

Library and Media Services Advisory Minutes - March 29, 2016

Terri Fishel called the meeting to order at 11:37 a.m.

Attending:

1. Andrea Tange - faculty rep (English)
2. Angi Faiks , library, Access and Information Resources Services
3. Terri Fishel , library, Library Director
4. Brian Longley , library, Campus & Academic Media Sservices
5. Dave Collins , library, Collection Development and Discovery
6. David Martyn , faculty rep (German)
7. Geoffrey Gorham , - EPAG rep
8. Haihan (Angelica) Lin , - student rep
9. Jacki Betsworth , library, Communications, Finance, Operations; minutes keeper
10. Jerry Sanders , ITS
11. Katy Gabrio , library, Collection Development and Discovery
12. Rebecca Graham , SAC rep (MAX Center)
13. Qiuhan Sun student rep
14. Bill Hart , faculty (religious studies)

Absent: none

Agenda:

1. Call for additional agenda items - none were added.
2. Approve Minutes of last meeting (distributed March 9th by email)
Minutes were approved with the correction of one typo in the description of the new donation policy. The corrected version will be posted on the [Advisory Committee web page](#).
3. Collection Management Project Update - Dave & Katy
Dave Collins, Katy Gabrio, and Mary Lou Steiner have managed this project for the past two years. Dave presented a summary of the project and its progress. [\[view presentation here.\]](#) The project is currently at 83% of its goal of 77,000+ withdrawals. Next steps will include a plan to handle this process going forward; physically shifting books to appropriate and accessible shelving; record enhancement of our current collection, including notes about unique attributes of items that might be of interest to users.
Q: What will happen to the newly freed shelves?
A: We add about 5,000 volumes each year, so many will be used for new acquisitions.
Q: The building's stated capacity is 500,000 volumes. How many books do we currently have?
A: At the beginning of the project, we had approximately 360,000 monographs plus periodicals, special collections, reference collections that brought the total to 470-480,000. The reclaimed space may be used for many things, potentially including more group study space or space for digital scholarship work. These decisions have not yet been made. We will take into consideration findings from the campus space use survey and changing needs of our community. This group will be kept apprised of conversations and potential changes within the space.
Q: Have conversations occurred concerning the future of emeritus housing in the library?
A: Not yet.
Q: Our collection is unique. Will the cull cause our community to have a less robust collection?
A: We used to be a net lender when we were with CLIC, sending our resources out far more than bringing others' items in; now we are a net borrower, but we have an even broader base of lending partners, so access to materials remains stable.

Q: In a future cull process, would the library be able to discern who the “expert” is in each department and make sure that person is not away from campus and is able to review the list within the time frame allowed?

A: We do not expect a future project on the scale of this one. We are confident that we have retained the vital resources within the disciplines, and we will work to replace any items which were culled but are needed if departments let us know their needs. The lists are still available for viewing [in our Moodle site](#).

4. Gifts Policy update - Katy & Terri

Two exceptional acquisition opportunities were recognized after approval of our new policy last fall:

- a. Acquisition of a collection in California that was being negotiated by the Classics department when the policy was set. We will take possession of the collection at a future date and are working on details with Classics and Advancement.
- b. Osmo Vänska has offered us an extensive CD collection. We are working with Mark Mandarano, Music, to add appropriate portions of the collection to Macalester’s collection.

The library will continue to revise the policy as needed and will bring it to this group for subsequent approval.

5. May 2nd festivities - Terri

The [ACRL Award for Excellence in Academic Libraries](#) will be officially presented to library staff here on campus on May 2, 2016. All Advisory Committee members are invited to celebrate with us. Watch for an invitation in the mail in April. After the 1:30 awards ceremony, the library will host the spring faculty/staff happy hour. Please save the date. We will receive a plaque and a \$3000 award.

6. Summer Projects

- a. Digital Liberal Arts Workshop with U of M for SPAW
- b. Beyond the Traditional Textbook workshop
- c. POWRR Workshop - June 9-10, 2016
- d. Digital Scholarship Conference - June 11, 2016
- e. SPARCS, week of June 20 - 2nd year of technology day camp for MN girls in grades 9-12.
- f. carpeting on Level 2, stacks will be closed for a period of time in July.
- g. Classroom updates - Media Services is hoping for funds to convert the final 20 classrooms from analog to digital. All VHS players will be removed from classrooms, but there are portable VHS players and stations in the library. CAMS also has a well-defined process to support conversion of VHS to DVD for the community, including help with copyright issues. We will continue to support overhead slide projectors, but will remove them from all classrooms this summer and will bring one in as needed by faculty.
- h. Web site redesign - responsive design - we will research how people are finding things within our web site as we plan our updates.
- i. LibGuides - we are transitioning to a new system and are learning how to transport our data to the new system.
- j. Library instruction - liaisons are going on retreat this summer to review the structure and envision the future of our instruction.

Q: Thoughts on how to continue to address mid-level instruction between first year and senior year?

A: Liaisons continue to discuss how to deliver support for students to develop tangible literacy skills in a more comprehensive way during their retreat. A one credit research skills lab?

- k. Possible new collaborative space on third level - We have requested funds to repurpose the north reading room on third level, transforming it with flexible furnishings to allow us to host gatherings during the day and group study for students in the evening. Next steps if the project is approved will include a plan for management of the space as a reservable area.

Q: Suggested summer project - check all the desk/carrel lights on 3 and 4 to make sure they are functional.

A: We will follow up on this. [note: staff have sent work orders about this issue, at students' request,, and Facilities reports that they have checked the carrels.]

7. Confirm faculty members who will be returning for Fall 2016 and serving for academic year.
 - a. Andrea, Bill, David, and Becky will serve next year.
 - b. Haihan, Qiuhan, and Geoff have completed their time on the committee.
8. Open for discussion - what would members like to hear more about, see us address, etc.
 - a. Q: Haihan was not able to check out a laptop from the pool on two separate occasions last summer when it was needed. Why are they loaned to outside / camp groups?
A: Staff at the meeting were not aware of a time when the laptops had been unavailable or loaned out last summer, but apologized for the inconvenience. We encourage anyone having trouble getting a resource to contact anyone from this group if the issue comes up again.
 - b. Q: How did LibTech 2016 go?
A: Very well! We had 475 attendees each day, from Canada to the Bahamas, east coast to west coast. Next year will be our 10th annual event.
9. Other - none
10. The meeting adjourned at 12:50

Respectfully submitted,
Jacki Betsworth