

Herrick Librarian Meeting September 6, 2010

Present: Steve Crandall, Brian Sullivan, Ellen Bahr, Laurie McFadden

Steve wondered if we should investigate having a Keurig coffee machine in the BookEnd area. We could sell the individual coffee pods that go with the machines and have cups, sugar and creamer available with the machine. We'd want to charge enough that we broke even on our supply expenses. He said it's possible to hook a water line to the machines so no one has to worry about refilling the water tank. We agreed it's an idea to consider but acknowledged that someone would still need to be willing to oversee the operation. Brian suggested we get Dave's input since it's likely more evening patrons would take advantage of it.

Ellen asked if we could instead get a coffee vending machine that would provide everything. Steve will ask AVI if it's a possibility.

Steve had received a request in our suggestion box for us to have a popcorn machine and offer popcorn like Tinkertown Hardware. We all agreed that it was not a good option for us.

Steve also remembered that he was going to provide a microwave for student use during final exam times. He couldn't remember where we were going to place it though – in the vending machine area or in the BookEnd area. There are advantages and disadvantages to both locations.

SCRLC is hosting an online conference on September 28th on e-books and e-readers. Ellen will send the information out to the staff to see who might be interested and will ask Mark Smith to solicit from Scholes as well. She'll also reserve the seminar room.

We had all been asked by Ellen to look at the new IDS search interface and provide some feedback. We need to consider if it's something we want to make public and if so, where on the webpage (how prominent?). Information is being pulled from both WorldCat records as well as from Aleph (to show what's available). Ellen recommended that we test it a bit more to become familiar with how it displays various types of information. It's different from 360 Search which includes what we own in books and articles. The IDS search is primarily books and some serial records. It expands the search beyond just our library holdings (unlike 360 Search). It's meant to help with cooperative collection development and facilitate inter-library loan. We agreed that Ellen could put the link under the Other Catalogs section on the web. We'll have to later consider adding it to the front page as well as how we might promote it.

Steve recently sent around his annual call for the staff to sign up for a library work group. This year he culled the list down to two work groups: Public Relations and Student Development. Sara Arrasmith and Ellen discussed the idea of breaking the PR one into two groups, one for programming/events and the other for promotion and marketing. After some discussion, we agreed it would be better to keep the PR group as one and let the members decide how to divide up the tasks. If they were two groups they'd have to work very closely with one another and have a clear structure for responsibilities.

Our discussion then moved to the CITE programs and all the issues that arise from dealing with the various programs and the fact that the students are off-site. There's often confusion with communication and some clarity is needed about the specifics of the programs at the downstate location and the new branch campus in Rochester. We agreed that it would be good to meet with the CITE faculty to trade information and questions. Steve will arrange a meeting.

Laurie suggested we create a LibGuide that gives off-site students information on how to access information, about remote access, contacting ITS with technical problems, inter-library loan, the need for public library access, WorldCat, GoogleScholar, etc.

Laurie also asked Steve to bring up at Graduate Council the issues that the libraries are faced with as we try to support off-site programs. We need to educate others on the impact it has on us.

Brian offered to be the contact person to filter all requests and information related to the various off-site programs.

We also discussed that we should probably create a separate guide for the Community Services Administration program since it covers multiple disciplines. It could also, perhaps, be a tab under the Business LibGuide.

Steve reminded us that he will hold any Dean's Council updates until the joint librarian meetings and Laurie will do the same with Faculty Senate reports.

Minutes recorded by,
Laurie