Wright State University
Library Faculty Advisory Committee Meeting
Minutes – Wednesday, April 3rd, 2019 – Dunbar Library 228

In Attendance: Dr. Karla Huebner (Chair), Dr. Timothy Crawford, Dr. Gale Kleven, Ms. Sue Polanka (University Librarian), Ms. Karen Wilhoit (Associate University Librarian)

I. Call to order
   • The meeting was called to order at 1:42 pm.

II. Update about university Library
   • Ms. Sue Polanka and Ms. Karen Wilhoit presented updates to the group
   • Ms. Sue Polanka and Ms. Karen Wilhoit presented and discussed the results of the library’s program effectiveness review.
     o A recommendation was given to get more customer feedback. Sue asked the faculty for help with creating a survey to obtain customer feedback (results are needed for next year’s program effectiveness report – April)
       ▪ Faculty asked to see previous survey given by faculty and any other surveys done by other schools.
   • Other Highlights:
     o With the resignation and retirement of 2 librarians, the library received permission to hire a librarian (Starts May 6)
     o Updated information on the renovation – new furniture will arrive in May and elevators will be replaced beginning in May through December
     o Received 2 staff grants from the Friends of the Libraries; 1 for professional development and 1 for research day for local high schools
     o Top scholar awards are April 5th; Friends of the Libraries Luncheon April 17th

III. Discussion about library budget, revenue generation and future action items
   • There was a discussion about the library’s upcoming budget hearing with the Provost
     o Sue and Karen asked our committee to write a letter supporting several budget items (letter is needed for the 10th of April)
       o Items should include discussion of inflation increases and reinstating of journals cancelled over the last two years
         o An update was given on the impact of a reduction in IEEE package and the need for more money to reinstate this package
       o Item also included the need for more money to replace 3 positions (2 professional librarians and 1 non-masters) to bring back services cancelled or reduced

IV. Tour of the Special Collections and Archives
   • A tour of the Special Collections and Archives was given to the faculty

V. Future meeting schedule

VI. Motion to Adjourn