I. Call to order, Richard Garlitz (chair) 4:07pm

II. Attendance: Barbara Virgin (Weakley County Camber of Commerce), Art Hunt (Communications), Peggy Davis (Nursing), Bob Bradley (Computer Science), Tara Tansil-Gentry (Health and Human Performance), Ann Funkhouser (PML), Malcolm Koch (Accounting, Finance, Economics, and Political Science), John Schommer (Math and Statistics), Angela Fortner (ITS), Mark Keränen (Chemistry and Physics), Earlene Moore (PML), Heidi Busch (PML), Richard Garlitz (Hist and Phil), Richard Saunders (PML)

III. Approval of minutes, Elizabeth Williams (secretary): Garlitz summarized the fall minutes; Elizabeth had a scheduling conflict.

IV. Old Business
   A. SACS accreditation, QEP, Richard Saunders
      Richard Saunders reported that the SACS review went well. SACS reviewers showed a particular interest in community outreach and the satellite campuses. He mentioned 2 stated findings in the SACS report. One is a concern that the off-site centers have no librarians on staff. Saunders reported that PML is trying to work with OECS to credential staff members who do not have an MLS. Richard also discussed new attempts to link off-campus library staff to the PML. These include adding the names of off-campus library staff to the PML website and instituting an ongoing training program at PML for library staff who work at the centers away from Martin. Saunders noted that some issues with this training are still being resolved. Finally, Richard Saunders discussed his work with the various departments on campus that require a discipline-based accreditation. The PML will keep the standards concerning information literacy for each of these accrediting bodies. QEP (the MILE program) will help redirect attention on getting faculty librarians into classroom and connected to larger information literacy effort. Saunders continues to look for ways to free up staff time to spend more on information literacy.

      Richard Saunders will distribute the 89-page QEP report on information literacy. [Garlitz distributed in an email dated 3/13/13.] PML librarians will begin teaching units on information literacy to sections of GENS 101 – probably in the fall 2013. Information literacy will also be a major part of ENG 112. By 2015, each department will identify one research-based course to
emphasize information literacy. Library departmental liaisons will assist each department with library materials for that course.

B. Proposal to add a member from Global Affairs and one new member from each of Extended Campus and Online Studies

Garlitz reported that the committee had voted to consider the possibility of requesting the Faculty Senate that the Library Committee be enlarged to include a member from Global Affairs plus one each from Extended Campus and Online Studies. Malcolm Koch pointed that because the purpose of the request is to better serve ESL students and because Global Affairs is already represented on the Library Committee, the request should ask for a representative from the Office of International Programs rather than Global Affairs. Earlene asked if the ESL teaching staff members are full-time employees and eligible to serve on the Library Committee. Malcolm Koch confirmed that the ESL teaching staff members are faculty members in the College of Business and Global Affairs. Malcolm Koch also supported adding a representative from the Office of International Programs adding that there are now fifteen ESL teachers who teach as many as 172 students. Peggy Davis clarified that we are asking for one person from Extended Campus rather than one from each center. Garlitz asked for a motion that the Library Committee send this request to the Personnel Policies Committee of the Faculty Senate. Malcolm Koch made the motion; Peggy Davis seconded. The vote was unanimous in favor.

V. New Business

A. Election of chair for 2013-14 academic year

John Schommer nominated Carol Eckert to serve as chair of the Library Committee in 2013-14. Bob Bradley seconded. The vote was unanimous in favor.

VI. Reports from library faculty:

A. ILS migration update, Ann Funkhouser

Ann Funkhouser reported that SIERA integration is scheduled for October 14, 2013 during Fall Break.

B. Director search update, Ann Funkhouser

Ann Funkhouser reported that the third and final candidate for the directorship will visit campus on Thursday, March 14 and that the search committee will meet on March 18 to forward a recommendation to Dr. Ogg; Sierra integration scheduled for October 14 during fall break

C. Friends of Paul Meek Library, Georgia Basket

Richard reported in place of Georgia Basket. Eric Pelgran presented Sand Count Almanac at the last brown bag luncheon talk. In April Richard Saunders will discuss 1491 and 1493, two books

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1 Carol Eckert was not at the Library Committee meeting but wrote to Garlitz in an email dated 3/11/13 that she would be willing to serve, if “there isn’t anyone else who's interested and needs it for their tenure/promotion.” Because Carol wasn’t at the meeting, Garlitz confirmed with her via email on 3/13/13 that she is willing to serve. Garlitz forwarded Carol Eckert’s name to Linda Arant on 3/13/13.
that discuss the cost of human contact between the western and eastern hemispheres during the Columbian Exchange. Richard Saunders also reported that funds from the fall 2012 FPML booksale went to Richard Garlitz for ordering books and films on human rights and women’s rights in the contemporary Middle East. Garlitz reported that he is incorporating those materials into his HSIT 324 “Modern Middle East” syllabus this spring.

D. Subject Liaison Report, Earlene Moore
Earlene reported that department liaisons have been shuffled in move of library faculty. Adam Kemper has been in touch with all subject liaisons to discuss with Library Committee representatives the need to get departmental books and materials orders completed as soon as possible. Any department representative who has not heard from Adam should contact Earlene. Earlene also stressed the importance of each department using its entire allotment. Otherwise, we create the impression that money for ordering new books and materials is not needed. Finally, Earlene reported that while departmental faculty usually request books and materials for upper-level courses and research, PML liaisons have extra money to devote to lower-division courses and welcome faculty input on how that money should be spent.

E. LibGuides, Literati update, Richard Saunders
Richard Saunders noted that Peggy Davis has directed nursing students to use LibGuides and reminded members that LibGuides can be tailored for individual classes for each subject. Please direct students to LibGuides. Also, PML liaisons need faculty help in updated LibGuides. Peggy pointed out that subject liaisons are willing to assist faculty in each department on using LibGuides and incorporating them into classes.

Prior to adjourning, Richard Saunders introduced Heidi Busch from Indiana University Library. Heidi started at UTM 1/2/13 and is serving as the liaison for English and Modern Foreign Language. She will work with Education as well.

Peggy Davis also suggested that PML acquire translation devises for ESL students to check out. Richard Saunders said the library can look into it.

Garlitz called for a motion to adjourn at 4:48 pm. Bob Bradley made the motion. Tara Tansil-Gentry seconded. The vote was unanimous.

Richard Garlitz
3/21/13