
Library Staff Meetings

Nelson Poynter Memorial Library

12-16-1997

Library Staff Meeting : 1997 : 12 : 16

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Staff Meeting

12/16/97

LIBRARY HOURS

Please note that April 30, 1998, the library will be open from 8AM to 8 PM. Please double check your Spring Semester 1998 schedule to make sure this correction has been made.

"VIRTUAL FLASHER"

A lengthy discussion was held regarding pornographic sites being used on the Netscape terminals. In response to the incident Deb Henry was involved in, Ed was asked if there was a way to close the windows without viewing the materials opened. Ed had several solutions. 1) Move the mouse to the bottom task bar in the gray area to the right of the clock. Click the right mouse button; this will bring up a menu which has the option to minimize all windows. Click on this option. The librarian or staff person will still have to close each window but will not be exposed to the content. 2) It is always possible to go to shut down the computer and log on again. 3) One may turn the machine off after writing down the last URL that the patron was working on, if the patron desires to go back to that site after the machine is turned back on. Ed also had a tip to close down the windows without using the mouse: press the "alt" and "F4" keys together to close each window.

Concern was expressed over future incidents of non-USF patrons using the terminals to access pornography. Lanny suggested continuing to monitor the problem. If it increases he will ask for legal assistance to handle future incidents. In the meantime, Lanny has advised staff and faculty to handle each situation individually and with caution.

Concern was also expressed for the patron's ability to adjust for color, font and size on the public terminals in regard to needs of the visually impaired. A suggestion was made to have a special computer in which patrons and students may adjust these features as needed.

REMINDERS

The door on the second floor leading to Bayboro Hall does not close on its own. Anyone who uses it needs to make sure it is closed.

CD-ROM NETWORK

Ed reported that the CD-ROM network has been working as of last Friday, with the exception of the National Criminal Research Service CD. This program will be put on a stand alone CD-ROM. The system has been upgraded from a 2.0 to a 3.0 system and is presently being used to beta test the newest 4.0 program. The 4.0 version allows users to build a better package for CDs on the Web, it is faster, and it can create cash disks.

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NEW PCs

Some of the money coming in from FCLA will be used to purchase new computers. Ed plans to use two of the computers for the new positions. The rest will go to replace the older computers being used by the staff. The computers that are replaced will be for public use in the library. Tech Services and Circulation are next to get new computers.

NEW POSITIONS

The Development/Systems position has been filled. A candidate has been selected and the new person, Chen, will begin on Tuesday, Dec. 23. The Circulation position will be advertised again the first week of January.

TECH SERVICES

Tech Services will begin the "weeding" process (formerly known as shifting) in December. An e-mail will be send out regarding keeping more of the paper copies whose titles do not have back-up fiche or subscriptions at the other campuses

WORK STUDY STUDENT

Jackie Jackson announced that a new work-study student will shortly be starting to work at the library.

TRAINING

Ed will be in Ohio for more training from Jan. 20 to 24.

NEXT MEETING

The next meeting starts off in the New Year. Due to schedule changes for Lanny the meetings days will be changed to Wednesdays. The first meeting will be Wed., Jan. 28.

 **HAPPY** 
HOLIDAYS!