TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
LIBRARIES OF THE HEALTH SCIENCES

TTUHSC Libraries Meeting (LBK, AMA, ODE, ELP)
Thursday, October 13, 2022
10:00 AM on Zoom

In attendance:

Tara Allison	Amy Faltinek
Barbara Ballew	Paul Landers
Lisa Beinhoff	Melissa Morrow
Rebecca Brandenburg	Stephanie Shippey
Skyla Bryant	Daniel Stuart
Margaret Burnett	Erik Wilkinson
Peggy Edwards	Kaylee Youngblood
Andrew Escude, Chair	

AGENDA

I.   Introduction and Welcome (Andrew)

II.   Approval of minutes (Andrew)

III.   Director (Andrew)
- **New Hires**
  - Cynthia Sanchez -Business Manager - We have hired a new business manager to take over for Sandy Bagwell. She starts on Monday. She comes to us from the Office of People and Values.
  - Jaime Diaz - 3D Printing Lab Specialist - Jaime Diaz starts on Monday in the Methodology Lab.
- **Fall Newsletter**- Thank you everyone for getting the newsletter out. It looks really good.
- **Barbara Ballew Retiring**- Barbara will be retiring in mid-November. Please RSVP to Bridgett if you plan to attend the October 28th luncheon.
- **Charleston Conference**- Andrew will be out November 1st through 8th to travel to the Charleston Conference.
- **Lubbock Advisory Committee** - The LAC is now defunct. Our last meeting was on Monday, October 10th. We are continuing conversations on a new option like a task force to give faculty more input on library resources.

- We have no new information on hiring an Executive Director.
- We are still waiting on official approval from Provost's Office for reclassification of Barbara's job

IV.   New Items
- **Calendars when out of office** (Paul)- Reminder to everyone that if you are out of the office, in addition to setting out of office email reply, please remember to put on your calendar that you are out of office. This is important for scheduling meetings.
- **Mac users** (Paul)- We're expecting for Apple to release Ventura at the end of the month. Please hold off on installing it until IT vets it, especially if you are using the desktop version of EndNote. There have been issues with EndNote and upgrades in the past.
- **Duo Security** (Paul)- Everyone should have received an email on the 6th about the 2-factor authentication called Duo. Starting November 1st, they will be rolling out 2-factor authentication starting with Box. You have to put the app on your smart phone. The first time you try to log in, it will give you a QR code to have you download the Duo app. From then on, when you log in, you will be prompted to push a button on your phone. There is no self service way to enroll a new device if you get a new phone; you will have to contact IT.

V.   Committees
- **Trends** (Daniel)- nothing to report
- **Scholarly Communications** (Burnett) - nothing to report
- **Systematic Review Committee** (Peggy)- See attachment
- **Outreach Committee** (Barbara) - nothing to report

VI.   **El Paso** (Lisa) - We are having terrible troubles getting certain electronics in. We have had color printers on order since February. We are also having problems holding onto work study students.

VII.   Questions/Closure

Library Faculty Meeting 10-13-2022 - SRMA Committee Report

Systematic Reviews/Meta-Analysis Committee

<u>Members are:</u> Stephanie Shippey, Barbara Ballew, Amy Faltinek, Kat Stapes, Dan Stuart, Margaret Vugrin, Travis Real, Becky Brandenburg, and Peggy Edwards, chair

I sent links to Committee members to free webinars from
- the Memorial Sloan Kettering Cancer Center Library called
  <u>Systematic Review and Meta-Analysis Research: Your Checklist for Success</u> and the
- <u>Cochrane Learning Live archive</u>

Dan, Becky, and I are all working on systematic reviews.

Margaret Burnett and I are continuing to work on MLA's Systematic Review Specialization Certificate.

I created a LibGuide LibGuide called *Evidence Synthesis Study Types and Question Framework* https://ttuhsc.libguides.com/frameworks

Paul organized a Zoom meeting including myself, Dan, Amy, and Becky and Phil White and Rebecca Daiber from Covidence to discuss Texas RAMP certification for Covidence. I recorded the meeting and sent the link to Stephanie who was not able to attend. Texas RAMP requires new security guidelines and certification that could have potentially stopped our contract with Covidence. TTUHSC IT Security had flagged Covidence because the company is based in Australia. Phil White of Covidence sent an email explaining that among other things Covidence has no integration with proprietary systems or organizational systems and there is no confidential information in it. Paul sent us an email on Tuesday, October 4, 2022 quoting TTUHSC IT Security that "*The new documentation for TX-RAMP (TX-RAMP Program Manual 2.0) indicates that Covidence will be "out of scope" and not require TX-RAMP certification. I have approved the contract for IT Security.*"

Submitted October 13, 2022
Peggy J. Edwards, AMLS

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Chair, TTUHSC Libraries Committee on Systematic Reviews/Meta-Analysis