

## STEERING COMMITTEE

Minutes of the meeting of 5 November 2003

Present: Bangalore, Bloss, Daugherty, Dorsch (phone), Hurd, John, Jones (timekeeper), Kresnoff, Lagana, Lambrecht, (convener, minutes), Malinowsky, Naru, Scherrer, Shuler, Starkman, Weller.  
Absent: Jacobson, Pifalo, Pillow.

Bruce Kresnoff, Visiting Access Services Librarian, LHS-Chicago, was introduced.

The committee discussed the upcoming **interviews for University Librarian**. Lambrecht will open the Steering sessions (9:30-10:20 on November 11, 14, 19, and 21 in 2850UH), and will moderate if needed. We will attempt to address the following issues with the candidates:

- Space concerns and library as place
- Technology
- Administrative structure
- Fundraising and advancement
- Budget management
- Library of the Health Sciences issues
- Centralization and decentralization of functions
- Branch libraries
- Big picture issues and role of the library on campus
- Vision of UIC (after the first day of interviewing)

We will remember to impart information efficiently as we ask questions. Part of our goal is to sell the UIC Library. Jones will schedule follow-up meetings in UH immediately after each interview (10:20-11:00), or in Daley if necessary. Steering will attempt to meet at 9:00 on Monday, November 24, to draft a report to the Provost that ranks the candidates.

Malinowsky introduced the **CD policy** proposed by the Collection Management Quadrant. It was endorsed and will be implemented immediately. CDs that circulate frequently may be removed from Daley Locked Case for reprocessing by Cataloging and Acquisitions.

The Electronic Resources Quadrant proposed that a single reference to the University of Illinois **privacy statement** replace existing privacy statements in the library's Web space. Steering agreed that the University System's policy should become our primary statement, but that certain licenses (such as Ask a Librarian) may require some brief additions to the standard text. If additional information is needed, experts on each product should submit to Steering a brief proposed text in the form:

“This site is in compliance with the University of Illinois Web Privacy Notice at [http://www.vpaa.uillinois.edu/policies/web\\_privacy.asp](http://www.vpaa.uillinois.edu/policies/web_privacy.asp) except that ...”

The **Clio implementation report** of ILLWorks+ was introduced by Weller and discussed. Good progress has been made. We hope that remaining software issues will be addressed by January 1.

Daugherty reported that the **deletion of “unlinked item records”** from Voyager has been completed by Rzyski and Webb.

A discounted license for **RefWorks through IDAL** was discussed. Steering agreed that Library Administration should negotiate such a license for UIC.

Next scheduled meeting: November 24, 9:00-11:00 a.m., place and phone number TBA

Next regular meeting: December 17, 9:00-10:45 a.m., 1-360 Daley or 312-413-2001

Proposed meetings: 9:00-10:45 a.m. on January 7, January 28, February 18, March 10, and March 31, 2004