

Library Leadership Team
Tuesday, March 10, 2015
Minutes

Present: Carol Hixson, Kaya van Beyen, Tina Neville, Deb Henry, Jim Schnur, Berrie Watson, Camielle Swenson, Marcela Estevez, Gary Austin, Tony Stamatoplos, Virginia Champion

Regrets: David Brodosi, Patricia Pettijohn

Call to order: 2:00 pm

1. Announcements

a) Deb & Tina attended a TBLC Makerspace meeting held at THE HIVE at John F. Germany Public Library (downtown Tampa), a Community Innovative Center. Three speakers presented different types of makerspaces at their home institutions and then attendees toured the facilities. Deb shared some handouts from the event. Tina announced that FLA plans to host more makerspace meetings this year. Camielle will share information about a 3-D printing session offered by COB.

Actions: Carol directed this issue be placed on the agenda for next LLT meeting (Virginia is scheduled to lead the April meeting) and Berrie can also report on a related project.

b) Carol met with TBLC Executive Director, Charlie Parker, and TBLC President Gene Cuppola. Gene is visiting the libraries of all new TBLC Board members. He discussed potential partnerships between academic and public libraries. Carol also participated in a retreat with all the TBLC Board members to talk about future directions and sees more opportunities to partner with TBLC.

c) Carol announced that campus police have apprehended the male who broke the law while in the library this past week.

2. Ithaka Survey (Kaya, Carol)

Kaya explained that the Ithaka survey is now open to local libraries. Poynter Library falls into the “small” institution category. There is a separate fee for the faculty and student surveys. Advantages are:

1. The instruments would provide useful metrics and allow us to compare our services to universities of the same size
2. SACS applicability
3. Implementation time frame matches our current schedule for faculty & student assessments

Poynter Library has never participated in a national survey such as this as our surveys have been produced in-house. Ithaka collects the data and email responses go directly to them. Results are delivered in an Excel spreadsheet. Customization of the survey questions is possible but for an additional cost. Thirty percent participation of the population is desired and training to market may be provided. USFSP Administrative review would be necessary and Institutional Research would probably be consulted as well. LLT members agreed that it would be a good assessment and that we should consider using both faculty and student survey instruments.

Actions: Kaya will confirm that confidentiality of responses is protected. Carol will take this forward with the Deans and Senior Administration.

3. Annual Report (Kaya, Carol)

Kaya passed around a preview copy of the annual report for comment but emphasized that the report is still in progress. The report will eventually be stored in the Digital Archive but there will also be some print copies available for other purposes. Marketing the report was discussed. Kaya will route the report to department heads first and then to the rest of the LLT. Reviewers are required to take no more than one day to examine the document and then hand it to the next individual on the routing slip in-person so it does not get lost in the shuffle. The report should not be left in an empty office or mailbox. Deadline for review: April 1, 2015.

4. Library Strategic Planning (Carol, Kaya, Deb)

Carol, Kaya and Deb sought recommendations for strategic planning facilitators. While a few possibilities were identified, the recent change of leadership at the RVCAA level may delay a formal retreat. It is also getting late in the semester to conduct a planning event as well. Last fall, a small group met informally to discuss how the library services and events fit in with the Vision 20/20 plan. The LLT agreed that, for the present, we could revisit those ideas (or recreate those results) as this may help us to continue to move forward. Carol suggested scheduling a separate LLT meeting for this express purpose. Carol has some notes from the former RVCAA that might give us some direction as well. A planning retreat held in the fall is still a possibility.

Actions: Everyone who participated in the fall meeting should try to find their notes & ideas. Carol will send out a Doodle poll to set a meeting date & time.

Good of the order – With nothing more to consider or discuss:

Meeting Adjourned: 2:46 pm

Scribe: Deb Henry