

Library Faculty Department Meeting Minutes

Date:	August 21st, 2020
Time:	9:00am – 10:00am
Location:	Zoom

Members	Present	Absent	Excused
Prof. Timothy Bishop	X		
Prof. Catherine Carney	X		
Prof. Jane Charles	X		
Prof. Frank Dowd	X		
Prof. Arenthia Herren	X		
Prof. William Shuluk	X		
Prof. Anthony Valenti	X		
Prof. Jill De Valk	X		
Prof. Karen Kalisz	X		

I) Fall 2020 Hours & Work Reminders

- a. Librarians schedules are sorted out. Tony is short staffed and working on his final daily schedule.
- b. Full Time Faculty will cover the reference desk chat from 8:00a.m. to 4:00p.m Monday through Friday. Adjunct Faculty will cover the reference desk chat from 4:00p.m. to 9:00p.m. Monday through Thursday, and Saturdays from 12:00p.m. to 6:00p.m.
 - i. Adjuncts start date is Monday 8/31/2020
- c. Prof. Herren reminded the librarians to dress and comport themselves professionally during chat sessions as they would in the physical library.
- d. Prof. Bishop is working on a booking form for Research Instruction sessions in Qualtrics. Once Dr. Hodges approves the form, Prof. Bishop will bring it to a future meeting for a preview and feedback.

II) Effectiveness Updates

- a. Prof. Charles began by recapping last years' effectiveness plans and reminding faculty that this process is meant to inform creation of AY 2020/21 effectiveness plans.
- b. As data is available, Prof. Charles will forward it to all faculty librarians for review.
- c. Prof. Charles reviewed the faculty satisfaction response to last year's survey
 - i. Though the library performed well overall, faculty's general satisfaction is low.
 - ii. Dr. Hodges plans on focusing on getting this number to rise going forward.

- iii. Ideas were discussed to bring up satisfaction
 - 1. A careful study of Library Databases
 - a. Curating databases more effectively
 - 2. Creating a more targeted survey regarding satisfaction regarding library databases
 - a. Prof Carney reminded faculty that she is constantly looking for feedback to review electronic databases
 - 3. Prof Herren mentioned that there will be a different approach to Collection Management & Development under Dr. Hodges' leadership
 - 4. Dr. Hodges' School/Department Liaison program will allow for greater public relations with regular faculty, and an increased ability to communicate school/department needs to faculty librarians.

III) LibCal Update

- a. Tabled until next meeting due to Zoom malfunction

Minutes recorded by Tim Bishop