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Joyner Library



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East Carolina University

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Under the leadership of Interim Director A. Darryl Davis, Academic Library Services enjoyed a year of stability and significant accomplishment in 2005-2006.

We focused on meeting the needs of ECU students by:

- Adding group study space and more comfortable seating
- Providing wireless Internet access in 95% of the public areas in the library
- Extending library hours
- Improving signage
- Offering instant messaging Reference and Circulation services
- Providing library information and announcements on a plasma television screen prominently displayed in the lobby
- Installing an outside book drop
- Increasing library security

A strong budget supported the licensing or purchase of a number of new electronic resources, including ArtSTOR, Avery Index to Architecture, Bibliography of the History of Art, CQ Historic Documents, Early American Newspapers, Euromonitor GMID, GeoScience World, Hispanic American Periodicals Index, Hospitality and Tourism Index, McGraw-Hill Digital Engineering Library, Mental Measurements Yearbook, NetLibrary Collections IV and V, Oxford Archives, Oxford Reference Online, PsycArticles, Smithsonian Global Sound, U.S. Congressional Serial Set, Web of Science backfiles, and Worldwide Political Science Abstracts. A complete list is included in the Electronic Resources Review Committee's annual report.

CommonSpot was used to redesign the library website, better integrating it with the main ECU website. Many new features were added, including a staff directory, Ask a Librarian links, and an Announcements area. New workstations with large thin monitors were installed in several areas, providing faster access and improved displays for library patrons. The computing infrastructure was strengthened by the purchase of several new servers, which are now supported on a 24/7 basis by ITCS staff.

The need for policies and guidelines was also addressed. The library adopted a new collection development policy, a gifts policy, and travel guidelines.

Strong outreach efforts helped achieve the library's mission to support the university's commitment to serve the region. The North Carolina Literary Homecoming celebrated eastern North Carolina and its literature. David Stick received the 2005 Roberts Award for Literary Inspiration. Special Collections & Archives mounted the first in a series of exhibits commemorating the ECU centennial. 2006 also saw the completion in research and writing of Dr. Henry Ferrell's two centennial publications "No Time for Ivy: East Carolina University, 1907-2007," an illustrated history, and "Promises Kept." Both books drew heavily upon the University Archives. The second year of the NC ECHO Heritage Partners grant project was successfully completed, with the digitization of 404





titles and 90 artifacts. College of Education and library faculty and staff conducted numerous workshops for area educators and mounted digital exhibits and lesson plans which take these collections into classrooms across the state and nation. New cooperative agreements with other educational institutions benefited our distance education students as well as students at other institutions who wished to use our library's resources. The library strengthened its involvement with the Wachovia Partnership East to provide seamless library services for distance education programs of study in elementary education, middle grades education-math/science concentration, and special education-general curriculum. Academic Library Services also sponsored the Librarian to Librarian Networking Summit, a professional development event for eastern North Carolina school media personnel, and the third annual library support staff enrichment workshop, "Proud to be a Paraprofessional."

As the year drew to a close, the search for a new library director reached its successful conclusion. Dr. Larry Boyer was appointed director and will join ECU on October 2, 2006.



Joyner Library

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2005-2006 Personnel Changes

Matt Reynolds was hired as the Public Services Librarian in the North Carolina Collection, 7/16/2005

Jeffery Wilbourne resigned from his position of Library Assistant in the Circulation Department, 7/27/2005

Kelly Potter resigned from her position of Library Assistant in the Interlibrary Loan Department, 7/29/2005

Pam Burton resigned from her position of Head of Systems, 7/31/2005

Nikki Bellamy was hired as a Library Assistant in the Circulation Department, 8/16/2005

Jenna Nadler was hired as a Library Assistant in the Acquisitions Department, 8/17/2005

Jason Goltermann resigned from his position of Computer Systems Administrator I in the Systems Department, 8/19/2005

Nick Crimi was promoted to the position of Computer Consultant II in the Systems Department, 9/16/2005

Bill Gee was hired as the Head of the Interlibrary Loan Department, 11/1/2005

Joe Barricella was hired as a Computer Systems Administrator I in the CDP Department, 11/16/2005

Susan Dorsey was hired as a Library Technical Assistant I in the Teaching Resources Center, 12/1/2005

Kendall Wooden was promoted to the position of Computer Consultant II in the Systems Department, 12/1/2005

Inge McMillan retired from her position of Library Technical Assistant in the Acquisitions Department, 12/31/2005

Yolanda Hollingsworth was hired as the Distance Education Coordinator for the Reference Department, 1/1/2006

Sherry Scott resigned from her position of Processing Assistant IV in Administrative Services, 1/10/2006

Latoya Jones was hired as a Library Assistant in the Interlibrary Loan Department, 2/27/2006

Gena June was hired as an Accounting Clerk IV in Administrative Services, 3/16/2006

Frances Adams was hired as a Processing Assistant IV in Administrative Services, 3/27/2006

Christopher Hodges was hired for the position of Technical Support Analyst in the Systems Department, 4/1/2006

Blythe Tennent was hired for the position of Director of Library Project Development, 5/1/2006

Elizabeth Smith retired from her position of North Carolina Librarian in the North Carolina Collections Department,

5/1/2006

Alpha Levesque was promoted to the position of Library Technical Assistant I in the Acquisitions Department, 5/16/2006

Maury York was appointed as the Interim Head of the Special Collections Department, 6/1/2006

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Mission Statement

Adopted: 2007

Joyner Library is the intellectual heart of East Carolina University. We serve ECU's campus and distance education communities, act as a resource for the people of eastern North Carolina, and support ECU's contributions to the research community worldwide. We connect people to information and empower their lifelong learning by developing robust collections, superior services, and people-friendly spaces.

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- Teel, Linda. Supervised 15 exhibits/displays in the TRC to promote various areas and components of the TRC as well as 7 Art Exhibits (May 2006-April 2006), (detailed list available upon request)

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2005-2006 Strategic Plan

Collections:

1. Revise the library liaison program and subject librarian roles to ensure that the needs of the ECU community are met.

Services:

1. Better use technologies such as SFX, the integrated library system, the library website, and local databases to improve the way the library provides the information resources and user-centered services needed for learning, teaching and research.
2. Evaluate the reports on the feasibility of 24-hour access to Joyner Library by members of the ECU community and library support of distance learning at ECU; determine actions to be taken; and begin implementation.
3. Enhance the library environment and physical facility through actions that include: upgrading and expanding computer access, improving lighting, adding electrical outlets, reconfiguring space to accommodate groups, improving signage, completing the compact shelving collection clean-up project, and enabling the use of new technologies.

Staffing:

1. Conduct a comprehensive study of SPA job classifications within Academic Library Services..
2. Assess the need for additional faculty and/or staff positions in ALS.

Academic Library Services

2005-2006 Annual Report Statistics

Collections	
Volumes held June 30, 2006	1,280,217
Number of monographic volumes purchased 2005-2006	17,370
Number of current serials	6,842
Number of microform units	2,434,327
Number of Government Documents	535,202
Manuscripts and archives (linear feet)	5,318
Cartographic materials	111,732
Audio materials	30,842
Film and video	8,441
Expenditures for Library Materials	
Monographs	881,236
Current serials	994,427
Other library materials	1,867,707
Total library materials	3,742,280
Contract binding	70,105
Other operating expenditures	6,482,755
Instruction	
Number of library presentations to groups	547
Number of total participants in library presentations	11,856
Reference	
Number of reference transactions	36,978
Circulation	
Number of initial circulations	155,301
Total circulations	190,184
Interlibrary Loans	
Total number of filled requests provided to other libraries	8,553
Total number of filled requests received from other libraries	5,648

Summary of Academic Library Services' achievement of its 2005-2006 goals

Collections:

Goal 1: Revise the library liaison program and subject librarian roles to ensure that the needs of the ECU community are met

- One of the major accomplishments this year was improving training and mentoring for subject liaisons – both new and experienced. Acquisitions faculty prepared “First Day” packets for all new liaisons which provided information on liaison duties and how to order and evaluate materials. New subject liaisons received training about materials in Special Collections & Archives and the North Carolina Collection and about services such as course-integrated library instruction and research consultations. Liaisons attended training sessions on preservation, faculty outreach, and WorldCat’s Collection Analysis tool.
- The reassignment of Joseph Thomas to Collection Development in January 2006 strengthened the support provided subject liaisons. He coordinated training sessions and mentored new liaisons, wrote several collection development newsletters, and encouraged liaisons to either send the entire newsletter to their departments or include selected articles in their newsletters. A shared drive was set up to facilitate access to materials created by liaisons throughout the library.
- A new Collection Development policy, which provides guidance for making selection and deselection decisions, was adopted. Substantial progress was made on an Electronic Resources Collection Development policy.
- The library adopted a new gifts policy.
- Three new liaison positions were established: TRC Curriculum Specialist, Library Science & Instructional Technology, and Medieval & Renaissance Studies.
- A directory of subject liaisons and departmental representatives, with hyperlinked email addresses and telephone numbers, was added to the library website.
- In preparation for NCATE reaccreditation, TRC and Acquisitions submitted a report summarizing collections, resources and services that support the College of Education.
- The Reference Department collaborated with subject liaisons to help meet department needs. They publicized general reference services including library instruction sessions, research consultations, and online reference services to faculty through the Announce list serve, the Reference Department brochure and other publications, and provided information about these services for inclusion in subject liaisons’ newsletters and other faculty communications. Reference staff conducted instruction sessions and research consultations in these areas as needed and developed Pirate Source subject guides, seeking input when appropriate from the subject liaison. Reference staff notified specific subject liaisons when questions arose concerning class assignments in their areas and worked collaboratively to resolve them. Finally, when suggestions for acquisitions or subscriptions were received at the reference desk or via online reference services, they triaged and forwarded the suggestions to the appropriate liaison.

Services:

Goal 1:

Better use technologies such as SFX, the integrated library system, the library website, and local databases to improve the way the library provides the information resources and user-centered services needed for learning, teaching and research.

SFX

- The SFX “Find It!” button functionality was deployed in the library catalog.
- The SFX environment was migrated to version 3. New statistical reporting features in SFX were activated and a systematic verification of target service configurations was developed. Monthly updates were tested and applied. Notifications of the monthly Knowledge Base updates and their contents were distributed. The Collection Tool feature was implemented in the SFX Knowledge Base and was used to compare database coverage.
- The E-Journal Locator was configured to use the SFX A-to-Z list. Text on the results menu was edited for clarity. Google Scholar was activated in the SFX Knowledge Base.
- The Systems Department created an electronic resource problem report tool, which is being used to update SFX and EZproxy configurations.

Integrated library system

- Horizon was upgraded to release 7.3.4 and Horizon Information Portal (HIP) was upgraded to release 3.08. The database management software, Sybase, was upgraded to version 12.5. The old Horizon and HIP servers were replaced.
- Acquisitions, Cataloging and Systems collaborated to integrate SFX with Horizon, allowing users access to the online versions of journals through the SFX button in the online catalog.
- Through the combined efforts of Cataloging, Systems and Music, Joyner's entire Horizon database of 1.65 million records was exported and sent to Backstage Library Works for authority record clean up and was then reloaded into Horizon.
- Re-indexing of authority data was done to improve the display of browse search results. HIP data was re-indexed to add new limits to the Advanced Search screen.
- Cataloging added access to the following electronic resources in Horizon: 2,275 titles with URLs for the journal packages in the Carolina Consortium deal (Brill, Wiley, Springer, Kluwer and Blackwell), 1,074 titles for the NetLibrary eAudiobook Collection, monthly updates beginning in January 2006 have resulted in the addition of 134 titles, 258 journals from the Science Direct package.
- The migration to CommonSpot brought about the need to correct the URLs present in about 900 Horizon records that had been extracted from EAD finding aids. The Special Collections Cataloger worked with the Center for Digital Projects to reload these records using the DACS archival standard, as well as to make the URL corrections.

Library website / CommonSpot

- A major accomplishment this year was the migration of the library website to the university's web content management environment, CommonSpot. The Systems Department successfully coordinated the migration. Members of the Systems Department assisted other library units by serving as technical contacts, copying and pasting entire subsites to the new environment, and converting static page content to dynamic content when appropriate. Numerous faculty and staff throughout ALS received CommonSpot training and spent many hours transferring their departmental pages to the new environment, redesigning pages and creating new pages as needed, and implementing new dynamic databases. CommonSpot interfaces were created for *Pirate Source* and the *NC Periodicals Index*. Reference now uses databases created by members of the Systems Department to manage the *How Do I* pages and the *Database* pages.
- In January, the Web Editorial Board was reconstituted and began work. The Board oversaw numerous improvements to the website, including adding library building floor plans, a staff directory, subject liaison directory, driving directions/maps, and a tab for "Ask a Librarian" to the template. The Web Editorial Board created a web submission form for scroller announcements and developed and implemented guidelines for such announcements.
- A database and web interface was developed for the Archives photo collection. Enhancements to the Coast Guard database interface improved data entry by Special Collections staff. Special Collections developed an EAD template to be used to create additional EAD-encoded finding aids.
- The Government Documents/Microforms Department completed its seventh War on Terrorism Resource Guide, covering Abu Musab al-Zarqawi and al-Qa'ida in Iraq. This can be found at: <http://www.ecu.edu/cs-lib/govdoc/zarqawi.cfm>.
- Systems selected Cold Fusion as the preferred programming software for use on the library website. Most of the existing PHP/MySQL applications were migrated to Cold Fusion.

Local technology-related services

- Reference and Circulation started Instant Messaging services. Reference conducted 1,163 IM transactions during the year. Its IM service is available all hours the reference desk is open. Circulation's IM service operates all hours the library is open.
- ILLiad e-mail templates and web pages were customized using the advanced features of ILLiad's Customization Manager.
- The Music Library completed the implementation of digital audio reserves.
- A successful collaboration between the Reference and Systems Departments resulted in major improvements in the appearance and functionality of *Pirate Source*. New features include the ability to email all or selected records and stable URLs for results lists. New subject categories include Architecture, History-Vietnam War, History-World War II, and Standards & Specifications.

Many titles contained in the Gale Virtual Reference Library and Oxford Reference Online have been added to the appropriate areas of Pirate Source.

- The Maps and GIS Coordinator, with technical assistance from Systems staff, created a new database to increase access to North Carolina 7.5 topographic maps, both historical and current.
- In collaboration with staff at the New Hanover County Public Library and the Randall Library at the University of North Carolina at Wilmington, new content was identified for inclusion in the North Carolina History and Fiction Digital Library. 10,000 pages of literary and nonfiction text were identified for twelve counties in southeastern North Carolina; biographical sketches of authors and abstracts of all publications were written for inclusion in the North Carolina History and Fiction Digital Library.
- The Center for Digital Projects completed the following: over 60,000 scans, 404 titles digitized, 250+ Eastern North Carolina postcards scanned, over 4,000 pages converted to text by optical character recognition and encoded in TEI, 90 artifacts digitally captured (photo and video), 4 TB+ of archival images scanned and stored in new storage unit with redundant and easily accessible backup and created a 360 VR for the ring in Special Collections thought to be dated back to the Lost Colony.
- Administrative staff attended numerous Banner training sessions to learn the new campus accounting system. Acquisitions and Administration worked together to implement Banner and to further streamline the Acquisitions process with respect to Banner's capabilities.

Systems-related services

- The Systems Department assisted the Center for Digital Projects in identifying and acquiring new hardware and equipment needed for the Center's processes. Additional file server space was specified and purchased to accommodate the backup strategies required by the Center's grant project.
- In an effort to streamline troubleshooting efforts, Systems worked with Laupus Library personnel to centralize the reporting of electronic resources issues, including SFX, proxy server, and other access related problems.
- The Systems Department, Library Administration, and ITCS reached an agreement to move ALS's production servers from the Joyner server room to ITCS's Cotanche facility. In preparation for the server move, Systems reorganized and consolidated its servers, resulting in several aging servers being retired. Systems coordinated a project to review and remove unwanted departmental and individual files, leading to an efficient relocation of the files from the library's file server to ITCS' PirateDrive space. The last of the library workstations were migrated to the INTRA domain, an effort that was begun in the previous fiscal year. Work with CopiServ resulted in the replacement of older copier/scanners so that they could be used as black/white departmental workgroup printers.

Goal 2:

Evaluate the reports on the feasibility of 24-hour access to Joyner Library by members of the East Carolina University community and library support of distance learning at ECU; determine actions to be taken; and begin implementation.

24-Hour

- Library Administration concluded that, at the present time, student use of Joyner Library during periods when 24-hour access is offered is not sufficient to warrant widespread expansion of this service. However, some additional 24-hour access will be provided during and immediately before exams. Moreover, Library Administration concluded that the current operating budget for ALS is insufficient to support year-round 24-hour access.

Distance Education (DE)

- Interlibrary Loan dedicated a staff position to rush processing of requests from distance education students; streamlined the processing of requests by Educator Card patrons; and filled more distance education and document delivery requests this year than last.
- A new Distance Education Coordinator, Yolanda Hollingsworth, joined the ALS faculty in January 2006. Professor Hollingsworth received the report of the Distance Education committee, which summarized the current status of DE at ECU and ALS, and became chair of the committee.
- The Reference Department used Blackboard to provide instruction and support to students in online courses; traveled to DE sites; taught in the campus Global Classroom; conducted on-campus instruction sessions for DE students; updated and expanded DE web pages; and published the first issue of DE Cove, a newsletter specifically for DE students and faculty.
- The Systems Department began working with the campus Global Classroom so that classes and seminars hosted in Joyner Library can be broadcast on the web; assisted with two videoconference seminars held in conjunction with the Department of Continuing Professional Education; and worked with ITCS to improve the performance of ITCS's videoconference facility in the library.
- The Teaching Resources Center continued work with the Partnership East Program to improve access to library resources for DE students; offered a seminar for the Partnership East Program and Department of Child Development/Family Relations; continued to develop the educational component of the NCECHO grant "Digitizing Eastern North Carolina History, Fiction, and Artifacts for Educators;" and promoted the website through three workshops for teachers.

Goal 3:

Enhance the library environment and physical facility through actions that include: upgrading and expanding computer access, improving lighting, adding electrical outlets, reconfiguring space to accommodate groups, improving signage, completing the compact shelving collection clean-up project, and enabling the use of new technologies.

- A plasma screen was installed near the Circulation desk. It is used to promote library resources and services and share news with library patrons.
- A new book drop was installed near the bus circle in front of the library.
- New carpet was installed in the first floor main thoroughfares.
- New group study rooms were created on the second and third floors in space that had previously served as copier rooms.
- New lighting was added in Circulation, the Music Library, and the North Carolina collection.
- New signage was installed throughout the library to better direct patrons.
- Wall mounted display cases were installed in Government Documents and Microforms and the North Carolina Collection.
- New cameras were installed in Special Collections to enhance security.
- The Reference Department began a new service that allowed ECU students, faculty and staff to reserve two of the group study rooms in the Reference area for two hour blocks of time. The service proved extremely successful and saw 258 reservations made during the year.
- A SmartBoard was purchased and placed in the Teaching Resources Center as a pilot project for the use of this technology within ALS. It was used successfully for presentations and instruction sessions.
- Power strips were placed in study cubicles to allow for extra power sources for patrons with laptops and other personal electronic items.
- Five wireless access points were added in public areas. With the repositioning of several existing access points, approximately 95% of the public areas in the building now have wireless access.
- Improvements were made to the instruction classrooms, including removing the television monitors and replacing computers in room 1020 with newer workstations no longer needed in the DLC.
- In teleconference room 1418, an instructor station was created and configured with additional multimedia capability. A mobile instructor station was created and configured in teleconference room 1426.
- The Systems Department prepared for an upgrade of the Pharos UnipriNT software which will allow wireless printing from patrons' laptops.
- The Teaching Resources Center implemented several of the consultant's recommendations, including providing chairs that can be easily repositioned, thus enabling collaborative work, and making the area more inviting by adding rocking chairs and an area rug. Additional rocking chairs were placed throughout the library and have proven popular with students.
- Electrical outlets and ethernet ports were installed in five study carrels in the Music Library.

Staffing:

Goal 1:

Conduct a comprehensive study of SPA job classifications within Academic Library Service:

- A library forum was offered regarding Career Banding Classification and its relationship to upgrading positions.
- All of the ALS technical support positions were Career Banded as part of the state's IT banding initiative. Positions that have been banded are in the Center for Digital Projects, Reference, and Systems.
- Position descriptions that were submitted to Administrative Services for review during 2005-06 were processed and forwarded to the ECU Human Resources Department for analysis.
- Cynthia Jones was hired as Assistant Director for Library Employee Development.

Goal 2:

Assess the need for additional faculty and /or staff positions in ALS.

- A library forum was held to discuss the EPA/SPA library vacant positions and identify the position needs of the library. The discussion determined five EPA positions and three SPA positions as being needed.
- ALS decided to hold most vacant faculty and staff positions pending the hire of the new library director.
- A position of Evening Security Officer was allocated and hired in Building Operations.
- An outsource music cataloger was contracted for a fifth fiscal year to assist with the cataloging of music scores and assorted music materials as needed.
- A temporary Reference/Instruction Librarian was hired in order to meet the immediate needs of the department.
- The Systems and Circulation Departments each determined the need for a position to work until 2:00 am, Sunday through Thursday. Administration approved the positions.
- New fulltime permanent staff positions in Preservation & Conservation and the Teaching Resources Center were filled.

**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC, APPELLATE, AND SENATE COMMITTEE
ANNUAL REPORT**

2005-2006 Academic Year

DUE: May 1, 2006

COMMITTEE: LIBRARIES

- 1. Membership (include ex-officio members).** Salman Abdulali, Lillian Burke, Darryl Davis, Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker, James Wirth.

- 2. Meeting Dates (include members present*).**
 - September 21, 2005** – Salman Abdulali, Lillian Burke, Darryl Davis, Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker, James Wirth, Catherine Rigsbee.
 - October 19, 2005** – Salman Abdulali, Darryl Davis, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker.
 - November 16, 2005** - Salman Abdulali, Lillian Burke, Darryl Davis, Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker, James Wirth.
 - January 18, 2006** – Salman Abdulali, (Jan Lewis for Darryl Davis), Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker, James Wirth.
 - February 15, 2006** – Salman Abdulali, Darryl Davis, Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker, James Wirth.
 - March 15, 2006** – no meeting - **University Spring Break**
 - April 19, 2006** - Salman Abdulali, Lillian Burke, Darryl Davis, Susan DelVecchio, Thomas Douglass, Michael Duffy, Elmer Poe, Dorothy Spencer, Marianna Walker.

- 4. Subcommittees established during the year (include progress and/or completion of work). N/A Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.**
 - Library Committee became directly involved with the search for the New Director of Joyner Library. Marianna Walker, representing the committee on the ALS Search Committee, Spencer and Davis acting in an advisory capacity.
 - Better understanding of library budgets and budget presentation to the Faculty Senate.
 - Taken initial steps to be involved with the University Research Council.
 - Better oversight of library operations.

5. Reports to the Faculty Senate (include dates and resolution numbers).

April 18, 2005 – Marianna Walker presented the University libraries budgets (ALS, Virtual Library, and Laupus Libraries) to the faculty senate for the 2005/2006 academic year.

6. Business carried over to next year (list in priority order).

- Solicit a member of the University Research Committee to be a standing member on the Libraries Committee.
- Need a representative from Faculty Senate to attend committee meetings.
- Also need a student representative to attend committee meetings.

7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

- A. Charge: The committee is more involved this year in understanding the libraries' status and has functioned as a faculty senate committee in approval of new library policies, in catalog revisions, and in the search for a new director of ALS/Joyner library.
- B. Personnel: The committee recommends that having a representative from the University Research Committee to serve as a member on the libraries committee would be helpful in establishing the libraries commitment and involvement with the research mission on campus. Also, there was no representative of the faculty senate on the committee last year. The member who was originally appointed (Cyrus Whaley) left the university at the beginning of the academic year (2005-06).
- C. Attendance: Attendance has been excellent this year from the faculty and ex-officio members, which includes both library directors.
- D. Responsibilities: Committee members have had a better sense of member role and responsibilities as compared to last year.
- E. Activities: The library directors (Spencer and Davis) were charged each month to provide a short summary of activities, problems, needs, etc. to the committee. This has assisted the committee to decide appropriate goals and issues for committee work. The presentation of the combined libraries budgets to the committee prior to the faculty senate presentation assisted the members in understanding the budget, which is improved in comparison to last year. Having faculty senate representation on the Search Committee for the Director of ALS has also been helpful and has enhanced the Libraries Committee involvement with the entire library and university community.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

- a. Add a member to the committee to represent the University Research Committee.
- b. Add a member to the committee to represent the faculty senate.

9. Does the Committee's organizational meeting next year need to be earlier than

the date set this year? No

Signed: Chairperson, Marianna Walker

Secretary, Thomas Douglass