

MINUTES OF THE LIBRARY ADVISORY BOARD

April 20, 2011

Dr. Tina Veale, chair, convened the meeting at 4:05 p.m., in Booth Library Conference Room 4440.

Present: Julie Benedict, Lola Burnham, Paul Johnston, Amitabh Joshi, Dean Allen Lanham, Stephen Lucas, Roberto Luna, Kiran Padmaraju, Betsy Pudliner, Amy Rosenstein, Jenny Sipes, Tina Veale, Peter Wiles, and Mandy Wu

Excused: Abdou Illia, Madeline Landes, and Jeffrey Snell

I. Welcome and Comments

A motion was made by Betsy Pudliner and seconded by Amy Rosenstein, to approve the minutes from the March 30, 2011, meeting; the motion carried.

II. Communications

One email was received making a nomination for the position of Chair of the Library Advisory Board. Two emails were received about two Board members needing to arrive late to the meeting.

III. Old Business

There was no old business.

IV. New Business

Election of Chair and Vice-Chair was postponed to the end of the meeting to allow time for those Board members who were not present to arrive. After the bylaws were reviewed (ex-officio members are not allowed to vote), Lola Burnham was elected Chair and Stephen Lucas was elected Vice-Chair for academic year 2011-2012.

Dean's Report

Dean Lanham thanked the Board members for their service to the Library, and a Booth Library canvas bag was given to each Board member in appreciation.

Service Issues

Dr. Lanham gave an update on the status of the Institutional Repository. Booth Library's plan for use of the IR went to the President's Council and they seemed to be in favor of it. This year Library monies will be used for the software being acquired and the Library is looking for other partners as this project gets established. The IR plan has been presented to the Dean's Council and plans are being made to make presentations to Chairs and other academic areas in the fall so that faculty will learn more about what the Institutional Repository can do for them.

Librarians will be partnering with other campus units for student success and retention. A formal meeting is planned with the Student Success Center and University Counselors to make sure we cover all bases as soon as possible. Discussion ensued; Tina Veale suggested that reference librarians call faculty to make appointments to visit various classes to discuss research methods and how to utilize the knowledge of Booth Library's reference librarians. It was suggested that students make appointments with a librarian for additional in depth assistance. Unfortunately, it may be difficult to get students to do this. Dr. Lanham reported that the Provost is pushing this retention activity so that retention rates for Eastern remain strong. The question was asked of the

Board, "How do we make students so successful that they would want to stay?" Amy Rosenstein suggested that Booth Library have a "Fair at Booth" which would essentially be a series of workshops around the Library and with the assistance of The Writing Center and reference librarians, to help students learn how to prepare research papers. There could be different tables for different disciplines as well as different citation styles. Students need more one-on-one mentoring.

The Patron Satisfaction Survey was sent out last week, during National Library Week, to undergraduate classes meeting on Mondays at 10:00 a.m. The survey was also sent to graduate students whose classes met on Monday and Wednesday evenings.

Planning Issues

Dr. Lanham requested the Board offer suggestions and ideas for next year's *Booth Library Awards for Excellence in Student Research and Creativity*. Dean Lanham suggested the use of email to send ideas for next year's Booth awards.

National Library Week went well. There were exhibits throughout the Library and a story time for children was held on Saturday. On Monday, there were twenty-six entrants for Booth Library's first annual Edible Book Festival, including entries from the campus community and retirees. It is estimated that approximately 60 visitors attended the festival and each attendee was able to vote for their favorite exhibit. The Library Workers' Day reception was held on Tuesday; and on Wednesday, the Annual Book Sale was held and the Library collected \$1,127.00. The funds from this sale were put into the Booth Library memorial Gift Fund for the enhancement of library services and collections. Also on Wednesday, each of the Library's service desks had disposable cameras for taking photos of patrons and staff going about their library business for the Illinois Library Association's "Snapshot: One Day in the Life of Illinois Libraries."

There will be a Campus Strategic Planning meeting with Library personnel on May 4, 2011.

Budget Issues

Dr. Lanham continues to monitor closely the remaining funds from the FY2011 budget. Provost Lord approved the expenditure of unused personnel services dollars for the purchase of equipment and additional funds to replace the teaching lab computers in the Library's E-Classroom 4450.

V. Adjournment

A motion was made and seconded, and the meeting was adjourned, 4:35 p.m. Immediately after the meeting Board members participated in the ceremony and reception to honor those students who received awards as part of the *2011 Booth Library Awards for Excellence in Student Research and Creativity*.

Respectfully submitted by:
Christine Derrickson, Recording Secretary