Library Advisory Committee Notes
Meeting of March 14, 2013
F. H. Green Library Room 409
2:00 PM


The meeting was called to order by Chairperson, Paul Wolfson. Self-introductions were made. The meeting was turned over to Library Director, Dick Swain.

1. Library Program review:
   Those present were asked to review the draft copy of the Program Review which Dick had distributed in advance of the meeting. Attention was directed particularly to the sections on pp. 20-28 (Strengths, Areas in Need of Improvement, and Action Plan) of the document.

   Comments from the group included:
   - Lori Fuller, Accounting, is happy with the current database / journal access and One Search but would like to see more citation guidelines.
   - Vicky McCoy, Counselor Ed, noted Graduate Center students do not come to the Library but do use eBooks. Vicki complimented Trish Lenkowski for providing custom research guides for her students. She suggested incorporating these guides into D2L. [ACTION: Dick will email appropriate LibGuide information to each department.]
   - Lori Fuller and Andy Yozviak both mentioned their desire to have a direct Library link from the WCU home page. Kim Slattery noted that although there is no link to the Library on the University home page, there are links to the Library from the level just below the WCU home page. These links may be found by under the Home Page links Departments, Current Students, and Faculty & Staff. The library home page may also be found by typing the word “library” into the home page WCU Web search box.
   - Andy asked to be alerted when purchase recommendations should be submitted. Dick clarified that these recommendations can be ongoing. Andy has a special need for resources to support a new graduate program for conducting.
   - Paul suggested that CAPC should do more to support information literacy such as a required short course. He sees this as a real student need. Dick discussed Library Services efforts to support information literacy through instruction, research guides, faculty/departmental consultations, etc.

2. LibQual+ Survey
   - The draft Program Review (pp. 16-19) covers the results of the 2012 LibQual+ Survey, its relation to the 2009 LibQual+ Survey and the actions to be taken as a result. While the survey format is cumbersome, it is the best standard survey for our purposes. Over 1000 libraries use it and it provides the opportunity for comparative data. Dick is hopeful that an arrangement can be made with WCU graduate students to commission a statistical analysis of the 2012 data similar to past statistical comparisons of benchmark libraries and previous survey results.
   - Dick noted that PASSHE has not responded to the original report or to the response submitted by PASSHE Library Deans and Directors.

4. The Library Services Food and Beverage Policy draft was unanimously approved as presented:

   **WCU Library Services: Food and Beverage Policy**

   Library Services is committed to accommodating the needs of library users while maintaining a clean, pest-free environment, protecting collections and equipment, and sustaining an atmosphere conducive to study and research.

   Please adhere to the following guidelines for Library users to help preserve the materials, equipment and furnishings of the library:

   - All beverages must be in covered, preferably spill-proof containers. Special care should be taken with drinks near computers.
   - No food should be consumed in the immediate vicinity of library computers or equipment.
   - Avoid foods which are messy or create odors in the library.
   - Food deliveries to library public areas are not permitted.
   - No food or beverages are permitted in Special Collections.
   - Clean up accidental spills or notify library staff if a custodian is required.
   - Properly dispose of leftovers, empty containers and wrappers.

   **Library Faculty, Staff and Security Guards are authorized to enforce this policy.**

   Thank you for helping us to keep your library clean and inviting.

5. Library Electronic Resources Fair:
   - As a follow-up to a discussion at the February 2011 LAC meeting, Jane Hutton asked if there was still interest in a faculty-focused fall event to highlight the newest online library resources. She stressed that faculty collaboration would be necessary for a successful fair and the LAC would be an important partner. Paul suggested that the library liaisons should also be contacted to support this event. Tim Ray, Paul and Vicki volunteered to assist with Fair promotion and planning.

There being no additional business, the meeting was adjourned.

Respectfully submitted,

Adele Bane

Adele F. Bane
18 March 2013