

## University of Tennessee Library Council

Fall Meeting

September 8, 2015

University of Chattanooga Library

### Members present:

Scott Childs, Law Library, Knoxville  
Sam Richardson, Paul Meek Library, UT Martin  
Tom Singarella, UT Health Sciences Center Library, Memphis  
Steven Smith University of Tennessee Libraries, Knoxville  
Theresa Liedtka, UT Chattanooga Library  
Sandy Oelschlegel, UT Graduate School of Medicine, Preston Medical Library, Knoxville

**Minutes:** The minutes were already approved through email

Same Richardson was welcomed by the group as interim director of the Paul Meek Library. The position was vacated by Charles Julian in the spring.

### Old Business:

UTLC E-Resource Group was discussed.

Specific items discussed about the by-laws and processes were:

- Significance of underlined section?
- Check on spelling of convener
- Add name of group at the end of by-laws
- Clarify terms of who of officers and who is serving when
- Convener will rotate every two years
- The group will meet a minimum of two times per year
- Multiple people from one library may be members
- Where will the minutes be stored, send to us?

The E-Resource group provided a report to the UTLC and also developed by-laws to assist in their operations. They will continue to send an annual report to the UTLC. The group is a subsection of the UTLC and the by-laws will be posted to the UTLC Website. Some detailed discussion about the bylaws followed to answer questions the E-Resources group had. The UTLC suggested that the officers list included when the terms expire be added. The UTLC Chair, Tom will contact Katie, since she is the current "convener" of the group. He will discuss the by-laws questions with her, and thank her for her work.

A motion was made by Theresa and seconded by Steve to accept the by-laws with changes. The motion carried

Discussion on the topic of Master Agreement Followed. Not all Master Agreements listed on the website are actually open to all UT Libraries to purchase against. The UTLC would like to see annotation of some kind on those agreements that are not global. Discussion about how to find the Master Agreement page followed. It was decided that the UTLC Secretary, Sandy would request that the link be added to the

UTLC web page. It was also decided that UTLC Chair, Tom should contact Blake to thank them for their good work.

### **New Business:**

Review of Goals for the coming year

The UTLC has been successful in achieving the goals set in past years. The ideas put forth for goals for this year include, meet with TBR this year, expanding master agreements, exploring and implementing Science Direct contract, continue to discuss and support the shared storage concept (PARRSL), discuss shared catalog.

### Science Direct Contract

Elsevier meeting was scheduled for August 25<sup>th</sup> but was cancelled by Elsevier. There is currently activity trying to set up a meeting date. MTSU would not be participating, Memphis University may not be able to participate, and ETSU is uncertain. UTLC Chair, Tom will contact Rachel Walden at ETSU in regards to her communication and put her in contact with our E Resources group. One of the problems is the various sales representatives, and trying to get the same terms for all. Cory Halaychk and Charlie Remy are working with Peter from Pellissippi Community College.

### UTLC Member Libraries Security Strategies

Because of the recent shootings in public places, the UTLC members shared their strategies for security in their libraries

#### UT Health Sciences Center Library

- Library Policy mirrors that of the UTHSC.

- Emergency calls go to campus police

- The campus has emergency alerts that can be sent out

- All external people must present ID to enter the Library.

#### University of Tennessee Libraries, Knoxville

- There are several library branches to secure, each is unique (Music, Pendergrass, Storage area)
- At Hodges there is an unarmed community service officers in the building 24/5.

- UT Police Department also patrols (they are armed)

- The library provides a substation or outreach location for UT Police Department to meet with students

- Security cameras are installed camera and there are phones in all the lobbies

- UT Police Department provided active shooter training

#### UT Chattanooga Library – Security Update

- The library is open to the public

- There are 75 interior and exterior cameras

- Campus police do walk-through, but there is no permanent security presence, except for the overnight space.

- Security can lock down the library doors remotely

- The Library has an emergency response and an evacuation plan

#### UT Law Library

- The library is within the College of Law

- Library is open to the public

There are plans in place for emergencies  
Students have access overnight, and guards help to clear out non-students at 11 PM  
There are cameras in the atrium

#### UT Paul Meek Library, Martin

There are cameras throughout the library  
The police are located only 50 yards east  
The library is open to the public  
The rural setting make the risk lower versus a urban setting  
The library has a disaster and active shooter plan  
Library is open until midnight and the Police assist with clearing the building

#### Preston Medical Library

Library is open to the public when staffed  
Library has multiple cameras which link to security office  
Security office is 25 steps away  
UT Medical Center security are armed  
UT Medical Center has a security do program, with one dog on campus all the time  
Library has a disaster plan and an active shooter plan for shelter in place  
There are two security buttons at the information desk which bring emergency security response

### **Library Updates**

#### UT Health Sciences Center Library Update

A recent human resources review of all staff positions resulted in nine staff members receiving equity increases (e.g, \$2,500 annually). UTHSC employees were given a 3% across the board raise. To date, the library was not asked to give back any money this year to pay for the increase in pay. However, the library is not getting a base budget increase for publisher inflation, but was given onetime money to prepay for journals.

Tom reports to a new person, Vice Chancellor Lori Stewart Gonzalez, PhD. She has asked for list of priorities and weekly activities. Dr. Gonzalez will review each unit that direct report to her (e.g., outside consultant), the library is scheduled for review in spring 2017. Other changes in administration include a new Vice Chancellor for research Steven R. Goodman, Ph.D.

Regarding library renovations, furniture has been ordered for the fourth and fifth floors, and will be delivered in September and October. The compact shelving on the fourth floor is a problem that needs to be worked out, and not all security cameras are operational due to the new for additional new servers (only two new cameras are operational). Students are requesting 24/7 extended hours during major exam periods. Library 24/7 hours were extended in September, but without security officers present. One concern is the security of the historical collections. Two open librarian positions are being recruited (i.e., Reference and Circulation librarians). The library signed a contract BePress Digital Commons to mount an Institutional Repository (IR) that is being funded by the CGHS. The library archivist serves as the IR manager, and will begin scanning dissertations this fall. The library IR site will be live during the fall semester.

#### University of Tennessee Libraries, Knoxville Update

There has been an increase in the library fee from 10 to 30 per student, per semester. There no significant increase in library materials budget. Most of the fee increase will go to support increases in

the materials budget. Steve is chairing the 5 year review of the UT Strategic Plan. The library has one open position, head of acquisitions. A consultants is coming to review Technical Services operations. The Alma and Primo upgrades are completes and just working out any issues that come up.

#### UT Chattanooga Library-General Update

There is a new Vice Chancellor for Research and Graduate Dean on campus. They are recruiting for a new head of public relations / marketing and community partner and development. There are a lot of building projects on-going. There was a 5% cut last year for the entire campus wide, including library, which cut \$132,000 from its acquisitions budget. The Library was funded to extend their hours in the Spring. The Writing Center now reports to the Library and is located in the new library. The Library had nine vacancies, five are the result of early retirement options and four were resignations. Gate count in the new library is growing daily, on one day the library had 5,200 people in the building. Looking for a long-term decision on IR and SPC storage issues.

#### UT Preston Medical Library

The Preston Medical Library now resides in the Health Information Center which includes a “store-front” style area designated to patients, family members and the community. We have a dedicated “consumer health” collection, computers and soft and café table seating. Our reference desk is staffed by one person dedicated to helping the people in that area. We provide a health information service face-to-face, chat, email, telephone and requests from the patient rooms. The reception for these services has been tremendous. The number of patrons visiting the library overall has doubled from an average of 3500 to an average of 7,100 per month. Use of the library by the health care professionals and learners has increased due to our location being in the heart of the hospital. Collection and E-Resources use has increased as awareness increases. The move has been a very positive experience and helped to solidify the importance and value of the library.

In order to stay within the budget for library material we had to eliminate journal titles for January 2015 to accommodate inflationary increases projected, but we are adding AccessSurgery, which has a lot of the textbooks that were in MD

In winter 2015 we developed an extensive benchmark tool to record all the metrics we had access to. This included 65 different metrics. We also began a continuous quality assessment survey. A scorecard of selected data is reported to the Dean and CEO of the hospital.

#### Health Literacy Forum-

Schedules for November 9<sup>th</sup>, we will have Keynote Speaker: Cynthia Baur, PhD Senior Advisor, Health Literacy, CDC, Atlanta, GA and 4 panelist speaking on health literacy topics with a goal for identifying action that can be taken to improve health literacy in Tennessee

#### UT Law Library

There have been some changes at Law Library. The college has a new dean and the library's associate dean retired. One staff position has been removed from the budget, but one will be filled. The budget has been flat since Scott began. They are involved in a Master of Laws in Comparative Law (LL.M) program for foreign lawyers working with Tennessee Higher Education Consortia. The library is creating a portal utilizing a great technology person. It contains such things as - policies, and class information which students can login to see. The library plans to trademark parts of it. Overall, student application to the College is down and this is the case for law schools in general, the LSAT exam takers are down 40% nationally.

UT Martin

There is an interim chancellor at UT Martin. Charles Julian left but they have not yet posted the job. Since taking the interim position, Sam has met with everyone in the library to talk about the changes with Charles leaving and he has worked with UT HR and planning on a retreat.

There are many positions open at the library, but there is a hiring freeze. Five of eleven positions are open. Sam has been given the go-ahead to fill one staff and done librarian position (E-Resources Librarian), and one temp employee is in place in another position librarian. One new hire for government documents was accomplished, Adam Clemes

Enrollment is down by 200 students out of 6000, for this reason UT Martin is talking about an early retirement offer and the library has had major cuts in acquisitions. There will probably be more budget cut, mid-year.

A motion was made by Steve to adjourn the meeting, the motion was seconded by Sandy and the motion carried Sandy seconded

The meeting adjourned at 3:30