

## STEERING COMMITTEE

### Minutes of November 5 meeting

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

### Minutes

Committee reviewed and offered suggestions. Sandusky will update.

### Announcement

Sandusky advised Committee to e-mail Voyager report requests to [lib-report@uic.edu](mailto:lib-report@uic.edu).

### Google Book Search (Fiscella)

Scanning project moving ahead. CIC assembling team of provosts, legal counsel and library directors to consider implications of settlement for project.. Google unsure about subscriptions and purchasing costs, but Fiscella will keep Committee posted. Case called settlement “somewhat monumental,” that it will change how access will be “sold.” Provost Tanner working with CIC group, and UIC must decide what type of partnership it wants. Committee briefly discussed actions of other institutions involved in project. Case may hold faculty meeting to discuss issues. A future faculty meeting should have the settlement as its major topic.

Action: **Fiscella** will distribute URL for CIC group to Committee.

### Print on Demand (Fiscella)

UIUC began Springer’s Print on Demand service. Springer offers positive reports. UIC will likely join on December 1. Question of interface compatibility was posed to Springer, as was Library’s intent to not provide “selling” services related to Print on Demand. Logan questioned link to our OPAC from Springer’s systems; Fiscella will address with Springer, but the library’s best leverage is in the context of the big licensing deals. Case noted that program is pilot, and will be assessed in regard to continuing service.

### PSAC Update (Logan)

Serials Solutions page will be changing, and Council would appreciate feedback. Page will also include note to discourage patrons from downloading large amounts of material. WOC is now in final design phase and plans to offer demonstration at December Steering meeting. College liaisons interested in meeting with departments about adding buttons to their homepages linking to appropriate LibGuide. Pendell and Armstrong will act as administrators initially, recruiting others if necessary. Training sessions will be scheduled.

### WECT Report (Lambrecht)

Team has listed and assigned responsibility for 10 “quick-action” possibilities based on R2 recommendations:

1. #14 Accept duplicate call numbers and standard Cutters. Carpenter will lead.
2. #15 Accept DLC and PCC copy without editing. Schuitema will lead.
3. #17 Implement 5% sampling to monitor record quality. Schuitema will lead.
4. #22 Prefer paperback bindings when available. Fiscella will lead.
5. #25 Stop buying print reference materials. Carpenter and Fiscella will lead.
6. #30 Implement a more restrictive gifts policy. Fiscella will lead.
7. #52 Analyze and streamline the claiming process. Enoch and Guss will lead.
8. #54 Reduce binding of print serials. Enoch will lead.
9. #55 Reduce efforts to locate missing issues; bind incomplete. Guss will lead.
10. #56 Reduce effort on unsolicited titles and issues. Lambrecht will lead.

Team still refining objectives; will distribute to staff when finalized. Team discussed different approaches to implement different types of recommendations: binding and electronic resources. Outside of Team, bibliographers working with YBP to discuss electronic ordering. Schuitema talking to Promptcat about record profiling. Ein will attend Voyager/Acquisitions workshop. At last meeting, Team also decided on paper-slip system for measuring receipt-to-shelf time for materials, and will discuss with Circulation staff.

#### Library/IT Assessment Report (Sandusky)

So far, 24 new computers installed in Daley on first two floors. Some replaced machines will migrate upstairs to replace older equipment. Third and fourth batches of 12 computers have been ordered, and three candidate replacement chairs are on display for voting in lobby. Naru working on publicity plans. Prioritization subgroup establishing schedule for site upgrades. Committee recommended updates be posted to ULIB. Castillo reported on new counter installations near Reference and Collections Development. Removal of second floor built-ins and half-walls will occur week of Thanksgiving. Sandusky added that, based on student advisory meeting in October, Library will go ahead with purchase of electronic resources suggested by Collections Development; it may take time to acquire some resources due to length of negotiation / purchasing process. Library will continue to meet with student leaders to ensure students are partners in planning process. Planning for FY2010 is underway. Schellhause expressed concern about backup for networking to libraries; this is a business continuity planning concern.

Action: **Fiscella** will distribute list of e-resources to be ordered to Committee.

#### Campus Diversity Strategic Planning

Canlas will serve as Library representative to campus Diversity Strategic Planning and Thinking Committee. Colleges and units will be required to develop their own diversity plans, and Canlas will be liaison with Library during internal diversity strategic planning process. Case added that the process will examine what an ideal diverse campus would be and how diversity affects experience. Library will appoint diversity strategic planning group.

### Budget Update (Case)

According to President White's memo, University is anticipating major rescission this year and a major budget reduction next year. No numbers yet, but Case anticipate rescission will force Library to spend down reserves and potentially cut collections budget. In regard to staffing, tech services reorganization will likely produce reallocations, and more work can be pushed to student level as support staff retire or leave, but professional ranks will have to be considered; open positions may remain unfilled. Case asked Committee to brainstorm within departments on potential ways to do business differently and save money, create lists for discussion at December meeting. She will share more budget information as it is communicated. Logan questioned organization's philosophical approach—maintain current services with fewer resources, or reduce services and re-focus efforts. Case referred Committee to Strategic Plan and working toward those goals. Committee discussed service levels, quality vs. cost and potential role of technology. Case encouraged Committee to be aware of staff concerns during process and remind staff of positive developments and re-focus on principles. Action: All departments will develop cost saving / service efficiency ideas and share prior to the December 2008 Steering meeting.