

Minutes of Librarian's Meeting, February 25, 2020

Present: Heather Symon Bassett, Melinda Isler, Leah Monger, David Scott, Dejah Rubel, Fran Rosen, Jason Bentley, Ann Breitenwischer, Mari Kermit-Canfield

Absent: Ali Konieczny, Paul Kammerdiner, Stacy Anderson

Call to Order (Isler)

The meeting was called to order at 11 am by Melinda.

Approval of Minutes (Bassett)

The 1/28/20 minutes were approved unanimously.

Dean's Update (Bentley)

Please refer to the 'Dean's Update-February 25, 2020' email sent by Jason (see Appendix A).

New Content Promotion (Rubel)

Dejah showed where the new books page is on the library website. There was some discussion about including additional material types to make it a new materials page and where on the library website it should be. A motion was presented and passed to relocate the new books page from the books page to having its own link within the materials tab on the library website. A second motion was presented and passed to include "permanently purchased" ebooks on the new books page. Dave may feature select items on the library's Facebook account and Carrie emails notices of streaming video purchases from Kanopy internally.

Future assessment may occur for workflow considerations in maintaining the page and activity/use associated with the page. Usability testing may also be considered as relevant to further discern the best location for the new books page, etc.

Maternity Coverage (Bassett)

Heather reported an anticipated FMLA maternity leave of 12 weeks starting with the date of birth (estimated at 5/18/20), that she cannot work in any capacity while on leave (including emails, attending meetings etc.), that Josie, Jason and HR will have her personal contact info. for leave communications and there is a small possibility the leave time may be shortened if the delivery is very early. Everyone was agreeable to the proposed liaison coverage for the leave period; Fran for the Department of Biological Sciences, Mari for Psychology and Ali for the Michigan College of Optometry. The group was agreeable to Fran receiving Form C's for all liaison areas during the leave and Heather will follow up with communications accordingly. Dave agreed to record Librarians minutes during the leave period. Heather will attempt to work ahead on some tasks, touch base with individuals concerning others and very much appreciates all the help in individuals assuming additional tasks to enable the leave. [Fran indicated in a 2/27/20 email that she had tentatively communicated the Form C routing for the leave period to Danette Mondrella, RSS, who sends Form C's].

Chronicle of Higher Education (Rosen)

Fran provided usage statistics for the Chronicle of higher Education and posed questions to determine the collective thought on retaining the resource. FLITE's subscription costs about \$ 6,000 and needs to be renewed at the end of March. Though it is possible alternative access could be provided via interlibrary loan, the group seemed in favor of continuing the resource for reasons such as instant retrieval of content, direct support of curriculum (such as for the DCCL program), access to archived content and a general support to University functioning. It was noted that with further promotion of FLITE's subscription, it may be possible to prevent duplicate subscriptions at Ferris resulting in campus-wide savings. One or more such subscriptions have already been cancelled coinciding with awareness of FLITE's. [Fran sent a 2/25/20 'Usage data for Chronicle of Higher Education' email following the meeting with usage statistics and additional narrative].

Other (All)

Dejah announced that those utilizing Guest WiFi on the Big Rapids or KCAD campus cannot access MyFSU and therefore, FLITE databases. FerrisWiFi or KCADWiFi needs to be used to access MyFSU.

The meeting adjourned at 12:00 pm.

Submitted by: Heather Symon Bassett

Approved April 28, 2020 via email

Appendix A: Dean's Update

Dear Colleague,

As we near the end of February and roar into March, I am pleased to share the following updates.

Academic Literacies Center (ALC)

The past month allowed great progress toward the next phase of operation in the ALC. With the assistance of Rod Gardei and collaboration with many others, the Communications Lab is now up and running and available for reservation in 30-minute blocks. Faculty in the Michigan College of Optometry completed a screening and referral pathway as well as a new training to aid faculty and staff with the knowledge to identify possible visual deficits and then, make a referral through the ALC. The first training phase and use of the new screening is set for mid-March.

In partnership with Big Rapids Community Library, Women's Information Service (WISE), Mecosta Reads and Michigan Works, the ALC will provide trainings and support community engagement through these screenings and services. Again, this will begin in mid-to-late March.

FY Librarian and Systems Librarian Positions

With changes between PeopleAdmin and PageUp, we experienced more than a few hurdles. As of today, both the FY Librarian and Systems Librarian positions are populated and through the approval process to the level of Academic Affairs for final release this coming Friday, February 28th.

Process Documentation

During the past month, CAS engaged, and continued work, to review and recommend details to clarify and document processes post-migration to ALMA. I want to extend thanks to Chelsea Mitchell who will serve as the project manager to capture and document processes for broad review and eventual approval.

Collection Management

As part of our ongoing work to best support our overall collection management, I will be assisting Fran with the scheduling of liaison meetings. As our Collection Strategies Librarian, Fran will lead the continual advancement of processes to review and recommend collection decisions. The purpose of these upcoming liaison meetings is to aid routine dialogue and information exchange for the purpose of informing collection recommendations. Thank you to Fran for leading this work and to all liaisons for your engagement.

One Day for Dawgs – April 22, 2020

One Day for Dawgs (#ONEDAY2020), Ferris State University's annual day of giving, celebrating philanthropy, collaboration, community and Bulldog pride will take place on April 22nd.

During a 24-hour period beginning at 9am on April 22 and ending at 9am on April 23rd, alumni, students, faculty, staff, friends and family have the opportunity to give and help support university initiatives. Thank you to David Scott and Janel DePew for working to ensure FLITE initiatives appear among the list of campaigns.

Appendix A: Dean's Update

With great appreciation,
Jason

Jason Bentley, Ed.D., *Dean of RSS & Interim Dean of FLITE*

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