

TTUHSC LIBRARIES FACULTY MEETING MINUTES
February 8, 2018
Preston Smith Library Administration Conference Room

In Attendance:

Richard Nollan - Chair
Tara Allison
Sandy Bagwell
Barbara Ballew
Lisa Beinhoff
Michelle Bowers
Skyla Bryant
Margaret Burnett
Paul Landers
Travis Real
Stephanie Shippey
Daniel Stuart
Margaret Vugrin
Micah Walsleben
Erik Wilkinson
Terri Wilson

The meeting began at 9:30 AM.

- I. Introduction and Welcome--Dr. Richard Nollan.
- II. Old Business—Richard Nollan
 - a. Evaluations are complete. Thank you all for your hard work.
 - b. Rare Book Room Committee—We are creating a committee that will be chaired by Tara Allison to try and activate interest in the Rare Book Room. We are talking with the TTU Museum and the Southwest Collection at TTU.
 - c. Merit bonus—Most employees will be receiving a one-time merit bonus on March 1st, except those who have been promoted or are new.
 - d. Library Budget time—We are officially in the library budget period. We must begin to think about how much to ask for next year. There will be a meeting next month to discuss this.
 - e. Wallace Building in Amarillo—Dr. Nollan attended a meeting last month on the Wallace Building headed by Rial Rolfe. The building is 40 years old, and the meeting was to discuss its use and how much it would cost to renovate. The consensus was that it would be too expensive to renovate the way they want. The committee's recommendation to the president is to consider selling and using those funds to contribute to building a new building on campus.

- f. The SACS accreditation for El Paso has been informally approved. We are working on the IPEDs survey.

III. New Business

a. Area Reports

i. Branch Libraries

1. Amarillo—Terri Wilson

- a. Skyla taught the Evidence Based Medicine OSCE class last Thursday.
- b. Skyla conducted and graded one Biomed final.
- c. Skyla was finally able to work through the monthly billing on her own computer this week.
- d. Skyla is scheduling a one-on-one session with a nursing student about how to search our databases.
- e. Ronetta has been very busy this week with ILL requests.
- f. Terri had Brass Ring training with the HR manager and got Amarillo's vacant assistant director information into the system. She will let everyone know when it posts on the job website. She has also been updating the PD for the vacant position.
- g. Terri has been pulling together information for the Disaster Planning Committee.
- h. Cindy is back to work on Monday.

2. Odessa—Erik Wilkinson

- a. Odessa has been busy with reference requests, literature reviews, LibChat, and ILL requests.
- b. Travis and Erik submitted Reference statistics to Carolyn.
- c. Erik submitted a request for a new phone jack for the 911-only phone.
- d. Travis and Erik attended the Dean's Leadership luncheon.
- e. Travis participated in a class on emotional intelligence.
- f. Odessa worked on a 3D printed vertebrae for a PT student.
- g. Erik submitted a request for the remainder of their computers to be switched to Windows 10.
- h. Erik will be out at 11 AM today but will be back tomorrow.
- i. Thanks for Paul for helping attain statistics from the Kic scanner.

3. El Paso—Lisa Beinhoff

- a. The biggest thing is that our SACS accreditation has been informally approved.
- b. We have a new Business Manager, Diane Nunez.

- c. We are surveying students about possible additional services we could offer. Popular requests include noise cancelling phone booths, phone charging lockers, and nap pods, but TTU will not allow them to have nap pods.

ii. Technical Services—Tara Allison

1. Andrew and Amy are out this morning but will be back after their meetings.
2. We've purchased 2 new MLA eBooks requested by Margaret Vugrin. They are in Koha, and access is live. The titles are *Transforming Medical Library Staff for the Twenty-First Century* and *Health Sciences Collection Management for the Twenty-First Century*. These are perpetual access eBook with a 3 concurrent user limit.
3. We have decided to subscribe to a new collection of eBooks offered by the American Academy of Ophthalmology (AAO). It is a collection of ~150 eBooks. This is a yearly subscription, not a perpetual access product, but it does not appear to have a fluctuating title list. Access was activated overnight, so they should be in Koha by the end of the day. The official name is AAO Complete Collection.
4. Andrew said that we are looking into purchasing products from CAB International on applied life sciences and global health.
5. Andrew met with Bill Saunders yesterday, and he said that the database PEMSoft is eventually going away, but we are not sure when. This is offered through EBSCO Health.
6. Cataloging worked on withdrawing weeded El Paso-only holdings from OCLC.
7. Two members of the TTU Museum staff will be visiting on Friday the 16th to look at our artifacts and talk about possibly collaborating on an exhibit.
8. Manuel renewed Embase and OCLC Ezproxy.
9. Amy attended the Open Textbook Network class at TTU last Friday.
10. Amy met with Paul about entering costs into LibInsight.
11. Last Friday, Michelle, Tara, and Amy listened in on various sessions of a free virtual conference on Open Education Resources, SUNYLA Midwinter 2018: Practical OER: Transitioning from Theory to Implementation.

iii. Public Services—Stephanie Shippey

1. Reference has been very busy with LibChats.
2. There is a Reference meeting for all the campuses after this meeting.
3. Micah will be doing the Internal Medicine mock OSCE on the 9th.
4. Amarillo, Odessa, and Lubbock should think about attending the CRI Workshop on the 28th.

5. A reminder that Bridgett will be out February 17th through March 31st. She is hoping to be back March 17th, though.
6. The LRC has been busy with 3D printing. They are participating in an elective this year.
7. A class of 48 Occupational Therapy students will be learning how to do prints.
8. The LRC will be doing an outreach event on 3D printing at a local middle school.

iv. Extramural—Barbara Ballew

1. Barbara has been in contract with Shannon, one of our contracts, who is going to be starting a nursing residency program.
2. Barbara has remained in contact with contracts regarding website changes in case they need assistance.
3. Grace Medical System has been purchased by Covenant. Grace used to have a contract, but Covenant has its own medical librarian.
4. Barbara has been reading on the ethical use of big data and the use of algorithms in place of human decision-making.
5. Barbara has been looking at different kinds of outreach to researchers.
6. We have scheduled 3 student focus groups to find out what they are interested in for the library renovation in Lubbock.

v. Information Technology—Paul Landers

1. We are testing a new microphone in the Admin Conference Room to record the Library Faculty Meeting.
2. Yesterday was our one week anniversary of the new website. Reports are mostly positive.
3. Erik and Terri, Patrick will be getting with you regarding hardware inventory.
4. Paul is working with LibInsight and Amy to get cost data.
5. The Kic vendor remoted in and installed software updates that have remedied some problems.
6. Paul has been asked to sit in on a panel at TTU regarding replacing their printing system (their equivalent of PaperCut).

vi. Business—Sandra Bagwell

1. Lubbock completed its billing.
2. Georgene will be out tomorrow.
3. Sandy is leaving at 3:30 PM today.