

HERRICK LIBRARY FACULTY MEETING

Minutes

November 3, 2014

2:00-3:00 pm Seminar Room

Secretary, Steve Crandall

1. Progress on Staff Intranet updates – all

- a. Steve updated Staff Development Policy, Ellen will remove older version
- b. Steve updated Staff Orientation Checklist
- c. Brian updated the Instruction tab, Natalie updated Access Services information, and added several additional policies
- d. Ellen noted that the following policies still needed to be updated:
 - i. Strategic Plan
 1. 2009-2014 version will be replaced with the completed version prepared for the Middle States report – Steve/Natalie
 2. 2011-2012 will be replaced with the current top level version of the AU Libraries Strategic Plan – Steve/Natalie
 - ii. Herrick Work Plan, 2010-2011 will be deleted -- Ellen
 - iii. AU Libraries Organizational Chart will be replaced with current version -- Natalie
 - iv. Responsibilities or Administrative Procedures – Steve will look at.
 - v. Emergency Closing Policy will remain – Steve will look at.
 - vi. Staff Contact Information needs to be updated – Steve will ask Natalie to confirm names, phone numbers and date the page.

2. Planning for All-Staff meeting on November 5th – all

- a. Issues to be addressed
 - i. Center for Academic Success update
 - ii. Weeding project progress
 - iii. Work Groups – should they be continued
 - iv. LibAnalytics – encourage all staff to participate
- b. Update reports from everyone

3. Planning for a Herrick [Faculty] Library Committee Meeting (To be scheduled in late January or early February)

- a. Center for Academic Success
- b. Weeding Project Progress – and note excellent faculty effort
- c. LibAnalytics
- d. Personal Librarian Initiative – any faculty response – student feedback?

[Brian noted that he's gotten a lot of research questions, but that they might be coming from students in his library class sessions. Ellen has continued to receive requests from the students she met at the reception. Brian heard from Eva that she felt the personal librarian program worked better for Scholes. Brian wants to consider how the program might be tailored to connect LAS students more closely with a librarian whose liaison areas match their interests. Brian also reinforced the personal librarian concept in his class sessions. Students did remember getting the cards, so it did make an impact on them.]

4. GIST

GIST was under consideration as a replacement for ACQ1 and maybe for the Scholes acquisitions system. After a very well attended field trip to Geneseo, it appears that there isn't interest, or need in the processing areas, to adopt GIST at this time. ACQ1 is running on an old version of Access, so it will need to be updated. Ellen and Brett will investigate, and, if needed, outsource some of the updating, as neither works with Access and do not use it for any other applications – except a Special Collections database, which also needs to be updated. An implementation of some GIST features is under consideration.

5. Serials Overlay Analysis – on agenda but not discussed

Ellen shared a Serials Solutions overlap analysis report with Steve. The report provides detailed information about the uniqueness and overlap of full-text holdings among databases. Where there is some indication of high overlap, additional investigation is generally required to determine whether we are getting enough unique content to justify the cost of the database. Also, because we receive some databases in groups (they are bundled by the vendor) or through SUNY, the New York State Library, etc., not all databases are necessarily candidates for cancellation. Ellen suggested that we use the report to investigate potential candidates for cancellation in an effort to free up money for other important projects.

Respectfully submitted,

Steve Crandall, Secretary of the Meeting