LAC Minutes
October 6, 2015

Present: Gerald Chaudron, John Evans, Sylverna Ford, Shelia Gaines, Jill Green, Shanika Jones, Steve Knowlton, Elizabeth McDonald, Anna Neal, Bess Robinson, Archie Shelton, James Singleton, Chris Ratliff, Lee Slack

Absent: Perveen Rustomfram

1. Making Our Vision Reality, Review of the list generated during Fall Retreat – S. Ford
   At Fall Retreat we talked about the libraries’ vision and what it would take to make our vision a reality. A list of suggestions, some made during Fall Retreat and some submitted later, was distributed to the council. The feasibility of this list was discussed by the council. The general consensus was that much of the list could not be implemented without adequate library funding. Most items on the list would require funds that the library does not have currently.

2. Customer Service Emphasis Renewal - S. Ford
   The University Libraries has traditionally maintained a strong reputation for customer service. This year there have been more customer service complaints than in previous years. This applies to both internal and external customers. Everyone should be reminded that we are a service organization and that we are here to assist our customers (both internal and external) with a pleasant manner and a good attitude.

3. Veteran’s Week - S. Ford
   Veteran’s Week is in November. We are partnering with Southwest again this year for some activities. They want to do more things on their campus since they have a new president. Therefore we may be doing fewer joint events. On November 11th, there will be several activities on this campus including a luncheon, speaker, and a pantomime performing at the UC. We have been asked to mount an exhibit and provide a reading list.

4. Big Idea – Fundraising Workshop - S. Ford
   Dr. Ford and Archie Shelton attended a workshop led by Eduventures, the company that the university has contracted with to help develop our fundraising efforts. One of the things that came out of the workshop is that the university needs to create a series of “big ideas.” Participants broke into groups that were charged with creating a “big idea.” One idea is to build a program that focuses on student retention and our graduation rate. This program would provide financial assistance and academic counseling to students having difficulty completing their degree programs. Another idea is to develop a concussion center, since this has become a health issue and there is not one in this region. The LAC considered the possibilities for “big ideas” for the library: providing a literacy center and
developing named comprehensive collections were the possibilities discussed by the council.

5. **Church Health Center/UM Partnership - S. Ford**
A memorandum of understanding between the University of Memphis and the Church Health Center has been signed. The text of the memorandum was distributed to the council for review. The university is looking for new and different ways to work with the Church Health Center. One of the ways the church Health Center staff would like for the University Libraries to be involved would be establishing a mechanism to allow the people engaged in research at the Church Health Center access to our resources.

6. **Additional Agenda Items**

**Building Security – S. Ford**
The University of Memphis campus is a unusually open campus. Many of the buildings remain unlocked in the evening and on weekends. Everyone needs to pay attention to what is going on in our areas. If something looks suspicious, call Campus Police, X4357. University Libraries will be looking at and updating our emergency response procedures. We have contacted Campus Security about having a presence in the library after 6 pm. McWheter should soon be included on the schedule when campus police make their rounds in the evenings.

**Letters to Departments for Collections – S. Ford**
Letters are going out to departments about collection allocations. We should begin receiving requests for new materials soon. We may also have some money for other one time purchases.

7. **Announcements**

**James Singleton**
- ISA has begun changing out the VAV boxes. They have started on the 4th floor and they will work down. The project should be finished by February 2016.

- On October 12th and 13th our front doors will be changed. The entrance and exit to the library will be temporarily established through the door on the South side of the Commons Room.

**Jill Green**
Tiger Blue Goes Green is today, October 6th. Anna Swarengen and Meg Buchanan have worked very hard to involve the library in this event. Please go by today if you can.
Archie Shelton
University of Memphis Athletic Department is striving to be invited into one of the soon to be created power five conferences which would provide exposure and TV contracts. Last year, Mississippi State and Ole Miss each received 97 million dollars due to TV contracts. They put 7 to 15 million back into academics. There is no university nationwide that has a 7 to 15 million dollar donor. So think twice before you speak poorly of university athletics. This would really benefit the university as a whole if we were selected to be in one of these conferences.

Steve Knowlton
• It has been 15 months since Jamie left, almost a year since Iulia left, and about half of a year since Rose left. The stress of these vacant positions is starting to affect some of the people in our department.
• We are about half way done with moving the microfilm.
• We are now moving the periodicals from the math library.

Sylverna Ford
The critical conversations film screening of The Hunting Ground is today at 1 pm and 7 pm, at the Rose Theater. There will be a panel discussion after each screening.

Meeting Adjourned: 9:40 am
Minutes Finalized: October 30, 2015