Department Representatives Library Advisory Council

Minutes March 28, 2018

Committee Attendance: Emma Apatu, Andrea Arikawa, Erin Bennett, Michele Boling, Denise Bossy, Elizabeth Brown, Chui Choi, Hanadi Hamadi, Craig Hargis, Patricia Ibanez, Jason Lee, Adrienne Lerner, Kally Malcom, Rahman Mahbuber, Gordon Rakita, Alicia Sitren, Jennifer Spaulding-Givens, Chris Weber, Aaron Crelle, Brian Coughlin, Clark Lunberry, Nuria Ibanez

Library Attendance: Elizabeth Curry, Lisandra Carmichael, Stephanie Race

Agenda:

1. Introductions – Dean Curry introduced Stephanie Race and Lisandra Carmichael from the Library.
2. The Committee members were divide into three groups to provide the Library their feedback on meetings and structure and the strategic plan. (The feedback from the three groups is combined in the following sections.)

Meeting Effectiveness/Frequency/Scheduling:

- Committee members felt that things got accomplished and there was good follow-up to suggestions discussed.
- They felt the meetings were an effective use of their time.
- Some also felt that the frequency – just once a semester was just right.
- Scheduling is difficult due to teaching schedules. Suggestions on schedule included:
  - Offer two meetings each semester with same agenda but different days
  - Schedule meetings on Fridays which may have fewer conflicts
- The breakfast is opportunity to network with library liaisons.
- The Committee meetings provide a valuable opportunity to hear from colleagues in other colleges.
- Though there are scheduling conflicts, the schedule works.
- The breakfast is an incentive to attend and provides a buffer for those who cannot arrive by 8:30 a.m.
- Having the meeting on the same day of the week at the same time each semester is helpful
- The communication and reminders about meeting is good.
- Meetings sometimes feel one-directional – information is shared with Advisory Council members but discussion is not always encouraged.
- The library has seemed resistant to some ideas even though departmental faculty felt they were imperative to improving research.
- The meetings are informative.

Resources and Collection Development:

- The topic of collection development and resources needed by faculty would be a good future discussion topic. Suggestions/comments included:
  - Liaisons are very responsive when resources are requested.
  - Committee members find it can be difficult to get faculty to respond to requests about resources needed.
  - Maybe CIRT could help with a survey
  - Break up into smaller groups to have more detailed conversations about library resources.
A question was asked about the possibility of sharing database remote access with community partners.

Cooperative atmosphere for collection development is a positive.

Resource challenges—ebooks don’t work for all programs, OneSearch can be difficult, information about ILL is not always clear to students.

There is a need for databases to recruit faculty. Some departments find that they cannot support the research of candidates with our current holdings.

**Communications:**

- Do not use Campus Updates to share information about library workshops (many faculty do not read it).
- Advertise library workshops/special events the month prior to the beginning of each semester so that faculty have ample time to incorporate those events in their syllabi.
- The Newsletter is a helpful way to get information to share in the Committee members’ departments.
- The information shared during the meeting with the Committee is useful.
- Some Committee members found it helpful to report at their Department Meetings. They suggested we compile list of Dept. Meetings to help us with timing of information.
- It would be helpful if a summary of the meeting could be provided immediately following the meeting to be shared with departmental faculty via email or at meetings.

3. **Feedback on Strategic Plan Overview:**

**Library Annex Building:**

- The group was surprised by the fact that Special Collections & Archives is not environmentally safe for collections. In addition to the Special Collections, Digitization space and Graduate space the group endorsed/suggested:
  - An Interactive Learning class room for a large class (80 students) would be very well used. Traditional classroom space is not adequate for newer pedagogy.
  - A small auditorium type space would be useful for readings, presentations etc. by many departments.
  - Versatile space would be used heavily since the Student Union is less available now.
  - A space for proctoring is becoming important.
  - Expanding the seating in the current library would make sense when Special Collections and Technical Services (Digitization) moves out
  - Including the new First Coast History Center (I may have that name wrong) as part of the new building. There are ties to the library and community outreach.
  - An auditorium space that could be used for lectures, music, various speakers. It would be essential for this space to have appropriate AV/technology equipment to meet various needs. (Erin Bennett offered to provide a piano)
  - Common space for a campus-wide speaker series that could coalesce individual departments’ current symposia to increase cross-departmental research and communication.
  - Archival space that was appropriately designed for the safety of the collection.
  - Dedicated carrels for graduate and doctoral students.
- Space for visiting scholars.
- The Anthrophony Department is interested in having a research laboratory facility in the new building.
- Collaborative space for community-based organization research projects. Places to research and for presentations.
- Collaboration with Community Based Learning programs.
- Co-locate all music materials (books, scores, CDs, etc.) to create a ‘music library’ that included listening rooms, music technology and listening spaces, and recording studios. (Possible internships for music students to help develop spaces. Possible partnerships with Music Department, CIRT and Office of Undergraduate Research)
- Provide faculty with preference for reservations. Student Union and most other large meeting spaces are expensive to reserve and several faculty mentioned that they have taken meetings off campus because of the expense. This would keep programs and events on campus and improve relations with the community. This space could be used to showcase the university and the research being done by faculty and students.
- It will be important to distinguish between the two spaces (current building/Tommy G’s and new building). It is felt that the two spaces will have cultural differences and the new space will be an intellectual space for research.
- There are concerns that if the new building will be located in the same location as Bldg 11 it is important to test for health issues that were problematic in Bldg 11.

Digital Commons and Selected Works:
- There was consensus that many faculty did not know what services are offered. An example is that library staff will handle copyright investigations to determine what version can be loaded.
- The staff support is an important feature to stress because it can save time for faculty.
- More feedback to individual faculty on what is loaded or what can’t be loaded would be helpful. Maybe work with Liaisons more on this.
- Making a presentation at a Department meetings might result in recruiting more faculty.
- In addition to group presentation, have one-to-one referral to colleague. Each Committee member could recruit one colleague to try Digital Commons.
- Committee representatives can share dashboards with their departments.
- Perhaps there could be recognition for active departments or faculty, the group laughed as we considered competition
- It was noted that the Digital Commons hosts a journal for COEHS.
- It was noted that Digital Commons is a site where faculty can post research that is in process, a paper given at conference, creative work etc.
- Questions/suggestions resulted in ideas such as:
  - posting Conference Papers/Proceedings that the Philosophy Department hosts
  - posting the Annual Writing Competition winners from English
  - posting undergrad research from specific classes under the department.
  - These could even contribute to student recruitment
- The group discussed the importance of the international scope of Digital Commons and the importance of faculty research being accessible.

Library strategic Plan Goal 3: Support faculty with their teaching and research.
- Library liaison can assist the teaching faculty with measuring the research impact.
- Library liaison can help assistant and associate professors prepare their P&T dossiers.
- Teaching faculty can rally in support of library resources.
- Library liaisons can be invited to departmental meetings to help inform faculty about:
  - Benefits of placing their research in Selected Works
  - Communicate and follow-up directly with faculty on posting materials to the SelectedWorks site and other library issues
- Discussed that the two Library Directors who have many similar responsibilities as the Department Chairs are not members of the Council of Chairs. There is precedent on campus of department directors in Music, Nursing, and Engineering who are voting members of the Council of Chairs. There was great support among the 20+ faculty present that Library Directors should be members of the Council of Chairs.