

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
LIBRARIES OF THE HEALTH SCIENCES

TTUHSC Libraries Meeting (LBK, AMA, ODE, ELP)
Thursday, March 10, 2022
10:00 AM on [Zoom](#)

In attendance:

Tara Allison
Sandra Bagwell
Barbara Ballew
Lisa Beinhoff
Michelle Bowers
Rebecca Brandenburg
Skyla Bryant
Patrick Davis
Peggy Edwards
Andrew Escude, chair
Amy Faltinek
Paul Landers
Stephanie Shippey
Dan Stuart
Erik Wilkinson
Terri Wilson

AGENDA

- I. Introduction and Welcome (Stephanie) - Andrew is still in a meeting with Monica, so he will be a few minutes late.
- II. Approval of (Stephanie) - Correct Karina's name to say Karina
- III. Director (Andrew)
 - a. We're in the **budget prep cycle**. We're looking at possible market adjustments for next fiscal year. People with 85% of market value or above will not get a market adjustment.. You can email Andrew to see if you're eligible. Vacant positions will not get an adjustment.
 - B. Discussion on **keeping/eliminating committees**- Have we all had time to think about committees we want to keep and which ones we don't? Peggy wants to keep the Systematic Review/Meta-analysis Committee. Barbara

would like to keep the Outreach Committee. Keeping Trends Committee but move to quarterly meetings instead of monthly. Eliminating the Collection Development Committee. Since we have a new performance management system, Terri is comfortable with eliminating the Professional Development committee. Discussion of Institutional repository/Margaret Burnett is not present.

C. **LAC Survey**- Has anyone been doing any work on the survey requested by Dr. Artigas. He's requesting a survey they can send out to the schools asking what library resources they would like. Keep it short. Next meeting Is In April.

IV. New Items

A. **I.T. Security** (Paul)- Be extra diligent with internet security, especially ransomware. Russia may be ramping up attacks. Make sure you stay current on updates. Do not share or write down passwords. Password managers such as LastPass and Bitwarden may be helpful.

V. Committees- No reports at this time.

VI. El Paso (Lisa) - We are going to be opening an Archivist/Librarian position soon as a Unit Manager. Doing a lot of accreditation documentation right now. Thank you to Paul for helping with Koha update since it was discovered that it had not been taken care of locally. They have been losing a lot of employees who commute due to the price of gas.

VII. Discussion

- a. **Inventory**- Will we get a prompt regarding inventory at the branches? yes
- b. Electronic Resources Librarian position was approved- but not on job website yet

VIII. Questions/Closure