

8-19-2015

LOSAC Minutes 2015-08-19

Library Operating Staff Advisory Committee

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Minutes of the regular meeting of the LOSAC
committee

Wednesday, August 19, 2015

Founders Memorial Library, Staff Lounge

Present: Ron Barshinger (Chair), Stacey Bivens (Historian),
Teresa Jacobsen (Secretary), Sara Richter (LAC Representative)

I. Old Business:

Approval of Minutes

The minutes of 7/15/2015 were approved.

Archival Review

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

1. Agenda
7/15/2015
2. Minutes 7/15/2015

E-mail Updates

- Brian Prall's last day was August 3.

LOSAC Elections

LOSAC election ballots have been distributed and sent out. Deadline to return ballots are Monday, August 24. This election will fill two open positions for the 2015-16 term (one position from Collections & Technical Services and one from Public Services/ADM/Regional History/Technology Initiatives & Support Services). Stacey Bivens & Teresa Jacobsen are conducting the election.

Other

At this time installation of hand blow dryers in bathrooms is not cost effective.

II. New Business:

Dept. Heads Meeting, August 11, 2015

- Dean Dawson:
 - The plan to move some DoIT staff from the Monsanto building to the 1st Floor and shift materials in the basement to an off-site storage facility has been withdrawn. This would have freed up space at the Monsanto building for expansion of the Health and Human Services

program. The move would have proved more costly than initially anticipated.

- No leases of storage space outside the University will be approved at this time.
- The College of Health and Human Services is growing and needs more room to accommodate the number of students it could admit.
- The dean met with Alan Phillips (Chief Financial Officer) to present the libraries' plan to meet the 11% budget reduction goal, and to discuss the impact on library users. The Dean is inviting Mr. Phillips to meet with him once more to discuss library operations, our support of the research mission of the university, and the budget. An issue has arisen concerning the fact that \$30,000 in contracts were held up in Legal for so long that their cost would have to come out of FY16 funds. Those funds have been requested.
- The Libraries is included in the two areas being reviewed in NIU's Program Prioritization, Administrative and Academic programs. Library staff will be given the opportunity to answer the administrative criteria survey questions that will be emailed out with a link to the questions. Rosanne and Nestor (with assistance from Larissa) will lead the Academic program report project, with input from the librarians who teach UNIV 105. The library's Program Prioritization task force will then condense the responses to a narrative that is due to NIU's Administrative Task Force December 1.

- In response to a specific question at the department chairs' retreat, the attendees were told that procedures for layoffs exists in Board of Trustees documents, but there are no plans for implementation.
- Ete Olson: The materials budget will be ready soon. There will be some money for monographs for Humanities, Social Sciences and the Arts. Notification was sent out to academic units to remind them of cost-sharing agreements with University Libraries so that funds for the agreements could be included in their budgets.
- TJ Lusher: University Libraries signed on to a resolution that federally funded educational materials be made open access.
- Lynne Thomas: You are invited to attend the Friends of the NIU Libraries annual Faculty & Staff Wine & Cheese Social, Thursday, August 27, from 4-6 p.m. on the 4th floor.
- General announcements:
 - There are approximately 40 new faculty who will be at orientation next week.
 - Statistics on the number of tenure-track and adjunct faculty are in the data-book.
 - A patron load for 7,000 new students was made this week.

Program Prioritization

You are encouraged to answer the 19 administrative criteria survey questions that will be emailed out with a link to the questions. https://niu.az1.qualtrics.com/jfe/form/SV_79UZM5qYJpD4Eu1

The survey will remain open until 10/31/15.

Other

Kristen is close to completing this year's LOSAC Annual Report.

June 4, 2015 NIU Operating Staff Council Minutes:
<http://www.niu.edu/osc/archives/minutes/2015/OSCJuneMin2015.pdf>

July 2, 2015 NIU Operating Staff Council Minutes:
<http://www.niu.edu/osc/archives/minutes/2015/OSCJulyMin2015.pdf>

Meeting was adjourned at approximately 2:12 p.m.

Our next regular meeting is scheduled for September 16, 2015 in Room 411.

Respectfully submitted,

Teresa Jacobsen, Secretary