Library Committee Meeting Minutes  
April 6, 2016 - Noon – 1:30 PM  
Austin Conference Room, Tisch Library

Present: Daniel Abramson (Chair); David Garman; Ron Lasser; Marc Hodes; Christiana Olfert; Pawan Dhingra; Sophie Pearlman, TCU Senate Student Representative; Bianca Capretta, TCU Senate Student Representative; Ex Officio Members: Laura C. Wood; Dorothy Meaney  
Absent: Daniele Lantagne; Richard Weiss; Ning Ma; Sara Lewis; Chip Gidney; Rachel Bonoan, GSC Student Representative  
Guest: Erica Schattle, Outreach and Assessment Librarian, Tisch Library

1. Chair’s Welcome and Member Introductions: Daniel Abramson, Chair  
Danny welcomed the members of the Library Committee and asked everyone to introduce themselves. Ron Lasser also supplied information re: two 2016 summer student internship positions available for an SOE and an A&S student to help develop a new course for AS&E students. Students accepted as interns will receive $4200 for ten weeks from May 23, 2016 to July 29, 2016. Working hours are 35 hours/week. Applications are to be sent to Ron Lasser at rlasser@ece.tufts.edu no later than April 8, 2016 at 5 pm. See attached for additional details.

2. EAST Project Update: Laura Wood (see attached)  
EAST is comprised of a set of northeastern institutions that are analyzing collective collections to determine what to hold onto as a group. Individual institutions will determine on their own what they retain in their collections. Thirty-six EAST partners were involved in a comprehensive data analysis of print monograph holdings only. Materials that don’t circulate were not included in the analysis. Tufts has a slightly less unique collection that is a little more heavily used than other partners’ collections. With respect to the collective, each institution will be asked to retain particular titles to be available to the other EAST partners. Of note is that this project does not regulate what individual institutions decide to do about their holdings for their own community. Tufts will need to make a decision this summer as to whether they will agree to the EAST retention model, which will be a 15 year commitment. Overall, the risks of pledging to retain certain holdings is much smaller than the reward of ensuring that materials are not lost. Tisch Library Administration is committed to clearly communicating details about the EAST project and the final retention model to AS&E faculty and students. Tisch Library also is committed to ensuring that needed intellectual content is retained and easily accessible.

3. AS&E Faculty and Students’ Biennial Survey – Preliminary Results: Laura Wood and Erica Schattle, Outreach and Assessment Librarian, Tisch Library  
This is the first year that the survey is completely new. The survey closed last week; results have not been fully analyzed yet. Rough, preliminary data shows that there is a substantial percentage of faculty and students who are not fully aware of the range of Tisch Library’s services and collections. Discussion with committee members yielded good suggestions for increasing awareness and use, including 1) contacting department chairs in late summer/ early September to schedule time to present during department meetings; 2) sending info to faculty and students using a variety of means; 3) regularly highlighting new services on the Tisch Library homepage; 4) presenting during new faculty orientations; 5) sending targeted emails – target services, collections, etc to targeted disciplines; 6) appointing 1 librarian to be each department’s point person, and having that person be the one to direct faculty to other staff for addressing additional library/research/teaching needs; 7) presenting during intro classes for freshmen (e.g. – the engineering classes all engineering majors must take in their first year); 8) working with faculty to incorporate a library assignment into their syllabi that is relevant not just to the course, but also to lifelong learning and research skills, requiring them to meet with the discipline-specific librarian, DDS staff; 9) asking faculty to consistently direct students to course-specific librarians and disseminate information re: library instruction courses during their classes, esp. when assignments are given to their students; 10) asking faculty to encourage their students to find course materials using the library rather than providing them with all necessary materials for their classes.

The meeting was adjourned at 1:30 PM. The next Library Committee meeting will be in Fall 2016.