

STEERING COMMITTEE

Minutes of the May 6 meeting

Present: J. Canlas (recorder), K. Carpenter, M. Case, L. Castillo, R. Daugherty, S. De Groot, J. Dorsch, K. Ein, J. Fiscella, A. Ford, K. Frey, E. Guss, R. Holst, J. Lambrecht, F. Logan, L. Naru, K. Pendell (guest), R. Sandusky (convener), E. Schellhase, C. Scherrer, J. Schuitema, M. Shultz, A. Weller.

1. Minutes approved.

2. PSAC WOC Update (F. Logan, K. Pendell)

Referring to handout, Logan discussed different terminology—as a result of card-sort usability study—to be used on new site and requested input. Web site will hopefully go live in June. Training for site authors and editors will be handled by WOC. All content will be edited; style guide will include AP and UIC standards, as well as best practices from Writing for the Web workshop. Any suggestions should be sent to lib-webeval@uic.edu.

3. Acquisitions Transition (Lambrecht)

Enoch now gone as of April 7. Fiscella and Schuitema now managing Acquisitions with Alfredia Smith. On May 4, Laqueshei Lynn transferred to Business Office. Joyce Drzal retired on April 30 and will not be replaced. Various groups working on how to parse and maintain Drzal's services. Lynn Wiley (from UIUC) spent two days at UIC observing. Still working on plan to vacate Acquisitions to Catalog space by end of summer.

4. Photocopier Proposal (Naru)

In Science, Daley, LHS, patrons can pay for photocopying with cash, funds on I-card or Flames card. Library will transition into payment with Dragon Dollars or funds I-card. Library will acquire Internet-ready photocopiers to function with Dragon Dollars system and to enable patrons to scan—potentially for a fee—and e-mail copy. Ein and Castillo will collaborate to accomplish transition by fall. Non-UIC-affiliated patrons will be able to acquire and load Dragon Dollars card; Ein added that Library will attempt to work out mechanism for non-UIC-affiliates to print as well.

5. ASC (Guss)

Council proposal is to adopt UIUC ten-time renewal policy for circulating monographs. After brief discussion, Committee accepted proposal for fall implementation. ASC will develop rationale and forward draft to Steering. Case will alert Deans' Council and Senate Academic Services Committee. Communication plan should be considered as process progresses.

6. CTSC (Fiscella)

Group has new configuration: Fiscella, Dorsch, Schuitema, Webb. Council meeting in June to review charge. Over last year, potential CTSC issues overlapped with WECT, but will meet in June and again consider.

7. Early opening/24-hour finals (Daugherty)

Surveys conducted for early and extended hours; Committee should have received URLs for survey data. Early hours survey is closed. Report will include both qualitative and quantitative data. Preliminary examination shows 6 a.m. may not be necessary, but perhaps 6:30 a.m., and definitely 7 a.m. opening is warranted. Library appears to have successfully anticipated concerns for extended finals hours, including security and transportation. Non-UIC-affiliates are not ejected, but are not permitted to enter building after 9 p.m. Group study rooms and laptops are heavily used. Most pressing issue is trash. Case suggested that items be discussed in meetings with students.

8. Diversity Task Force (Ford)

Members of DTF have been appointed and are in place, including two student representatives, one from LHS and one from Daley Circulation. Task force is in process of preparing a report based on guiding questions provided by campus DSTPC. Group will meet with William Walden (DSTPC co-chair) and DSTPC representatives this summer. Unit diversity committee chairs will convene on May 11. Case briefly touched on aspects campus process: To develop strategic plan, using diversity that we have, want to build or need to build, to create curriculum that incorporates that. Diversity is not just numbers; how do we build it, how do we take advantage of it? How does that help us serve a diverse student body? Ford offered sample questions.

9. Library/IT Assessment (Sandusky)

At meeting with campus-level committee, ACCC and the Library presented broad outlines of plans for next fiscal year. Meeting was successful; students present agreed to general outline of both ACCC and Library plans. More discussion will follow regarding appropriateness of using funds toward items such as cleaning and restroom renovation. Case suggested that restroom renovation should be considered as potential future investment for Library, providing budget remains stable. Sandusky will distribute information on upcoming plans.

10. ARL Profile (Case)

Referring to distributed draft of UIC's profile, Case offered background: ARL trying to look at other ways of trying to describe research libraries besides data. Most recent is how to qualitatively describe our institutions and what are priorities for the future. Case asked Committee to examine draft and consider essential items for inclusion that most appropriately represent UIC. Suggestions should be forwarded to Naru. Revised draft will be distributed to Committee.

11. Staff Development (Carpenter)

Carpenter forwarded to and briefly discussed suggestions from last meeting with Kathy Killian. LSSAC has set up two facilitator training workshops, after which LSSAC will consider moving forward with a broader follow-up program. Carpenter will report feedback from Committee to LSSAC.