

University of Arkansas Libraries

Library Council, Wednesday, September 26, 2012

Present: Carolyn Allen, Jeff Banks, Molly Boyd, Kate Dougherty, Sheri Gallaher, Judy Ganson, Tess Gibson, Mary Gilbertson, Deb Kulczak, Molly Moore, Martha Parker, Juana Young, Joshua Youngblood, and Tim Zou.

Overview of Committee Charge

Because the membership of the committee changed, Dean Allen gave an overview of the committee's charge, and the role this committee will play as an oversight committee working with the Libraries' dean and directors in crafting policies and programs. Committee members should not send substitutes when they cannot attend. Any discussion involving direct impact to employees' jobs or human resource matters will remain confidential. The current membership reflects a complete turnover, and the dean will review the membership on an annual basis and reappoint as necessary. Lora Lennertz-Jetton will join the committee for the next meeting.

Faculty Senate Library Committee

The dean gave an overview of the Faculty Senate Library Committee meeting on September 17, 2012. The committee this year consists of Chuck Rotolo (Architecture), Curt Rom (Horticulture), Dennis Beck (Curriculum and Instruction), Ketevan Mamiseishvili (Rehabilitation, Human Resources, and Communication Disorders), Necia Parker-Gibson (Libraries), Norm Dennis (Civil Engineering), Stephen Smith (Communication), and Vernon Richardson (Accounting). The dean gave the committee copies of our strategic planning document, and asked them to give us feedback about items to add from the faculty viewpoint or programs we could engage that would be of benefit to the campus community. She gave an overview of the upcoming capital campaign goals and the justification for them. She answered questions about digital materials versus print, open access materials, and the escalating serials costs that are affecting libraries across the nation. The committee was supportive of the Libraries' need and agreed to craft a statement supporting increased funding for the Libraries to be reviewed by the Faculty Senate.

Diversity Research Award

Cedric Kenner of the Multicultural Center had met with the Libraries' personnel last year to propose a Diversity Research Award, funded by the Libraries. The award is meant to get the word out that library materials can be used for diversity-related projects, as well as to make users aware of the depth and breadth of the collections. The Library Council reviewed a draft of the description of the research award, including criteria, eligibility, etc. The award is open to all students, graduate and undergraduate; however, the nomination must be made by a faculty member. Library faculty may nominate student researchers. The nomination must include a copy of the finished product. The award will be judged by a committee of campus faculty, and will include at least one librarian.

The Library Council will be given the opportunity to make corrections to the draft, then the Council draft will be sent to the Libraries at large for their feedback and suggestions. After the draft is finalized with library input, it will be sent to the new director of the Multicultural Center and Charles Robinson, Vice Provost for Diversity. We will develop a nomination form after we have finalized the parameters for the award.

IMLS Grant Applications

Molly Boyd reported that the Libraries have recently submitted two Institute of Museum and Library Services (IMLS) grants. The first grant is a collaboration with San Jose State University's School of Library and Information Sciences to provide a residency focused on emerging technologies for a recent library school graduate. Ten host libraries in addition to the University Libraries are collaborating with San Jose State on this project, six public and five academic libraries. The second grant is a proposal spearheaded by Martha Parker, librarian in residence, called Arkansas's Future Starts Now. This grant will fund the recruitment of seven students representing diverse groups from the state of Arkansas to attend library school online at the University of North Carolina at Greensboro. After completing library school, the librarians will intern at libraries in the state of Arkansas and direct diversity programs.

Campaign Steering Committee Meeting

The dean gave a report of the September 14 Campaign Steering Committee meeting. Chancellor G. David Gearhart presented what the university should look like. Brad Choate, Vice Chancellor for Advancement, described how the Steering Committee would be structured with co-chairs who rotate on an annual basis throughout the duration of the capital campaign. The membership of this committee has not yet been announced. The last presentation was by a student who reported on how her scholarship enabled her college career to flourish.

Commencement Booklet

The University is combining all commencement booklets into a single volume that will be grouped according to college and major. This will reduce duplication and save approximately \$20,000 per year.

Intersession Courses

The dean noted that one credit hour intersession courses were discussed at the last Faculty Senate meeting, along with the reduction of summer course terms from six to five weeks. The deadline for submitting courses to ISIS is February for the summer term.

Reduction in Comp Classes

Composition class limits have been reduced to nineteen students. This affects the faculty to student ratio, and will affect how many sessions will receive library instruction. Donna will discuss with the English Department how many classes may need library instruction and when the new reductions will take effect.

Technical Updates/ Judy Ganson

Judy Ganson reported that following the disabling of campus mail, the Xerox copy machines in Periodicals lost the scan and send to email option. Systems corrected the problem by getting an Exchange email address assigned to the copiers. Should these machines come up for contract renewal, Tim Zou recommends that we reduce by one and instead purchase another KIC scanner, which is highly used and has more advanced scanning technology.

Judy also reported that the UA campuses were in the process of renegotiating the Science Direct collective agreement with Elsevier. In addition, the Nature journals for EPSCoR are also under negotiation for a three-year agreement. The Experimental Program to Stimulate Competitive Research (EPSCoR) is a program designed to fulfill the National Science Foundation's (NSF) mandate to promote scientific progress nationwide and is directed at those jurisdictions that have historically received lesser amounts of NSF Research and Development (R&D) funding. Twenty-five states, the Commonwealth of Puerto Rico and the U. S. Virgin Islands currently participate. Through this program, NSF establishes partnerships with government, higher education and industry that are designed to effect lasting

improvements in a state's or region's research infrastructure, R&D capacity and hence, its national R&D competitiveness. Research Infrastructure Improvement (RII) Grants are awards of up to 60 months and up to a total of \$3 million annually to support infrastructure improvements in research areas selected by the jurisdiction's EPSCoR governing committee as having the best potential to improve future R&D competitiveness.

Access Services Update / Tim Zou

Tim Zou reported that in preparation for emergency preparedness, all buildings on campus have been asked to share their evacuation plans. This is due to recent campus-wide evacuations due to bomb threats on other campuses. The provost wants to ensure that faculty have a sense of how to evacuate a building appropriately and of all evacuation procedures. She has asked them to familiarize themselves with evacuation routes of each building in which they teach or have an office, to enable them to get people out of buildings quickly. Faculty have also been asked to carry cell phones to class so they may receive RazAlert messages. We should review the Libraries' evacuation procedures with our personnel, and ensure that personnel located in the branch libraries have access to and are familiar with the procedures for their building. Tim will talk with Sheri Gallaher about the possibility of posting evacuation maps in all of the class and meeting rooms in Mullins Library.

Special Collections Outreach / Joshua Youngblood

Joshua Youngblood reported that Special Collections will host its annual Archives Month Open House on October 17. Ernie Dumas will be the featured speaker.

Joshua is working with CAST, professors on campus, a representative from Arkansas State University, and the Butler Center on a JACS grant. The grant is a collaboration between CAST and three different repositories around the state with holdings related to the Rohwer Japanese American Internment camp. Robyn Dennis and others at CAST are hoping to use digitized images, site maps, architectural schemata and preservation surveys to create a virtual discovery space, focusing on the community interaction between internees and native Arkansans. They have had a few meetings and are drafting the grant for an early October deadline. Special Collections will hopefully get 1.5 staff persons in house to scan and create metadata for the Nat Griswold Collection, as well as associated materials on the Rohwer camp.

Joshua gave instruction on the Libraries and Special Collections to area history teachers preparing their students for History Fair projects. History Day is the national history fair competition hosted at the University of Maryland every year. Joshua will meet again with Jami Forrester (NWAAC professor and NWA history Day coordinator), area teachers, and history students working on their projects in November.

The redesigned Special Collections' homepage on the Web site should be live in two weeks.

Interlibrary Loan / Tess Gibson

Tess Gibson reported that Interlibrary Loan is processing 700-800 RazorRush requests a month. The shift in workload has resulted in some staff being reassigned, and in additional student worker hours in the evening, to keep the turnaround time to less than twenty-four hours.

ERIC, the Education Resources Information Center, has disabled many full text documents in the ERIC database due to privacy issues. ERIC plans to repost documents on a rolling basis as they are able to review them and remove any sensitive information. ERIC will release documents on a request-by request basis, but currently have an eight-week backlog on requests. ERIC journals are not affected, and

users can request ERIC ED documents on microfiche from 1966 to 2004 (Numbers 000-001 through 483-046) through interlibrary loan, who will locate, scan, and deliver the documents via your ILLiad account. ILL expects an increase in requests from other institutions, as we are one of 184 institutions that have the complete run of microfiche. The stored furniture will be moved out of the way of the microfiche cabinets for ease of access.

Geosciences / Kate Dougherty

Kate Dougherty reported that GIS Day will be November 14, and she has been given the task of organizing this year's campus activities. She will be scheduling presentations and involving local organizations.

Facilities / Sheri Gallaher

The Libraries have invited instructional designers from Global Campus to occupy 289A and 289B as office space. This centrally-located, on campus office space will allow instructional designers to work more directly with faculty in course preparation and review.

An outcome of the recently established Operations Group has been cross-training among departments. Staff from Shipping and Receiving have been receiving training for working at the east service desk.

Cataloging / Mary Gilbertson

Mary Gilbertson reported that the Cataloging Department is working with the re-indexing project for Millennium. The Monographs Unit is working on processing the large Keneth Kinnamon collection. Users can search for the "Keneth Kinnamon collection" by subject to see the progress. 720 records have been added so far. Another project is cataloging the art books obtained from Crystal Bridges Museum, which can also be searched as a subject, "Bookplate: Crystal Bridges Museum of American Art." 842 have been added so far.

Serials / Molly Moore

Molly Moore reports that Serials is working on the Arkansas Flat project, for which staff boxes newspapers that are being stored for microfilming at some later date. Older issues are being boxed and stored in LISA. Another current project is the microfiche barcoding project, an attempt to get all current microfiche titles barcoded back to our earliest holdings, then proceed with other older titles. She also reports that Angela Black and Angela Hackstaadt have been working hard testing three products available for loading database coverage. Finally, please note that all of Serials' digital files have been moved to [\\Cluseau\preservation\Electronic resources](#).

Human Resources / Jeff Banks

The **Library 2.012: The Future of Libraries in the Digital Age Worldwide Virtual Conference** will be held online October 3 - 5. The [School of Library and Information Science \(SLIS\)](#) at San José State University is the founding conference sponsor. Jeff has reserved 472B for the three days; however, since the conference includes some overlapping sessions, users may also log in to individual sessions they choose from their own computers.

The Employee Assistance Program (EAP) will present a session on communicating in volatile situations on October 8. The session will be open to all employees, and has potential for communicating effectively with patrons to de-escalate a volatile situation.

Librarian in Residence / Martha Parker

Martha Parker reported that she attended the JCLC conference for librarians of color. She also was involved in a REFORMA program, in which volunteers read Mexican American authors' books from the ALA list of 50 banned books in support of freedom of speech. There were 8400 attendees from 147 nations.

The Diversity Committee developed a LibGuide, with lots of information, including diversity standards. They are also working with Web Services to update the Diversity webpage.

Martha will be working with Special Collections on a Crystal Bridges Museum project in mid November.

Facilities / Juana Young

Juana Young reported that Facilities Management will renovate the Staff Room kitchen, which will take about one week. During that time, there will be some displacement. Facilities is hoping to move the refrigerator and microwave into the break room proper for continued use, but do not know if that is feasible yet. Also, the sink, hot water dispenser, and dishwasher will be unavailable during the renovation. All of the appliances will be replaced.

Facilities Management has contracted with a company to install a new roof on the east side of Mullins Library, work that may begin as early as next week. The contract states the work will run through January 1, 2013 and will involve five buildings on campus, including the Agricultural Building next door. The new roof will be bitumen and will involve the same noxious smell as traditional tar roofs. The roofing project will involve additional fencing to protect pedestrians, but it is unclear where they will be located and whether or not foot traffic through the east or north side of Mullins will be re-routed. The contractors will work in sections, and have promised to replace any removed roofing with new roofing materials the same day; however, during the period of the re-roofing, we should all be vigilant for leaks and report any immediately to Sheri Gallaher of Facilities. The contractors have agreed to access the roof from the exterior; however, if access from the interior is required, which is not foreseen, workers will use the fire exit located in Technical Services.