

# LIBRARY INTERDEPARTMENTAL COMMITTEES, QUADRANTS, TASK FORCES AS OF AUGUST 26, 2004

## I. LIBRARY STEERING COMMITTEE

Members: Jay Lambrecht, Convener William Jones  
Nirmala Bangalore Gretchen Lagana  
Douglas Bicknese Fifi Logan  
Alex Bloss Bob Malinowsky  
Mary Case Linda Naru  
Bob Daugherty Victoria Pifalo  
Jo Dorsch Ellen Schellhause  
Emily Guss Carol Scherrer  
Julie Hurd John Shuler  
Susan Jacobson Ellen Starkman  
Nancy John Ann Weller

Charge: Make recommendations to the University Librarian on issues of library policy. Monitor interdepartmental projects. Coordinate the work of the quadrants and task forces. Consider emerging issues and the library's responses to them.

## II. QUADRANTS REPORTING TO THE STEERING COMMITTEE

### A. Collections Management Quadrant (CMQ)

Members: Bob Malinowsky, Convener Bill Jones  
Alex Bloss Gretchen Lagana  
Susan Jacobson

Charge: Act in an advisory capacity related to all collection development and management issues that impact day-to-day operations of Collections Development and Stack Maintenance.

### B. Electronic Collections Quadrant (ECQ)

Members: Julie Hurd, Convener Henry Owen  
David Austin Carol Scherrer  
Deb Blecic Mircea Stefancu

Charge: Make recommendations for an overall strategy with respect to electronic resources.

*Task Force reporting through ECQ:*

#### **B.1. Electronic Reserves Task Force**

Members: Pia Hunter, Chair Emily Guss  
Jill Evans Mircea Stefancu  
Peter Hepburn

Charge: Take library reserve readings online as soon as possible, while taking care to plan a long-term e-reserves strategy.

### C. Electronic Resources Quadrant (ERQ)

Members: Victoria Pifalo, Convener Ellen Starkman  
Annie Armstrong (ADA expert) Ann Weller  
Julie Hurd Lisa Wallis  
John Shuler

Charge: Coordination and representation of library-wide services on the UIC Library Web site. Content responsibility for upper levels of UIC Library Web site. Editorial oversight of lower levels of UIC Library Web site.

*Task Forces reporting through ERQ:*

**C.1. Services Page Task Force**

Members: Aimee Quinn, Convener Rachel Shaevel  
Kevin O'Brien

Charge: Make specific recommendations to ERQ on any general or specific changes/improvements to the set of pages found in [www.uic.edu/depts/lib/services](http://www.uic.edu/depts/lib/services) as well as [www.uic.edu/depts/lib/libmail](http://www.uic.edu/depts/lib/libmail) and [www.uic.edu/depts/lib/circulation](http://www.uic.edu/depts/lib/circulation).

**C.2. E-Reference Shelf Task Force**

Member: Mary Shultz

Charge: Review the online Reference Shelf and make recommendations regarding which resources to include and how they should be organized.

**C.3. MyLibrary Portal Content Group**

Members: Deb Blecic, Convener Rich McGowan  
Annie Armstrong Aimee Quinn  
Steve Brantley Mary Shultz

Charge: Manage editorial and content development for the *MyLibrary* portal

**C.4. Web Site Evaluation Task Force**

Members: Deb Blecic, Convener  
Ellen Starkman  
Mircea Stefancu

Charge: Assist ERQ in the collection and analysis of data about use of the Library's Web site by its various populations. More than one approach should be used to collect data (e.g., Webalizer statistics, usability studies, transaction logs). May be asked to conduct studies that will complement independent investigations conducted by Library faculty and departments.

**D. Processing and Delivery Quadrant (PDQ)**

Members: Bob Daugherty, Convener Emily Guss  
Nimmu Bangalore Ellen Schellhause  
Alex Bloss Ling Wang

Charge: Make recommendations for policies and procedures to ensure structured access to all new and existing information resources.

*Task Forces reporting through PDQ:*

**D.1. CIRCWRKS**

Members: Gladys Odegaard, Chair Kathy Kilian  
Ora Daniels Jeffrey Loftiss  
Bob Daugherty Thomas Mantzakides  
Gail Davis Emama Mulhim

	Sherry Gogo-Madsen	Barbara Reding
	Emily Guss	Joel Sanders
	Pia Hunter	Ling Wang
Charge:	Oversees policies and procedures that pertain to circulation functions of the UIC Libraries. Voyager circulation is its primary focus, but Illinet Online, ILCSO Universal Borrowing, Ariel, and InfoQuic services are within its scope. The committee monitors existing activities and recommends new policies and procedures in these areas.	

**D.2. TechWorks**

Members:	Robin Beck, Chair	Jyothi Mirmira
	Robin Beck	Marilyn Montero
	Alex Bloss	Radha Ramaswamy
	Mary Diaz	Sheila Roberts
	Carol Frate	Barb Van Cleave
	Susan Glover	Janet Watkins
	Vicki Gordon	Warren Webb
	Harvey Hui	Sheryl White
	Renee Kilduski	
Charge:	Monitors existing activities and recommends new policies and procedures that pertain to cataloging, acquisitions, and serials functions of the UIC Libraries.	

**D.3. Binding Task Force**

Members:	Wenona Rhodes, Chair	Veronica De Kowperlandth
	Alex Bloss, Champion	Gladys Odegaard
Charge:	Evaluate the processes involved with preparing and sending unbound periodical issues to the commercial bindery by reviewing current practices and workflows, evaluating cycle times, identifying problems, and recommending improvements.	

**D.4. Voyager Security Council**

Members:	Alex Bloss, Chair	Dolores Barber
	Sherry Gogo-Madsen	Ling Wang
	Emama Mulhim	Warren Webb
	Gladys Odegaard	
Charge:	Secure and manage UIC's Voyager System Administration module. Work with Systems, PDQ, and departments to develop, maintain, and recommend policies; propose, review, coordinate, and implement changes; and recommend solutions to problems involving the Systems Administration module.	

**E. User Services Ensemble (USE)**

Members:	Jo Dorsch, Chair	Fifi Logan
	Joan Fiscella	Gladys Odegaard
	Helen Georgas	Mary Shultz
	Julie Hurd	
Charge:	Identify issues and concerns about the library's public services from the user's perspective. Make recommendations to the Steering Committee regarding both traditional, in-person services and digital services. Coordinate effort with other quadrants.	

*Task Forces reporting through USE:*

**E.1. QuestionPoint Management Team**

Members: Sandy DeGroot, Chair                      Scott Collard  
              Jo Dorsch, Champion                     Peter Hepburn  
              Sara Blaszcak                             Krystal Lewis  
              Su Bochenski

Charge: Maintain QuestionPoint as the *Ask A Librarian* management software; support the State Library's *Ask Us! Illinois* initiative; integrate the digital reference service with Blackboard; seek additional opportunities for improved *Ask A Librarian* services.

**E.2. MyLibrary Portal Implementation Group**

Members: Steve Brantley, Convener                Karen Heskett  
              Mark Costa                                     Bob Malinowsky  
              Julia Hendry

Charge: Manage feature specification, guidelines, training, marketing and promotion, and troubleshooting for the *MyLibrary* portal

**III. TASK FORCES AND COMMITTEES THAT REPORT DIRECTLY TO THE STEERING COMMITTEE**

**A. CITY2000 Task Force**

Members: David Austin, Chair                      Bill Jones  
              Pat Bakunas                                     Linda Naru

Charge: Oversee development of the CITY2000 project.

**B. Digital Collections Oversight Committee**

Members: Julie Hurd, Project Manager             Gretchen Lagana  
              David Austin                                     Jay Lambrecht  
              Douglas Bicknese                             Linda Naru  
              Steve Brantley                                 Wendall Sullivan  
              Susan Jacobson

Charge: Provide vision for, guide, monitor the progress of, and identify new initiatives for UIC digital collections

*Task Forces reporting through DCOC:*

**B.1. Hyperion Interface Team**

Members: Krystal Lewis, Convener                 Ling Wang  
              Daniel Enoch                                     Ann Weller  
              Li Fu

Charge: Customize the Hyperion interface for UIC

**B.2. Metadata Standards Task Force**

Members: Kavita Mundle, Convener                 Helen Georgas  
              David Austin                                     Helen Schmierer  
              Pat Bakunas                                     John Shuler  
              Dolores Barber                                 Lisa Zhao

Charge: Create metadata standards for new formats

**B.3. Scanning Guidelines Task Force**

Members: Linda Naru, Convener Gretchen Lagana  
David Austin Aimee Quinn  
Douglas Bicknese Wendall Sullivan  
Li Fu  
Charge: Create guidelines for scanning new formats

**C. MyLibrary Portal Steering Group**

Members: Ellen Starkman, Convener Sandy De Groot  
Deb Blecic Francis Kayiwa  
Steve Brantley Krystal Lewis  
Charge: Overall coordination, policy, direction, and calendar for the effort to implement and maintain the MyLibrary Portal

*Task Force reporting through MyLibrary Portal Steering Group:*

**C.1. MyLibrary Portal Technology Group**

Members: Su Bochenski, Convener Daniel Enoch  
Annie Armstrong Francis Kayiwa  
Sandra DeGroot  
Charge: Develop standards, manage feature design, and prepare and maintain a development agenda for the technical aspects of the MyLibrary portal

**D. ILLWorksPlus Task Force**

Members: Ann Weller, Leader Bruce Kresnoff  
Bob Daugherty John Matthews  
Peter Hepburn Kevin O'Brien  
Charge: Make and execute a plan to enhance the coordinated use of technology for management and delivery services in Interlibrary Loan in Chicago, Peoria, Rockford, and (where relevant) LHS-Urbana.

**E. WebVoyage Design Task Force**

Members: Ellen Starkman, Chair Kavita Mundle  
Krystal Lewis Mary Shultz  
Rich McGowan Ling Wang  
Charge: Expand and improve UIC's interface to UICCAT (and beyond)

**F. Institutional Repository Task Force**

Members: Ann Weller, Convener John Cullars  
David Austin Rich McGowan  
Douglas Bicknese Mircea Stefancu  
Sara Blaszcak Lisa Zhao  
Charge: Develop a plan to establish an institutional repository at UIC. Implement a pilot project, evaluate and modify the project, and then recommend a process for large-scale implementation.

**G. Team Vision 2010**

Members Peter Hepburn, Co-Chair Julia Hendry  
Carol Scherrer, Co-Chair Francis Kayiwa  
Jay Lambrecht, Champion Linda Ling

Steve Brantley  
Joan Fiscella  
Jeanette Gawronski

Mary Shultz  
Wenona Rhodes  
Irene Williams

Charge: Develop a vision to inform and to guide strategic development in the University Library throughout all aspects of Library operations over the next five years.

#### **IV. TASK FORCE THAT REPORTS DIRECTLY TO THE UNIVERSITY LIBRARIAN**

##### **Emergency Preparedness and Response Task Force**

Members: Linda Naru, Chair Priscilla McGlaun  
Peggy Glowacki Gladys Odegaard  
Bill Jones Wenona Rhodes

Charge: Bruce Kresnoff Ann Weller  
Make and execute a plan to enhance the coordinated use of technology for management and delivery services in Interlibrary Loan in Chicago, Peoria, Rockford, and (where relevant) LHS-Urbana.

JAC: rev 8/26/04  
Original document: 10/09/02