

## **Annual Report to the Faculty Senate – Library Committee**

**To:** Faculty Senate

**From:** Jason Snyder (on behalf of the Library Committee)

### **Committee Members**

Jason Snyder (Management Information Systems) (12) **Chair**

Charles Menoche (Music) (12)

Patrick Foster (Technology and Engineering Education) (12)

Rae Schipke (English) (12)

Elizabeth Langhorne (Art History) (12)

Carl Antonucci (Director Of Library Services; Ex Officio)

Student Members:

Calvin Brown

1 vacancy

**Chair's Notes:** The committee was delighted to have a student member join the committee. We want to thank Carl Antonucci for working closely with the committee.

### **Committee's Functions**

1. To make recommendations related to library policies in so far as they impact the teaching, research and service responsibilities of the faculty and the studies of students;
2. To serve in an advocacy role for the Library;
3. To listen to students and faculty concerns regarding the library;
4. To advise the Vice President for Academic Affairs and other administrative officers as to the status of the library as an effective instrument serving the needs of the university;
5. To participate in planning for future library facilities.

### **Meetings**

1. September 14, 2011  
Present: J. Snyder, C. Menoche, P. Foster, R. Schipke, E. Langhorne, C. Antonucci
2. October 12, 2011  
Present: J. Snyder, C. Menoche, R. Schipke, C. Antonucci

## Annual Report to the Faculty Senate – Library Committee

3. November 9, 2011  
Present: J. Snyder, C. Menoche, E. Langhorne, C. Antonucci, D. Herman (Guest)
4. February 8, 2012  
Present: J. Snyder, C. Menoche, E. Langhorne, R. Schipke, P. Foster, C. Brown
5. March 14, 2012  
Present: J. Snyder, C. Menoche, E. Langhorne, P. Foster, R. Schipke, C. Antonucci
6. April 11, 2012  
Present: J. Snyder, C. Menoche, E. Langhorne, P. Foster, C. Antonucci

**Chair's Notes:** The committee established a regular meeting time. In at least the previous three years, the committee met on an irregular basis. The committee believed that the committee would perform better with consistency. The committee will meet one more time in May 2012 to set the agenda for the 2012-2013 academic year.

### Committee Activities

The committee meetings served, in part, to keep the committee updated about events and activities in the library, including:

- The library's first-floor renovations.
- The plans for HVAC renovations.
- The library's plan to renovate the second floor.
- The library's strategic planning process.
- The library's searches for, and hires of, a serials librarian and an archivist.
- The library's efforts to communicate more effectively with the community about the library's role and its importance on campus.
- The library's meetings with directors from the state library and directors from the higher education libraries in the state.

The committee has completed, or is undertaking, the following tasks in 2012-2013:

- **Revisions to the By-Laws:** The committee made changes to its by-laws to: a) increase the number of members from five to seven, b) increase the length of service from one year to two years, and c) clarify the committee's functions and responsibilities.
- **Strategic Planning Meeting:** Members of the committee took part in the library's strategic planning process by participating in a planning meeting on December 19.

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- **Access to Electronic Materials:** The committee asked that the library provide information on its efforts to make electronic materials (not available in any other format) accessible. D. Herman met with the committee and discussed the legal and logistic considerations concerning this type of access. She indicated that the library would work on developing one or more policies to begin formalizing this process.
- **Review of Survey and Focus Group Data:** The committee is reviewing data from library-patron surveys and focus groups with both faculty and staff. The committee intends to make recommendations based on those data and inquire about how the library intends to use the data to better serve its patrons.