

Texas Tech University Health Sciences Center
Libraries of the Health Sciences

TTUHSC Libraries Meeting (LBK, AMA, ODE, ELP)
Thursday, March 12, 2020
10:00 AM in Amarillo

In attendance:

Barbara Ballew
Lisa Beinhoff
Michelle Bowers
Skyla Bryant
Margaret Burnett
Andrew Escude
Amy Faltinek
Paul Landers
Kelly McGinnis
Richard Nollan
Stephanie Shippey
Daniel Stuart
Margaret Vugrin
Erik Wilkinson
Terri Wilson
Kaylee Youngblood

The meeting began at 10:00 AM.

- I. Introduction and Welcome (Richard)
- II. Kelly McGinnis and TTUHSC COVID-19 Travel Guidelines- Everyone should be receiving emails from the President. Only individuals traveling from level 3 countries will be quarantined at this time. This can change any day or at any hour.
- III. Approval of minutes (Richard)- Approved. Post as written.
- IV. Director (Richard)
 - A. Pod D Opening March 27th- Pod D will unofficially be opening on March 27th when the faculty and staff are moving into their new offices. We plan to have a

small opening event between 12 and 2 pm with food, door prizes, vendor promotion productions, hand sanitizers.

- B. Quarterly Progress Reviews due this month- Please complete your progress reviews ASAP and get paperwork to Jennifer Martinez.
- C. Texas Consortium- The Marketing Committee has prepared a statement about the consortium, which represents 27 institutions, 350,000 students, and 4,500 faculty that currently pay approximately \$50 million to Elsevier for ScienceDirect products.

V. IT (Paul)

- A. TTUHSC Box- Store local documents in your Box account so you have access if you work remotely. Can download Zoom on your home computer from the library page on the lower left.

VI. Business (Sandra)

- A. Market Policy and Budget Prep- We're in budget prep season. We now have a new Provost. There is another salary review coming up where people are expected to be raised to 85% of market pay.

VII. Committees

- A. Trends (Daniel)- The Trends Committee met last Wednesday or Thursday to discuss the upcoming conference. Erik and Dan will participate in the My Favorite Tool session. The committee has a tentatively scheduled field trip to the Media Lab in the TTU English department April 22nd.
- B. Scholarly Communications (Margaret B.)- We are meeting with TTU librarians and General Counsel after Spring Break. Margaret is also contacting Kate Randolph in the Provost office to try to become part of the research workflow.
- C. Professional Development (Terri)- The committee has started a discussion regarding survey questions. They hope to get the survey out by the end of the semester regarding professional development preferences of librarians.
- D. Collection Development (Andrew)- Not a lot going on. Wrapping up the weeding project. Andrew and Amy are out tomorrow for the One Team Fellows trip. Timesheets are due today at noon.
- E. Systematic Review Task Force (Peggy)- Peggy is out today.

- VIII. El Paso (Lisa)- There are lots of vacations coming up. El Paso has purchased 2 new 3D printers. They were dinged again for non compliance from Purchasing due to not renewing in the system before start of service.

IX. Discussion

- A. Continuity of service- Dr. Nollan has asked supervisors to come up with plans for how people can work from home and under what circumstances. Please submit by Monday.
- B. Remote working- There is currently more demand than supply for WiFi hotspots and laptops for staff. It is possible to remote desktop into work computer from home, but those computers need to be paired in advance.

X. Questions/Closure

Future Meetings:

April 9- Odessa

May 14- Lubbock