

University Library Committee

February 18, 2016

Members Present: Daniel Badoe, Debbie Ballou, Elizabeth Boucher, Chris Brown, Lora Cowan, Mark Groundland, Judy Hull, Tammy Howard, Nancy Kolodziej, Nancy Mielke, Doug Bates

Members Absent: Stacy Tomas, Joe Roberts, Heath Simpson, Nathanael Nelms, Cynthia Bryant

Chairperson Mark Groundland called the meeting to order and a quorum was established.

Minutes -- A motion was made and seconded to approve the minutes of the October 22, 2015 meeting as distributed via email. The minutes were approved as distributed.

Dean's Report -- The Library has a new archivist, Ms. Megan Atkinson. Megan comes to TTU from a position at the Everglades National Park Service in Florida. She has lots of ideas and has several projects started. The library particularly wants to work on the digitization of many of the pictures and documents in the Archives to make them searchable and available online.

Doug updated the committee on several items he discussed at the fall meeting.

The library's gate count continues to increase steadily even though student headcount was down by about 500 students in the fall. In fall, 2009, the gate count was 22,051: in fall 2015, the gate count was 396,000. This is an average of 36.4 visits to the library per student.

The increasing traffic has had an impact on the building, and the front doors are going to have to be replaced with a more durable product. The front entrance of the library will be re-done with store front doors installed.

The carpet in the entrance of the main floor is also going to be replaced in preparation for the SACSCOC visit at the end of March.

Ms. Boucher asked if the library has ever tracked repeat customers (students) over their four years of student life. The library has not had a way to do this since our gates only keep a number count.

Dr. Badoe asked if the library had enough seating with the increases in traffic. The library did conduct a seating survey about one year ago. We counted everyone in the

building every hour for about a week. The survey showed there was no time when more than 60 percent of the seats were filled. So students can find a seat; however, it may not be in the zone where they particularly want to sit.

Laptop Statistics – 14,944 checkouts in 2012. 20,799 checkouts in 2014. The circulation and checkout of all laptops and equipment is now handled by the library circulation desk. There is no longer a separate IT Checkout desk.

ITS' MyTech Help desk is moving to the library in the space previously occupied by Tutoring on the Commons floor. Dr. Bates thinks this will be helpful to the students since the greatest number of students on campus are located in this building.

Tutoring has moved to first floor in room 120. The library has an additional library instruction room on first floor, room 112.

Dr. Ballou asked if the library tracks the use of the Learning Commons computers. ITS tracks the usage, but the library doesn't have access to the data.

The library did add 10 – 15 computers on the third floor for quiet study; but we have not checked the activity on them.

The library purchased 20 additional chairs for the main floor last fall, and we are contemplating adding another 20 – 40.

With the demise of the IT Help Desk, this created an open space for additional tables. These will be purchased prior to the end of the fiscal year.

The biggest complaints we hear are of noise, especially on 2nd floor.

In the fall meeting, Doug discussed plans to possibly excavate the dirt rooms in the wings of the 1st floor of the library. Doug had a conversation with Dr. Kevin Braswell, the new V-P for Advancement, about possibly raising money for this project. Doug, Kevin and Dr. Volpe have met to discuss fundraising for this project.

Dr. Stinson asked Doug about the million dollars the library has committed for the project. The State Building Commission has to know the money is there before the project can be moved forward. The library provided Dr. Stinson with our account numbers.

The estimate of one million dollars is based on tenant improvements only. The library will have to sit with a project manager to get into more detail which will bump up the final cost of the project. The project will cost more than one million dollars. Building out the space is the most expensive part. The excavation itself is not expensive.

Doug gave an update on Get-It-Now. The usage continues to increase. Delivery time in most cases is under 20 minutes; but the average is two hours. The most requested publisher is Elsevier. Graduate students are the heaviest users of the

service. The GIN service is still not widely known about on campus. We have spent only \$18,928 since the inception of the program three years ago. The heaviest use of the service comes from these departments: Chemical, Civil, Mechanical Engineering; Curriculum & Instruction; and Chemistry. Many faculty continue to use Interlibrary Loan because it is not expensive and the time frame meets their needs.

Election of a Chairperson -- Dr. Groundland opened the floor for nominations. Chris Brown said he was willing to serve as chairperson. His nomination was seconded, and he received a unanimous vote.

Other Matters – Dr. Bates was asked if he has been told of any changes affecting the library when the split in TBR and Community Colleges takes place. Doug says the college libraries in Tennessee are just speculating among themselves. There has not been any information on the effects on consortial agreements, purchasing guidelines, or RODP purchasing. The library really hasn't heard anything; but is in a "wait and see" mode.

Adjournment -- With no further business, the motion was made to adjourn the meeting.

Minutes: Sharon Buckner

Approval: 10/18/16