

Meeting:	Faculty Senate Library Committee		
Date/time:	Tuesday, October 28, 2014		3:00 pm
Attendees:	Aaron Feickert Amy O'Connor Bernie Saini-Eidukat, Chair Brandon Marback	Bridget Burke Kim Owen Limin Zhang Maggie Lee Mackowick	Mark Harvey Mijia Yang Nichole Brunner
Not Present:	Senay Simsek, Nicole German		
Note taker:	Robin Hellman		

AGENDA:

- **Introductions**
- **Library Status and Budget – Dean Burke**
- **Discussion and Planning for Committee Activities for the Academic Year**
- **Adjournment**

AGENDA TOPIC: Introductions

Bernie opened the meeting by introducing himself as the committee chair and welcoming the committee members present. Due to many of the committee members being new, all members were asked to introduce themselves. The committee also discussed the history of the committee and reviewed the charge.

- Bernie pointed out that the Libraries has undergone many changes in the recent months with challenges being in the areas of budget restraints and personnel.
- Committee members were asked to read through past meeting minutes and other Library, if they hadn't already, to help understand the past year. Relevant minutes from 2/5/14 were highlighted.
- The charge of the committee is very broad in stating only that the committee is responsible for "formulating policy recommendations for the NDSU Libraries."
- Bernie stated his understanding of how the committee has operated in the past has been to be a sounding board for the Dean of Libraries and member of the Libraries staff and to advocate for positions that the Libraries and committee want by enthusiastically taking the Libraries view point back to his or her own representing unit.

AGENDA ITEM: Library Status and Budget – Dean Burke

Dean Burke introduced herself and stated she is very pleased to be with NDSU Libraries. She indicated she has been on campus since mid-September and has been busy meeting individually with the Libraries staff, and others throughout campus. She is feeling like she is getting a sense of where the institution wants to go. Dean Burke feels her charge from the Provost is to answer the question of what an academic library looks like and how do we get from where we are to that place.

- Dean Burke informed committee members that she has created a LibGuide to be used as a toolkit that may help to form discussions of library futures at NDSU. She will be adding documents that she feels are useful and wants the site to be responsive. This LibGuide can be found at: <http://guides.lib.ndsu.nodak.edu/libraryfuturestoolkit>
- A snapshot of the budget was provided to the committee.
 - The Libraries FY15 budget is \$5.45 million
 - Approximately \$3 million of the total goes towards continuing resources such as data bases and electronic journals.
 - Monographs take approximately \$100,000 which ends up equaling about \$632 per subject. This is an area that is underfunded.
- NDSU Librarians have been very active in obtaining grants.
 - Just received word prior to this meeting that Laura Trude working in conjunction with Chanchai Tangpong, Associate Professor in Management and Marketing, was awarded a \$52,000 Impact grant to support expanding resources for the Business School.
 - Dust Bowl Exhibit currently on display at the Libraries is grant funded through the American Library Association's National Endowment for Humanities.
 - A Diversity grant was received for advertising and refreshments for the PBS Makers Series which focused on women in leadership.

- 3D printing at the Libraries is the result of an impact grant.
- A technology grant was received for the implementation of interactive whiteboards.
 - Kim Owens provided the group with an update in the installation of the whiteboards. She indicated that a work order is with Network Engineering to install the infrastructure; however, due to the available funding being lower than expected, the original plan to equip 11 rooms may not be achieved.
- A scholarly communication training grant has been applied for through the Association of College of Research Libraries with the Tri-college University System. This grant would help provide a day-long workshop on how research is funded and created. Attendance from the three colleges would be capped at 100 and will include individuals outside of the Libraries. Kim Owens stated this workshop would be a good opportunity for committee members.
- As part of the Universities Strategic Planning Process, Provost Ingram has identified three areas that are tied to Learning, Research, and Outreach. Three task forces have been formed as the result of these identified areas with a charge from the Provost to look at what we want to become.
 - Amy O'Connor reported she is on the Learning Task Force and are tasked with issues surrounding retention; looking at why students stay or go, 4-year graduation plans, why NDSU may not be meeting benchmarks, as well as student progress and success.
- Dean Burke reported she was asked to be on the Research Support Group which is made up of individuals from the Libraries, IT, and Research & Creative Activity. This group was convened by the Provost and is tied into the strategic planning for NDSU. The group has been tasked with looking at baseline infrastructure needs to support research on campus.
- Looking ahead, Dean Burke stated her areas of emphasis will be on student success, scholarly communication and research support.
 - Library culture is changing with many new staff and very few long-term employees. Building skill sets, modeling culture and looking for way to promote ourselves in different ways will be important as we build the library we all want to work in.
 - The Libraries has had several new hires in the recent months with an emphasis on subject librarians. Positions filled include a Sciences Librarian, Business Librarian, Undergraduate Instruction and Outreach Librarian, Marketing Coordinator and Stacks Supervisor.
 - Current recruitments include an Acquisitions and Serials Librarian which is in interview stage and a Web Developer position which should be posted by the end of the week.
 - The Libraries Special Collections and Archives and Institute for Regional Studies will be a personal mission of the Dean's to someday relocate back to campus.
- Collaboration with other departments that reside in the Libraries building are important to our success and conversations are being held with those involved.
- In response to Dean Burke's request for questions:
 - Bernie asked about the status of the Chemistry Library: Dean Burke indicated that the collections are being moved to the Libraries Annex which will still be retrievable for faculty and students upon request. This move of the chemistry collection is in response to the space being repurposed by the Chemistry Department.
 - Dean Burke indicated she met with Larry Peterson twice regarding accreditation issues dealing with the Sanford School of Nursing Merger. Due to resources being involved, the Libraries was able to help answer the question on how distance nursing students would be supported.
 - A status update was requested on the Library Student Advisory Committee. Dean Burke indicated this group has recently met and that membership was not drawn from the student senate members. The group chose to organize itself as a student organization at the undergraduate level with an interest in promoting the Libraries from the events side.
 - Bernie requested that the student reps from the Faculty Senate Library Committee coordinate conversations with the Library Student Advisory Committee members to introduce themselves and let them know they are available as a means to channel information back to this committee. Dean Burke will send Aaron and Nicole contact information.

AGENDA TOPIC: DISCUSSION AND PLANNING FOR COMMITTEE ACTIVITIES FOR THE ACADEMIC YEAR

This portion of the agenda was a time for brain storming and discussion on how what the committee would like to accomplish during the upcoming academic year, and how often to meet.

- Committee members felt the purpose of the committee was to advocate for the Libraries as it currently exists as well as helping to form a vision for the future.
- All felt a major focus in the past has been on budget; however, the group would like to become more familiar with all the Libraries offerings, what resources are available and how the Libraries accommodate both levels of students.
 - Dean Burke suggested that committee meetings be held at the various Library branches as a way to help familiarize everyone with the branches.
- Concerns regarding the NDSU Libraries ranged from lack of books being bought, how to revamp a book-specific discipline when faculty isn't familiar with all the data bases and tools available, length of checkout times for ILL material, as well as need for more digital materials.
 - Dean Burke indicated a subject librarian and/or the Archives staff could provide resources to faculty who are in need of revamping their research skills and materials teaching.
- The committee decided they would like to meet twice each semester, with a possibility of meeting more frequently to begin with. Bernie will schedule upcoming meetings and prepare the agendas.
- Following discussion, Dean Burke was tasked with providing the committee with her vision for the NDSU Libraries. This vision should be a picture of what she would like to see without considering the restraints of budget and space.

Adjourned at 4:10 pm