

LIBRARIANS MEETING
Tuesday, October 9, 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 Cipris, and Jim Schnur

Regrets:

David Brodosi

Call to Order:

Kathy called the meeting to order at 2:02 p.m.

Discussion:

Kathy mentioned the following notable events:

Thursday, October 18: Possible opening night gathering (perhaps with Governor Charlie Crist in attendance) for Gary Mormino's *Florida Dream* documentary. Location: Media Center

Friday, December 14: USF Library System annual meeting in Tampa

Tuesday, December 18: Commencement ceremonies for USF St. Petersburg

Kaya serves on the FLA Scholarship Committee. She mentioned that members were strongly encouraged to solicit participation by their libraries in putting together gift baskets or other items that FLA could auction to raise funds for student scholarships. She added that baskets should have a theme. After discussion, consensus was reached on a "beach" theme, perhaps with beach films on DVD, beach items, and books in a basket.

Patricia mentioned two possible library events for consideration. The first, a "Blues in the Library" performance, would target the university community. Suggested time would be on an afternoon, perhaps sometime between 4:00-6:00 p.m., in the open area of the 2nd floor Media Center. Patricia will follow-up with musicians to check availability. The second event would provide a social gathering for FLA members visiting the area during the annual meeting. Depending on the date/time selected, it may be held in an open area of the library, the studio, or perhaps on the 3rd floor deck. Issues to consider include the type of hospitality provided (if more than \$100 is spent we are supposed to use university approved caterers, and the per-person cost will be high) and other logistical issues (how do we handle parking?).

Kathy encouraged librarians in attendance to review articles about future trends in academic library services as we work towards developing a Compact Plan. We have eighteen months, longer than originally expected, to consider and develop strategic planning initiatives.

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Kathy also noted that we need to develop four to six outcome assessments as part of our commitment of meeting SACS requirements for evaluation and program review. Kaya and Marcy are working on a student awareness survey of library services. Kaya and Patricia plan to design an assessment of 1st floor space usage during the fall semester. Kaya reports that a technology survey Berrie has designed is nearly ready to start, except that recent work on the webpage and with the copiers has prevented him from developing an online format (a handout version may be considered as a substitute). This may be distributed in spring 2008, along with either an assessment developed for circulation/Access Services or one by Instructional Media that revisits student and faculty expectations for classroom technology.

Jerry reported on a number of matters related to the Faculty Senate. He noted that Margaret Hewitt (faculty, College of Education) presently serves as chair. Something new this year and something that signifies the importance of Senate leadership is the promise that the Faculty Senate chair receives course release time to cover the instructional needs for the college while that person performs their duties. Jerry added that if a librarian ever served as chair of the Faculty Senate, he received a commitment from Karen White that an amount of money comparable to adjunct salaries for the release time would be provided to the library to cover reference desk shifts or other duties of the chair. He stated that the "super" Faculty Senate on which Margaret serves in Tampa is different from the senates of the past on which Tampa opened a few token seats to the regionals. The university-wide Senate is now at a higher level than the general Faculty Senate on the Tampa campus.

Jerry mentioned that the faculty convocation and annual staff and faculty awards events will be combined as a cost-saving measure. Also, he added that approximately one-half of the increase in recurring funds resulting from meeting our enrollment benchmarks has been set aside in case additional budget cuts take place in 2008. This should help provide a cushion.

Much of Jerry's discussion during the meeting focused on the evolution of the USF St. Petersburg general education program. Tampa had originally planned to roll out its revamped program in 2009; that initiative, helped in part through a special allocation of approximately \$4 million in funds, is now slated to take effect in fall 2008. This decision puts us in the position of deciding whether to adopt the principles established in Tampa's plan or to work quickly on developing our own plan. The Faculty Senate had to consider the delicate balancing act between the desire to establish a seamless general education program across campuses and the importance of guaranteeing academic freedom and faculty ownership of course content. The decision was made to follow Tampa's principles and guidelines, but in so doing we would reserve the right to decide if certain courses taken at USF meet the general education requirements for those guidelines. In other words, we agree to follow the principles but may allow for different courses to meet general education exit requirements than the courses approved by Tampa or other campuses.

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Jerry noted that the College of Arts and Sciences plans to retain a loose divisional structure rather than one built upon rigid and separate departments, with each department requiring its own academic support personnel.

Jerry mentioned that a requirement exists across USF campuses that major exit requirement courses should not be offered exclusively in an online format. Teaching faculty worry about the trend towards larger sections in distance education classes, as well as the longstanding equity issues in teaching load and course assignment (i.e., how a survey course compares with a seminar class in headcount, preparation time, etc.).

Finally, Jerry mentioned his involvement as one of six members (three faculty, three administrators) in a Domestic Partnership Committee. This group is finishing a study that it will send to the administration regarding the justifications for and challenges of offering domestic partnership benefits. Certain restrictions prohibit the use of general funds toward such benefits, and the best that one can hope for is a stipend that would cover the difference between what the state sets aside for a single person for basic benefits and what family coverage would require. The only public universities in Florida currently offering some form of domestic partnership benefits are Florida International University (due to strong support from the FIU administration) and the University of Florida (now in its third year). The committee has dealt with a variety of questions, including how domestic partners are defined (i.e., does it cover unmarried opposite-sex partners as well as same-sex partners?).

Patricia offered an update on the search for the Technical Services and Catalog Librarian. An interview takes place on October 10, with another interview and meeting to submit two names for consideration for onsite interviews by Friday, October 19.

Patricia mentioned that some publishers hope to take advantage of the declining U.S. dollar and its recent parity with the Canadian dollar by advertising some items in equal terms, in effect raising the price of monographs rather than adjusting the Canadian price downward.

Patricia also mentioned that some microfilm reels seem to be misplaced, missing, or possibly stolen. Her staff did an inventory of the microfilm reels for the *St. Petersburg Times*. She estimates that the replacement cost for these reels could easily surpass \$32,000. It was agreed that Jim will investigate security strips or theft detection systems for microfilm reels, as well as draft a letter to share with Florida Studies faculty alerting them to this situation and asking for the vigilance of their students to report missing or misplaced items to library staff immediately. If the problem persists, restrictions (such as locked microfilm cabinets requiring staff assistance) may become necessary.

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Berrie announced that he was awaiting a quote from Jeff Hunt of Library Interiors Group to acquire bistro-height (42" high) tables for installation along the window in the periodicals browsing area. Along with approximately ten chairs and appropriate electrical wiring, this will allow for the transformation of this area into a comfortable docking station and gathering place for students with wireless laptop computers.

Berrie also has completed the migration of most Nelson sub-pages so that contributors may work on the pages. He has now turned his attention to developing forms for service requests and replies that will also have the ability to inform the user if they have entered information that is improperly formatted. Copy machine documentation and web contributor guidelines appear on the intranet.

Berrie took the initiative to secure rights to the poylib.org domain. This site, owned and administered by Berrie outside of university control, will allow library staff to access a Poynter Library blog from machines within the library. Since the server and its storage units physically reside in Canada, this site can also offer a mirror of the main nelson.usf.edu webpages in the event of a storm or disaster that disrupts access the equipment within our building.

Berrie also is working on a solution to reduce the number of coin jams that take place in the money towers of the printer/photocopier machines.

Kaya will attend a conference on October 10.

Tina announced that next Tuesday may be Marcy's last day of offering on-site assistance at the College of Business building due to low turnout and use by students.

David reports that great strides have taken place in Technical Services on the streamlining of processes, ironing out problems with vendors, renewing and paying microfilm and Ebsco invoices, and working through the backlog of faculty requests. Joe is presently learning how to copy catalog. Zeynep provides assistance with fiscal issues.

Deb will attend a meeting in Sarasota on October 10 with a group of marine science librarians, including some from the regional SAIL chapter. She will participate in a panel session devoted to helping librarians understand library space issues in their buildings. She also encouraged members of the Suncoast Information Specialists to attend the meeting and election of officers on Thursday, October 11.

Jim mentioned that he had heard no additional news about the library dean search.

Adjournment

At 4:01 p.m., with notes composed by Jim Schnur, interim scribe