University of Maine System and URSUS

**Library Directors’ Council**

Held at Bangor Public Library

**Friday September 15, 2006**

**Meeting Notes**

**Attending:** Tom Abbott, Joyce Rumery, Sharon Johnson, Greg Curtis, Frank Roberts, Marianne Thibodeau, David Nutty, Chris Knott, Gary Nichols, Barbara McDade, Donna Bancroft, Jonathan Williams and Karl Beiser

**1.**    No additional changes on the meeting notes from our Machias Retreat meeting

**2.**    **Blackboard (Bb) link to Libraries:**

Greg and Susan have been working on an “easy access” tab for all Bb pages used by faculty for online courses or as supplements to on-site courses. All present generally supported the concept and discussed best way to link Bb users to libraries.  There was support for a more visible tab (across the top) that directs users to “UMS Library Resources” or something similar – but different from a left hand column faculty initiated library link that is specific to the course page, e.g.,

HUS 210 Library Links”

From the proposed UMS Library tab, the user would go to an index page with links in the following priority order:

·        Off-Campus Library Services

·        Links to the campus library that goes with this Bb course

·        Direct links to library services: URSUS books, Journals, etc.

·        Tom also asked for a search box that allowed a Bb student to just to a search – unfinished discussion here  - given that we don’t have a functional federated search system yet, perhaps the box would allow users to chose, UMS books or UMS journals

Greg and others will prepare a draft for us to review – goal is January implementation with plenty of time to prepare library staff and users

**3.**    **LibQual:** David brought us up to speed on this project.

* Liaisons from each library have been identified.
* Registration will be done at the campus level – we are under “Maine URSUS Libraries”
* We still need to identify local questions – a number of interesting questions were posed for David and the Liaisons’ consideration – they must focus on commenting on what exists, rather than what might be provided in the future. The open-ended question does however generate good responses – Is it possible to create a local item that asks a “what if?” question to be answered in a text box?

**4.**    **IRB** (Institutional Research Board – Human Subjects Protection) issue:

Tom provided a template sample of an IRB application that could be used at each local campus for the LibQual Project. He was asked to contact UMS Counsel to determine whether they would consider a single application for a review for this project.  This research meets the usual criteria for expedited review.  Tom will pursue with Kelly Whitbank UMS Counsel and report back.

**5.**    **URSUS Update**: Jonathan provided a written report and reviewed each item with us (Attached).  Information added during his presentation:

* A listing (link) to the Millennium upgrade was sent out to all after the meeting – thanks
* It may be possible later to use Oracle databases for collecting, managing and outputting billing and fine information to our PeopleSoft system
* Holds: At the Directors’ direction Jonathan will outline a new policy for “holds” to the Circ Heads.  Directors will discuss with them ahead of the meeting:

Allow a hold to be placed on a book that is in transit or checked out with the following modifications to the system/policy:

* + Change all holds to Bib level holds
	+ Set for local patrons to have priority/precedence
	+ Recall will override all holds
	+ Implementation date: start spring semester 2007
	+ Requestor screen will change to show and show that item is or isn’t available but not which library has it and user will not have a choice  - the item is held will be based on relationship tables which can be managed to balance loan load if need be.

Karl will investigate some confusion about whether a book can be checked out from CBB when the item is owned by a UMS Library but is checked out.

**6.**    **Fine Clean up**:

Due to complexities and negative impact on several libraries, directors have decided that there will be no general fine clean up. If two or more campuses can agree to waive fines prior to a fixed date they may do so between or among themselves.  Jon offered to look into creating files of lost/missing books to help directors focus energy on recovery.

**New fine policy proposal:**

Jonathan will present the following proposal points to the Circ Heads and ask that they fill in the details and endorse or revise -- Directors will discuss with them before their meeting:

·        Drop all fines

·        Increase the cost of book replacement

·        Increase the cost of processing fee

·        Decrease the loan period

·        Make this a common UMS policy for all book borrowing for students and community members

**7.**    **Report from Karl:**

·        Budget: No new money this year

·        URSUS is not part of the Science and Technology bond this year

·        Need for a server at a cost of $35,000 ($15,000 for migration from III & $20,000 for Server) because the next release will not work on the current alpha server – goal is to move to a new server that will run LINUX to help create redundancies and improve level of service at UNET. We are working closely with Ralph Caruso and his staff on this move.  Tom will work with Susan to see if she and he (from his student library fee) can help with this project.

**8.**    **Portico:**

Joyce reviewed the Portico presentation a number of us participated in.  It is a journal back file “insurance policy.”  For a small fee the project provides guaranteed access to all journal files (for those in Portico’s collection) if and only if the journal stops publishing or providing access to back files.  Joyce is pursuing with UM’s risk management people and will report back to us.

**9.**    **Maine Info Net:**

David reported as Chairperson and outlined the upcoming strategic planning session with Arnold Hirshon, executive director of NELINET and consultant for the 2002 report that recommended creation of Maine Info Net.  The group will also review Karl’s draft implementation strategy designed for the next 12 – 18 months.

Suggestions made for foci included the obvious:

·     Legislative and funding strategies

·     Identity, image, and public relations

·     Role of membership and how to effectively obtain feedback

**10.Maine Library Commission:**

Barbara and David reported on the plan for a Blaine House Conference focused on public libraries (only) – where they are going and how to gain greater support from their communities

**11.Campus and library reports:**

UM:

* Staff is participating in mandated “relationship” training (being aware of domestic violence and its impact on employees) All UMS employees will eventually participate
* Information Commons approach has begun at UM with Ref and IT combining efforts with more machines on the first floor of the library – working well and well used – all under a large “**?**” sign – which everyone thought was a great idea.  More as this effort progresses.
* Joyce has had some experience with book truck safety issues should anyone be interested

USM

* Budget shortfall of about $2 million resulting in a 90 day hiring freeze effecting 6 open library positions
* New gift to the map library will allow it to expand beyond original plans
* David purchased Project MUSE – cancelled 30 titles and gained 250 through MUSE
* David is actively engaged in the new USM Online Learning Center which is gearing up this year.

UMA

* Tom reported on the construction progress for the Human Rights Center and resulting new library space – to be completed end of October – with the new HRC open next spring if all goes well.
* Tom also passed out a draft ACRL task force creation form that comes about from the directors’ experience with the UMS professional employee classification system – resulting in librarians being underrated/valued due in part to out of date CUPA academic librarian position descriptions – the task force will update those descriptions in time for the fall 2007 CUPA publication.  Send suggestions on draft to Tom.
* UMA is moving its journal holdings to OCLC in the near future – thanks to Marilyn’s assistance

UMF:

·       Budget issues as well – no new money

·       Frank is looking for alternatives to owning some items and all agreed that we need to speed up our strategic plan timeline to improve collaborative collection development

·       The new Education Center is nearing completion

UMPI:

* New president is working out well – faculty and staff seem pleased with his efforts and directions
* Enrollments look good for fall
* Greg is interested in putting together a working group to speed up collaboration for cataloging and collection development – all are supportive and will wait for directions on how to support this project
* UMPI library now has 16 security cameras in place – some wondered about privacy issues – Greg will advise us on his experiences

BPL:

* Everyone is worried about TABOR, and she has been told if it passes the city will no longer be able to contribute to the library
* Barbara is working on a state task force for “The Maine Book Festival” focused on family reading.  The King family will be involved. Plans are to hold it in June – more later

OCLS:

* Donna (filling in for Susan) reported that they would be trying out podcasts soon – for audio and video tours of libraries
* They are supporting several grant funded courses being offered in the Maine State Prison
* E-Ref chat is very active with about 2-4 a day in addition to active e-mailed reference questions

UMM:

·        Marianne reported that Bert came through 3x bypass surgery well but was not up for visitors on the day of our meeting, so all costumes and musical instruments were returned to storage.

·        UMM has cancelled 40 journal titles after consulting with departments and giving them the choice of using online db’s instead of paper subscriptions - thus freeing up money for the department’s other purchase interests.  All thought the approach was a great way to deal with the issue of limited resources.

LAW:

·        Chris reported that he had 2 frozen positions and another they were attempting to covert from temp to permanent.

·        LAW joined CALI which is providing some useful and inexpensive authoring software for test development etc. that can be linked to Bb – he encouraged us to investigate CALI

·        LAW is looking seriously at online programming.

·        LAW is also working with SSRN – to create a clearing house for pre-published documents – opportunity to share ideas and get feedback from colleagues

Maine Info Net:

* Karl’s old position is being re-searched
* He has been working with the Commission’s legislative committee to craft a new $2.5 million bill to support libraries  - db’s, collection development, ARRC money, digitization projects and expanded courier services
* MULS has been replaced by Maine Serials List – almost ready to be released – thanks Jonathan and others for making this happen

UMFK

* Sharon, hope you are feeling better by now – lay off the spinach!
* Her bond purchased book scanner is going to the Acadian Archives
* UMFK, UMPI and UM are purchasing BioOne and they believe it would be a good UMS-wide db buy – Susan please take this to your DB committee for consideration – thanks

Meeting adjourned at 2:00 PM

----------------------------------------------------------------------------------

**LIBRARY DIRECTORS’ GOALS FOR THE YEAR –**this is the beginning of the year’s agenda – feel free to edit as needed

·        Fine policy for future

·        LibQual – ongoing

·        Action on Holds and Reserves Policy

·        Decision on continuing Docutek

·        Career ladder system for MLS librarians – system-wide

·        Library Assistants III & IV for support staff – system-wide

·        Cooperative collection development consistent with goals of UMS Strategic Plan

·        Last copy center if possible and if not – planned sharing via cooperative collection development

·        Digitizing bound publications where we control copyright

2.     **THIS YEAR’S MEETING SCHEDULE:**

All meetings will take place at Bangor Public Library – scheduled as follows:

            October 20

            November 17

            December 15