

Library Leadership Team Meeting
Tuesday, January 12, 2010

In attendance: David B., Berrie. W., Carol H., Jerry N., Tina N., Virginia C., Patricia P., Deb H., Kaya V., Allison E.

Berrie described the changes to the Poynter website. A link to ILL has been added to the Research tab. Some suggested changes to the website are operational, some are design-based, and others are enhancements to functionality. He asks that change requests be submitted to the Systems online helpdesk as work tickets. This allows for Systems to determine which are operational (or errors), and which involve design or functional changes. Then they can be handled appropriately. Some can be done immediately, others may need to be discussed by the Leadership Team and assigned as projects. Functionality and design-based changes need to be discussed as there are both esthetic as well as empirical data to support the changes.

Deb expressed some concern that navigation through the site has caused some authentication problems. Please make Berrie aware of such encounters.

Public Use of computers – Carol asked whether there needs to be any change in policies, procedures, or enforcement. After group discussion it was decided that present policies work well. Members of the public who want email and open Internet access will be directed to the Public Libraries.

Library participation in orientations – As a academic unit the Poynter Library has an integral role to play in campus orientations. The library will actively seek involvement in all faculty and student orientations.

The Martin Luther King, Jr. Parade is Monday, January 18. Those from USF St. Petersburg wishing to participate will meet outside of The Poynter Library at 9 a.m. to be transported to Tropicana Field. Others may meet there at 10 a.m.

Annual Report – Carol will proceed with writing a Library Annual Report to which members of the Library Leadership Team have previously contributed.

LLT Team – When discussing sensitive matters on the Library Leadership Team's distribution list it was decided members would mark DNS on messages for Do Not Share.

We need to begin the assessments as outlined in the 2009/2010 Assessment Plan for the Library. They are in Bibliographic Instruction, Collections, and Special Collections. In addition, Carol would like one done on Black Board Training.

Reference coverage during the summer session will have to be limited because the Reference Department Librarians are teaching two sections of LIS 2005. There may

be gaps in Reference Desk coverage. Carol will look at options and proposals for reducing Reference Desk hours.

Carol and Bill Garrison have come to agreement on their respective campus' contribution toward the funding of digital access licensing fees.

Parking Fees – At the request of the campus Deans the campus administration is considering more options for paying parking fees, although this year there will be a 7% across-the-board increase in decal parking fees. Options being considered for a second year increase include payment not based on salaries but instead on distance. The Deans have also requested the campus administration to work on a long term plan in which parking fee increases would have less of a financial impact on lower paid staff.

There will be a Tribute to David Carr in the Poynter Library Atrium on February 19th at 11 a.m. Gary Mormino will speak.

The campus will be hosting the Pinellas County Schools History Fair on February 20th. &00-800 Pinellas County School students are expected to attend. Frank Biafora is looking for USFSP faculty and staff to judge the projects.

Carol and David organized another meeting of Deans and those faculty involved with and interested in Distance Learning. They report progress toward their goal of developing an infrastructure to use Distance Learning funds. Despite differing styles of teaching represented within the group there was a meeting of the minds on the sustainability of the various classes and programs currently offered.

Carol met with the Florida Humanities Council on campus. Both she and the Council are seeking collaborative opportunities. USFSP and the Poynter Library have a great opportunity for obtaining funding and grants in building a statewide digital library surrounding the 500th anniversary celebration of Ponce de Leon's landing in Florida, which will take place in 2013.

Respectfully submitted,

Jerry Notaro