

LIBRARY COMMITTEE

December 3, 2018

Meeting Minutes

The meeting was called to order at 10:03 a.m.

Present:	Absent:
Eric Walsh	
Mary Doucette	Chid Chidester
Scott Nielsen	
Kathi Griffis	
Jacob Park	
David Friestroffer	
Mike Elbert	
Frank Sawyer	
Gregory Molyneux	

- A. The meeting was called to order at 1:30 p.m.
- B. Budget was presented by Eric Walsh. Discussion was held on different data bases and their cost compared to the usage.
 - a. The recommendation not to renew the Historic NY Times by ProQuest was reviewed again due to a faculty complaint. The cost is \$4,540 annually with 316 retrievals. Eric will review and possibly come up with an alternative. This will be discussed at the next meeting in March.
 - b. The committee suggested to delete NewsBank due to the cost of \$6,175 and only 182 retrievals. Due to the low use, the committee felt these funds could be used elsewhere.
 - c. Discussion was held on Films on demand and Eric is to review the cost
 - d. All changes approved by the committee should not happen until the faculty are informed at Faculty Senate. However, this decision needs to be made by April, since this is a renewal time this database. Ultimately, all funding changes
- C. Library faculty update. The CIO was a failed search. The CIO will be over the library operations when hired. These interviews are ongoing at this time. The Library Research Assistant was hired and there is a Library Assistant position is filled.
- D. The committee was to review the policy 3.10. This committee reviewed the policy and it has not changed, so action item was not needed.
- E. At this time, the committee continued to review the Consultant Report.

The following was discussed:

 - a. The financial resource section was reviewed. Mary will email Jeannie baily to see if there are grants available. We need to look into the suggested library grants, but they are due in September and this should be reviewed at that time. At this time the library could use \$48,000 for security and \$4,500 to maintain the system annually.
 - b. The consultant suggested dropping little used online databases and reallocating the money to purchasing more needed items. Not many books have been purchased since the foundation donated \$25,000 a few years back. The committee will continue to

review databases that are not used often to reallocate the monies, hence the suggestion to not renew the NewsBand and Historic NY Times.

- c. The purchasing suggestions were reviewed. Eric stated the library has already implemented the suggestions to ask about pre-negotiated contracts through the NSHE system.
- d. Library fines were reviewed. Eric to talk to Sonja Siebert to see where the fines monies are deposited. Do these go back to the library?

Due to time limitations the committee will continue to review the consultant's report at the next meeting starting with Planning (4)

F. At this meeting NWCCU accreditation requirements for the library 2.E.3. was reviewed.

"2.E.3. Consistent with its mission and core themes, the institution provides appropriate instruction and support for students, faculty, staff, administrators, and others (as appropriate) to enhance their efficiency and effectiveness in obtaining, evaluating, and using library and information resources that support its programs and services, wherever offered and however delivered".

Discussion was held regarding the deletion of INT100, where the library information was disseminated to students. The committee suggested an online presence, with Eric developing an online library information guide link or module to embed in general education courses. Eric does currently visit some courses. Eric will follow up with the committee next meeting.

G. The next meeting will be held February 1, 2018 at 1:30 p.m.

The meeting was adjourned at 2:30 p.m.

Respectfully submitted for the committee by Mary Doucette.