Duquesne University Gumberg Library
University Library Committee
October 16, 2014

Present: Mr. David Andexler, SGA; Mr. Ted Bergfelt, Gumberg Library; Dr. Benjamin Binder, School of Music; Ms. Kelly Cotter, Gumberg Library; Dr. Boncho Dragiyski, McAnulty College; Ms. Bridget Euliano, Gumberg Library; Dr. Pam Koerner, School of Pharmacy; Dr. Karen Jakub, Nursing; Dr. Laverna Saunders, Gumberg Library; Dr. Michael Seaman, BSNES; Dr. James Ulrich, SLPA; Dr. Kimberly Szucs, School of Health Sciences

Excused: Dr. Suhail Abboushi, School of Business; Dr. Therese Bonin, McAnulty College; Dr. Skip Kingston, Faculty Senate; Dr. Darius Prier, School of Education; Dr. Bruce Livengood, School of Pharmacy; TBD, GPSC

I. Welcome and Introductions
   • Dr. Saunders welcomed new committee members, discussed the role of members on the committee and explained that all ULC information can be found on the ULC campus guide - http://guides.library.duq.edu/ulc

II. Hot Topics: Marketing the Library – Kelley Cotter
   • Kelley provided an overview of the efforts she has made since March to market the library and reach out to students. These efforts include:
     o Working towards a more strategic plan for reaching out
     o Email communications have been sent to deans, chairs, departmental liaisons to the library
     o Library had a table at New Faculty Orientation and provided a new handout and new brochure. There are four versions of the new brochure – for undergraduates, graduates, faculty and alumni.
     o Moved the library blog to Tumblr – the library website newsfeed comes from the blog
     o Send messages to DU Times and DU Daily as appropriate
     o Library is on Facebook, Twitter and now Instagram
     o Library web page now has a masthead slideshow which is periodically updated
     o There are new backgrounds on the library computers which provide library information
     o Library has a digital message board
     o Bibliobrief, the library’s newsletter geared toward faculty and administration, is coming out at the end of October
   • Kelley would like to feature guest posts by Duquesne faculty on the library’s blog.
Goals of the blog include: sharing your research; educating students about the research process; and associating the library with research.

Faculty would write a brief description of a book or article, their findings, and a bit about the process. Try to walk students through what that process looks like. Envisioning scholarship as a conversation.

Interested faculty should contact Kelley at cotterk@duq.edu

Kelley requested feedback from the committee on the best way for the library to reach out and market to faculty. Some ideas that were discussed:

- Committee members felt that emails are an effective way to communicate with faculty as long as there are not too many sent.
- The BSNES representative said that at faculty meetings, it might be good to have a librarian come to the meeting for ten minutes to review the services the library can provide and give faculty an opportunity to ask questions. Some face-to-face time is worthwhile. Good idea for library liaisons. Library liaisons are always interested in attending faculty meetings.
- The SLPA representative suggested the idea of emails coming more directly from the library.
- The School of Music representative suggested that announcements could possibly be bundled and only sent out once a month. Perhaps a print handout that could be distributed at faculty meetings?

Discussion about how students perceive the library and how the library wants it to be perceived. The SGA representative asked how the library will know that its outreach efforts have been successful. The library conducts the LibQUAL survey every three years to assess user satisfaction. Kelley monitors what students are saying about the library online. The library is in the process of defining vision and how we want students to see us.

The SLPA representative had some questions about the library’s new system. Since the system is still a work in progress and still developing, we plan to have the new system be our hot topic for November’s meeting.

III. News and Updates – Ted Bergfelt

- Ted discussed the university’s site license with EndNote and announced that the library has six EndNote presentations between now and the end of the semester.
  - As a reminder, EndNote citation management software is available for free download on DORI. Gumberg Library has several EndNote instructional sessions coming up that provide an introduction to this powerful research tool. Due to popular demand, we have recently added two additional sessions. Visit our presentations page to register and view descriptions.

- EndNote Basics: Demonstration
  Wednesday, Oct 22, 5-6 p.m.
Wednesday, Nov 12, 5-6 p.m.

- **EndNote Basics: Hands-On Instruction**  
  Monday, Oct 20, 4-5 p.m.  
  Monday, Nov 10, 4-5 p.m.

- **EndNote Basics: Follow-On**  
  Wednesday, Oct 29, 5-6 p.m.  
  Wednesday, Nov 19, 5-6 p.m.

- Ted also gave an overview of the library’s partnership with the ESL department. The library began formal discussions with the ESL department over the summer and now offers targeted instruction for students at different levels in the ESL program.

IV. Announcements

- Reminder: Please submit order requests for Gumberg’s collection! Our goal is to acquire materials that support your research, scholarship, and/or instruction. Let us know what books, e-books, CDs, DVDs and any other one-time purchase items you need via the [Suggest a Purchase Form](http://guides.library.duq.edu/purchase). The Suggest a Purchase Form may be used for all requests as the Department Materials Request Form has been phased out. You may alternately contact your [Liaison Librarian](http://guides.library.duq.edu/ liaison) to make recommendations. We look forward to hearing from you!

- Upcoming presentations for faculty are posted at [http://guides.library.duq.edu/presentations](http://guides.library.duq.edu/presentations)

- Gumberg Library will host the “Moving Targets” Exhibit in the Reference Reading Area from November 10 to December 7. Joel Greenberg, author of *A Feathered River Across the Sky: The Passenger Pigeon’s Flight to Extinction*, will speak on December 4.

**Schedule of meetings:**

November 13, 2014 3-4 p.m. L-202