

11-20-2013

LOSAC Minutes 2013-11-20

Library Operating Staff Advisory Committee

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Minutes of the Library Operating Staff Advisory Committee (LOSAC)
Meeting – November 20, 2013
1:30 P.M.
Room 409

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 October 17, 2013 were approved.

Archival Review

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

Agenda	10/17/2013
Minutes	10/17/2013

E-mail Updates

There are no e-mail updates at this time.

Department Heads Meeting

- 1) Patrick is on the CARLI Board this year, and he reports that CARLI is putting out an RFP for the back-end of Voyager. They know exactly what they want, and this wouldn't affect the discovery layer or front-end at all. This RFP will probably take at least a year, and there are really only a few vendors that can even respond to it, because CARLI is so big and our needs are so specialized. (Those vendors are Triple I, OCLC Local, and Ex Libris.) If you recently filled out that survey about how you use Voyager, it was related to this RFP, and Patrick thanks you. Eventually XC (eXtensible Catalog) will be the front end of the ILS, but CARLI will be keeping Voyager for now.
- 2) Patrick also reported that a temporary increase in the state income tax and in state sales tax will expire this year, and, it being an election year, they are unlikely to be renewed. This means a potential 10% reduction in state funds to NIU, and therefore will be a real impact to our discretionary spending.
- 3) There may be an influx of students from China, paying full out-of state tuition, next year.
- 4) Rosanne mentioned that our Noise and Food and Beverage policies have been updated. She has also developed new Code of Conduct. Get feedback to her if you have any. The policy will not be codified without feedback from Library staff.
- 5) TJ mentioned staffs with C60 accounts are in the process of having files moved from one directory to another on network drives. Staff may need to delete and re-enter login ids at the Novell start screen and clear out and re-add contacts in GroupWise.

- 6) There will be several high level searches at the University, including searches for a Chief Information Officer, a Chief Financial Officer, and an Executive Vice President and Provost.
- 7) Jana reports that Cason's old position has been advertised. The deadline is Nov 25th. A few applications have already been received. They are hoping to start the interviews before Christmas.
- 8) Jana will be on Sabbatical in the Spring. Ete will then be in charge of Technical Services. So, if the move happens at that time, then Ete will see over that then.
- 9) Rosanne talked about how the Customer Service Workshops went. There were about 45 attendees. The feedback was generally good.
- 10) TJ reported that the Strategic Planning task force is almost in place: Nancy Adams, Brian Prall, Me, Matthew Short, Stacey Erdman, and they still need a student.
- 11) Nestor says that this is the last week of UNIV 105 for this semester. There are 4 sections for next semester.
Nestor also reported that he and Rosanne are developing an Information Literacy Coordinator position.
- 12) Cindy from Regional History Center has begun shifting their collections in the basement. The RHC will welcome back a student who is currently out student teaching in the Spring, who will help launch an initiative, encouraging students and teachers to use primary sources in support of the Common Core standards.
- 13) An open social sciences/humanities librarian position is being retooled to be a coordinator of information literacy.
- 14) Sarah McHone-Chase mentioned the CARLI Resource Sharing open house that we will have here in April 9, 2014 and shared with Kishwaukee College.

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 (Library Advisory Council)

There were two LAC meeting that were held on October 18 and November 15, 2013.

- 1) The state budget funding issues were discussed and it was brought to our attention that 23 percent of the University budget comes from the state.
- 2) Open Access week activities were discussed and reported on the November 15, 2013
- 3) The new Reserve policy was discussed stating that professors can only use 10% from each source for Electronic Reserve.
- 4) The local request module is now in operation for everyone to use.
- 5) Larry Miller is the new president of LAC.
- 6) There are four high level positions with the University and two library assistants that are vacant waiting to be filled.

The next meeting will be on February 21, 2014.

New Business

- 1) The new Reserve page and policy was discussed.
- 2) Local requests were now available to the entire NIU community.
- 3) Disseminate on the number of emails being sent especially if being sent by either the Operating Staff or Administration.

LOSAC meeting adjourned at 2:20 p.m.

Respectfully submitted,
Ron Barshinger
LOSAC Secretary