

**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.
  - 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:
  - With the resignation and retirement of 2 librarians, the library received permission to hire a librarian (Starts May 6)
  - Updated information on the renovation – new furniture will arrive in May and elevators will be replaced beginning in May through December
  - Received 2 staff grants from the Friends of the Libraries; 1 for professional development and 1 for research day for local high schools
  - 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
  - Sue and Karen asked our committee to write a letter supporting several budget items (letter is needed for the 10<sup>th</sup> of April)
    - Items should include discussion of inflation increases and reinstating of journals cancelled over the last two years
      - An update was given on the impact of a reduction in IEEE package and the need for more money to reinstate this package
    - 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**