

11-1-2017

LOSAC Minutes 2017-11

Library Operating Staff Advisory Committee

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Minutes of the regular meeting of the LOSAC committee

Date: November 15, 2017

Time: 1:35pm

Founders Memorial Library, Room 411

Present: Katja Marjetic (Chair), Dee Anna Phares (Vice-Chair), Michele Hunt (Secretary), Renee Kerwin (LAC Representative), Dean Barnhart (guest), Kathy Ladell (guest)

Absent: Anthony Velazquez (Historian)

I. Old Business:

Issues Previously Discussed

Discussion of Birds with the Dean and Outreach Librarian

- Explained the statistics that are kept about deceased birds found around the library and ideas previously researched.
- If we were to make and apply decals, contact with facilities is required due to a change in appearance of the library.
- A new idea was brought up during the discussion as a cost saving option to UV reflecting spray. Using highlighter to create a grid pattern on windows is the least expensive and least invasive action we could take.
- The Committee is open to running a test of the highlighter grid. We will be getting in contact with a department or individual that has a window that suits the test. Any suggestions, please let us know.

Dean Barnhart and Kathy Ladell left the meeting after this discussion.

Approval of Minutes

The minutes of October 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 10/18/17
2. Minutes 10/18/17

E-mail Updates

Taylor Swank of Technical Services resigned – tswank@niu.edu
Gabriela Crespo started in IDS on 11/20/17 – gcrespo@niu.edu

LOSAC Suggestion Box

No submissions received.

II. New Business:

Shared Governance Meeting Attendance: Operating Staff Council has been looking into the University policy surrounding work release time to attend Shared Governance Meetings on campus. There is no official NIU or Library policy on how to handle this. University Administration has been vocal about Operating Staff getting involved around campus and stating that supervisors should allow staff to attend as long as operational needs are met. However, this has been applied unevenly across departments on campus. Anyone that has trouble attending the meetings or supervisors that need additional confirmation should contact Matt Streb, NIU Chief of Staff.

Library Administration supports work release time to attend Shared Governance Meetings. Using work release time means that if there is no obstacle to attendance, supervisors cannot require benefits usage, (including the professional development day), participation on your lunch break, the necessity for make-up time, or anything similar.

Other

Rise Up Picket Event: 1890 and 963 Unions will be picketing outside the front of Altgeld Hall on November 20, 2017 from 12:00pm-1:00pm.

MAT Leaders Revival: The program where Local 1890 volunteers get the latest information out to their bargaining unit members is being brought back. When the program is back in motion, relevant staff will be informed. If anyone needs current information on what's going on in the Union they can contact Gary Weishaar or Katja Marjetic. Gary is also a certified union steward, if anyone needs his expertise.

Current Issues Brought the Committee

Staff Lounge: The informational email about notifications was sent out and the sign is in use.

Operating Staff Meeting with the Dean: Instead of having it in December, it has been rescheduled for the second week of January. An invitation will be sent out closer to the meeting date.

Department Heads Meeting Notes

Meeting was cancelled for November. Next meeting will be December 12th.

LAC Meeting Notes – 10/20/17

Founders Memorial Library 202

Present: Fred Barnhart, John Pendergrass, Rebecca Hunt, Jaeyong Bae, Sharon Nelson, Heide Fehrenbach, Kay Martinovich, Meredith Ayers, Teresa Jacobsen, Stephanie Torres

Excused: John Pendergrass, Jaeyong Bae, Doug Bowman, Therese Arado, Joseph Winters, Kyle Killebrew

Others Present: Leanne VandeCreek, Renee Kerwin

Introductions

- Adopt Agenda: L. VandeCreek moved to adopt; R. Hunt seconded.
- Approval of Meeting Minutes 04/21/17: Minutes from the previous LAC meeting were approved.
- Elect Chair: Kay Martinovich volunteered to be chair; Heide Fehrenbach volunteered to be vice-chair.

Announcements

- Leanne VandeCreek and Kathy Ladell will attend an Alternative Textbooks Conference.
- A Free Speech Presentation will be held on Monday, October 23rd in the Staff Lounge from 5:00-7:00.

Dean's Report

- Budget: The University will once again be taking some money from the Library budget. The Provost is aware of the need to maintain the materials budget.
- 71 North: The space will be rented by Discover Financial. The contract is in the final stages. 71 North is intended to be an innovative space for students. Jerry Blazey is head of the project.
- Compact Shelving & Gates: The libraries gates are 1st generation and we are in discussion to have them replaced. The compact shelving in the basement is all electronic and the parts are wearing out. We are strategically replacing parts and have ordered a manual control.
- Café Work: There are plans to begin work in the Food area of HSC during the winter break. HSC will temporarily remove food options. The library café will have sandwich and soups added to the menu. Einstein Bagels may also come to the library café. There is also the possibility that power outlets or monitors may be added to the booths in the café. Collection space will not be impacted.
- All Gender Restrooms: All gender restrooms are available on the 1st floor. Signs are being printed.
- Quiet Zone: We have moved the quiet zone from the 1st floor to the 4th floor. We plan to activate the 1st floor.
- Open Access Policy: Faculty will be able to place their scholarly works in the Huskie Commons. There will be a review and study of what can go in and what should go in.
- Ete retired October 1st and Lynne Thomas left NIU to go to U of I in Champaign. Sarah Cain will be filling in until we can hire in the spring. Leanne VandeCreek has replaced Rosanne Cordell as the Acting Associate Dean of Public Services.
- Textbook Issue: Begun Initiative to formulate taskforce and increase the reserves program. Faculty are ask to put any spare desk copies on reserve. We will reach out to other universities to see what policies they have. We will also create a Lib Guide.

- Workshop from November 2nd from 3:00-4:00 in the staff lounge: This will be a refresher on Print & Electronic Reserves. As well as the Open Textbook Network and Ebook Access: Limits the number of students, ask subject specialist, pay the difference per vendor, may be able to get rights.
- One Card office will move to the 1st floor. This is better access for the community and students. There are still ongoing issues. The public can get a courtesy card from Circulation or the Reference Desk for emergencies. Fred is hoping the One Card office will have longer hours. H. Fehrenbach suggested a note on the website regarding printing.

Other Business

- Meeting schedule for coming year: We will meet on the 3rd Friday of the month if we have an agenda. The next meeting will be November 17th.

Adjournment: The committee adjourned at 2:20 p.m.

Link to OSC minutes

<http://www.niu.edu/osc/archives/osc-minutes-october-5-2017.pdf>

Meeting was adjourned at approximately 2:41pm.

Our next regular meeting is scheduled for December 20, 2017 at 1:30pm in Room 411.

Respectfully Submitted,
Michele Hunt, Secretary