PRC Meeting Minutes
October 28, 2009

Present: Susan Craig, Chair; Jill Becker; Lea Currie; Kathy Graves; Julie Warrick; Ex-officio member: Shannon Royer

Minutes from the September 29th meeting were reviewed and approved.

Reports from sub-committees:

1. Library tours – Kathy reported that she had talked to leadership in Acquisitions/Cataloging about a tour of these departments. They are willing to host such an event in July 2010. Kathy also talked to Edwards Campus Regents Center Library leadership about a tour there and it was recommended that we wait until the new building on EC is open, in approximately 1 ½ years.

   Discussion ensued as to other venues for this activity. Susan recommended the Med Center Library, including their special collections, perhaps in January 2010 or during spring break. Kathy will contact Karen Cole about this possibility. She will also contact Tyra Grant about a possible tour of Preservation/Conservation.

2. Day @ Work – Jules reported for Mike Broadwell. ESU SLIM would like to continue this activity. It is questionable as to whether U. of MO. library school students would want to participate. The planning meeting will be in mid-January, with the event most likely late spring. In addition to PRC members Mike and Jules, others on this planning committee will be Kim Glover, Erin Ellis, Judith Emde, Jill Becker, and Candace Boardman from ESU SLIM. At this point, there are no specific plans related to the schedule for the day or KU Libraries’ participants.

3. Parents Campaign – Shannon reminded us that the requests are due Friday, November 6th at noon. She will send a reminder tomorrow. Susan will distribute the requests to PRC members on the afternoon of Nov. 6th. She will also forward to Lea any requests for collections that need to be reviewed by RDC. Shannon distributed a chart that indicated the dollar amount receipts, commitments, and running totals for FYs 07-10. Although we have been told that 50% of the money raised this year goes to the Learning Commons, we are unsure of the dollar amount Dean’s Council needs for the Learning Commons related to their expectation of Parents Campaign contributions. Shannon will check on this. Next month’s PRC meeting will be primarily devoted to Parents Campaign requests.

4. Strategic Directions – Susan believes that the Dean will disseminate the KU Libraries Strategic Directions by the end of this week. It will be the responsibility of PRC to track progress on the goals, objectives, and action items included in the Strategic Directions. Beth Warner may have a role as Assessment Officer. Tracking progress/assessment will not take place until the Strategic Directions document has been out for several months. Departmental annual reports may be required, with one element of those reports being tracking departmental progress towards the strategic directions.

5. At the September 29th meeting, we discussed changes that needed to be made to the PRC charge, etc. on the Libraries’ web site. Susan contacted Wade Garrison, Secretary of LFPA Exec, and he has made the changes.
6. Other – Lea said that last year’s PRC membership had wanted this group to do more in the way of staff development activities and that they had worked on code changes to reflect this in the charges to PRC. From the documentation that members had in hand, we could not verify this information or whether the code changes had been made. Susan charged Lea and Shannon to investigate the role of PRC in human resource development.

The next meeting of PRC will be on Tuesday, November 17th.

Submitted by Kathy Graves
10/28/09