

UIC LIBRARY STEERING COMMITTEE
8 DECEMBER 2004
MINUTES

Present: Mary Berta, Doug Bicknese, Alex Bloss, Jessica Canlas, Mary Case (convener), Jo Dorsch (by phone), Annie Ford, Emily Guss, Julie Hurd, Susan Jacobson (by phone), Bill Jones, Gretchen Lagana, Fifi Logan (recorder), Bob Malinowsky, Linda Naru, Victoria Pifalo (by phone), Ellen Schellhause, Ellen Starkman, Carol Scherrer, John Schuler, Ann Weller

Minutes of the 17 November recorded by JL were approved and will be forwarded to ULIB for publication.

Jessica Canlas was welcomed as new member (observer?) of committee.

1. Position searches

MC and the Search and Screen committees have selected several candidates and some interviews have been scheduled. The Systems position will also go through the same vetting as the Head of Cataloging and Maps positions.

2. Reduced Services Week and Intersession

MC explained no one had early details of plan. Various concerns expressed: Jones asked if faculty could take professional leave if they intend to work, and with no proper preparation for closure, would anyone patrol or check on the building to ensure no theft and no damage. Bloss stated staff may have missed the Friday deadline if they want to work at LHS – if LHS is allowed to stay open. MC believes the Library is not the only department with concerns and will convey staff concerns to provost. Perhaps with more notice, library could more adequately incorporate Xmas schedule into its own schedule. Suggestions for this year: Shuler said we should publicize the closure of the building while emphasizing the services and resources that are nonetheless available; MC suggested the Library phone message should state that LHS is open; Naru explained that building inspectors will inspect building as they do regularly. MC will develop procedure for pre 8 am access to Daley during intersession.

3. Capital campaign :“Access to Excellence” for the Library

Our document will be sent to Penny Hunt in Development for comments and suggestions Dec 11. Presumption is that the plan will be developed over the next year. Library can not approach foundations, etc. for money directly – should go through the Development office.

4. Budget Next steps

By the end of December, budget will be at the 6 month point – we will know how far into savings we need to go for our facilities and computer needs. Discussion about departmental control over supplies budget: Sites would like to have a discretionary pool of money, but most heads expressed need for information rather than control.

5. Further discussion of organizational issues

Canlas still putting together comments sent in about organizational issues. Discussion began with apparent consensus at the last Steering meeting about responsibility and accountability resting with department heads and retaining the Steering committee to advise on wide issues. Also, need councils or groups with cross departmental responsibilities. The question is: how should these groups be defined, composed, charged, etc.? MC illustrated complications while attempting to define, compose and charge a Public Services group. Topic tabled for further discussion. Two smaller groups to continue discussion: one user-centric group and the USE group would bring discussions to next Steering meeting.

6. GO TO list

This list put together by Starkman to facilitate orientation of new hires and a resource for staff. After comments, Starkman will create a database, so that maintenance will be simple and the list can be kept current. Starkman would like comments and will get the final product up in January.

7. Faculty-friendly libraries

There was consensus that it is a good idea to create “faculty oasis”, but no consensus on how that should be accomplished. This led to a discussion of computer use policy and the decision to explore the issue further at the next Steering meeting.

8. PDQ update

Bloss is moving ahead with PromptCat, and Tech. Services had their first successful EDI in Voyager. The EBSCO transfer went well and more to come.