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LOSAC Minutes 2018-10

Library Operating Staff Advisory Committee

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Minutes of the regular meeting of the LOSAC committee

Date: October 17, 2018

Time: 1:30

Founders Memorial Library, Room 411

Present: Michele Hunt (Chair), Katja Marjetic (Secretary), Anthony Velazquez (LAC Representative), Steffen Scharmacher (Historian)

Excused: Renee Kerwin (Vice-Chair)

I. Old Business:

Approval of Agenda

The agenda for October 19th meeting was approved.

Approval of Annual Meeting Minutes

The minutes from the Annual Meeting were approved.

Archival Review

The committee reviewed and approved the following LOSAC documents to be archived in the Regional History Center:

1. Agenda: September 19th, 2018
2. Minutes: September 19th, 2018

E-mail Updates

None to report.

LOSAC Suggestion Box

No submissions received.

II. New Business:

- **Information to staff about library events:** LOSAC has been made aware that with closing of HSC there have been more non-library events happening in the library building, but library staff is unaware of them which causes conflict when the staff lounge is booked or when attendees are looking for information from our staff on the time and place of an event. Michele will contact the Dean and determine what can be done for better dissemination of the information.

Department Heads Meeting Notes

October meeting notes are in the September minutes. Next scheduled meeting is on December 4th.

LAC meeting – 9/21/18

Members Present: Fred Barnhart, Mya Groza, Rebecca Hunt, Sachit Butail, Sharon Nelson, David Gorman, Brian Hart, Alan Polansky, Meredith Ayers, Teresa Jacobsen

Members Excused: Jaeyong Bae, Doug Bowman, Scot Schraufnagel, Joseph Winters, Anthony Velazquez, Varina Luque-Placencia, Madalynn Mershon

Others Present: Jana Brubaker, Leanne VandeCreek, Renee Kerwin

I. Introductions

II. Choosing Chair of Library Advisory Committee

- a. Dean Barnhart asked for a volunteer to be chair of the committee. Sharon Nelson volunteered.

III. Dean of University Libraries – Report – Fred Barnhart

- a. A Strategic Planning committee presented reports and participated in a retreat with an outside consultant. The retreat focused on synthesizing strategic directions from the information produced during the spring semester by the exploration teams, the patron survey and the staff priorities list.
- b. A drafting subcommittee is working on revising the strategic directions. Following any necessary revision, they will look to the entire library for recommendations on action items to fulfill the directions/goals in the next three years.
- c. There have been no further reductions to the library budget since last spring, but we are making plans for another budget rescission, should it happen, including serials cancellations, monograph cutback and not replacing staff positions.
- d. We are currently working on replacing some staff who left including a Music librarian, CoE Librarian, and another subject specialist, as well as various staff positions.
- e. A new curator for the Rare Books and Special Collections Department, Sarah Cain, was hired.
- f. The facilities plans are going strong.
 - i. The café as well as the One Card office are both very busy.
 - ii. The Discover Financial space is completed in the lower-level. It has a separate entrance.
 - iii. Founders Gallery, on the 1st floor, will have a dedication on October 9th. This space will be for open lectures/multi-purpose area.
- g. Upcoming events:
 - i. September 27-there will be a Stem Cafe in the staff lounge about eSports
 - ii. October 9- dedication of the Jacob Haish portrait in the Founders Gallery
 - iii. October 13-Homecoming/we will be opening a time capsule in the Alumni Tent

IV. Associate Dean for Technical Services, Collections, and Digital Scholarship – Report – Jana Brubaker

- a. We have two new collections
 - i. The current reading collection is located straight through the security gates on the first floor. You will find quality fiction and non-fiction located here.
 - ii. There is a Graphic Novels section located on the 3rd floor. There are very popular and often used in classes.

- b. Jana Brubaker asked for a volunteer to be on the Collection Development Advisory Committee. Rebecca Hunt of CoE volunteered.

V. Associate Dean for Public Services – Report – Leanne VandeCreek

- a. Textbook Affordability – after hearing about the high cost of textbooks in general education classes, funding was set aside to purchase books that are used in high enrollment courses. Thirty textbooks were purchased and put on reserve and a call was put out to faculty to ask for desk copies from publishers that could also be put on reserve. We have had a positive response to this request.
- b. We have purchased two new book drops. One will be placed in the front of the library facing the Holmes Student Center and one will be placed on Normal Road. The new book drops are ADA compliant.
- c. Upcoming Library Events
 - i. Al-Kitab: a solo art exhibition of handmade books by Zeinab Saab, October 4 from 4:30-6:00
 - ii. Portrait of Jacob Haish Dedication, October 9 from 5:00-6:00 in the new Founders Gallery.
 - iii. We will have a table at Homecoming on October 13, 2018.

Approval of Meeting Minutes 04/20/18: Minutes from the previous LAC meeting were approved with the correction of a double-entry in the absentee list.

Adjournment: The committee adjourned at 2:45 p.m.

Link to OSC minutes

<https://www.niu.edu/osc/archives/osc-minutes-september-2018.pdf>

Meeting was adjourned at approximately 1:45 pm.

Our next regular meeting is scheduled for November 21st at 1:30 pm in Room 411.

Respectfully Submitted,
Katja Marjetic, Secretary