Library Committee meeting

October 21, 2014

Present were Carolyn Langston, chair; Martha Dunn; Francis Kuykendall, Library Director; Lauri Wilson, Secretary. Valerie Lewis’ absence was excused.

The meeting was called to order at 3:00 p.m. The last meeting’s minutes having been already approved, and since there was no old business, the committee move to New Business.

The Library Strategic Plan is being written based on the college strategic plan. Mrs. Kuykendall is presently working on it and will welcome any input from committee members and library staff.

A Library assessment is also being created, as we have none already and it’s a vital part of HLC in the near future. It will be correlated along ACRL guidelines, the SouthArk Strategic Plan, and best practices. Surveys and polls will be used to gather data.

Springshare updates are arriving – LibGuides, LibAnswers, LibSurveys are all in Version 2. LibCal is in beta for version 2. SouthArk Corporate and Community Education is using LibCal to highlight all their classes, with links to registration forms in the calendar. Important to know that when using LibSurveys, all surveys must be approved by Stephanie Tully-Dartez.

The library has an intern from the Academic and Career Achievement class, Amy Bauldree. She is working for several hours in the afternoon, Monday through Thursday, and right now is working on scanning documents for HLC. A document-feed scanner has been ordered for the library to make this task quicker.

Library staff have been adding to their professional development by reading and reviewing the TechSet books, which cover new technologies available to libraries and colleges.

To better serve the Health Science students, streaming videos have been purchased from Alexander Street Press. Now the students can stream videos on their computers instead of having to view the VHS/DVDs in the library.

The fall book order is almost complete, and Mrs. Kuykendall is still taking requests.

We now have another camera in the library, facing directly at the circulation desk. It was needed after an incident with a student on October 1, 2014.

A fire drill was held on Monday, October 20, 2014 and the EFD declared the barrier restricting exit of one door was a fire code violation and requested that it be removed immediately. The security system for resources works infrequently and presents accessibility issues. Mrs. Kuykendall is working on getting a replacement. A representative from 3M has been contacted and will provide a consultation. Replacement gates will cost from $11,000 - $14,000. They can be installed either by an above floor mount (like we have presently) or a flush mount (which involves ripping up carpet, and installing electrical wiring below the floor). Since our shelves are problematic, replacing the whole carpet is a huge undertaking, so installing another type of flooring “traffic pattern” around the door may be an option. This would also be installed for the emergency exit.

Meeting adjourned at 4:00 p.m.

Respectfully submitted by Lauri Wilson