

**UNIVERSITY LIBRARIES COMMITTEE**  
**Minutes of the Meeting**  
**Friday, October 31<sup>st</sup>, 2008**

**Present:** Stewart Ehly, Chair; Ben Hunnicutt; Patricia Martin; Nancy Sprince, Emeritus Faculty Council Representative

**Staff:** Nancy L. Baker, University Librarian; Paul Soderdahl, Director, Library Information Technology; Donna Hirst, Library Information Technology; Amy Paulus, Head, Access Services; Kelly Avant, Secretary

**Absent:** Astrid Oesmann; Deborah Schoenfelder; Yangbo Ye; Chris Collier, Brian Fu

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I. The meeting was called to order at 1:00 PM

II. **University Librarian Updates**

- A. At the April 11<sup>th</sup> meeting, the Committee agreed that the library should explore options to enhance the library catalog with additional information for a bibliographic record, the contents for individual tracks on an audio CD, author's biography, or a brief synopsis for a literary work, for example. The library recommends linking to Google Books, Amazon, and Powells in the catalog. Baker said she doesn't want it to seem like the library is endorsing any particular one. The Committee agreed that the library should try this. Soderdahl noted that it was an easy feature to turn off if there are problems. Ehly asked if the library would be getting more formal feedback after implementation. Soderdahl will work on this with the appropriate staff.
- B. The library has investigated and recommends implementing a delivery service for materials to faculty, students and staff who have a campus office address (with the exceptions being Law, Curriculum Lab, State Historical Society, and reserve, media and other materials that circulate for short time periods). Campus mail is willing to accept the extra workload that will result from this service. There may be some effects on departmental staff as they transport materials to and from their building's central mail delivery area to their offices. This service will begin in January or as soon as the necessary preparations can be completed. The Committee thought this is a great service.
- C. Due to patron requests, the Libraries will be making loan history available for users. An individual would have the ability to see up to 100 items they have checked. Library software does not support allowing individuals to decide if they want to be able to access their loan history, it has to be available to all users or none. However, the feature can be disabled within 24 hours if there are problems. The Libraries' privacy policy determines how long circulation records are held, and each year user identification information is removed from circulation records for confidentiality.
- D. Baker reported that the Art Library will be staying in the Art Building West and we will continue daily retrieval of materials. Currently we are planning on moving the Music Library materials over to Main during the winter break. This also involves moving the lesser-used chemistry collection on second floor over to Hardin Library where they can

be stored. This move will cause Main to lose a considerable amount of seating on the second floor.

III. **Old Business**

Ehly has been contacted about the revised committee charge that was taken to and approved by Faculty Council and Faculty Senate last year. The charge now needs to go to Student Senate and Staff Council for approval. Ehly asked the committee to review the charge, since the revisions were made two years ago. Baker noted that the charge was originally revised because of a concern that the original language did not take into account the changing nature of libraries, such as no longer being primarily just a repository for physical materials. The Committee agreed the original revisions were fine; Ehly will pursue getting on the agendas of the Student Senate and Staff Council.

IV. The meeting adjourned at 2:00 PM