

Librarians' Meeting February 22, 2007

Present: M.McManus, M.Aldrich, C.Goodson, C.Carroll, Y.Alberg, M.J.Rootes, S.Lankford, V.Gunther, B.Griffies, J.Ruskell, S.Smith, L.Flanders, C.Huff

Absent: D.Fulkerson

Previous meeting minutes were approved as submitted.

Old Business

Election to temporarily replace Yumi's Faculty Senate and committee seats while out on maternity leave. Senate and FASP: Chris Huff volunteered, approved unanimously.

General University Matters: Betsy volunteered to serve until Yumi returns.

Lorene will notify the Vice Presidents office of the changes.

Discussion

Strategic Plan Process: The University is to begin looking at the Strategic Plan Process. The process will be similar to that used in 2000, looking at the same issues and questions. The process will begin as soon as possible and should have something ready for the September or October Faculty Senate Meeting. The Strategic Plan Committee will be a sub-committee of the ISP. The Library Division and Department heads will begin to gather data for the library strategic plan. The process and plans have not been finalized. Shirley wanted it noted that the proposal submitted by Instructional Services was submitted by the division and not by any individual. The proposal was withdrawn prior to the meeting.

Resource Verification Form: The form from 2002 is not being utilized. Lorene requested discussion to strategize moving forward. It was suggested that Lorene "get buy-in" from the Dean and VPAA level. A statement will go forward relating the problem and tasking the UAPC and COGS to address the issue.

University Updates

Vice President for Business and Finance candidates will be on campus. Please attend any function to meet the candidates and give any comments or impressions to Lorene.

Library Administrative Updates

End of Year funds request must go to the VPAA by tomorrow, 2/23, for PAC money.

Light cover in the public elevator is dangling.

Risk Management building inspection, discussion of items and allocation of responsibility. Charla will email full list to LIBSTAFF.

Murphy Collection, Lorene, Micheal Crafton and Tara Singer will be writing a white paper to outline facility expansion for the Library, it will be a general statement.

April 20 there will be an event in the Library, a reception or dinner, in conjunction with the Murphy Center for Public Service's annual event.

Periodical Cancellations, most University Departments still need to submit their cancellation lists to Susan, these are due early April. Lorene and Micheal Crafton will develop a FAQ regarding allocations, cancellations and the Library acquisitions budget.

Department/Division Updates

Access Services – new employee is working out great. The committee is moving forward with the search for the Document Delivery Assistant.

Instructional Services – will be reviewing course content over the summer. IS has had preliminary discussions with the Art Department to have Interior Design students do proposals to address the aesthetics of the classroom.

Cataloging – will hold an "open house" in March for people to see what the Department does.

Acquisitions – Susan is on a Galileo committee looking at resources for the Nursing departments across the system.

Systems – looking at new operating systems and trying to determine if the library services can run on these systems. Campus email and calendar will undergo testing, they will be trialing Google applications for education. If anyone is interested in the trial, please contact Chris Huff.

Library Committee Updates

Systems Functionality Committee: Five requests for Student Tech Fee money have been submitted.

The committee will review and submit these to the Library Administration on Monday.

If there are any problems with OPAC, please send these to the committee, there have been issues since the upgrade.

PR Committee: the LibQual letter is ready to go out. The committee is waiting to confirm dates from the speaker for the Library Lecture.

Faculty Senate Committee Updates

The Senate is in the process of creating a regular chair, rather than the University President presiding at meetings. Before the change can be made, the University by-laws must be changed. The Spring meeting will be the earliest this can be presented.

AP&P – the committee is looking at the academic component of the First Year Program and if it is, can be, or should be, a “requirement”. The committee is also looking at a tool for the assessment of teaching, and a method of how to get the students to fill out the assessment. The '08-'09 Academic Year may not have a Maymester term. There will be no Fall Break in the '08-'09 Academic Year.

Facilities/IFPC – It is possible there will be 400 parking spaces on the west side of Brumbalow Drive with a coffee house, the bookstore and Greek housing on the east. The size of both Health & Wellness and the Calloway expansion have been reduced, but building will go forward.