

LIBRARIANS MEETING
Tuesday, April 11, 2006 @ 2:00 p.m.
Library Conference Room

Attendees:

Kathy Arsenault, Jim Schnur, Jerry Notaro, Patricia Pettijohn, Tina Neville, Deb Henry, Karilyn Jaap, Berrie Watson, Anita Lindsay, Barbara Reynolds, and Jean Ferguson

Discussion:

Kathy opened the meeting by announcing the dates of several upcoming events, including the SAPL annual meeting on April 28, the Survivors Speak exhibit opening on April 13, and a Joint Virtual Conference, "Innovate and Motivate," on April 20 and 21. She told of visiting Student Government last week to discuss what the library had done over the past year and being pleased to find that they had nothing negative to say and only wanted longer hours.

Jerry discussed the abandonment of the Access Services search, stating that after looking through both pools and conducting two additional phone interviews, the references of one candidate weren't good enough while the other candidate became "spooked" and realized he wasn't a good fit for the position. Letters were sent to all candidates stating that the search had been concluded, and Kathy is awaiting Barbara Fleischer's return to discuss possible alternatives.

Tina spoke about the Reference and Instruction Librarian search, complete with 82 applicants and 14 telephone interviews. The pool has been narrowed to 9, 5 in Florida and 4 from out of state, with the committee scheduled to meet this Thursday to further reduce the field.

Deb asked for volunteers for the various councils she will soon be leaving. Mika had already offered to serve on the Graduate Council, and she also would have joined the Faculty Senate if her rank had been Assistant or higher. Since it wasn't, Jerry agreed to serve a two-year term on the Faculty Senate. Tina needed someone for the Research Council, so Patricia offered to do that. Tina continues on the Undergraduate Council.

Barbara announced that the AFDs (done at the start of the semester) and FARs (done at the end of the semester) could now be signed electronically. After much exclaiming by the librarians that they didn't know how to get into the FAIR system, Barbara told them that she would send them the instructions. After they looked over the reports, they were to notify Barbara of any needed changes, and after Barbara made those changes, the librarians were to sign the reports electronically.

Karilyn described finding one of the cabinets at the reference desk stuffed with CDs. She proceeded to make an inventory which she handed out at the meeting. A lengthy discussion followed about which CDs to keep and which to toss, with several of the librarians offering to look over certain items before deciding.

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(Page 2)

Berrie discussed upcoming changes for the library, including a second Circulation printer on its way, a new equipment rack in Systems, and a new server for Distance Learning. Two other projects will include installing a new wireless access point and putting the library phones on a separate network from the computers. Berrie will also be conducting a technology survey for Kathy. Jerry mentioned that Robert would like to use Contribute to update the Instructional Media web site. New versions of Pharos, Ariel, and Acrobat will be coming, but they'll have to be tested first. Berrie wants a new staff usage agreement, which will be done at the time of the password change. The horseshoe will soon have new group computing stations where students can work together. These will need copyright notices, and it was also suggested that "brown bag" programs be conducted over the summer to demonstrate how to use the stations. Deb proposed installing a fire pole for Berrie to quickly slide from his office to the first floor!

Patricia elaborated on a number of statistics for the monographic budget, stating that it would be good to have big ticket items. She also wants to give book ordering goals to the librarians, though probably not until next year.

Kathy reminded everyone to make time available on April 24 to meet with the consultant regarding SACS. The consultant's schedule is still unknown.

Anita pointed out an interesting, if alarming, stat; i.e., most workplace violence occurs between 5 and 6 p.m.

Jean asked that all keep in mind that Barbara would be off from April 21 through 28, the date of the SAPL annual meeting, and that she would appreciate any assistance offered.

Deb wrapped up by reminding the library to please RSVP for Karilyn's retirement party on April 22.