

10-6-1992

Library Staff Meeting : 1992 : 10 : 06

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NEXT LIBRARY STAFF MEETING TUESDAY, NOVEMBER 3 @ 2:00

AGENDA SUGGESTIONS? NEED ASAP

Minutes of the October 6, 1992 Staff Meeting

Mary started with an update on the progress on the new building:

- 1.) Nothing new yet from the architects.
- 2.) There will be no decontamination chamber in the new building. The space set aside for this purpose will be the NOTIS system terminal room.
- 3.) Tony ~~Kelley~~ will discuss the cabling needs with the architects. A meeting will be set up for that reason. ← Llewelyn
- 4.) The Art Selection Committee has chosen Robert Calvo. The Tampa Museum is working up his biography. He is a USF grad who currently resides in Portland, OR. He has done many public art projects. He is currently working on the Tampa Airport floor. He was selected from four artists who were invited to show their work to the committee. There followed a discussion of his style and the medium he usually works in. There was also a discussion of where in the new building his work will be shown.

Kathy then presented an explanation of the Washington Formula.

Mary asked Kathy if there was reason to lobby to have the current formula adjusted. Kathy said that there are some adjustments that have been made historically, i.e. Money for new buildings; and money for new programs.

Jim asked where the ECC books are going. Kathy said maybe the 10th university, but it is unknown at this point. Jim mentioned that the numbers on the ECC books have our 22102 beginning bar code on their books and he wondered if they are included in our count. Kathy said she was not sure.

Mary asked if the staff has read Sam F.'s memo and invited comments.

Deb H. asked about the journal database. Does that mean ABI? Kathy and Jerry mentioned that they had heard that PSYCH/LIT is next online. Tina said that the LISAC committee is going to recommend a new "search engine" be instituted before a new database is added.

Kathy asked if Sam's memo lists the needs in priority order. Mary thinks yes. Tina said that with the addition of improvements the LISAC priority list is the same.

Mary asked what the librarians see as the next database. Tina, JJ and Jerry agreed that Social Sciences database would be a good one.

Deb asked what the status of ERIC is at this point. Tina asked if the ERIC CD was up-to-date. The answer was no. We have not updated because ERIC is now on LUIS.

Deb asked why Sam will be discussing PC's at FCLA. Jerry said because they own the equipment. Tina said because then students will be able to download.

Tina expressed concern about the electronic delivery system. Would students charge the order to the University? She mentioned that she would like to be sure that they think through the set-up before they begin implementing. Kathy said she also would have a problem with students having to charge to a credit card before they could get the info they need. Mary said maybe they should discuss it in the librarians' meeting. She stated that it would be good to be clear on who would assume the costs and how before agreeing to the idea of electronic delivery. Deb said that she thought it was overlooking the electronic ILL. Jerry said that he thought paying \$14.00 for a patron to receive an article through electronic delivery today because they didn't want to wait for it to come at a cheaper price through ILL tomorrow was not an efficient use of library funds.

The question was raised of printers at the LUIS terminals. Mary asked how many printers Student Government agreed to purchase. Deb said that she thought maybe two. Jerry said he thought that one at each station would be good. Deb said that every PC wouldn't necessarily need a printer. She is concerned about the noise level. She thought that maybe in the new building there could be a room where all the printers would be located. That would isolate the noise and eliminate the need for individual printers.

Mary asked that people write up their concerns. She'll compile them to give to Sam. There was a discussion about when the FCLA meeting is being held.

Rec Reading was discussed. Kathy said she will keep adding topical books related to the curriculum. She does not favor paperbacks. She has no confidence that the collection will not deteriorate to Harlequin novels. If patrons ask, please tell them that with the budget cuts there is not money for non-curriculum related books at this time. She said we could encourage patrons to donate hard cover best-sellers that they have purchased and read. Jerry said that if we print signs and post them (particularly at the Rec Reading area) stating that we will accept donations then we will probably get enough best sellers to alleviate some of the loss from the budget cut.

Mary asked that we schedule the next meeting. Tentatively it was decided on Tuesday, November 3, 1992 at 2:00 p.m. (Note: this is Election Day).

Announcements:

Barbara announced that she had gotten a call from Sherry McGruder who is the niece of Evelyn's sister. Evelyn was undergoing surgery while we were meeting. Barbara has the number and will call to check on her tomorrow. Deb asked that Barbara circulate Evelyn's address. JJ suggested that we make an audio tape to send to her.

Jerry said he spoke to Herm Brames about the ATM machine. There were some sort of legal problems but the system should be up and running in the student lounge soon.

Tina asked for an update on the half-time personnel positions. Mary said that Douglas has accepted the position at the circulation desk. He is studying for the GRE and may be here with us for a while. Mary said that if anyone knows a person for the other part-time job to please be sure to mention the opening to them. Signe said she is not as concerned with who will be taking a night at Circ as much as when the person will begin to work. Mary and Signe decided they will table that discussion until the librarians' meeting. It was decided that it would be expensive to advertise for an OPS position but there will probably be one advertisement over a weekend. Mary said that perhaps it could be mentioned to Student Government and they would know of a student. Jim suggested calling the Library School. Deb said that she was concerned that a Library student would be disgruntled that this was not a position with professional experience. Deb said that she put the notice out on FIRN mail and she and Tina have mentioned it at all the meetings they have been to lately. She feels that they have exhausted all the free methods of recruiting an OPS worker.

Cheryl mentioned that two REC Reading books 'Waiting to Exhale' and 'The Silent Passage' have been missing. She asked if everyone would keep their eyes open incase the books are laying around the library somewhere.

Signe discussed what an ABEND was and asked that we all be careful not to let one occur. It causes the system to slow down. The more users LUIS has, the more ABENDS will occur if we are not cautious. Please remember to ENTER the screen before walking away or getting sidetracked when you are using the Tech Services screens. PLEASE, PLEASE cut them down.

Barbara called our attention to the St. Pete Library listing in the new USF directory. The listings on p.34 are a jumbled combination of last year's and this year's listings. The Faculty/Staff listings are okay.

Tina mentioned that the general FAX machine has broken down. She asks that NO ONE give out the ILL FAX # for any reason to anyone. There are two alternate machine #'s listed at Ref. The ILL machine is already so busy that it can not handle the added traffic.

Deb stated that the library was asked by Jim Fellows and his grad asst. Ed Haney to add a CDROM for his students' use. They will have priority use this semester and the Tax Acctg students next semester. There is a note on the CD with the access code. Jerry asked if it was a donation or if it were more appropriately put on reserve. He also wondered if it were a resource available for all members of the campus community and therefore the librarians would need familiarize themselves with it. Mary stated that this is an aid to developing support for a Tax Acctg. program on campus. The Dean is supportive of the idea, but Tampa is reluctant. One of their objections is the lack of resources to support the studies. The Dept. is assisting to build the collection in order to build the department. She suggested that since this was possibly a future area of development, the librarians should become somewhat familiar with the disc. Kathy asked what the contents were. Deb stated she hadn't gone much further than the opening menu. (It has a menu similar to Works.) There appears to be info on Tax Acctg. It was done by the Research Institute of America.

Kathy asked if everyone understood the gift form.

Tina asked if Deb or anyone had received any feedback about the TIP sheet.

Mary thanked everyone for working so hard on the special projects she has come up with and for helping to make her first few months here good ones.

Jerry said he thought we had an excellent group of students this semester. They get all the shelving done and maybe we should reward them with some more interesting tasks if possible.

Mary also thanked us for working so hard to serve our patrons. She said she knows and the Dean knows how much time and energy we all put into aiding the users.

Items for the next meeting's agenda were called for.

Deb asked about any policies that were ready to present to staff. Mary agreed there will be a Policy Review if one is ready.

Mary asked Jerry to do a presentation about the media department.

Mary asked Jerry, Kathy and Cheryl to form a subcommittee to research the Id procedures and policies and see if there is any way to alleviate the frustration we all feel with the present system.

Deb stated she will pass around the copies of the remote access hand-out.