

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
LIBRARIES OF THE HEALTH SCIENCES

TTUHSC LIBRARIES FACULTY MEETING MINUTES

Thursday, January 17, 2019 at 9:30 AM

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
Peggy Edwards
Andrew Escude
Amy Faltinek
Paul Landers
Travis Real
Stephanie Shippey
Daniel Stuart
Margaret Vugrin
Micah Walsleben
Erik Wilkinson
Terri Wilson

I. Introduction and Welcome

- A. Discussion on meeting format change. Written weekly reports will now go out on Fridays, including on faculty meeting weeks.

II. Director

- A. Compensation at the HSC- The TTUHSC is doing a comprehensive salary review. The first revelation was that the Permian Basin is at a disadvantage due to the cost of living in that location. All Permian Basin staff will receive a 7% salary increase starting February 1st. There will be a second salary review implemented on March 1st across all campuses. It will affect some library employees but not others. The salary reviews will be ongoing bi-annually.
- B. Contingency Planning- In addition to money for salary increases, another chunk has to be set aside for the three month contingency plan. Library administration

will be looking much more carefully at purchases. The professional development fund is being protected as much as possible. The following changes related to the professional development fund are being implemented:

1. The Libraries will no longer pay for any professional memberships to organizations such as the Medical Library Association.
 2. Travel to conferences will still be supported in full but is limited to people who are actively participating in the conference by presenting a paper, a poster, or serving on a committee. It will not cover additional CE classes at the conference.
 3. Support will still be available for online courses and webinars if approved.
- C. Quarterly Assessment- Send a paper copy to Jennifer after the assessments are complete. At the same time, we are looking at Position Descriptions. One change is that all professional librarians will start contributing to the knowledge base of the profession with poster presentations, published articles, formal teaching, and professional organization committee work. Discussion related to this.
- D. Strategic Planning Meeting- Taking place on Friday, February 1st. Lunch is provided. It will include professionals from all 3 campuses. Administration is working on an agenda for what we hope to accomplish. We will be looking at issues we think are important, where we think this is going, and how we think it will be accomplished. The meeting will include a SWOT analysis. Justin White and Cole Johnson from the President's office will be facilitating the meeting.
- E. Medical Librarianship classes in the fall- The TTU MLIS program has offered an opportunity to teach an Introduction to Medical Librarianship course starting fall 2019. Please discuss more with Stephanie if you are interested in participating.

III. Information Technology

- A. Any staff using Windows will need to upgrade to Windows 10 this year if they have not already upgraded.
- B. IT and School of Pharmacy have totally moved over to PaperCut.
- C. This year, we must replace our proxy server and PaperCut server. There will be at least one day of downtime for the PaperCut server replacement.

IV. El Paso Campus

- A. El Paso just finished installing their new PaperCut server. They had 2 days of downtime.
- B. The El Paso CFO has them working on retrieving data regarding increases in library payments in Texas over a period of time.

V. Discussion

- A. NNLM SCR outreach project- the TTUHSC Libraries received a \$12,500 award for an outreach project to facilitate learning about consumer health resources. \$200 of this is to go toward a speaker. There will be further discussion later regarding ideas for a speaker.
 - B. Renovation and Future Services- in the interest of time, this discussion will be tabled until the Strategic Planning Meeting.
 - C. Liaison experience- Discussion of librarian liaison experience in various departments, including School of Nursing, School of Health Professions, and School of Pharmacy.
- VI. Questions/Closure- Next month, Dr. Nollan will be in Odessa for the Library Faculty Meeting. He will return to Lubbock for March's meeting then will attend April's meeting from Amarillo.