

## **UIC LIBRARY STEERING COMMITTEE**

**6 October 2004**

**603 CCC**

**Minutes**

**DRAFT**

**Present:** Alex Bloss, Bob Daugherty, Jo Dorsch (by telephone), Emily Guss, Julie Hurd, Susan Jacobson, Bill Jones (recorder), Gretchen Lagana, Jay Lambrecht, Fifi Logan, Bob Malinowksy, Ellen Schellhause (by telephone), Carol Scherrer, John Shuler, Ellen Starkman, Ann Weller.

The minutes of the 15 September meeting were approved; they will be forwarded to ULIB for publication.

### **Agenda**

#### **1) University Library Facilities Projects**

Steering Committee reviewed the list of “University Library Facilities Projects” distributed prior to the meeting by Linda Naru. Mary Case said that she had some hope that the 2010 vision committee might address some of the longer-term issues, but there were shorter term projects that need to be addressed soon. The discussion centered on how to prioritize the list, according to principal, to policy, or something else. Among the categories suggested were safety and security; protection of collections; public areas that give the library its public face; rest rooms; “low-hanging fruit” (low cost but high visibility). Specific note was made of the need for panic bar for west door of Daley Library. It was acknowledged that many problems had been around for a very long time. Mary Case suggested that each site should prioritize items specific to the site. There was consensus that the regional sites should be included, and that the condition of the warehouse be considered. Several members of the Committee argued that the Library is a campus recruiting tool and that there is a need to prioritize the principles that underlie the decision to rank any given project keeping that consideration in mind.

Jay Lambrecht agreed to prioritize the list by principle and would redistribute it for discussion at the next meeting. Additions to the list should be submitted to Linda Naru.

#### **2) Organized response to criticism on public listservs**

The question was asked about how the Library should respond to criticisms voiced on public listservs like Academy. Although criticism occurs infrequently, there was consensus that there should be a mechanism for a response that was accurate and reflected the professionalism of the library. There were suggestions that someone should monitor the postings and identify a knowledgeable person to

respond on behalf of the Library. Among those suggested were staff of the administrative office or of University Archives. These suggestions will be considered by the Library administration.

### 3) Possible agenda items for future meetings

The agenda listed the following:

- Computers for Everyone
- Binding policies
- Preservation
- Response to ILSCO digital library product selections
- Cataloging Priorities
- Brainstorming on administrative structure
- Other

Computer replacement will definitely be on the agenda for the next meeting. Other topics suggested included CIC projects, including preservation, the digital library initiative, and users' desires for functionality on public terminals. Mary Case said that some areas need immediate attention. For example there needs to be discussion about lines of authority and a review of the charges to the quadrants and task forces. Gretchen Lagana suggested that this would be a good discussion topic for the next library planning day. Other suggested topics were 2010 planning for special collections, the library's public image, the coordination of library initiatives with other campus initiatives (e.g., functionality within Blackboard), branding, open access, and development of a marketing strategy for development.

### 4) CMQ Update

Bob Malinowsky reported for CMQ. CMQ has addressed the handling of CDs accompanying books, the mathematics collections, unprocessed collections and potential transfers, and gift backlogs. A standardized "deed of gift" is still needed for gift collections. Bob Daugherty added that a new problem facing the library is time limited offers for products via the internet that are included with new books, something that poses complicated problems for cataloging.

The next meeting will be 27 October, followed by 17 November and 8 December.