

TTUHSC LIBRARIES FACULTY MEETING MINUTES
March 14, 2019
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
Patrick Davis
Andrew Escude
Amy Faltinek
Stephanie Shippey
Daniel Stuart
Margaret Vugrin
Micah Walsleben
Erik Wilkinson
Terri Wilson
Kaylee Youngblood

The meeting began at 10 AM.

- I. Introduction and Welcome--Dr. Richard Nollan.
- II. Director—Richard Nollan
 - a. SACS: The SACS Library visit will be Monday morning between 8-10 AM. They may stop at any point to chat with anyone.
 - b. Values-Based Assessment: Progress reports are to be done in March. Print and give to Jennifer by the end of the month. In 2 weeks, we start all over again in April. Be sure to send feedback on the process to HR.
 - c. Shout out to the team who put together the 50th Anniversary book: Margaret Vugrin, Dr. Tom McGovern, and Dr. Nollan. It will hopefully be printed and here in time for the gala on June 7th. The kickoff event for the 50th anniversary will be on the 28th of this month at the TTU Museum.
- III. Information Technology—Patrick Davis
 - a. Paul is out with a wind emergency.

- b. Windows 10 updates: Making progress on updates. Windows 7 is going away. Staff should be scheduled soon if they have not been already.
- c. New printers: IT installed 2 new printers—one in the ACB West and one in the Synergistics Center. These belong to the library.
- d. Library redesign: Website Committee is making progress on the library website redesign. It will be available for public comment soon.

IV. Business—Sandy Bagwell

- a. Xerox Scanner Machine: We are cancelling the Xerox scanner machine and moving to a new tabletop scanner.
- b. Susie and Sandy are working on paper shadow books—moving online and to Excel sheets
- c. Susie's annual library inventory is today and tomorrow.
- d. HR Awards Ceremony will be May 24th.

V. El Paso—Lisa Beinhoff

- a. SACS comment: El Paso had their library SACs visit last year.
- b. El Paso has just done a cash audit.

VI. Discussion

- a. Strategic Planning Goals were presented to the group for discussion. Feedback included:
 - i. Goal #1: Margaret Burnett will chair Professional Development Committee of 3-5 people with diversity of members. Terri, Stephanie, Margaret Vugrin, and Erik are interested.
 - ii. Goal #2: Margaret Vugrin will chair Events Committee. Erik and Stephanie are interested. What does “destination location and gathering place” mean? Please make less Lubbock specific. Provide unisex restrooms, safe lactation spaces, changing tables in restrooms, free TED talks with popcorn
 - iii. Goal #3: Are we already doing this with marketing, website, and blog? New resources sometimes do not get advertised to the right department. Expand surveys. Keep statistics. Table this goal for now.
 - iv. Goal #4: Insert already existing committee (Trends). Methodology Lab, Institutional Repository, AR & VR. Dr. Nollan wants to explore augmented reality to create videos with a 3D viewer for people to explore the library. Objectives need to go to the director for consideration. Move Goal #6 under Goal #4 c (iii).
 - v. Goal #5: Are we talking about institutional website or our Libguides page?
 - vi. Goal #6: Move underneath Goal #4 c (iii)
 - vii. Send thoughts/suggestions to Dr. Nollan by Wednesday the 20th for consideration.

- b. MLIS class discussion: Are there deadlines? When does our class start? How is communication with TTU regarding this?
- c. Ronald McDonald Team Building event—Sandy had a good response but can still use a few people.
- d. Timesheets for Non-Exempts due by noon today.

VII. Questions/Closure