

STEERING COMMITTEE

Minutes of the April 1, 2009 meeting

Present: J. Canlas (recorder), K. Carpenter, L. Castillo, R. Daugherty, S. DeGroot, J. Fiscella, A. Ford, K. Frey, E. Guss, R. Holst, J. Lambrecht, F. Logan, L. Naru, R. Sandusky, (convener), C. Scherrer, J. Schuitema, M. Shultz, A. Weller.

1. Minutes approved.

2. Acquisitions Transition (Lambrecht)

After Enoch's departure, Fiscella and Schuitema will co-manage department with LOA Alfredia Smith. Lynn Wiley, UIUC Acquisitions Librarian, will occasionally visit to assist and exchange knowledge. Staffing changes: Michael Ng transferred to Science; Joyce Drzal to retire at end of month and will not be replaced; one staff member will move to Business Office. Goal is to physically merge Acquisitions and Cataloging in Cataloging space by late summer, partially to effect, in alignment with WECT recommendations, long-term collaboration and partially to open space needed during construction of the Learning Commons. Fiscella recommended that communications be sent to Smith, Schuitema and Fiscella to keep all aware of inquiries. Sandusky added that any Systems duties that had been handled by Enoch would be taken over by Sandusky or Lisa O'Leary.

3. CTSC: Principles for Discarding Print Materials (Fiscella)

Fiscella introduced document by noting that its guiding principle is alignment with Library strategic plan. Draft presented is "Stage I," focused on Daley and warehouse; other facilities may eventually be affected. Implementation begins with examining duplicates. Discussed with Circulation and Cataloging about labor and personnel demands for transferring items to warehouse or disposing of materials. Important items to note when ready to withdraw: CARLI pilot project on retaining last copy; CRL's similar project for journals. Committee briefly discussed state of warehouse, reference materials to potentially withdraw and possibility of offering withdrawn materials to universities outside the U of I system.

4. Council reconfiguration (Sandusky)

Sandusky has received requests, but membership has not yet been confirmed. Senior Staff will discuss recommendations, and announcement should be made in two weeks. Until then, councils retain current constitution.

5. Diversity Task Force (Ford)

Laverne Gray and Ford are co-chairs, and Canlas is liaison to campus. Co-chairs have identified potential members of this committee, which will have 12-14 members, consisting of approximately five faculty, three APs, three support staff and two students. Potential members have been invited, yet membership remains unconfirmed. Charge for group is to answer set of guiding questions provided by campus, resulting in a document outlining current activities as well as future plans and goals.

6. Development goals and campaign extension (Frey)

Since Brilliant Futures campaign's public launch in 2007, Library has raised nearly \$8 million to date. Document provided highlights several gifts. Vice Chancellor for Development Penny Hunt now visiting with deans to discuss current state of unit within campaign and re-visit and potentially revise goals. Her likely recommendation to Chancellor is an extension of campaign by another year or two. Looking for Committee's input to examine current priorities and consider whether new issues have arisen in past three to five years that deserve attention. Committee discussed recent gifts and their visibility within the Library, then offered suggestions: public/consumer health, purchasing e-resources, donation of study rooms, research carrels and furniture.

7. WorldCat Local impacts (Daugherty)

After sharing data, would like questions and comments. Key issue if Library adopts system: If WCL is only portal, Library can expect a dramatic increase in number of requests. Committee discussed relationship between WCL and I-Share, different nature of searching between two mechanisms. Schuitema noted that CARLI is pursuing this six-month beta testing to consider offering product; UIC must consider if ILL could absorb the increased workload. OCLC also still trying to refine how system needs to work in this environment. Library is hoping to learn more about patron searching preferences through OCLC assessment process.

8. Staff development follow-up (Carpenter)

Document was both posted to Steering Web site and given to Mary to take to LSSAC. That group, via Kathy Kilian responded with specific feedback and requests for assistance in going forward. First action item is to ensure that all departments have provided opportunity for staff to watch Kathryn Deiss' presentation (recording lost due to catastrophic failure @ ACCC/eRooms provider) and complete exercises. Additional steps include addressing communications continuum and the ladder of inference in the rights and responsibilities document. LSSAC hopes to host brownbag discussions at each site on these topics, but is concerned about qualifications of those facilitating discussions. Committee seemed to agree that bringing in outside experts may be best option. To sustain dialog among staff, Schuitema recommended a "point of the month" system in which departments select particular topics for monthly discussion. Carpenter will report recommendations to LSSAC.

9. Library/IT Assessment (Sandusky)

Report available on the Steering Web page.

10. Extended Hours (Daugherty)

Data will continue to be collected and reported. Still working on recommendation for 24-hour Finals Week. Biggest concern is security; discussions have included Red Car service, UIC Police presence, additional Luna coverage, and presence/admittance of non-UIC-affiliated patrons. Other concerns include trash and parking. Daugherty will distribute document to Committee.

11. WECT update (Lambrecht)

Target dates for physical move of Acquisitions coincide with target date for changes to operation. Policy on duplicate call numbers and vendor-supplied cutters will be implemented by Schuitema.

12. Brief announcements

- Schuitema confirmed that Springer records are loaded into the catalog.
- Castillo requested that all staff with FACT computers report serial number information to her for inventory purposes.