

Library Faculty Meeting Minutes

Date: July 22, 2009

Present: Baker, Heck, Kerins, La Motte, Nelson, O'Shea, Payne, Reid, Verburg

Leader: O'Shea

Recorder: Payne

Observer: Reid

Next Meeting: August 18, 2009

Leader: Payne

Recorder: Reid

Observer: Verburg

Last Meeting: Minutes of the June 30th meeting were approved.

Special Agenda Item: None

Area Reports:

Media Services: (Edgar La Motte): Received 12 new desktops computers. Using end of year money they were able to purchase 10 new tripods and 5 new video cameras. These items were necessary in their effort to keep up with rising student demands. Changes have been made to faculty laptops that are available for checkout. They are now set up to wipeout automatically after logout.

Reference: (Fay Verburg): Dar pointed out that the scanning policy was outdated on the Reese Library website. There is now a newly revised edition published to the website. Linda Cubias, of ProQuest, is willing to customize an online training for those interested library personnel. The training modules in question are for CSA and/or Chadwyck-Healey.

Library Instruction: (Camilla Baker): Camilla reported that there were 4 classes taught in July. Currently 1 student has enrolled for Info Lit 1500 for the fall.

Special Collections: (John O'Shea): The NEH Collections and Reference Sources grant application was submitted July 15. Bids have been submitted by two library disaster /restoration companies. The project is being handled in multiple tiers. The first step will be rescuing the materials from a building which is not in use and has developed issues with its roof recently. An application for the U.S. National Archives and Records Administration Archives Basic Grant will be submitted in October.

Technical Services: (Diane Black): Each department has been allocated \$600 for books purchases for FY2010. Additional funds can be added in the Acquisitions module as more money becomes available to the library. Francine will begin creating purchase orders as soon as she receives book order information from departmental collection development representatives. Carolyn Turner returned on July 1 on a part-time basis working 19 hours per week. Her work station has been relocated to the area outside of Room 120 as her old office will become the new location for the Electronic Resources Librarian. FY2010 serial encumbrances have been submitted to Camilla Reid.

Automation: (Jeff Heck): The new set of NetLibrary 8 MARC records have been loaded. LOCKSS server upgrades will begin soon and reserve server upgrades are completed. Secure transfer of large files through use of tool created by the National Library of Science/Medicine is available. Those interested should check with Jeff. The GALILEO link to the GA State Auditors site was found to be incorrect.

Outreach: (Mellie Kerins): Newly revised faculty flyers will be printed and added to the new faculty packets. Student brochures will soon be printed. Friday orientations have been very busy.

Electronic Resources: (Shared Responsibility): Vendors have been in contact regarding renewals. One issue under discussion for the Department of Chemistry and Physics relates to the renewal of the Discovery Gate interface for Crossfire-Beilstein. Also, some chemistry journal titles have been discontinued as single subscriptions because they are part of the new American Chemical Society's Web Editions package available a GALILEO consortial arrangement. The vacant Electronic Resources Librarian position will be posted next week.

Government Documents: (Yadira Payne): Yadira reported on items of note from the GHRAB Workshop she attended on the 15th of July. Some of the items discussed dealt with Disaster Preparedness, the Georgia Open Records Act and its relevance to the library, Geographic Coordinates Mapping, and the Georgia Archives Disaster Plan Bank. Government Documents Staff continue to process items currently housed in the Temp 1 Area in preparation for the shifting project.

Circulation/Associate Director: (Camilla Reid): The Social Work program review for accreditation has been completed and sent in. The FY10 unit plan is currently in development with a draft available for posting through The Oak wiki by Staff Development Day.

Director: (Bill Nelson): On July 31st Camilla Baker, Yadira Payne, and Bill Nelson will attend the GOLD/GALILEO conference. Plumbing difficulties have arisen and work has stopped temporarily. New contracts are needed for job completion. The tentative plan is to renovate the 1st and 2nd floors restrooms and closing off those on the 3rd floor until work it can be completed in October. The new faculty library tour is scheduled for August 13.

Committee Reports: GIL/OPAC committee is working out kinks before pilot sites are launched.

Miscellaneous: The famous Dr. Nelson BBQ is scheduled for August 6th with a side dishes signup sheet to come.

Next meeting: The next meeting is scheduled for Tuesday August 18th from 2:00-3:30 p.m.