

Steering Committee Minutes June 11, 2003

Present: Austin, Bangalore, Bloss, Daugherty, Dorsch (minutes, Graves, Hollander (phone), Hurd, Jacobson, John, Jones, Lagana, Lambrecht (convener), Malinowsky, Naru, Pifalo (phone), Pillow, Scherrer, Shuler, Starkman, Weller (excused – arrived late)

Minute taker (Dorsch); Time keeper (Daugherty)

Minutes of May 21 were approved.

MyLibrary Privacy Statement

Dorsch presented the statement to the committee for discussion. It was agreed that the phrase “UIC affiliation” should be defined/explained. With this correction, the committee approved the use of the statement.

UIC at CIC at ALA

Lambrecht provided a list of CIC meetings being held at ALA and surveyed the group to ascertain that UIC would be represented.

Library Statistics

Lambrecht distributed a statistics calendar reflecting due dates of various statistical reports. The committee discussed ways to define what we need to collect and how to simplify the process. Suggestions were to: use the form developed by Jacobson, distribute the actual ARL form to department heads, and to have Lambrecht meet with department heads to review statistics collection.

A&A Closing Update

Plans for moving the A&A Library are underway and on target for completion by August 22.

IDAL & Other Subscriptions Update

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- Malinowsky is reviewing the IDAL proposal and analyzing prices. He will send the list of databases to the committee for review. There is a possibility that the savings will allow us to add a few new databases.

- Current Contents is moving to ISI's Web of Knowledge. We will subscribe to Dissertation Abstracts through ProQuest (from Ovid).

- The UI Elsevier proposal is under negotiation and may take several months to resolve.

PDQ Update

Daugherty reported progress on several PDQ initiatives:

- ILSCO has been notified that UIC is interested in the serials holdings backload. This will improve ILL and benefit the CIC Rapid Project (a CIC grant proposal to support rapid fill of ILLs among the CIC institutions).

- Unlinked item records in Voyager are being removed in batches.

- The RFPs for slip ready books are being analyzed.

- Collection level records are now in Voyager and provide more access to special collections.

- Docutek initial training took place on 6/10/03. Docutek will support E-Reserves.

- CircWrks and TechWorks use several Voyager reports. Anyone wanting a special report should send a request to lib-sys.

Obstacles to Project Deadlines

Progress is being made on the DOLLER database.

- Everyone is making progress in converting Web pages to the new template.

- Clio 3.6 is installed at all sites and working. The move to ClioWeb will take place by July 15.
- The photocopying and printing transition will be complete by July 1. Copy cards may be swapped starting June 25.
- Starkman provided the committee with a list of Library Listservs; inform her of any that should be deleted.
- Netscape Calendar will soon disappear. Everyone needs to convert to Corporate Time.

Announcements (Nancy John)

The Deans accepted the Provost's budget proposal.

- The UIC Library received a \$160,000 IMLS grant to co-host the WebWise Conference in Chicago in Spring of 2004. The grant is renewable for a second year. Nancy John is the PI.
- All staff members are asked to create challenge passwords in Calendar. If the password is forgotten and a visit to the Computer Center is necessary, the time will be charged to personal time.
- The practice of staff using ILL to borrow fiction and bestsellers has gotten out of hand and should be stopped.
- Chancellor Manning is proposing a continuing education program for non-faculty members called LLEAP (Lifelong Learning Employee Assistance Program). This would allow employees three options for attending classes and other training opportunities (do not have to be work-related):
 - o Up to 4 hours/week of paid time
 - o Flex-time
 - o 16 hours per semester for an online course using work time and University equipment
- Plans for redoing the Daley staff room are under way.

- LHS compact shelving and the Warehouse elevator are now on the A list.
- College-by-college self-funded raises, as proposed by Tanner, are still a possibility. An overall raise will depend on the amount of the tuition increase approved by the Board.

Meeting adjourned at 10:47.

Next meeting: July 2, 9:00-10:45, 1-360 Daley or 312-413-2001