

### **Librarian's Meeting 3-12-01**

A good portion of the meeting was spent discussing Rima's departure and how her position could be reorganized. Steve started the meeting by summarizing some plans for Rima's position. For the last several years, Laurie and Rima have felt pulled in two directions by their disparate responsibilities in I.T.S. and the library. This has been particularly difficult for Laurie, who has just barely been keeping up with Special Collection requests. As a result, several weeks ago, Laurie proposed that she could be brought back into the library on a full-time basis. Lana and Steve agreed with her request and decided to make Rima's position into a full-time Instructional Technology position reporting to both ITS (Lana) and Herrick (Steve).

Lana has started the process to find an "Instructional Technologist," to fill Rima's position. Although the person in this position would work most directly with I.T.S and teaching faculty, this person would provide some support for the Herrick Library Web page. This position would remain a part of the library budget. Many of the details are still being worked out for this position. Lana explained that she is currently drafting a job description and is concerned that finding a candidate with the requisite skills could be quite difficult. It is anticipated that this position will be at the technical specialist level. The successful candidate should have a strong mix of IT, instruction and interpersonal skills. Much discussion ensued about the credentials required for employment in this position, the state of Instructional Technology on campus and the complex relationship between the library and Instructional Technology. Gary and Frank have expressed willingness to serve on the search committee for this position.

At this meeting, we also discussed faculty committee assignments and the summer reference scheduled. Steve has already e-mailed the faculty committee assignments and Frank will e-mail the summer schedule on Tuesday. Laurie provided a Faculty Senate report. Earlier, She had distributed a draft of the Personnel Policy and the Promotion and Tenure section from the new Faculty Handbook. Library faculty should read this document and get suggestions to Laurie by March 23<sup>rd</sup>. Frank reported to us that the ECO trial database has become a citation-only database. In addition, Frank said that we will have access to the Science Direct database through SUNY in several days. Steve presented some information about ARIEL funding to Rima and Gary. In some support of ARIEL, Rima said that Carol is locating fewer titles on CARL. Laurie talked about Founder's Day activities.

Respectfully Submitted,

Gary O. Roberts