

**BOOTH LIBRARY  
COMMITTEE ROSTER  
March 2020**

**STANDING COMMITTEES**

**COLLECTION DEVELOPMENT COMMITTEE**

Sarah Johnson, chair; David Bell, Steve Brantley, Todd Bruns, Andrew Cougill, Janice Derr, Kirstin Duffin, Stacey Knight-Davis, Michele McDaniel, Bill Schultz, Bradley Tolppanen

**Charge:** To provide the subject bibliographers a discussion group for collection development issues and to coordinate the annual periodical/standing order review and other initiatives concerning Booth Library collections.

**TECHNICAL SERVICES COMMITTEE**

John Whisler, chair; Ellen Corrigan, Janice Derr, Bill Schultz

**Charge:** To consider issues related to technical service activities in Booth Library and to make recommendations of policy to the Dean of Library Services.

**SERVICE COMMITTEES**

**ASSESSMENT COMMITTEE**

Bradley Tolppanen, chair; Jana Aydt, Todd Bruns, Janice Derr, Sarah Johnson

**STATISTICS COMMITTEE:** Janice Derr, chair; Steve Brantley, Arlene Brown, Stacey Knight-Davis, Brad Tolppanen, John Whisler

**Charge:** To develop and monitor efficient procedures for reporting to the Dean of Library Services the annual productivity of Booth Library.

**BOOTH LIBRARY COMMITTEE ON DIVERSITY, EQUITY and INCLUSION**

Zach Newell, chair; Todd Bruns, Ellen Corrigan, Kirstin Duffin, Beth Heldebrandt, Stacey Knight-Davis

**Charge:** The Library Diversity and Inclusion committee will proactively support library faculty and staff in fostering a sustained organizational culture of diversity and inclusion. With a focus on awareness, inclusive language and empathy, we will ally with internal and external partners to advise and collaborate on programming, educational and development opportunities. This committee, then, will continue to facilitate the growth of Library Services into a fully diverse and inclusive culture.

**DEPARTMENTAL PERSONNEL COMMITTEE**

Sarah Johnson, chair; Ellen Corrigan, David Bell; Bill Schultz, alternate

**Charge:** To facilitate the faculty evaluation procedures for librarians and to make recommendations concerning retention, promotion and tenure for library faculty to the Dean of Library Services.

**SCHOLARLY COMMUNICATION COMMITTEE**

Todd Bruns, chair; Steve Brantley, Beth Heldebrandt, Tina Jenkins, Stacey Knight-Davis, Zach Newell, Bill Schultz

**Charge:** To manage the growth of the IR platform and related aspects such as journal and events sites, and SelectedWorks profiles, and to establish guidelines and policies for the IR.

**WEB RESOURCES COMMITTEE**

Todd Bruns, chair; David Bell, Beth Heldebrandt, Sarah Johnson, Stacey Knight-Davis, Michele McDaniel

**Charge:** To maintain and enhance the Library's web site and make recommendations to the Dean of Library Services regarding relevant policy.

## **OUTREACH COMMITTEES**

### **LIBRARY EXHIBITS and PROGRAMS COMMITTEE**

Beth Heldebrandt and Zach Newell, co-chairs; Logan Braddock, Steve Brantley, Ellen Corrigan, Andy Cougill, Stacey Knight-Davis, Joseph Morris, James Trevarthan. Student appointee: Seth Yeakel. LAB appointees: Bailey Young, Angela Glaros.

**Charge:** To prepare a multi-year schedule of exhibits hosted at the library. The committee will investigate traveling exhibits and pursue funding for exhibits. The committee advises the exhibits coordinator on matters of policy. The committee vets outside proposals for exhibits and programs. This committee will be led by the exhibits coordinator and will consist of the public relations director and the website coordinator, as well as two additional library faculty members, at least one EIU non-library faculty member, one library civil service representative and one EIU student.

### **NATIONAL LIBRARY WEEK COMMITTEE**

Steve Brantley, chair; Arlene Brown, Ellen Corrigan, Andrew Cougill, Deborah Fennema, Beth Heldebrandt, Sarah Johnson, Bill Schultz

**Charge:** To seek innovative ways in which to celebrate National Library Week sponsored by the American Library Association and with the Dean of Library Services, identify individuals who can best carry out the selected activities, including the annual sale of gift materials.

### **PUBLIC SERVICES COMMITTEE**

Kirstin Duffin, chair; Steve Brantley, Andrew Cougill, Janice Derr, Beth Heldebrandt

**Charge:** To consider issues related to public service activities in Booth Library and to make recommendations of policy to the Dean of Library Services.

### **STAFF DEVELOPMENT COMMITTEE**

Sarah Johnson, chair; Samantha Bobbitt, Chris Cougill, Michele McDaniel

**Charge:** To identify areas of need and interest in training among Booth Library personnel and to develop and produce a continuing series of activities designed to enhance their skills and abilities.

### **STRATEGIC PLANNING COMMITTEE**

Zach Newell, chair; Tris Bennett, Steve Brantley, Arlene Brown, Todd Bruns, Janice Derr, Beth Heldebrandt, Tina Jenkins, Stacey Knight-Davis, Michele McDaniel, Brad Tolppan

**Charge:** To develop a strategic plan for Library Services and to regularly evaluate the plan for effectiveness and completion of goals.

### **WELLNESS COMMITTEE**

Jana Aydt, Tris Bennett, Arlene Brown, Diane Highland, Joseph Morris

### **CIRCULATION POLICY COMMITTEE**

Bradley Tolppanen, chair; Janice Derr, Ron Levellie, John Whisler

**Charge:** To monitor existing circulation policies and procedures and to recommend new initiatives to the Dean of Library Services.

### **EMERGENCY AND SAFETY GUIDELINES COMMITTEE**

Janice Derr, chair; David Bell, Arlene Brown, Chris Cougill

**Charge:** To produce, regularly review, and disseminate the *Booth Library Emergency Guidelines Manual*, and to provide leadership in appropriate training of all library personnel to react to the gamut of possible threats.

### **LIBRARY PUBLICATIONS COMMITTEE**

Beth Heldebrandt, chair; David Bell, Steve Brantley, Todd Bruns, Michele McDaniel

**Charge:** To provide feedback and lead publicity efforts on behalf of Booth Library, both in print and online.

### **PRESERVATION COMMITTEE**

David Bell, chair; Tris Bennett, Chris Cougill, Deborah Fennema

**Charge:** To provide leadership for preservation issues related to library collections, making recommendations to the Staff Development Committee on training matters and to the Dean of Library Services on policy and procedures.

### **REDDEN GRANT REVIEW COMMITTEE**

Zach Newell, chair; Arlene Brown, Ellen Corrigan, Beth Heldebrandt, Bill Schultz, John Whisler  
(membership will rotate each year)

### **SOCIAL COMMITTEE**

Ellen Corrigan, Janice Derr, Diane Highland, Tina Jenkins, Ron Levellie, Michele McDaniel

**Charge:** To organize and, with the help of others, carry out appropriate activities that help celebrate or pay homage to the major events in the life of Booth Library and its faculty and staff.

### **TRAVEL GUIDELINES COMMITTEE**

Zach Newell, chair; Steve Brantley, Arlene Brown, Todd Bruns, Kirstin Duffin, Stacey Knight-Davis