

Steering Committee Minutes
April 9, 2003
Main 1-360, 9:00-10:45 a.m.

Present: Bloss, Daugherty, Dorsch (by phone), Graves, Hollander (by phone), Hurd, Jacobson, John, Lagana, Lambrecht (convener), Malinowsky, Naru, Pifalo (by phone), Scherrer, Selmer, Starkman, Weller

Minutes for March 15 were approved.

My Library Portal: The Portal Implementation Team Report, 3/11/03 was reviewed. Implementation by April 14 is not likely for a number of reasons. The link to the portal on the library home page will be made active by around April 28, with a public announcement on May 1. A draft of the public announcement will be referred to Nancy John for review before its release. A resource team consisting of subject specialists will be constituted by ERQ to provide editorial work and recommend new resources for inclusion in the portal.

Slip ready books: The report of the task force investigating the “slip-ready” process was accepted. Malinowsky agreed that Gerald Lawrence could perform the tasks that were identified as being appropriate to be done in Collections Development. Bloss concurred with the proposal. The task force will meet regularly to review the process, and after about six months a time study should be performed to monitor the speed with which the books are processed.

CMQ: Malinowsky presented the first of quadrant quarterly reports on the activities of the quadrant. CMQ is doing a survey of materials in various locations and collections to identify size and scope of the collections and their potential space needs. This will lead to the development of various scenarios for possible moves of collections, such as Architecture & Art to Main, or Document collections to other floors. John noted that the A&A Library is a strong candidate for incorporation into the Daley Library building.

Budget & Personnel : John announced that Linda Naru will be the Assistant Dean for Administrative Services. Development work previously done by Naru will be shared by Bill Jones as Director of Advancement (75%) and John Shuler as Assistant Director of Advancement (25%). John reviewed the draft Budget Impact Statement, which will be due to the Provost by April 14. More firm information will be available after the impact of the Governor's budget report is understood.

qUICSearch: Hurd reported that qUICSearch works well and has been well received.

Future meetings: (9:00-10:45, 1-360 Daley, or phone 312-413-2002)

April 30
May 21
June 11