

**LRC COMMITTEE
MINUTES FOR FEBRUARY 5, 2016
12:30 P.M., ROOM 203B**

Present: Debra Fitzgerald, Linda Fletcher, Donna Hans, Mary Merz, Courtney O'Connor, John Reho, Patricia Stroud (presiding)

Excused: Carry DeAtley, Kathy Herrington

I. Approval of Minutes from the November 6, 2015 meeting: Pat Stroud brought the meeting to order. The November 6 minutes were reviewed. Donna Hans made a motion to approve the minutes. Mary Merz seconded the motion. All were in favor. The minutes were accepted and will be posted.

II. Director's Report:

A. Staff: Pat reported that Larry Bukosky, Library Technical Assistant in Wheeling, is considering retirement. He will make his decision in March, and may be leaving at the end of May 2016. Pat reported that Tillie Ossman has been coming to Wheeling to assist.

B. Budget: Pat reported that departments were asked to cut as much as they could from the current year's budget. The library budget started out with \$130,350. Pat was able to cut \$13,150. This was taken mostly from the book line item. Pat reported that there is still approximately \$4,000 left in the books area to cover faculty requests. Next year she will be requesting \$113,600 in the operating budget.

Pat reported that a number of print nursing journal titles were cancelled on the Weirton and New Martinsville campuses. Wheeling is still receiving the print titles, and they are also available in the OVID database. The nursing program is expecting an accreditation review on February 22-24.

Pat stated that if she has to make additional cuts, the next area to be reduced will probably be database subscriptions. Database usage has declined and current usage is low. Courtney asked if increased student usage would strengthen the argument to keep them. Pat stated that increased student usage would be helpful, but it still may be necessary to cut databases depending on funding.

C. First Year Seminar Survey: Pat distributed results from a survey that she handed out to the students that were in her FYS workshops during the fall 2015 semester. She reviewed the outcome of the survey.

III. New Library Systems and Library Catalog: Pat reported that progress is being made on the new library system. Library staff have been watching training webinars. She has placed a link to the new catalog at the bottom of the books page on the library web page. It is still under construction. Pat recently met with the IT Department to discuss issues with the proxy server that need to be addressed and fixed. The proxy server needs to be set up correctly so Lee Ann Blair can finish configuring the databases in the new catalog. If we do not have the new system ready to go live by the end of March we will lose money. Pat demonstrated how the new catalog will work with a basic search and an advanced search that will pull items from the databases.

Pat stated that the old catalog will be available through the end of this spring semester. The new catalog will be up over the summer and will definitely be ready for use in the fall of 2016.

IV. Upcoming Library Promotional Events: Pat reported that the libraries are currently promoting Black History Month with displays showcasing the West Virginia African American Heritage Trail. The official theme for the month is Hallowed Ground. Additionally, the libraries have lollipops for students to enjoy.

The theme for National Library Week, April 10-18, is Libraries Transform. Pat feels this will be a good time for the libraries to present the new library catalog. She would like to demonstrate the new catalog at the Faculty Assembly meeting in April, but is not sure when the meeting is going to be held. After some discussion, Donna stated that the April meeting will probably be the first Friday of April. Pat asked what we can do to get the word out to students about the catalog change. Pat will be going to the student government meeting in March or April for a demonstration. Courtney suggested putting up an announcement on the web page, putting up fliers, or possibly training a group of students who could then assist other students in the use of the new catalog.

V. Other:

A. ILL Policy: Pat reported that the Inter-Library Loan Policy needed to be updated before the new WorldShare system was put into place. She distributed a copy of the policy and outlined the changes. The biggest change is that student fees have been reduced or eliminated.

B. Information Literacy: Pat distributed a draft of an information literacy survey that she is developing for faculty. Pat and Delilah Ryan conducted a survey of faculty several years ago, but there was not much response. Additionally, she and Janet Corbitt went through class syllabi looking for research assignments. Forty percent (40%) or less of the syllabi reviewed had research assignments. Pat stated that not being taught to do research now affects students later when they move on to four year institutions that require research. She asked for faculty input on the survey. Discussion was held. Faculty stated that they felt research was important, but that there isn't as much flexibility as before in the courses. There often isn't time for a research assignment. Pat asked the committee to look over the draft and bring back any suggestions to the next meeting.

C. Adjournment: Debbie made a motion that the meeting be adjourned. Donna seconded the motion. The meeting was adjourned at 1:30 pm.

Submitted by,
Linda Fletcher