

Library Leadership Team Meeting

8 December 2009, 2:30 p.m., Administration Conference Room, Poynter Library

Present: Carol Hixson, David Brodosi, Allison Etzel, Deborah Henry, Tina Neville, Jerry Notaro, Patricia Pettijohn, Kaya Van Beynen, Berrie Watson, Jim Schnur

Regrets: Virginia Champion

Guests: None

Meeting: Called to order at 2:36 p.m. by Carol

Enrollment Management Issues: Jerry offered a report from the latest meeting of the Faculty Enrollment Management Committee. As of now, new transfer student numbers are down. USFSP must assure that student-faculty contact hours are observed. By the summer semester, some courses that presently meet once weekly may have two class meetings. Fridays will be set aside for some courses that require lab sessions, although regularly scheduled courses may also take place on Fridays. These changes may have an effect on library service hours as we meet the needs of those taking evening courses or additional class meetings during the traditionally slow Summer B session or at other times.

Blackboard Updates: Tina and Dave noted that Blackboard will undergo a substantial upgrade after the fall semester classes end. With this on the horizon, it makes great sense to postpone a scheduled faculty training session on Blackboard later this month until after the new version is available. We should plan on workshops in early January after the transition has occurred and publicize them on the Harborside News email distribution list.

¶ **ACTION ITEM:** *Tina will secure classroom space in POY218 and send out a message to Harborside.*

Discussion of Exhibits and Library Promotion Activities: The focus turned to possible programs and exhibits for the spring semester. Events include the following:

The Poynter Library will sponsor a program entitled "An Evening with Omali Yeshitela" on Thursday, January 21, in the Campus Activities Center. Jim has secured space in the building from noon until 9:00 p.m. The event will begin with doors opening at about 6:00 p.m. and the program beginning around 6:30 p.m. Jim has had frequent meetings and conversations with members of the Uhuru Movement and is currently working with them on layout of the lecture facility in the CAC. The format will be similar to a "Meet the Author" program, with Jim and Mr. Yeshitela sitting on the stage and Jim asking approximately ten questions that illustrate important events in Yeshitela's life. There will also be video and photographic displays in the background between questions. The focus will be on an autobiographical discussion of his life and how events in his life have shaped the writings that the library acquired for Special Collections and Archives.

¶ **ACTION ITEM:** *Jim will share publicity with all members of the Library Leadership Team*

Kaya mentioned a forthcoming program in the planning stages featuring Malcolm Butler, an associate professor in the USFSP College of Education, with a science and geography focus. The date has not been set; details will follow.

Dr. David Hubbell, immediate past president of SAPL, had asked Carol about the possibility of the Poynter Library having some exhibit or event to commemorate the century milestone of Mark Twain's passing. The exact date is April 10. Jim noted that he is already working with faculty, such as Tom Hallock, on programs in the spring to encourage students to use the Twain materials in Special Collections and Archives. An exhibit could be created in the early part of the semester, or in the middle of the semester. Hubbell had also mentioned the Hal Holbrook rendition of Mark Twain scheduled for January at the Mahaffey to see if there is some way that we could capitalize on this event. While there is not enough time to put together a substantial

exhibit with such short notice, we may want to extend an invitation to Mr. Holbrook through his agent to see if he might be interested in visiting the campus while in town.

¶ ACTION ITEM: Carol will draft an invitation.

¶ ACTION ITEM: Jim will prepare items from the Hubbell Mark Twain Collection and assist other members of the exhibit committee in creating exhibits on the first floor to commemorate this event.

Patricia discussed the availability of an exhibit on Elizabeth Freeman, a nineteenth-century advocate for women's rights and civil rights. The person who owns materials for the exhibit will be in St. Petersburg for a conference during the first week of March. Perhaps we could have the items set up sometime in February in the Poynter Presentation Corner.

¶ ACTION ITEM: Patricia will resend the email with details about the exhibit so that a time period for the exhibit and a possible date for a lecture or program can be considered.

Patricia also followed up on the possibility of having a performance by the Blues Society. Due to concerns about noise in the building that might affect those studying, most agreed that it made better sense to have such a performance near the beginning of the semester. After some discussion, there was consensus that it may be worth investigating the possibility of having the performance on the terrace, weather permitting, sometime early in the semester (perhaps a Thursday afternoon), as part of an informal "welcome back" gathering for students and faculty sponsored by the library.

¶ ACTION ITEM: Patricia will check on possible dates that would be convenient for the Blues Society.

Kaya mentioned the possibility of having another student-centered event, perhaps near Valentine's Day in mid-February. Various options were discussed. Another good time to consider opening the patio for a public event would be National Library Week (which takes place around the time of the Florida Library Association annual conference in Orlando, April 7-9).

¶ ACTION ITEM: Kaya will consult with SG officers to see if there is student interest in particular events surrounding Valentine's Day and to get an idea of other library-themed events that SG may be willing to cosponsor, assist, or participate in during the spring semester.

Other exhibits to consider include our annual exhibit on Black History Month and an exhibit on materials related to the White House, U.S. Presidents, and interesting ephemera from a former St. Petersburg woman who oversaw operations at Blair House in Washington, DC. The latter exhibit would consist of materials placed on loan to Special Collections and Archives by Stanley Klos of Palm Harbor through next spring.

Webpages of Libraries in the USF System: We should have our staff directory and other webpages about services/professional staff at the library on our Nelson page, rather than as part of the Tampa-based directory. Carol emphasized that we must think (and brand ourselves) in terms of being a **"library in the USF system"** rather than refer to the **"USF Libraries System."** In some cases, when our webpage redirects to a Tampa-based page, it may make sense to have a brief redirect page emphasizing that the person is leaving the Poynter Library page. Changes may take place incrementally.

Videotaping for Fall Commencement Ceremonies: Jim affirmed that he does not need to have an archival copy of the ceremonies, so there is no need for us to have staff present on Sunday to videotape the event.

Announcement of End-of-Fall Party: Family and staff are welcome to this event in the Poynter Corner on December 16.

Meeting adjourned at 3:45p.m.

Respectfully Submitted,
Jim Schnur
Library Leadership Scribe