

**TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
LIBRARIES OF THE HEALTH SCIENCES**

TTUHSC LIBRARIES FACULTY MEETING MINUTES

Thursday, August 9, 2018 at 9:30 am

Preston Smith Library Administration Conference Room

In Attendance:

Richard Nollan – Chair
Sandy Bagwell
Lisa Beinhoff
Michelle Bowers
Andrew Escude
Amy Faltinek
Paul Landers
Stephanie Shippey
Daniel Stuart
Margaret Vugrin
Erik Wilkinson
Terri Wilson

AGENDA

- I. Introduction and Welcome – Dr. Richard Nollan
- II. Director – Richard Nollan
 - a. UpToDate will be dropped as of Oct 1. The Dean of SOM has asked the library to pick up the licensing, but we are not expecting to do that at this time.
 - b. The 50th anniversary book is nearly completed. Dr. Nollan and Margaret Vugrin expect to have it finished by the end of the month.
- III. Area News
 - a. Area reports
 - i. Branch Libraries
 - 1. Amarillo – Terri Wilson
 - a. Skyla finished July billing and sent notices to campus departments for early August billing. She attended the Libraries' Directors and Admin teleconference on Monday in Terri's absence. She started two online classes, "Keeping Up With Emerging Technologies" and "Will Duct Tape Cure

My Warts? Examining Complementary and Alternative Medicine.” She also sent out journal TOCs to IM faculty.

b. Ronetta completed statistical reports for July and sent them to Lubbock.

c. Cindy has been training a new student assistant and finalizing an order to Staples.

d. Terri attended the Amarillo Campus Director’s meeting on Monday and the Annual Report Committee meeting on Tuesday, and gave a library orientation to 155 P1s at the Pharmacy Boot Camp across the Amarillo, Abilene, and (for the first time) Dallas campuses.

e. Erik and Terri have been discussing a couple of sections for the Health Librarianship class committee. Amarillo will have a staff meeting this afternoon.

f. Terri will be out from Aug. 10 – Aug. 16. Skyla will be in charge in her absence.

2. Odessa – Erik Wilkinson

a. Odessa has resumed weeding.

b. Carolyn has been working on July statistics.

c. Sylvia has been keeping on top of safety training.

d. Two new student workers will be starting soon.

e. Updates are being made to the public staff computers, and Odessa is expecting a new charging station next week.

f. Erik and Travis met with Dean Ventolini.

g. The Dean of Nursing wants Travis and Erik to work on a new program on diabetes education in the health profession.

h. The Vice President of Facilities, Dr. Slife, visited to discuss future changes to the library building. He said that it would be a slow process, but might include things like new paint and carpet.

i. Erik submitted the CML renewal to Sandy.

j. Travis taught an MS4 class and attended the Annual Report Committee, and attended an NLM webinar on agricultural safety.

k. Erik has submitted the newest draft for the Disaster Recovery plan and has gotten some feedback, and is planning to start splitting out individual sections soon.

3. El Paso – Lisa Beinhoff

a. El Paso continues their weeding project, which is currently up to 22 pallets since January. They will continue to send lists for OCLC deletions.

- b. UpToDate has been paid for the coming year.
- c. El Paso will be starting a one-year trial to psychotherapy.net to accommodate a growing department.
- d. SOM dropped VitalSource and has been utilizing other eBooks as textbooks, which has led to more turnaways.

ii. Technical Services – Amy Faltinek

- 1. Tara is out this morning. She attended the Annual Report Committee yesterday. She also met with Simon Williams regarding digitizing old SOM catalogs.
- 2. Amy and Michelle attended the QPR Suicide Prevention training last Friday.
- 3. The Tech Services Librarians met with Andrew and Dr. Nollan about the report on the Rare Book Room.
- 4. George A. Bender's manuscript of A history of pharmacy and two artwork collections by Bender and Robert Thom have been cataloged.
- 5. Usage stats and pricing information for FY18 is being updated in LibInsight.
- 6. There may be a technical issue with the journal Evidence Based Medicine. The publisher has been contacted.
- 7. The discarding of old Acquisitions files is complete.
- 8. Amy finished up the monthly reports this week.
- 9. The weeding project continues.

iii. Public Service – Stephanie Shippey

- 1. LRC staff is reviewing the 4th year elective for 3D printing, and has 3 students tentatively scheduled.
- 2. Stephanie and Dr. Nollan will be meeting with PEC on Aug 23. to discuss changing the LRC's name to the Methodology Lab.
- 3. Margaret Burnett is revising Kate's PD.
- 4. Micah is doing the mock OSCE today. Micah and Kate will be presenting at the Welcome Back event on Sept. 11.
- 5. Peggy is working on marketing the Sanford Guide with posters around the HSC and library.
- 6. Barbara is working on IACUC.
- 7. Stephanie and Dr. Nollan will be meeting with Dr. Paris to go over the Dollars for Docs program.
- 8. Reference is working with SON faculty to finalize details on the Evidence-Based Nursing class,

preparing the MSN orientation, and setting up a demo on SUMARI.

9. Stephanie's application for the SCC writing retreat has been accepted.

b. Information Technology – Paul Landers

1. The new PaperCut and credit card changes will take effect Sept. 1.
2. Paul and Patrick have been working on software removals and updates, which has turned out to be very time-intensive.

c. Business – Sandra Bagwell

1. Parking deductions will be taxed, and everyone should be getting their new stickers soon.
2. The Board of Regents meets tomorrow.
3. Reappointment reports should be ready next week.
4. EPAFs can still be entered next week but they will be frozen/suspended.
5. Year-end spending is almost wrapped up.
6. Admin will be able to separate patron costs in PaperCut to better estimate needed supplies.
7. Jennifer will be out until next Tuesday, and Sandy will be out tomorrow morning.

IV. Questions/Closure – Andrew Escude.

1. Timesheets for non-exempts will be due Aug. 15.
2. Andrew will be out Aug. 17 - Sept. 5.