

TTUHSC LIBRARIES FACULTY MEETING MINUTES
March 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
Andrew Escude
Amy Faltinek
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. 24/7 proposal—This is being reviewed. The President sent to the Dean’s Council, and it will be on the proposal for today’s meeting. We need ~\$180,000 for all three campuses.
 - b. Restructuring and salary review—This is going smoothly. This is not the same thing as the salary review. Dr. Nollan does not know the status of the salary review, but it will likely be September 1st before anything is implemented.
 - c. Merit bonus is in effect. Exempt staff should have seen a bump in their pay March 1st.
 - d. Library Budget midyear meeting is Monday. Andrew, Sandy and Dr. Nollan will meet with the CFO. They will be meeting tomorrow to do preliminary work.

III. New Business

a. Area Reports

i. Branch Libraries

1. Amarillo—Terri Wilson

- a. Skyla administered and graded one Biomed final and also graded ten OSCEs.
- b. Skyla did Ronetta's "shift" of daily cash drawer counting and made a deposit. She worked on the monthly billing and assisted with ILL where needed.
- c. Skyla completed assignments for an online EBP class and completed monthly report to Terri for February.
- d. Terri attended her first Library Admin teleconference on Monday.
- e. Barbara, Skyla, and Terri had a successful telephone interview with a candidate for their vacant position.
- f. Terri attended the Amarillo Campus Directors' meeting Wednesday morning.
- g. Terri has also been working on pulling together Amarillo-specific information for the Disaster Preparedness Planning document.
- h. We are looking forward to a short week next week and Match Day.

2. Odessa—Erik Wilkinson

- a. Odessa has been busy with reference requests and LibChat.
- b. Sylvia has been working with Surplus.
- c. Carolyn completed the billing stats.
- d. There is a Disaster Planning Committee Meeting tomorrow.
- e. Erik will be leaving early tomorrow and will be out next week.
- f. Our Match Day Luncheon is this week.
- g. Medical Education has been using our computer lab.
- h. We updated our book display for Nutrition Month and have been providing voting information.

3. El Paso—Lisa Beinhoff

- a. The access issue with EBSCO eBooks is still going on.
- b. El Paso got the first pallet of print journals out. They are discarding to the Surplus department.

ii. Technical Services—Andrew Escude

1. Tara and Andrew are back from their conference, Electronic Resources and Libraries.
2. Andrew met with Kristina Kline from STAT!Ref, who said the state is continuing to work with them on agreements.

3. He and Tara also met with the SpringerNature reps, Daniel Asher and Danny Jiang.
4. We added BMJ Case Reports to the collection to help students with publication.
5. We received the initial review of the COOP plan. We will discuss at the Disaster Planning meeting Friday.
6. Tara will be out of the office March 12th-14th.
7. Cataloging added EBSCOhost eBook Planning optimal library spaces: principles, processes, and practices
8. Cataloging updated 7 titles in ClinicalKey and added 6 new titles, added AHA Hospital statistics 2017 –will be replaced in the next few months by the 2018 edition.
9. Cataloging is continuing to withdraw outdated cassette tapes from LRC and record in stats
10. Working on content for Tech Services policies & procedures

iii. Public Services—Stephanie Shippey

1. Lubbock, Amarillo and Odessa libraries are closed March 15th and 16th for the Spring Holiday.
2. There will be a Library Committee Meeting on April 12th.
3. Construction is really picking up here in Lubbock.
4. There is a Renovation Committee Meeting on April 19th.
5. Patron Services is still waiting for their 911 phone to be installed.
6. All the models have been moved from the LRC to Patron Services.
7. Peggy is working on an EBM presentation.
8. Daniel and Peggy attended the TTU Advanced Learning Conference.
9. Margaret Vugrin has been working on book editing and photography for the Bicentennial project.
10. Reference has been busy with 3rd years and the Internal Medicine clerkship.
11. They're still working on the meditation room in the LRC. The door and wall have been removed from the study rooms.
12. Kate, Margaret B., and Prince have moved the 3D printers back behind the LRC counter.
13. Kate has moved offices, and her old office, Room 222, is now a study room with a conference table.
14. Kate has been doing a lot with large classes with the 3D printers.
15. Prince started in the LRC as a Senior Specialist- Innovation Coordinator.
16. Kate has recently filled a newly created half-time Specialist IV – Innovation Technician. Nick will be starting soon. If HR approves, there will be a 3rd half time position: Senior Specialist - Innovation Designer. Start date is tentatively April 1st.
17. Margaret B. is working on data management.

iv. Extramural—Barbara Ballew

1. Barbara has a March 13th meeting with Debra Flores.
2. Barbara is attending the SP Literacy Forum on April 18th.

v. Information Technology—Paul Landers

1. There is an issue with Scopus LinkResolver not working. We hope to have it fixed today.
2. SpringerNature has an access issue—Tara will look into after the meeting.
3. Phishing emails have been hitting the institution hard, including within the library. Be extra vigilant.

vi. Business—Sandra Bagwell

1. Sandy has been asked to serve on the newly formed HR Compensation Task Force.