

2-1-2017

LOSAC Minutes 2017-02

Library Operating Staff Advisory Committee

Follow this and additional works at: <https://huskiecommons.lib.niu.edu/ua-library>

Recommended Citation

Library Operating Staff Advisory Committee, "LOSAC Minutes 2017-02" (2017). *University Libraries Archive*. 218.

<https://huskiecommons.lib.niu.edu/ua-library/218>

This Minutes is brought to you for free and open access by the Teaching & Learning Archives at Huskie Commons. It has been accepted for inclusion in University Libraries Archive by an authorized administrator of Huskie Commons. For more information, please contact jschumacher@niu.edu.

Minutes of the regular meeting of the LOSAC committee

Date: February 15, 2017

Time: 1:35pm

Founders Memorial Library, Room 413

Present: Katja Marjetic (Vice-Chair), Anthony Velazquez (LAC representative), DeeAnna Phares (Historian), Michele Hunt (Secretary).

Excused: Joe Thomas (Chair)

I. **Old Business:**

Approval of Minutes

The minutes of January 18, 2017 were approved.

Archival Review

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

1. Agenda 1/18/17
2. Minutes 1/18/17

E-mail Updates

none

II. **New Business:**

- **LOSAC Constitution changes:** added Article 8 Section A to accommodate the option of anonymity when submitting a concern via the Blackboard Suggestion Box. Everyone present voted yes to the wording. Removed a phrase and altered the wording of which Department heads and Supervisors of staff will receive the agenda.

Current Issues Brought to the Committee:

Printing Changeover

Problem: The changeover has happened and a few problems have cropped up: Mac computers cannot print to the new multifunctional devices (MFDs) perhaps due to faulty drivers, card readers are unresponsive, slow cloud response retrieving jobs.

First steps to resolve: Dolt is aware and working on the problems.

LOSAC Blackboard Suggestion Box

No updates to report

Blackboard Layout Revamp

A few of the organizational changes have been implemented, but there could be more. We will report updates as necessary.

Department Heads Meeting Notes, February 14, 2017

- **Ete** discussed how they have finished the 6 month budget review for the Library. We do not have any information for FY18 yet. The Governor is giving his speech tomorrow, February 15, so we might know more after that. TJ and Ete are going to a budget planning workshop next week.
- Board of Trustees will meet tomorrow (Feb.15) at 10am. Ete will pass along information as she gets it. The new people who were selected by the governor will be there.
- Commodities purchases are currently on hold. If you need any commodities purchasing right now, they are approved on a case-by-case basis.
- There may be a corporation/business that might rent the space down on the Lower Level where Cataloging used to be. That business deals in cyber security and if they do move in, there would also be opportunities for student internships. There have already been discussions with Library Administration about issues regarding the security of our collections and such. Patrick agreed to the use of that space before he left, but it ended up not happening due to funding. The University is also interested in housing student centered spaces in that area. At any rate, nothing is set in stone and we cannot be certain that this relationship will work out.
- Crash bars are being installed on all the emergency doors.
- Support Services storage and parts have been condensed down to fit inside of FO65.
- Network printing is done being installed in the building. Tell support services if you run in to any problems.
- There is a big push from two or three deans to focus on online degree granting programs. There has been a task force set up under the Provost to investigate it. There may be the creation of a new division for this purpose. Their hope is to get more non-traditional or overseas students.
- Summer orientations are being used by students and parents as a means to “shop” colleges. Last summer NIU changed the way they do things a little bit. Some professors/instructors are present to teach for a small amount of time and to provide information about what kind of resources are available to them. Ete wants for the Library to help in any way possible and will let us know if anything comes up. She heard that this new means of orientation got positive feedback last summer so they are continuing it.
- **Jana** talked about the Assessment Committee meeting again to look at their methods from last time to evaluate the relevancy of those methods, especially now that the strategic plan has been revised.
- **Cindy** RHS moved all their stuff from FO15 to FO45, in case something does move into that space soon. The move is nearly complete. She thanks Support Services, Joel for all the help. There are some things left behind. She said to let her know if you’d like to look for things you might be able to use.

- **Lynne** said that she is finishing up the most recent issue of *Founders Type*. She also talked about an upcoming author event with *New York Times* best-seller Jeff VanderMeer on April 24th, at 7:30, at DeKalb Public Library.
- **Sarah** mentioned attending a Legislative Lunch yesterday in Oak Brook and getting the opportunity to talk to Rep. Pritchard about the need to have a steady funding from a state budget as opposed to a stopgap budget. She also stressed the importance of funding the MAP Grants for the students.
- **Jamie** talked about the actions that are moving forward for that CLIR grant—they (Jamie and Matt) are getting students hired in the Diglab. They will also soon be setting up a clean machine down there (a computer that can read old floppies and isn't networked to other computers so it won't spread viruses, etc.). Also, Jamie and Drew are applying for another grant. LibNAS1 is nearing full capacity. Jaime and Joe will be meeting later today to work on freeing up some stuff. Drew has been tasked with moving his own sites to a new platform. He will get Drupal training from Matt. They are working on another proposal to perform 5 more programs about digital preservation in continuance of the POWRR grant and the work that was involved. They hope to hear back soon.
- **TJ/Joe** discussed all those phishing emails that have been going around. Joe stressed that we need to be extra vigilant right now. If you are suspicious of an email, forward it to Systems and they will be happy to examine it to help determine if it is legitimate. If you accidentally click a link anyway, tell Systems immediately, because your credentials might become compromised. When you start running low on paper contact TJ/Renee to order more. We haven't figured out how exactly yet it will be distributed but Library preference is to continue to have Vicki deliver it.

LAC Meeting Notes, February 17, 2017

- Council of Library and Information Resources has awarded the library with a grant to digitize the Johannsen Collection of dime novels. Funded by the Andrew W. Mellon Foundation. The project started January 1st.
- The library is awaiting word on another grant proposal, and should hear by April.

Dean's Report:

- Two LAC members are on the library's dean search committee, Meredith Ayers and Sharon Nelson. The committee is planning to meet next week, with interviews to start in March. If schedule permits, would like to have the new dean start July 1.
- The base budget will be cut by 5% for the remainder of FY17.
- No news on the FY18 budget yet.

- Room 71N located on the lower level of the library is currently being used by Division of Research & Innovations. It now houses Jobs Plus, which is a program for students to provide on-the-job opportunities. Eventually, this will be a 24/7 space, with access via an entry located from the pit. Currently looking for a donor to finance construction of entrance.
- No LAC meeting to be held next month during Spring Break.
- Ete will keep the committee up-to-date on the status of the Library Dean search.
- Alan Philips, VP of Administration & Finance is retiring March 1, 2017.

Link to OSC minutes.

<http://www.niu.edu/osc/files/OSCPMinutesJan16R.pdf>

Meeting was adjourned at approximately 2:17pm.

Our next regular meeting is scheduled for March 15, 2017 at 1:30pm in Room 411.

Respectfully Submitted,
Michele Hunt, Secretary