

## Library Assembly Meeting

August 27, 2013

12:30 p.m. - 1:30 p.m.

159 Ellis Library

In attendance:

Rachel Brekhus, Libby Myre, Sara Bryant, Jack Batterson, Rebecca Graves, Sheena Waggoner, P.J., Deb Ward, Dustin Hoffman, Karen Witt, Jim Cogswell

### Agenda Items

- Renovations of Library Instruction Rooms 4D11 and 4D12
  - Guest: P.J.(Pat Jones) of Library Security and Facility Coordinator
    - 4D11 Computer lab and 4D12 old DoIT room
      - Need refurbishments
      - Wired for computers
      - House 14 student computers, 1 instructor computer
    - ❖ 4D12
      - Plan to repaint
      - 59 chairs purchased for it
    - ❖ 4D11
      - Not used as much as 4D12
      - Discussing removing the ceiling fans due to complaints that they are too low
      - New carpeting – on order
      - Walls currently white, no need to repaint
    - ❖ Survey
      - Ellis Space Facility Advisory Committee (ESFAC) will be circulating a survey to MU Libraries about possible uses of these two rooms
        - Rachel Brekhus stated, “The Instruction committee has discussed using 4D12 as an electronic classroom already.”
    - ❖ Removal of walls outside 4D11 and 4D12
      - Tear down extraneous walls
      - Provide extra study space for students
        - Possibility of soft seating and tables in this area
    - ❖ Funding
      - Renovations have been approved by Jim Cogswell
      - MU Libraries possibly covering funding for this project
        - Jim stated, “Not certain where the funds are coming from, but MU Libraries tries to maintain a small facilities fund for work such as this.”

- Heidi Davis from Campus Facilities has not said “No outright” but needs the bottom line cost to weigh if Campus Facilities can help with costs
- Director Announcements: Jim Cogswell
  - LMT Retreat Report
    - Still a work in progress
  - Currently working closely with Renew Mizzou and ESFAC Committee (the Ellis Library Space and Facilities Advisory Committee)
- Department Announcements
  - Administration: Sheena Waggoner
    - No new news
    - Everyone is in place and students are gradually coming back
    - No job openings in Administration at this time
  - Access Services: Sara Bryant
    - Currently very busy with reserve lists
    - Looking to integrate the BorrowITNow union catalog with the Book Finder for ease of student searching
    - Training
  - DoIT: Dustin Hoffman
    - Every network has gone down
      - Networks are continuing to fluctuate
        - Due to migration of work flow, still not back to where it was previously
      - Back-ups in place to keep the classroom going
  - Health Sciences Library: Deb Ward
    - First Floor Renovations
      - Construction phase completed
      - Now back to the School of Medicine for carpeting phase
      - Furniture and computers to be installed after the carpet
      - Opening date set for Oct. 1<sup>st</sup>, 2013
    - Branch Heads Meeting at HSL
      - Next meeting at HSL in the newly built 1<sup>st</sup> floor conference room
      - Meeting after that scheduled to be at the Journalism Library
    - E- Learning Librarian Position update
      - Interviews with 2 candidates set for the last Thursday and Friday in September
  - Ellis Library Cataloging/Technical Services: Libby Myer
    - Cataloging/Tech Services going through a significant reorganization
      - Ann Riley is directing the reorganization
  - Health Sciences Library Circulation: Shelly McDavid
    - New Missouri Wildlife Photo display at the HSL
  - MULAC: Rebecca Graves
    - Nothing to report at this time
  - Reference Department: Rachel Brekhus

- Welcomes to the department: Ashley Nelson (temporary science librarian) and Kimberly Moeller (temporary general reference librarian)
- Search underway for a second temporary general librarian to take duties Anne Barker will have to give up as department interim head
- Reference department members heavily involved with subject and general library instruction sessions
- The International Student workshop series will take place in late September
- Graduate Student workshops will take place in October
- Reference Department members are heavily involved with events surrounding the Divided Loyalties exhibit
  - A schedule of events, including today's screening of *Battle: Change From Within* has been posted
- Cataloging: Jack Batterson
  - Renew Mizzou
    - Suzy and Felicity are on a Renew Mizzou Committee
      - Suzy is running related Renew Mizzou Merlin lists
  - Air Conditioning
    - Department too cold in previous years when air conditioning on
      - Problem is now fixed
- Upcoming Agenda Items
  - Renew Mizzou
  - Divided Loyalties
  - Repair cracks in Ellis structure
  - Book Preservation
  - Book Donor/Friend of the Library/Adopt a Book
  - Invite Jeanette Pierce, RAIS Head
  - Edward McCain, Digital Curator of Journalism
  - Update on New Library Webpage
    - Committee Members asked to think about other ideas for meeting discussions
      - If you think of any other ideas send to Sara or Sheena
    - Jim Cogswell suggested we have Matt Gaunt from Development come and speak about Friends of the Libraries

Meeting adjourned 1:04pm