

Library Advisory Committee Meeting Minutes



Date:	August 15, 2019
Time:	1:00pm – 2:00pm
Location:	J-326

Members	Present	Absent	Excused
Anthony Valenti			X
Arenthia Herren			X
Brian Page		X	
Caroline Seefchak	X		
Catherine Carney	X		
Cindy Campbell	X		
Eillen DeLuca	X		
Frank Dowd	X		
Hope Goodwin		X	X
Jane Charles	X		
Jennifer Summary	X		
Mark Herman			X
Matthew Hoffman		X	
Michael Chiacchiero			
Roz Jester		X	
Steven Bianco		X	
Tatiana Arzivian		X	
Thomas Rath		X	
Tim Bishop	X		
Tyler Watson		X	
Whitney Rhyne		X	
William Shuluk	X		

I) Restructure

- a. Bill Shuluk, Eileen DeLuca & Tim Bishop updated the committee on the coming re-structure to the FSW Libraries in AY 19/20, and talked about the impact the changes will have across all four College locations in both reference and circulation services.
- b. All stressed that this re-organization, ultimately to be organized beneath a new Academic Dean, has been a long time coming, puts the library in a position where it more closely resembles the other academic units on campus, and is a positive evolution for all involved.

II) General Library Updates

- a. Budget
 - i. Bill Shuluk talked about budget challenges the libraries have faced over the last year:

1. Cuts to the FSW Libraries' budget from the College in the amount of 5-7%.
2. Funding cuts from the state consortiums the Libraries belong to (and who provide access to many of the Libraries' electronic resources).
3. Courier changes at FSW that limit inter-campus delivery to one day per week. This **greatly impacts** the FSW Libraries' ability to share materials between campuses and limits timeliness of our Interlibrary Loan service. This change will cost us an estimated \$3,000 to \$5,000 dollars in increased USPS postage.
4. Vendor challenges have impacted our budgets. As more and more academic publishers merge, the cost of electronic access to resources creeps up. The FSW Libraries routinely plan on an annual 1-3% increase in database and electronic resource expenditure. This is a recurring cost on top of any institutional or statewide cuts.

b. Staffing

- i. Bill Shuluk talked specifically about staffing issues at the Hendry-Glades Center and at the Charlotte Campus Library.
 1. Bill will be taking over coverage of the Hendry-Glades campus, assuming the duties from Professor Arenthia Herren, who is now a full time member of the faculty on the Lee Campus. Bill will provide coverage on a middle similar to what Professor Herren previously employed and will be the librarian responsible for teaching Research Instruction Sessions on the campus.
 2. Catherine Carney has moved from the Charlotte Campus Library to a position on the Lee Campus. During Fall 2019, Bill Shuluk and Tim Bishop will coordinate the administrative operations at the Charlotte Campus Library, travelling there regularly for oversight, teaching Research Instruction, and Reference Duty.

III) Feedback from Members

- a. Tim Bishop asked for feedback from the non-library faculty/staff in attendance regarding how the library was serving their students / divisions / departments.
 - i. Faculty present expressed satisfaction with how the FSW Libraries are operating, and had no specific comments / feedback to offer.
- b. Tim Bishop asked that faculty / staff take the information from the Library Advisory Committee meeting back to their schools/departments/divisions (both in person attendees and members reviewing this information electronically) and let peers know that the Libraries are always looking for ideas/feedback/etc. Feedback can be provided to Head Librarian, William Shuluk at wshuluk@fsw.edu x11356 or Associate Coordinator of Library Services, Tim Bishop at tbishop1@fsw.edu x11032.

Recorded and compiled August 15th, 2019 by Tim Bishop