

LIBRARIANS MEETING
Tuesday, September 11, 2007 @ 2:00 p.m.
Library Conference Room

Attendees:

Kathy Arsenault, Tina Neville, Patricia Pettijohn, Marcy Carrel, Kaya Townsend, Jerry Notaro, Deb Henry, Virginia Champion, Berrie Watson, David Brodosi, and Jean Ferguson for minutes

Discussion:

Kathy asked Patricia to open the meeting by discussing her Leadership training and the Solinet class. Patricia thanked Virginia for an excellent job of setting up the Solinet course. Then she described what it covered, including evaluating technical services and the costs to process books (as much as \$100 per book), ways to evaluate work flow, and how to evaluate efficiency and effectiveness. She added that it was a good chance to meet other librarians. Patricia then discussed her Sunshine State Leadership training classes which ended in August with graduation in Tallahassee, a meeting with the Secretary of State, and a tour of the State library. The course included career paths, troubles in careers, management exercises, personality tests, and mentoring. Patricia was glad she attended, although she found the driving and the amount of time involved very stressful. Kathy then mentioned that David Cipris will receive his promotion to an Administrative (formerly A&P) position.

Berrie noted that the web server had been put in and everything migrated, with 90% of the pages done, though it still needs a style guide and templates. He said he's working on the "blue screen" problem with the copiers, which is actually a bug. The copier issue has been a trial by fire, due to the problem of coins and bills introduced to the software. Ricoh, the vendor, has been responsive. Kathy indicated that she had to "confess" to violating USF cash control policies by touching money. As she pointed out, however, the cashier's office had agreed to collecting cash and must do so. The cash handling new policies are not our policies, but USF-wide policies. Berrie even turned over the keys rather than touch the money. He said they would check the money on Wednesdays and change it on Fridays. Berrie is ordering the toner, and Kathy reminded everyone to notify Jean when the paper gets low. Berrie's future projects include the distance learning servers, the move to the new Harper server, and signage and maintenance.

Kathy commented that the academic year was off to a good start, and she complimented Kaya on Campus Showcase. Patricia stated that Technical Services was getting better and had gotten a number of good applicants for the librarian position, which didn't yet have a position number. They've conducted several interviews and will be holding more. She will also introduce the new Library Assistant, Joe Terrana, to the other library employees.

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Kathy commented that the colleges and departments now have to do “compact planning,” i.e., short-term planning agreements. She mentioned Goliath Davis being hired for a new position, as the university is concerned about black enrollment and retention and would like to have mentoring. She also said that the administration is looking at all searches with magnifying glasses—to ensure that good minority candidates have not been overlooked.

David Brodosi stated that he was waiting on a callback from Legal about copyright issues. If we use “snippets” of video for distance learning, we’re automatically protected; however, we can’t show a complete safety training video online. He also commented on the event last Saturday in which someone slipped out a back library door, setting off an alarm. He said we have a lame duck security system with no monitors or horns, and that we need door sensors at all doors with 16 zones, home and away modes, with Physical Plant checking all the batteries. On the issue of ID cards, David described the confusion over two new organizations, ROTC and SRI, and whether or not their members were USF students or faculty. He said they’re only getting courtesy cards, and Jerry emphasized that the media center issues cards, but privileges must be authorized by individual departments.

Virginia reported that Reserves has picked up again, doubling since the summer. She also noted problems with Blackboard access.

Jerry finished by telling about a patron who wouldn’t leave the other night, so that he finally had to call security for assistance. He also mentioned that with David’s wife due to give birth on 9/28, he’d be out on leave shortly.