

STEERING COMMITTEE

Minutes of the October 1 meeting

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

Absent: J. Canlas, E. Guss

September 2008 Minutes: Canlas will make corrections to September minutes, and will re-send to Committee for approval.

Google Books Project (Fiscella)

CTSC will meet in October. August 4-5, 2008 CIC Google / HathiTrust (CIC Shared Digital Repository) update held in Chicago. UIC has received a preliminary candidate list of items of interest to Google. Provided as a spreadsheet that lists more than 49,000 items. Most items are from Daley, but materials from all the libraries are in the list. There are some errors (e.g., CDs/audio items in the list). The list may also be useful for correcting some systematic errors, like items with "Art" as location. Purdue has asked for a delay in their start date. In the meantime, Indiana is going to double their scanning rate and another library will be lined up for Spring 2009. Some digitized materials from Michigan and Wisconsin are already available through both Google and HathiTrust; full text is available for materials not in copyright. UIC will sample from the candidate list to develop and debug UIC processes. Determination of book condition is part of the pulling books procedure. Lambrecht asked about Michigan and OCLC copyright registry projects; projects are establishing procedures and databases and will be open to anyone wishing to participate. Daugherty asked about relative size of UIC candidate list compared to the other libraries.

Phone conference schedule for October 9, 2008 on the Springer MyCopy project.

PSAC Report (Logan)

LibGuides discussion; text from springshare.com.

WOC and PSAC recommend that the University Library acquire LibGuides, from springshare.com. LibGuides Allows creation of pathfinders / research guides for users. LibGuides is dynamic and database driven and will replace our existing, hand-coded HTML research guides, which are difficult and expensive to maintain. Reference staff would maintain the content of the research guides and take responsibility for quality. Annual subscription is about \$2,999. Functionality to be verified: (1) That research guides would be findable from search engines and (2) research guides are usable when printed. Steering agrees it should be purchased.

No patron comments on VuFind yet; just from librarians. In one face-to-face encounter, the patron complained about the account-creation requirement and lack of interoperability with ishare. Case reported that CARLI is going to begin working with the OSS version of VuFind. Sandusky will request counts of VuFind usage from CARLI, if they are available.

Systems Group Status Report (Sandusky)

The report for August and September 2008 was distributed and is also available at <http://www.uic.edu/depts/lib/staff/steering/>.

Library/IT Assessment report (Sandusky)

Planning for the LHS libraries is being integrated with planning already underway for Daley and Science by adding Carpenter and Dorsch to the Library-wide group. In addition, the LHS participants will meet as a separate group. LHS participants will also join the established subgroups. A campus-wide survey is being conducted and we have more than 500 responses as of 10/1/2008; about 20% of the responses are from LHS library users. The planning group welcomes the steering committee members' input on ideas for improvements for FY 2010 and future years. Please send your suggestions to Sandusky by October 15. A meeting of the campus Library / IT Assessment Committee (the student advisory committee) is schedule for October. Daugherty noted for those interested in touring the new information commons at Loyola that LAMA/BES is having a pre-conference at the Loyola information commons.

R2 Follow-up (Lambrecht)

Case and Lambrecht met with Collections Development on 9/15, Acquisitions on 9/18, Cataloging on 9/24, and LHS (with Carpenter) on 9/23. After reassuring staff that no staff reductions are planned, reactions were generally positive. People seemed open to trying new work configurations prior to re-writing position descriptions and dealing with union / bureaucratic issues. Staff in department are already engaging with recommendations and talking about alternatives. One outcome of meetings with staff was being reminded of techwrks, which was effective in the past. Shultz noted techwrks hasn't been active recently, in part because no faculty member has been available to help move it forward.

The Workflow Efficiency Coordinating Team (WECT) will meet for the first time on Monday October 5 to discuss the group name, data collection, identify quick changes, organize communications, and begin prioritization. Members of WECT are Lambrecht (chair), Carpenter, Enoch, Fiscella, Guss, Sandusky, and Schuitema.

One challenge is documenting and enforcing policy decisions. For example, Steering had a binding discussion a couple of years ago, but seem to be frequently adjusting what is / is not bound. All departments need to begin to build process and policy documents, communicate them, and commit to them. Daugherty noted that a wiki has been helpful for keeping procedures and policies alive and up-to-date.

Fiscella reported on Yankee Book Peddler's presentation to CARLI. She is gathering information about possibilities, getting a trial on GOBI selection, and verifying that what R2 said about YBP capabilities is accurate. Enoch noted that Coutts has a partnership with Ex Libris. Looking for an alternative to Amazon, which doesn't work well with libraries. Learned Yankee has an out of print service. Maybe we should investigate Coutts & Blackwell, and then ask Yankee if they have the same features / services.

Budget Decentralization (Case)

The decentralization of the budget, decision making, and authority is moving forward. FY 2009 budget has been divided up, and we are now working on processes for implementation. The following represent examples of how expenditures will be associated with decentralized budget. Software purchases of broad use across libraries, departments, and patrons (e.g., LibGuides) would be purchased out of Systems funds because. Furniture and travel will be charged to the AUL to whom employee reports. Hope to have documentation to share by the November steering meeting. In the meantime, work through your AUL for purchase requests. Copy systems on software and hardware to ensure requests are in line with library technology directions (consistency, compatibility, etc.; note that systems is not going to approve spending). FDAC research fund will be managed centrally, but expense reports should go to AULs for approval. FDAC committee will continue to manage the FDAC research fund; and to verify that all FDAC requests are appropriate and consistent with OBFS guidelines.

Staff Development Policy Update (Case)

Policy is intended to support participation in programs that the employee selects, not for training library wants employees to attend. Ford and Sauer have been talking about this to attorneys. It's been determined that library does have access to LLEAP (Lifelong Learning and Educational Access Program), but LLEAP processes don't have good connections back to library oversight. Going our own way means talking to union, etc., which is relatively complex. Ideally, those with access to FDAC would not have access to LLEAP. We would also like there to be an auditable approval process within the Library. Holst noted that the rules state that any work time spent off campus must be documented, including working from home. Will this be addressed by the Library? What are needs for documentation and implications for liability?

Ford provided the URL to the LLEAP program details:
<http://www.uic.edu/orgs/LLEAP/LLeap.html>.