

STEERING COMMITTEE

Minutes of the meeting of Aug. 6, 2008

Present: J. Canlas, M. Case, L. Castillo, K. Carpenter, R. Daugherty, J. Dorsch, K. Ein, D. Enoch, J. Fiscella, A. Ford, E. Guss, T. Klassen, J. Lambrecht, K. Lewis (guest), F. Logan, L. Naru, R. Sandusky, E. Schellhause, J. Schuitema, C. Scherrer, M. Shultz, A. Weller

Corrections to minutes should be sent to Canlas.

WOC Update

Lambrecht distributed copies of the group's recommendations and informed Committee that WOC is considering new membership for their group. Kim Pendell will be new WOC chair. Lambrecht also pointed out WOC's recommendation that the group report to PSAC. Lewis explained that PSAC seemed a better fit now that WOC is in public services phase, and may perhaps, as a smaller group, be more nimble in reacting to recommendations. Committee discussed relying on an individual vs. a committee to assume responsibility for Web site. Committee agreed to consider the potential role of a "coordinator" to streamline processes, although the notion of a single person to perform all Web-related work (i.e., a Webmaster) is outdated. Sandusky noted WOC is aiming to have a working, fleshed-out site in place by spring semester, at which time staff may examine content. WOC will report to PSAC in future.

Access Services Council Report (Guss)

ASC has been meeting with ILLworks to discuss the feasibility of cross-campus (Chicago-only) document delivery for patrons who are eligible for ILL. ASC recommends that Library attempt service as a pilot program for fall semester with word-of-mouth advertising, and ASC will record use statistics. Committee discussed particulars of the mechanism, specifically the difference between requesting journals and books. Guss added that details are still to be finalized, and if Committee approves recommendation, ASC will fine tune process and work with public services staff on how to navigate procedure. Committee approved recommendation.

Springer MyCopy (Fiscella)

Springer will pilot a project that will allow patrons to purchase print copies of e-books. No library intervention is required; online credit card transaction will occur between patron and Springer, and patron will be mailed simple, black-and-white, bound copy of e-book. Springer will install safeguards to prevent large-volume purchases. UIC will be involved in pilot when it begins in fourth quarter. Committee agreed that, if service is popular, Library should consult Springer and CIC about receiving a portion of the cost.

Systems Status Report (Sandusky)

Sandusky distributed copies of Systems Status Report, which he plans to present on a bi-monthly schedule for Committee. Sandusky asked Committee to provide feedback to assist Systems in prioritizing upcoming projects. Case suggested that next report include

list of routine tasks and corresponding responsibility to provide a general idea of the scope of Systems' work. Committee is welcome to share report with staff, and Sandusky should be contacted regarding priorities and/or issues not addressed in report.

VuFind (Case)

Committee should be aware that this open source, faceted browser is now available to UIC. Library is also committed to WorldCat Local project, which will likely not be ready for use until late fall. Library is contracted to roll out WorldCat Local and conduct usability studies. Case questioned whether any features within VuFind merit setting it up to allow users to experience. Sandusky added that, according to CARLI, it would not be difficult for UIC to get its own URL branded to fit Library environment for placement on homepage as a beta mechanism. Committee agreed to delegate matter to PSAC for consideration and recommendation.

Updates

Support staff development policy (Case)

Committee was asked for feedback on document previously distributed. After brief discussion, Case agreed that document should at least be examined by campus Human Resources, and that LSSAC may consider other relevant campus entities who should also review the document.

Budget (Case)

Final budget received as of last week. Governor and legislature approved 6.2% increase to general revenue fund. President White will hold \$10M of that increase in case of mid-year recession. Of remaining \$9.2 M, \$3.6M is distributed to UIC. This will be used to reduce amount of reallocation that would be returned to campus. What was negative state budget is now positive by \$12,000. Salary program will remain at 1.5%. Units are allowed another .5% toward equity. If situation looks better later in year, money being held by University may be used for added mid-year salary increase or salary pool for next year. Current level of staffing, or close to it, will likely be maintained at Library. As time goes on, Library would consider not filling vacancies or find ways to reallocate or promote. Senior staff will re-assess staffing in January. Library will have about \$800,000 in carryover, and at least \$20,000 is already committed to building projects already underway. Budget will be allocated for LHS, Science, Systems, Administration, and responsibility would be assigned to appropriate AULs. Lambrecht added that the student hours budget is still to be distributed, but departments can expect to have as many hours as last year.

R2

Case now has the report, and Senior Staff is working on roll-out plan. Report will likely be shared next week.

UIC College Prep (Carpenter)

UIC College Prep is a charter high school sponsored by the University, part of Chicago Public Schools (CPS). Access Services and Information Services worked with principal and faculty at school to obtain sense of curriculum. Students will have access to CPS

databases, and Chicago Public Libraries also has strong mandate to work with CPS as well as charter school. Students will be coming from various areas of city due to admittance through lottery system. School does intend to use our libraries. Library has yet to decide what resources will be available to faculty and students. Case suggested including Klassen, PSAC and ASC in discussions. Scherrer added that Lisa Massengale will be liaison to school.

NLM site visit (Carpenter)

Team will be coming to audit progress through contract, looking at getting information from campus administrators--Case and Tanner—on importance of GMR program, its impact on university, planned projects, current progress. Team is also looking to network with members for feedback on services. She worked with GMR staff to prepare a survey as requested by NLM. Several network members will visit for luncheon and meeting with audit team. Audit occurs in every region during 3rd year of contract. Feedback from survey was positive. Coordinators have done effective job with resources so far. She and GMR staff anticipate a positive review.

Development officer search (Case)

Second search failed. Of three candidates, one withdrew for another position; another withdrew when received promotion at current position; third declined offer for personal reasons. Case and Chuck Van Hecke are screening applications to begin process again.

Steering rotation

Lambrecht announced that Bob Sandusky will be Committee Chair, beginning with September meeting.