LAC Minutes
September 30, 2014


Absent: Chris Ratliff, Jennifer Schnabel

Guests: Bambi Lange, Ellen Watson

1. **Responsible Use of Electronic Resources Policy – Steve Knowlton**
   Database providers do not like it when people systematically remove large quantities of data from their database. We have had a number of incidents of excessive downloads which jeopardizes our relationships with vendors. To prevent providers from shutting down our database access, we need to make it clear to our patrons the types of activities that will trigger disabling of our access. The Responsible Use of Electronic Resources Policy will let our patrons know what type of activities are permissible, will let our database providers know that we are taking our responsibility seriously, and will make our policy clear to our patrons. The policy will be sent to the Legal Office for review and then to the Policy Review Board before being implemented. The proposed Responsible Use of Electronic Resources Policy is attached to the minutes.

2. **Committee Redesign – Update – Betsy Park**
   A roster of library standing committees with membership reflecting expressed interest was distributed to council members. Two additional committees are being recommended, Emerging Technology and a Committee on Committees. Everyone will be given the opportunity to express their preference for committee assignment to the redesign committee. Work on this will continue.

3. **TBR Task Force on Library Purchasing and Contracts – Annelle Huggins**
   The TBR Vice Chancellor of Academic Affairs, Tristan Denley, met with the TBR Library deans and directors. A result of that meeting was the formation of several task forces to address library issues. Annelle Huggins and Dean Ford were appointed to the Library Purchasing and Contracts task force. The chairman of this task force is Heidi Lemming, the TBR Associate Vice Chancellor for Student Affairs. The task force will recommend policy and procedure changes for libraries’ purchasing processes and vendor contracts at the TBR level in an effort to make the system more efficient especially for those items that require licensing agreements. TBR wants to develop a list of master agreements with vendors similar to that maintained by the UT system. This committee will be meeting again within the next six weeks.
4. Fund Raising Ideas – Brain Storming – S. Ford
   A number of fund raising ideas for the library were suggested by the council. These included:
   - a wine and cheese/auction event
   - charging for use of library space and the ellipse
   - selling library related items
   - a library murder mystery night – a ticketed event
   - pursuing a donor network
   - promoting the adopt a book/section program already in place at the library
   - charging a membership fee to companies wanting to use our resources

   Viability of these ideas will be investigated and discussed at a future LAC meeting. Other ideas are welcome and encouraged.

Additional Agenda Items:

   NUC – Elizabeth McDonald
   The NUC (National Union Catalog), is being moved from the RIS area to the stacks. It will be available for check-out. There was a discussion of the advisability of this change. There was no major opposition to the change.

Announcements:

   S. Ford
   The survey on the “Redesigning the Library Report” has been analyzed and the results will soon be distributed.

   Bess Robinson
   We are modifying the staffing of the RIS desk. Staffing will end earlier in the evenings, begin later in the mornings, and fewer hours will be covered on the weekends. Utilization patterns have been reviewed in developing the new schedule which will be out soon.

   Anna Neal
   The school of music will be moving everything out of the building at the end of the spring semester so that the HVAC systems can be replaced. We have been told the music library will need to be moved but we are awaiting confirmation of that fact.

   Steve Knowlton
   Dean Ford has released funds from the libraries’ foundation accounts to begin purchasing library materials. When we get a confirmation from the Accounting Department that the necessary accounts have been established, we will begin a limited amount of firm ordering.
Meeting Adjourned:  9:55 am
Minutes Finalized:  October 7, 2014
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