

Library Leadership Team Meeting

6 October 2009, 2:00 p.m., Administration Conference Room, Poynter Library

Present: Carol Hixson, David Brodosi, Virginia Champion, Allison Etzel, Deborah Henry, Tina Neville, Jerry Notaro, Patricia Pettijohn, Kaya Van Beynen, Berrie Watson, Jim Schnur

Regrets: None

Guests: None

Meeting: Called to order at 2:04 p.m. by Carol

David Carr Update: Carol noted that the library should prepare some biographical information about Dr. David Carr and his tenure at USFSP in case it is needed for public distribution.

¶ ACTION ITEM: Jim will research and prepare a statement by tomorrow.

Library Dean Report: Conversations with Tampa and USFSP Administration: Carol shared the context of her discussions with Dean Bill Garrison of the USF Tampa Library. She explained that conversations are ongoing with Bill, as well as with USFSP administration, as parties discuss cost-sharing and funding of resources used on both campuses by their respective students, faculty, and academic initiatives.

Library Dean Report: Acquisitions Budget: Carol has familiarized herself with state budget funding as well as the fiscal resources available through endowment accounts. She has also talked with Patricia about ideas to spend some funds on library acquisitions. At some point in the near future, a librarians' meeting will take place so that we can discuss allocation of funds for collection enhancement by discipline.

Library Dean Report: Campus Board Meeting on Friday, October 2: Carol described President Genshaft's discussion of the role of entities within the USF System. Carol will join other USFSP administrators for a one-day system retreat in Tampa. She added that President Genshaft planned to meet with representatives of the college councils and faculty councils, including the Library Faculty Council, on Monday, November 30. The purpose of the meeting is to gather feedback about Interim Regional Chancellor Margaret Sullivan and to discuss the process for filling the position on a permanent basis. Margaret is scheduled to leave at the end of 2010, and decisions must be made soon regarding how to move forward with a search, especially with the SACS reaffirmation process taking shape in early 2011. Carol also mentioned that she has taken over some of the duties of editing SACS documents that were once performed by David Carr.

Library Dean Report: Conversations with Student Government: Carol sent the Student Government officers a proposal that outlines the funds necessary for the library to expand hours at the end of the semester. She has not yet received any reply from the Student Government president. Carol may also engage in discussions about other possible ways to support student demands (such as the cost of printing/photocopying on our machines).

Announcements: Carol and David B. will try to convene a meeting with academic deans to discuss needs for distance learning resources/support.

The next SAPL board meeting convenes on November 19.

School guidance counselors visiting USFSP on October 29 will enjoy breakfast on our terrace. Carol wants to introduce those in attendance to the library resources available at USFSP for prospective students.

Carol noted that she has not had a chance to follow-up with an outside facilitator about a possible library retreat. This matter will be deferred until the next meeting.

Carol met with Chris Meindl from the Faculty Senate Library Committee and hopes to have members of this body review the SACS paperwork developed by the library, as well as the draft of the library space utilization guidelines, so that we have their support for these initiatives. She would also like to have a conversation about how the expansion of curricular and academic initiatives affects the acquisitions budget and the library's ability to support collection development in new areas of academic emphasis.

New Business: Possible Winter Break Closure: Discussion focused on the possibility of closing the library to the public during the winter break, most likely Monday, December 28, through Wednesday, December 30. Jim noted that some people may elect to work that week, and if they do they could make themselves available for faculty who needed access for course preparation. Jim added that most of our visitors during that time of the year are non-students who are using the library more as a shelter than as a place to conduct research. He mentioned that the Computer Lab will undoubtedly be closed with the end of the semester.

¶ ACTION ITEM: Virginia will compile door counts from the period during the last couple of years so that Carol can forward her proposal to the Executive Leadership Team.

New Business: Student Government Textbook Requests: Those in attendance then considered the possibility of housing currently used textbooks at the reserve desk as a cooperative venture between the library and Student Government. Students frequently complain that the library does not have textbooks, despite our consistent message that our funding level does not allow us to purchase or catalog such items for all classes. This proposal led to many questions: Who acquires the materials? How are they "added" at the reserve desk? Does this cover all courses or just certain ones? How do we handle complaints from students who expect multiple copies? To what extent do we catalog or process the items?

¶ ACTION ITEM: Carol, Patricia, and Virginia will represent the library on a task force if further negotiations take place with Student Government. If an agreement is reached in principle, a written service agreement that clearly outlines duties and obligations will be developed.

SUL Catalogers' Summit: Patricia and Allison briefly mentioned their attendance at this summit. They discussed plans to examine specialized cataloging activities as the consortia-level when workflow efficiencies and cost savings may occur.

Blackboard Outage: David and Berrie briefly mentioned the chain of servers used for Blackboard academic courseware and how the failure on Sunday occurred. A brownout had also taken place earlier in the afternoon of October 6.

Meeting adjourned at 3:50 p.m.

Respectfully Submitted,

Jim Schnur
Library Leadership Scribe