

10-17-2013

LOSAC Minutes 2013-10-17

Library Operating Staff Advisory Committee

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Minutes of the Library Operating Staff Advisory Committee (LOSAC)
Meeting – October 17, 2013
10:30 A.M.
Room 20 (Staff Lounge)

Present: Margret Abbott (Historian), Ron Barshinger (Secretary), Kristen Lash (LAC Representative), Tina Maxwell (Vice-Chair), Annie Oelschlager (Chair).

Old Business

Approval of minutes

The minutes of August 21, 2013 and September 18, 2013 were approved.

Archival Review

The committee reviewed and approved the following LOSAC documents to be archived in the Regional History Center:

Agenda	09/21/2013
Minutes	08/21/13 and 9/18/13

LOSAC Annual Staff Meeting

The annual staff meeting with LOSAC was held on October 17, 2013 in the staff lounge. Several items were brought to the board as concerns for the dean:

1. Cracked pipe which allows water into the staff lounge and causes mold, which raises health concerns (asthma, allergies, etc).
2. Lack of time for supervisors to complete evaluations. It is usually less than a week. It was suggested that LOSAC ask the library administration to set a new policy. The group asked for a two week timeframe from the time we receive the evaluations from HR before they were due.

E-mail Updates

There are no e-mail updates at this time.

Department Heads Meeting

- 1) Information Technology Assessment was completed in May at NIU, by an outside firm. The assessment found that NIU is unusual in its reliance on paper for reporting. Also, administrators did not have access to budget information. This is expected to change now that we are under President Doug Baker.
- 2) The Dean sent goals for the University Libraries to the President over the summer, and he will send these to department heads. Also, the President has asked for strategic hiring plans, and the Dean supplied them. In the future, open positions will be scrutinized to see if the position is still needed, if it could be better applied elsewhere in the library, or if the descriptions need to be revised.
- 3) Associate Dean Ete Olson described the Get It Now 6 month pilot project. A collection of four Elsevier journals is available, to which we do not subscribe, where library users can make unmediated requests for articles. These will be delivered within hours. When this is available, "Get It Now" will appear in the SFX menu. This project will cost the library between \$24 and \$30 per article, through an arrangement with the Copyright Clearance Center. If this goes well, administration will consider dropping subscriptions that are highly priced and have low usage, and adding them to the Get It Now program to save money.
- 4) Associate Dean Rosanne Cordell discussed the Search and Hold Local Request program. Local Users can now log into the VuFind catalog and request items to be held. It is in the testing phase, and has not yet been announced to the public.
- 5) Rosanne is working on putting the new newsletter together.
- 6) SB 1900 is now law (Illinois Public Act 098-0295: Open Access to Research Articles Act). Public colleges and universities in Illinois need to have open access task forces appointed by January. Representatives from publishers will be invited to meetings.
- 7) Assistant Dean TJ Lusher reported on progress on the upcoming Open Access week program. The OA 101 PowerPoint presentation has been created. So far, several outside people have indicated interest in attending programming with Senator Daniel Biss. Library staff may attend Senator Biss's keynote speech, with supervisory approval. I encourage all staff to attend, as long as service units will be covered. The task force is considering streaming Biss's speech, and storing a recording in a digital archive.
- 8) NIU is considering digitizing all student newspapers. Yearbooks have already been completed. CARLI will cover the cost of this, through an outsourced process. Yearbooks and newspapers will be posted in Huskie Commons and be searchable when the process is complete.
- 9) Our contract with ExLibris for Primo is approaching its expiration date. Rosanne and TJ will call for a task force soon to evaluate Primo and discuss whether to renew, look for another discovery layer program, or eliminate discovery layers.
- 10) When Systems is finished rolling out new computers in Technical Services, they will begin rolling these out in the rest of the library. They will use the Windows 7 operating system, and this is presenting challenges. ITS offers classes on using Windows 7. Please let me know if you would like to take any of these classes.
- 11) The new charge for the strategic planning task force is in its final stages. Administration will work with LOSAC and Library Council to appoint the task force.

- 12) Technical Services is adding MARC records for individual titles selected from JSTOR e-books.
- 13) Music and Faraday have tested requests for the new Search and Hold program.
- 14) The Library of Congress Web site is back up.
- 15) Reference and Research has hired a grad student to help with UNIV 105. Nestor Osorio is working on setting up sections for the Spring Semester. There are already five lined up. They have proposed changes in the course, and sent them to the Undergraduate Curriculum Committee.
- 16) Regional History Center has had classes in for instructional sessions. They just mounted an exhibit on women's suffrage. They have been working on many other exhibits, including one for President Baker's inauguration (the inauguration will take place on Wednesday, November 13 – see <http://www.niu.edu/inauguration/> for more information).
- 17) Dean Dawson acknowledged Annie Oelschlager for the work she has done on creating posters for Open Access week.
- 18) User Services is working on a new Website for reserves. It will be up by January.
- 19) Next week is the midterm week.
- 20) The CARLI annual meeting is on November 1. Visit their Website if you would like to attend. Let Library Administration, and me know as well. You may be able to share a ride.
- 21) There will be a webinar tomorrow at 10 on the state of open access. TJ Lusher will send out a reminder about this today.

Strategic Planning

A discussion was held about the new committee whose charge is to revise the existing Libraries' Annual Strategic Plan. Nancy Adams and Brian Prall had volunteered (upon supervisors approval) to represent the staff.

Scheduled Closure Day

Monday, December 23, 2013 is scheduled as a closure day. Staff will have to use their accrued vacation benefits, compensatory time or deduct.

LAC

LAC meeting is being planned for Friday, October 18, 2013.

LOSAC meeting adjourned at 11:15 a.m.

Respectfully submitted,
Ron Barshinger
LOSAC Secretary