Call to Order- 9:30

In Attendance- Linda West, Darren Tobey, Vickie Sheffler, Delores Sumner, Samantha Clifford, Brandon Oberg, Shannon Stacy.

Announcements-

Birthday/Valentine’s Luncheon will be February 14th

NSU News station has an interview with Linda while working at a local school during MLK day of service.

The computer migration has started in the library.

We now have two phone charging stations for students to use while in the library.

Budget Report-

The budget is very tight. Due to some miscalculations we have less than previously thought. We have approximately 4,000.00 left for the rest year after we buy 100 cases of paper and 20 toner cartridges.

Spring Technology Fee request-

The committee discussed various ideas including the purchase of a Discovery system interface or the purchase of an ebook package, and Darren is doing research into an air printer. We will continue to add ideas and bring to next meeting. Linda will get current quotes on the two ideas previously mentioned.

Strategic Plan-

Since the document is so large we will cover goal 1 today.

Goal 1. Develop a culture of learning and discovery throughout the university.

1. Assess, develop, and maintain the library’s physical and online collections. This is ongoing.

2. Develop and maintain partnerships with relevant internal and external stakeholders. Linda said that she thinks that this might apply to grants. Not sure what is meant by internal/external stakeholders. Possibly faculty/staff and students.
3. Increase awareness of the Library by promoting library resources and services through physical and virtual outreach.
   We do this everyday. Virtual outreach is interesting. Web committee is working on an update for the web page that will allow scrolling information pages, like the university webpage. Darren mentioned that this also could include twitter, Facebook.

4. Assess and enhance the Library’s information literacy instruction program in light of appropriate professional standards and emerging technologies.
   We did a lot of this last semester with FYE. We will continue the same way this semester then it will be changing. Overall it worked well. Did not think that the hybrid course worked at all and the face to face did not seem to work well either. Teachers bringing their classes in seemed to go over very well. University is working on changes to FYE and Information Literacy. This is good since we have an Information Literacy Librarian. They will probably be working on this this summer which does not work out so well since our librarian is only 9 month.

5. Collaborate with other university departments and services to develop a new paradigm for the First Year Experience.
   We covered this in the last one.

6. Support both internal and University-wide data collection and assessment.
   Linda just finished submitting Ipeds statistics. She has also shared a lot of information with Dr. Rugg. We have a wealth of information online.

We will continue the review of strategic plan at another meeting.

Department Reports-

Darren Tobey- the university inventory people have been in to inventory our machines etc. They have some crazy information but they are working very hard to get the list cleaned up to give accurate inventory information. We will need to gather some info on what we did years ago with several pieces of equipment. Good news we do not have to buy illiad. Darren’s student is working on a way to do labels without word perfect.

Vickie Sheffler- There are a lot of people requesting pictures for their offices from Archives. Brenda just finished a extensive slideshow for the indigenous grant to Show at the Wilma Mankiller day. Linda suggested creating a directory of the most used pictures like Communications and Marketing has done.

Delores Sumner- Has been really impressed with the ladies at the indigenous center. She is working more with them. She currently has more dissertation candidates doing research than she has term papers.
Brandon Oberg- R&I is working on a weeding plan. They are also working with Access Services on training documents for student workers.

Samantha Clifford- Student Orientation went very well. Would like to thank everyone who participated by coming down and introducing yourselves to the students. Plans are being made to do the Library Blind Book Date. We are also in the process of hiring an ILL day person.

Shannon Stacy- Finishing the PO orders.

Linda West- Technical service seems to be doing well. Linda said that she needs to get down there more. She announced the deadlines for spring ordering: March 1st 80% and March 31st 100%. Ordering is keeping pace with orders coming in.

Recording stopped at this point.

Recording, Shannon Stacy

Transcription, Amanda Chappelle