

STEERING COMMITTEE

Minutes of the meeting: July 5, 2006

Present: D. Blecic, J. Canlas (recorder), M. Case, R. Daugherty, K. Ein, D. Enoch, J. Fiscella, E. Guss, S. Jacobson (convener), L. Naru, V. Pifalo, E. Schellhause, C. Scherrer, J. Schuitema, J. Shuler, A. Weller

Minutes: Case submitting corrections, additions to Canlas.

Updates (Case)

- A&A Visual Resources Library: Collection will remain at A&A. DRU was vacated, will now look at uses for space. Likely, collection will eventually come to Library when in digital form.
- IRAD: Addition for IRAD too large for west side of Daley.

Budget Update (Case)

Case distributed rough drafts of budget projections, including estimated state and ICR budget numbers, sense of what rollover will be. Figures for FY06 expenditures approximate, showing likely million-dollar carryover for next year. Case provided overview of document, noting new state allocation to fund salary program based on 2.5% campus salary program for academic staff, and lower campus tax. Projections for next few years still indicate a tight budget. Library must continue to consider reallocations and unfilled vacancies. Outcome of union negotiation in fall, what final raise figures will be for next three years, will be factors. Administration working toward more detailed accounting to be able to anticipate future spending. Case added possibility of minimal one-time ICR funds in fall, perhaps in form of matching funds for digitization efforts. Committee discussed the usefulness of recent computer equipment updates. Case confirmed that, while updates are currently paused due to spending concerns, program will continue. In sum, the Library's financial condition is somewhat improved, though "not out of the woods."

Voyager Update

Daugherty summarized minor issues Circulation has worked on resolving as a result of the update, commending CARLI/I-Share colleagues for excellent communication through process. Schuitema discussed more complex database clean-up issues affecting Catalog that are unlikely to affect users and informed Committee that I-Share will likely take three weeks to load universal catalog, then add backlog of changes--likely six weeks until new information is included.

University of Illinois Alumni Association Announcement

Jacobson echoed recent announcement by Case that UIAA service now available as of July 1. Daugherty stressed that service is only available to UIAA members, not all alumni, and that all are welcome to join the UIAA. As most members live in Chicago, Daugherty speculated that data will eventually show that UIC supports UIAA members to a great degree in terms of library services, positioning UIC for a better share of support

by UIAA for alumni. Case added that resources available through service are a mix of full-text and abstracts. Alumni inquiries from nonmembers should be referred to UIAA for membership information; otherwise, members should have card with access information.

Ebrary Records (Schuitema)

Library now has a set of criteria by which, when bibliographers are looking at large sets of electronic records, can use to determine how they should be dealt with. Schuitema interested in looking at Ebrary records as they are missing some access points; anxious to see if absence of items affects searching. Ebrary entertaining thought of stripping things off, may receive pressure in that regard.

New Faculty Orientation Events (Dorsch)

Committee has met and begun planning for events at Daley, LHS-Chicago and sites. Library information will be available at receptions, and staff will be ready for impromptu tours for interested attendees. Dorsch asked Committee to submit suggestions on types of information to have available. Considering mid-September to mid-October.

E-mail Communication (Case)

As E-mail is an official mode of communication, all staff and student employees should be allowed to review e-mail during work time. If prohibitory issues include access to machines, Library is continuing with updates.

Search & Screen Committee (Case)

Committee being abandoned in lieu of UL appointing search committees unique to each position. Case sees this approach as opportunity to reach out to staff, provide insight into hiring process.

Personnel Updates (Case)

Weller to be official head of Special Collections. Put through waiver of search through that, has to be approved by BOT. Pending approval, Weller will be effective as of Aug. 16. Also pending board approval, Scherrer will be Associate Professor with tenure. Bicknese accepted a position with the National Archives at regional center in Chicago. He has done much to raise visibility of Archives on campus and will be missed. His last day in office is July 21.

Strategic Planning (Case)

Next step is for Library to come up with more detail for implementation strategies. Administration should meet with department heads to match actions with overall goals. Library will hopefully have a chart with deadlines and responsibilities by next summer. Planning Group deserves thanks; celebration will be arranged. Next step will involve departments. May divide into smaller groups to examine college plans and report back to larger group.

Deadlines:

- July 31: Print introduction to Library and its services--Dorsch contacting Armstrong to check on progress.
- Dec. 15: New Web redesign launch--Case noted some changes being made to current Web site, will be a whole new design and database.
- Policy Task Force--Guss commented that group has completed revision of policy; working on guidelines for addressing certain behaviors at the Library. Hope to submit document to PSAC by Aug. 15. Dorsch hopes to report on item at September Steering Committee meeting.
- Case informed Council chairs that reports for evaluation of Council system should be submitted by mid-September toward a report for October Steering Committee.

Additional Items

- Staff Use of Headphones :In response to inquiry by Shuler, Committee discussed departmental policies, agreeing that retaining ability to communicate with coworkers and, potentially, patrons is main issue. No use by purely public service personnel. Generally, staff use serves as positive for morale.
- New Book Lists: Schuitema responded to an inquiry by Blecic that it is progressing. Not just getting new acquisitions list, but any new volume or replacement added.
- College of Medicine Web site: Dorsch reported that entire COM undertaking project to redo Web site. Dorsch serves on committee working with consulting firm doing work. Firm holding workshops to gather input; Dorsch will inform Committee on progress.