

**TTUHSC LIBRARIES FACULTY MEETING MINUTES**  
February 14, 2019  
Preston Smith Library Administration Conference Room

The meeting began at 10 AM.

- I. Introduction and Welcome--Dr. Richard Nollan is in Odessa today. He would like to broadcast meetings from the different branch libraries to give a sense of being a united family. He will do the meeting from Amarillo in April.
- II. Director—Richard Nollan
  - a. Strategic Planning Meeting: Sent list of goals and outcome of SWOT review. It should be a sense of where we think we are and where we think we are going. We still need to decide *how* we want to reach the goals. Is there someone who wants to take this on as a project to come up with measures we can use? Let Dr. Nollan know after the meeting. These will be 2 year goals that we will post on the library website.
  - b. Compensation at HSC March 1: March 1<sup>st</sup> compensation review is occurring. Many people but not everyone will be getting a salary increase.
- III. Information Technology—Paul Landers
  - a. Please be diligent to use your Outlook calendar or at least put a placeholder on there to say you are busy during particular times.
  - b. Lubbock only—please be sure to let us know if you book a room and need equipment for your meeting.
  - c. Some employees are being required to take a new ACME course. You would have received an email describing this.
  - d. Some staff have also received a survey to take regarding our LibGuides page.
- IV. Business—Sandy Bagwell
  - a. HR-related business:
    - i. There is still the 4-hour time off advantage challenge available
    - ii. Make sure to use the Values Worksheet that was released for your next Quarterly Assessment.
    - iii. We need to do progress reviews within 30-90 days of our most recent Quarterly Assessment.
    - iv. We will not be doing the 360 this time around
- V. El Paso—Lisa Beinhoff
  - a. Milagros will be going to the SCAMeL meeting in Lubbock.
  - b. El Paso is having trouble with TouchNet.

- c. El Paso redid an area of the library with flexible study areas with moveable furniture and white boards.

## VI. Discussion

### a. Strategic Planning

- i. Creating professional development committee: If interested in chairing or serving on committee, let Dr. Nollan know after the meeting.
- ii. Stephanie sent out list of things that will count toward contributing to the knowledge base requirement.

### b. Librarian Expertise

- i. All of us have various expertise topics. Right now, we don't have anything internally to identify each person's areas of expertise.
- ii. Ideas: Elsevier product (Pure), using LibGuides Profile, which is available to the public

## VII. Questions/Closure

The meeting ended at 10:30 AM.