

5-1-2018

LOSAC Minutes 2018-05

Library Operating Staff Advisory Committee

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Minutes of the regular meeting of the LOSAC committee

Date: May 16, 2018

Time: 1:33pm

Founders Memorial Library, Room 411

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

Excused: Anthony Velazquez (Historian)

I. Old Business:

Approval of Minutes

The minutes of April 18, 2018 were approved.

Archival Review

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

1. Agenda 4/18/18
2. Minutes 4/18/18

E-mail Updates

Joel Cochrane left – jcochran@niu.edu

LOSAC Suggestion Box

No submissions received.

LOSAC Log

Documents added to the log: election materials and a spreadsheet to track the reports of birds found outside the library.

AFSCME: The draft contract passed the Board of Trustees vote on May 10th. The minutes from the meeting can be [found here in this link](#). The lump sum and retroactive pay promised in the contract will be distributed by June 30th. The finalized contract must be publically posted within 30 days of ratification. It should appear [here](#) on the HR website.

Elections: A final round of ballots is going out to decide committee members for 2018-19. Ballots are due June 8th. They can be returned to Katja Marjetic (Technical Services) or Renee Kerwin (Administration).

II. New Business:

OneCard Office: The office starts its move on Friday May 18th to open permanently in Founders Room 104 on May 21st. Their hours will be 8:15am – 4:00pm.

Department Heads Meeting Notes – 5/13/18

Present: Fred Barnhart, Jana Brubaker, Cindy Ditzler, Wendell Johnson, Ladislava Khailova, TJ Lusher, Katja Marjetic, Sarah McHone-Chase, Leanne VandeCreek

Fred Barnhart

- Library survey is almost completed. Information will be released with Exploration team reports.

TJ Lusher

- Joel is retiring May 15.
- Einstein bagels is open.
- 71N waiting for architectural plans from Discover Card to begin construction. Maybe in June.
- OneCard construction and move was going well until now, but the only carpenter on the job got hurt and thus there is now a delay.
- Joe and TJ are working on a certification path for Amazon servers.

Jana Brubaker

- Hao left for Burma where he will be teaching library workshops and buying books for the SEA Collection.
- Abbey leaves on May 17.
- Jaime, Kathy, and Jana attended a scholarly communication workshop offered by ACRL; may do a brown bag.
- Our digital collections will be added to Digital Public Library of America soon, starting with Dime Novels.

Leanne VandeCreek

- The textbook taskforce:
 - Spring 2018 Pilot Program assessment survey for students is open until May 14. Currently seems the feedback about the program is very positive.
 - 28 requests have been received for Fall 2018 for textbooks/required materials. The request form closes May 15.

Sarah McHone-Chase

- Amnesty is going well.

Wendell Johnson

- Reference and Research will be participating in Dissertation Boot Camp this summer. The department is meeting this Thursday regarding initiatives for the Summer and Fall.

Ladislava Khailova

- *Expanding on Dissertation Boot Camp:* The department will be joining the efforts of the Writing Center. The Libraries will have presentations during Writing Center's outreach week with high school students. The Libraries are participating in workshops.

- Library Council is continuing its work on bylaw amendments, which should be coming to its conclusion. The intention is to present the changes to all faculty on 5/21.

Katja Marjetic

- LOSAC is holding elections. Nomination ballots due on May 14. Reminder to contact Renee or Katja if any OS member has not received a ballot.
- OSC is holding elections, with election ballots due on May 11, with Renee being a candidate.

Cindy Ditzler

- The Chance Program's 50th anniversary is this year and the new Director of the program is frequenting RHC and doing research.
- The Center has been busy with a number of reference and tour requests.

LAC meeting

No meeting this month.

Link to OSC minutes

<https://www.niu.edu/osc/archives/osc-minutes-april-20181.pdf>

Meeting was adjourned at approximately 2:30pm.

Our next regular meeting is scheduled for June 20, 2018 at 1:30pm in Room 411.

Respectfully Submitted,
Michele Hunt, Secretary