraries."
8. Manuel is cleaning out old Acquisitions files.
9. Tara added some eBook titles to the Healthcare Management and Leadership libguide for Dr. Schmidt.
10. A museum student reached out about possibly being interested in a summer practicum with us inventorying artifacts in the library.
11. The issue with mobile access to the new resource Sanford Guide has been fixed. Users no longer have to physically be on campus to register and download the mobile app as long as they use the proxy link as directed on the Mobile Resources app.
12. EBSCO Open Dissertations has been added to the Databases A-Z list.
13. The Oxford access issue, including the title *Inflammatory Bowel Diseases*, has been remedied. If patrons continue to have problems, please have them empty browser cache and cookies and try again. Tara has notified the patron who was trying to access Inflammatory Bowel Diseases.
14. Cataloging is working on changing the language of the eBook links in Koha to include "Click here." Paul was also able to increase the font size of the link.
15. Cataloging added the CABI Public Health Collection of 35 purchased ebooks along with 9 open access titles to Koha. They additionally added over 100 IARC Monograph ebook links and worked on fine tuning Ovid ebook records. The new eBooks can always be seen on the LibGuide.
16. Cataloging removed withdrawals from LRC and arranged pickup by Surplus. They are also checking El Paso withdrawals for any OCLC holdings that need to be removed.
17. Andrew will be out of the office April 20<sup>th</sup> through the 23<sup>rd</sup>.
18. Timesheets are due tomorrow by noon.

iii. Public Services—Stephanie Shippey

1. The LRC held a promotional event yesterday, and approximately 50 people stopped by. Prince was doing a demo of the 3D printer.
2. The LRC is currently looking at candidates for the Specialist IV position.
3. Circ has hired a new Specialist IV to fill Bridgett's old position. The person should start Monday the 16<sup>th</sup>.
4. The Pet Therapy dogs should be here tomorrow, Friday the 13<sup>th</sup>.
5. Reference has been busy with 3<sup>rd</sup> and 4<sup>th</sup> years.
6. Peggy worked on the Copyright LibGuide.
7. Margaret Vugrin presented a poster entitled "Vaughn/Vugrin/WHO Comparative Effectiveness Health System Ranking Analysis Model" at the Overton on April 10<sup>th</sup>. Her coauthor is Danie Vaughn. They are one of two finalists for an award at the Global Vision Awards Ceremony from the International Cultural Center.
8. Barbara and Dan attended this week's SCR webinar on Teaching Evidence-Based Medicine on April 11<sup>th</sup>.
9. Dan has been working on literature searches and will be doing the clerkship in July.
10. Barbara is in Amarillo today for their candidate interview.
11. Barbara edited the Public Health LibGuide.
12. The Renovation Committee is holding its student focus group on the 18<sup>th</sup>.
13. The Internal Medicine OSCE is on April 25<sup>th</sup>.
14. Margaret Vugrin will be busy working on the 50<sup>th</sup> anniversary book until around May 1<sup>st</sup> to meet the TTU Press deadline.

iv. Information Technology—Paul Landers

1. Regarding the Sanford Guide mobile access: The mobile version is included in our institutional subscription, but patrons actually have to go through the process of "purchasing" the app for \$0 to get it. The mobile resources app should provide the information needed for patrons to get access.
2. Patrick and Paul attended the IT Liaison Meeting. The topic was phishing.
  - a. IT rolled out its new ProofPoint system in email.
  - b. Everyone should be receiving a daily SpamDigest. Take a look at it because sometimes it does catch emails that are okay.
  - c. Paul recommends keeping one of the SpamDigest emails because it is the only way to get to the ProofPoint system; otherwise, you will have to wait for the next SpamDigest that has the link to the system.
3. TTUHSC IT is working on an upgrade to the Microsoft Lync server. Mac users will now be moving to Skype for Business. The only

downside is that the presence indicator will not show if someone is on the phone. Otherwise, it will still indicate if you are active or inactive, busy, etc.

v. Business—Sandra Bagwell

1. Lubbock finished its inventory.
2. Sandy is working on cash control procedures. She went to Odessa already and will be traveling to Amarillo tomorrow.