

Texas Tech University Health Sciences Center  
Libraries of the Health Sciences

TTUHSC Libraries Meeting (LBK, AMA, ODE, ELP)  
Thursday, April 9, 2020  
10:00 AM via Zoom

The meeting began at 10:00 AM.

- I. Introduction and Welcome (Richard Nollan)
- II. Approval of minutes (Richard)- Approved. Post as written.
- III. Director (Richard)
  - A. COVID-19 and the effect on the library. Numbers still seem small.
  - B. Watch the Chancellor's presentations to the Board of Regents if possible on TTU Channel on Youtube
  - C. We're in the 3rd week of working from home and doing well. Data plans have been a challenge for some people.
  - D. Reference request numbers are level for this time of year. The library is still working to support the institution at this time.
- IV. IT (Paul Landers)
  - A. The first two weeks of working remotely have just been getting our legs. Everyone seems to be working smoothly on the technology front.
  - B. Be diligent about emails, especially COVID-19 related emails. Be on particular watch for any that may want you to download software.
  - C. Zoom bombing- "party crashers" who join a Zoom meeting and are not supposed to be there. They may share or say offensive material. TTUHSC is at less risk because the meetings are not open by default, so the meeting organizers have the chance to vet who joins the meeting.
  - D. Paul will send out document on best practices for Zoom. The document may differ somewhat from Paul's personal recommendations. Use criteria based on your own comfort level.
- V. Business (Sandra Bagwell)
  - A. Gathering data on travel funds we have already spent and were not reimbursed yet. If you're not sure, please send it to Sandy in case the library can get any money back.

## VI. Committees

- A. Trends (Daniel Stuart)- The Trends Committee met last week via Zoom and discussed travel. Erik and Dan are still scheduled to participate at MLA, which has been tentatively rescheduled for August 15-17. They discussed Erik and Kate's participation in face shield 3D printing. They also discussed some search engines for possible inclusion as Tool of the Month. Question about Kanopy.
- B. Scholarly Communications (Margaret Burnett)- Not much to report. A lot is contingent on working with other people in meetings that have not yet been rescheduled.
- C. Systematic Review Task Force (Peggy Edwards)- Just updating teaching materials and should meet soon.

## VII. El Paso (Lisa Beinhoff)

- A. The U.S.-Mexico border is now closed.
- B. El Paso had enough laptops to give to staff who needed them.
- C. They left library open 24/7 even though it is not staffed. It could be used eventually as medical facilities.
- D. There is a problem with UpToDate because it requires renewal every 90 days.

## VIII. Discussion

- A. Construction- Dan asked if Construction is considered essential. It is thought work is still going on at this time. Dr. Nollan would like to move back in Room 207 ASAP, and Construction is still working on the camera for that hallway. Some electricians are trickling in a bit here and there, but not a lot of work going on.
- B. Manuel is making a trip once a week to get mail. Amy will ask Manuel to move Sara Henly's mail inside the gates.
- C. 3D printing-- Erik said the 3D printing is shining right now for practical reasons- face shields for Odessa. A church is meeting to assemble the shields. Dr. Natalia is heavily involved. Other groups are focused on ventilator splitters and N95 masks. Silvia has been involved with a local group making cloth face masks and has made 40 so far. Paul reports that Kate has 4 3D printers at home, and Jaime has 2 at home. They are running 24/7 printing rims for face shields. As of yesterday, Lubbock had printed 135 rims in addition to the normal 3D printing work. Kate has been asked to write a paper on 3D printing work for MLA. It must be turned in by the end of April. Erik is also printing mask extenders.
- D. Face masks-- Stephanie said there is much interest in helping to sew face masks. Is there any interest in creating a sewing group or getting donations for supplies?

- E. Zoom- Paul: make sure your Zoom client is up to date and check manually for updates each time before you join a Zoom meeting.
- F. ACE cards- Erik: ACE cards have been sent to people's houses.
- G. UpToDate- There has been some pushback from institution to resubscribe to UpToDate

## IX. Questions/Closure

Future Meetings:

May 14

June 11