University of Tennessee Health Science Center
Library Advisory Committee
Minutes
December 15, 2010

Present: Hannah Henson, Dr. David Nutting, Danielle (Dee) Helton, Wyenona (Nona) Hicks, Dr. Linda Pifer, Dr. Tom Singarella, Larry Tague

Absent: Dr. Jacqueline Burchum, Dr. Paul Gregory, Dr. Charles Mansbach, Dr. Trevor McKibbin

Guest: Mr. Richard Nollan

Dr. Nutting (chair) called the meeting to order at 2:05 p.m. and welcomed the group. He asked members if they had distributed the Library Advisory Committee (LAC) minutes to their representative groups, and some members indicated they had done so. Dr. Singarella mentioned the LAC minutes are now posted on the library web page under General Information (http://library.uthsc.edu/information/lac/).

Dr. Singarella welcomed the committee and thanked them for attending. He discussed the difficulty of getting publisher contracts processed in a timely manner; several contracts started months ago were still not signed by all parties at UT and needs to be fully executed before December 31. Library staff are working hard to get contracts completed to ensure uninterrupted access to databases and online journals in 2011. He discussed the problem of inadequate heat in the library during cold periods. Students have been complaining about how cold it is in the Media Lab, so the library has placed space heaters there to help. Library safety and security were discussed; the library has not experienced problems due to security measures taken. The difficulty of staffing the library evenings/weekends was discussed, and kudos were given to Gwen Jackson, head of Access Services, who has worked several Friday evenings in the last month or so due to staff shortages.

Personnel, communications, and the campus outreach liaison program were discussed. The open position of head of Electronic and Collection Services (due to the departure of Matt Grayson) was discussed; a national search was recently completed and the new head of the unit, Rick Fought, will begin work on January 10; special thanks to Richard Nollan for chairing the Search Committee.

The importance of the library as a student study place was discussed. Dr. Singarella mentioned that he has just recently been invited to present a library funding request to the SGAEC Campus Improvement Committee and that he has been working on developing a funding proposal that will best support students (e.g., individual locking student study carrels for the 5th floor, technology, computers for research alcoves, laptops for student checkout in the library, laptop-charging stations, skeleton models, flat screen TV monitors for student study rooms, furniture for student studying areas). The library proposal will be presented on January 12.
The number of students using the library remains constant. Although most faculty want cutting-edge research and clinical information delivered online to their desktop, the library as a place for student learning and study remains important. Dr. Singarella mentioned that the library is exploring hiring student study workers to assist with library activities (e.g., shifting/weeding).

Dr. Singarella discussed the work of the Space Reallocation Committee to free up space on the 5th floor that will be used for students. This past fall, the library cleared several stacks of print materials on the 5th floor to create additional student study space, and this was reported in the 2010 fall library newsletter. The library moved existing furniture to create more space around large-table seating areas, and is continuing to remove additional stacks of print materials and would like to get student input into the best configuration of the space when it becomes available. Student input is important to inform library plans for the best configuration of 5th floor library space and the supporting infrastructure students need to best support them in their studies. Tables and chairs similar to those on the 2nd and 3rd library floors would create a consistent environment in the library but perhaps student study space might be better configured appropriately with electrical outlets (e.g., to charge laptops) and appropriate lighting. The library would like a couple of students to provide representative input to the library Space Committee to develop student space on the 5th floor. After plans are developed for the space, the library will ask the SGAEC Campus Improvement Committee if it could fund the purchase of appropriate furniture and technology to support library student learning commons and more study space.

Nona Hicks stated that she has also found the library staff quite responsive to her requests for information, and she has found all of them quite helpful. She asked about services provided by the Media Lab and where she could get faculty assistance. Dr. Singarella mentioned that there is a link on the library Media Lab web page (<http://library.uthsc.edu/medialab/>) that she can click on to request assistance from Academic Affairs Educational Technology.

Mr. Richard Nollan then did an overview presentation of the library historical collections, focusing on the Simon L. Bruesch Collection. He discussed the plan to digitize the Bruesch Physicians’ Card File that includes historical information on practicing physicians in Tennessee. After an excellent presentation, the LAC visited the Historical Collections Room, and Mr. Nollan showed some of the historical treasures of the library.

The meeting was adjourned at 3 PM.

The next meeting is scheduled for February 23, 2011, at 2 p.m. in the Library Conference Room (#230).

Respectfully submitted,

Thomas Singarella, Ph.D.
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