

## Library Advisory Committee Report for 2013-14

The Library Advisory Committee met with Dean Suzy Szasz Palmer twice this year, and the LAC chair also met with her. The following items were discussed:

### 1. Library Budget

Dean Palmer desires to be transparent in her budgeting process, and shared with the committee her current allocations and the status of spending, broken down by department with separate tables for serials and book acquisitions. Dean Palmer wishes to tweak the allocation formulas to better represent material costs for different disciplines while also continuing to consider department size and student needs. She also noted the difficulties in getting new serials because of ongoing cost commitments, as opposed to the one-time purchase for a book. She continues to work on shifting away from end-of-year funds being used to “prepay” costs because of the difficulties of budgeting in that manner for the library. Finally, the library has successfully eliminated the mold problem from last year in the basement storage area; some materials will be relocated to room 210. The large storage area in the basement cannot be repurposed to hold collections.

### 2. Library service

The Library moved to a one desk service model in January 2014 as a means of opening up librarians’ time and allowing them more opportunities to work with students and faculty on research and instruction. The SACS representative who focused on our library complimented the library for moving to this model, and 5 of our benchmark institutions have a similar model. The library plans to continue making adjustments as time goes on based on feedback/assessment data. There are “Desk” training sessions at least once a month, focused on issues such as distinguishing what makes a question a “reference” question, and what should be referred to a librarian.

### 3. Library staffing

The Library is currently searching for an Assessment and Research Services librarian, with an anticipated start date of July 1, 2014; the library is working to replace an individual in a technical services position. Liz Kocevar-Weidinger has left the library and Longwood will conduct a search to fill the vacated position during the next academic year, with an anticipated start date of January 2015.

### 4. Other purchases

The library also continues to update its furniture and technology. They have added access to ECCO, ARTStor (trial basis), and will consider other databases given cost issues. In particular, they hope to have a Humanities Room completed and furnished by the fall semester (room 210). The library notes that once we hit 5,000 FTE students, the costs of databases and serials increases dramatically so they will need more funding to maintain the collections or will be facing cuts to journals and databases.

### 5. SACS

The library successfully completed its SACS review, submitted a focused report to further explain its processes and staffing, and was supported in its onsite visit.

#### 6. Library Events

The Library has held several events this year, including author readings, a special collections event, a banned books reading, and an author display created by Longwood English majors. They have started planning the fall events and are always looking for suggestions of authors and speakers to invite to the library. The library will also be coordinating with the President's Office to support the Leadership Series speakers. Two Spring 2014 events were included in the first semester of the President's series.