

Librarian's meeting  
Thursday, July 8, 1999  
2:30 p.m.

Present: C. Beard, M. McManus, C. Huff, S. Smith, M. Aldrich, C. Goodson, M. Ollendorff, B. Griffies, B. Vinson, B. Kooy, S. Lankford, N. Farmer, and C. Anderson

Charles asked who was going to do the Reference desk schedule for next week. After discussing the situation, Mark was to take some of the old reports and make out next week's schedule if Jan Ruskell was out on Friday.

Betsy announced that JoEllen from Public Library at LaGrange would be visiting on Friday.

Chris Huff talked about the Proxy Server that through the Proxy Server students may use the restricted databases such as Project Muse and JStor from home. Mark and Chris were going to experiment with the system tonight.

Charles, Mark and Susan plan on going over on Tuesday and box up the "Klee Collection" from the garage. We will do a nice plaque for the donation of these books. We are looking for suggestions as to where to put the books when brought back to the Library.

Monica gave a report on where she was on the arrangements on the Staff Development Day activities. First day speaker will be Sandy Piver. Monica is working on an agenda for the second day: Shirley Lankford will do a presentation on library tours, Monica Ollendorff will explain library services for disability students, Michael Aldrich will talk on government search engines, and Charles Beard will speak on liaison. All of the head department persons will report on their areas.

Staff development August 17 and August 18. Times set for 8:30 – 4:00 (lunch time 12:00) on the 17<sup>th</sup>. There will be beverages and snacks available during the staff development activities.

Staff Development though out the year...Mark pointed out that he was a little disappointed in the participation in Monica Ollendorff's staff development classes. Monica was going to put on Libstaff a list of staff development topics and ask for the staff to sign up in advance.

Liaison Librarians should be expanding their services to the faculty. Go out and talk to the faculty.

Carol Goodson passed out a sheet on "Fines Amnesty Program for Ingram Library". The goals and proposed time period for fines to be paid.

Electronic resources – New Resources which will be added to the Library Homepage.  
IT knowledge – list of 800 computer manuals  
Project muse- new interface by August January 2000 102 Journals: adding titles from other presses.  
EDRS link to webpage offers the RIE microfiche series electronically  
Human Relations area files  
CIOS

Michael Aldrich suggested replacement of the paper issues of the Times Literary Supplement. The cost of purchasing microfilm is about \$2412.00 and an added \$190.00 for 1999 then the cost of 2000? After all these expenses it is possible that it could be on the web next year. It was discussed and decided that the librarians would discuss this at a later meeting.

Mark requested that there be an IS division meeting next week. A time was set for Wednesday at 9-10 if everyone's reference schedule can be arrange around that time  
Annual reports are due July 30<sup>th</sup>. Individual departments are due to Mark by July 23<sup>rd</sup>.

Charles commented on the MAC discussion started by Doxey on email. Mark wrote a letter to answer Doxey's email.

Automation Committee will have a two day orientation in August for 6 or 8 of the key faculty members. For staff development Chris Huff was asked to give a presentation on conversion update.  
Adjourned at 4:45pm