

Steering Committee Minutes
March 31, 2004, 1-360 Daley Library 9 am

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

Minutes of March 10 were approved.

1. Weller presented ILL statistics with IFM and EFTS. The statistics are positive: the first six months of data show savings in time and reduction in paper handling for ILL and the Business Office.
2. Daugherty presented an updated list of PDQ's urgent project priorities. There are more projects behind the scenes, and Malinowsky is preparing a more inclusive list. Daugherty will assign priorities and report when done. Some projects involve withdrawals and global changes, some just physical moving, and some will need cataloging.

The basement of LHS (including Media) needs to be cleared. The Media collection will be dispersed.

Lambrecht reported on IMLS's grant to the History Makers: Lambrecht, John and cataloging staff are helping with subject analysis of oral histories to prepare metadata for the video interviews.

3. Weller reported on the Institutional Depository Task Force. The task force is looking at standards, software (open source, products in the marketplace), what it would contain, how it can be maintained along with a number of other issues including manpower and institutional buy-in. A brief discussion was held about other institutions' repositories, other campus departments interested in content management systems, a possible pilot project, the manpower it will take and how to get institutional buy-in. Steering supports the task force and its continuing work on this issue. After the task force's 4/1/04 meeting, Jones will send documents to Rick Johnson (SPARC) for his comments.

The task force has a Web page at <http://www.uic.edu/depts/lib/staff/commwork/irtf/>.

4. A discussion was held regarding Steering Committee preparations for the new University Librarian and what ways will be the most effective in conveying information about interdepartmental decisions. Lambrecht will review the last two years of Steering Committee minutes and draft a brief document of accomplishments; he will circulate the highlights list for committee members to comment on before the next Steering meeting.

5. Dorsch reported on the first USE meeting. Helen Georgas is a new member. The meeting was organizational and brainstorming, focusing on scope and definition of user services; librarians have a different set of services in mind than the users . The aim is make this a very participatory group; Steering agreed with this goal and with the strategy to start with internal focus groups (staff working with the public, department heads).
6. The deadline for full installation of Clio Web was changed to May 1 to accommodate an LHS hardware upgrade.
7. The deadline for RefWorks rollout was changed to May 1. RefWorks will be included in BlackBoard's Library Resources. The Web site is at <http://refworks.lib.uic.edu>, and ERQ will review at their April 30 meeting. A new listserve was created lib-cit@uic.edu to accommodate queries from all citation tools.
8. Hurd reported on SerialSolutions' ArticleLinker. We are adding the capability to more and more of our databases (we're using an indigo and flame icon with the words "UIC Options" where possible). We no longer host the A-Z list ourselves but use the SerialSolutions portal so we have daily updates. Subject access is available (based on Ulrichs subject headings). We have the ability to include in our list of ejournals categories of free, open access journals -- Documents is reviewing government serials, and Collection Development is reviewing open access journals.

There was a brief discussion of the potential of DOLLeR as a problem-solving tool – scanning licenses still needs to be done and data about e-resources is not yet complete. Malinowsky reported that there is comprehensive information for some resources, but there is a name authority problem and historical information is not complete. A workflow meeting will be held. DOLLeR is an on-going Electronic Collections Quadrant project.

Meeting was adjourned at 10:40 am.

Future meeting dates in 2004 (9:00-10:45, 1-360 Daley or 312 413-2001): April 21, May 12, June 2, June 23, 2004