**URSUS DIRECTORS**
**Friday, February 16, 2018**
**Bangor Public Library – Board Room – 1ˢᵗ Floor**
**10:00 – 2:00**
**Coffee at 9:30**

**Attendees:** Roger Getz, Christine Iaconeta, Stacey Brownlie, David Nutty, Bryce Cundick, Barbara McDade, Joyce Rumery, Marianne Thibodeau, Leslie Kelly, Benjamin Treat, Jamie Ritter

**AGENDA**

1. **Agenda overview and additions**
   Marianne asked that the group adopt a rotating schedule for taking the meeting minutes.

2. **Minutes (January)**
   The January URSUS Directors Meeting Minutes were approved unanimously.

3. **Administrative Integration Team for Library Resources Report (Joyce)**
   A report compiled by the Program Integration Team for Library Resources for VC Neeley was delivered to him on December 22, 2017. Information on Library Resources was requested for a report to the UMS Board of Trustees' January 28-29, 2018 meeting. At the PI Team for Library Resources request, VC Neely has agreed to meet with the team after today's directors' meeting. The purpose of the meeting is to gauge the report's impact and possible next steps.

4. **MIN Report**
   It was reported by Bryce that MIN had an overview of the Decision Center, a few tweaks are all that is needed before going live.  There are pending tickets to be resolved with Encore.

5. **ACRL Framework (Leslie)**
   Still trying to get 100 attendees, MT posted to acrl-nec news groups. Melinda Malik asked if we would consider moving our event to another date, since NELIG has USM booked for their conference on June 8th.  There is another Info Lit conference scheduled in Connecticut during that same time frame.  ACRL is fine with moving the Framework workshop to another date. Cost of the Framework is estimated at $10,000 with $100 for each attendant being the breakeven target. Discussion ensued as to if /when to select a new date. David checked to see if Tuesday, Oct. 9ᵗʰ was available as a possible meeting date – it is.  Leslie will check with ACRL to see if they are available on Oct. 9ᵗʰ.

6. **Reference Heads Meeting**
   The URSUS Reference Committee wanted to have a full day meeting either prior to or after the ACRL Framework Workshop.  Les will work with the Ref group to see if they want to have said meeting in proximity to the proposed Oct. 9ᵗʰ ACRL Framework Workshop.

**ACRL Roadshow**
Road Show on Scholarly Communication at Bates College. Event is free and will be held on May 11th at Bates College. **Register now on Google Forms (here)** Registrations accepted until Friday, April 13, 2018, or until event maximum is reached (100).

7. **Next Steps in Cataloging Stats – one URSUS wide table? (Marianne)**
Transitioning to Google sheets to accumulate and tabulate the URSUS Cataloging Stats to determine the average # of items cataloged. Each institution has an individual sheet. There will be a master sheet where items are tallied. Perhaps a determination of items cataloged per FTE.

A discussion ensued on how the statistics will be used:
- Ensure a quality catalog. It was noted, as well that the URSUS Cataloging Standards Committee has lost valuable experienced members over the years.
- Determine the qualitative cataloging load and how that load could be shared among the libraries should the load exceed the capacity. The current stats don't easily show capacity.
- Use Cataloging Stats and the Cataloging Standards Committee to ensure quality.

The issue of ensuring a quality catalog will be an agenda item on the next Cat Standards Committee meeting.

8. **ID Cards – (Roger)**
Cards at UMPI are shuttled from office to office, not all students are automatically given a card. UMPI Library wants to ensure students have access to library materials and services. Questions posed by Roger to James Jackson Sanborn in a previous conversation:
- Use PS numbers instead of a Library barcode #?
- Do we need a physical card for all users? In Roger's opinion the answer is yes.
- Currently no automatic loading of barcodes – coming soon.
- Could a virtual barcode be placed on a student/faculty/staff members' phone. This would require an optical barcode scanner. Most currently use a laser scanner.

Fred Britton and others on his team believe that student photos on Sierra is problematic as regards FERPA rules/regulations.

Ask VC Neeley for advice/direction on issuing ID cards to all students.

9. **Technology Subcommittee -- Encore (Bryce)**
Google form set up to provide feedback for what's up and running with the new Sierra.

10. **Assessment Subcommittee (Joyce and Marianne)**
Marianne and Joyce have not moved forward on this. A face-to-face meeting will be set to move forward. In addition, Joyce and Marianne will present the work done on the

NEAS&C 2016 Accreditation Standards at a future URSUS Director's Meeting.

**11. Freedom Express Van Delivery (Jamie)**
To date 5 people have responded to Jamie's invitation to tour the FreedonXpress sorting facility in Portland. This will take place on Wednesday, February 21st at 10 am. CBB's views on service standards are extremely high – Saturday delivery.  The price could escalate to $60 per stop from the current $20 if current service schedule is maintained for CBB.

**12. Collaboration**
This agenda item was deleted.

**13. Kanopy - FAQs**
How to share and use Kanopy
Remote access
Demand Driven
Put all movies on the catalog and users choose the films they want view
Buy the film for a 1 or 3 year contract
DDA -trigger is 10-15 substantial uses.
Kanopy has public performance rights
Can set a dollar limit to be spent per year

**14. Net Neutrality and Federal Budget (Jamie)**
No new news on Net Neutrality
Federal Budget – The current budget defunds IMLS

15. **Update on Augusta and UC searches (Ben)**
Reference/Instruction librarian search was successful. The new hire is Jacob Albert. He's from August and worked on the UM campus.

UC reintegration project in play with the re-launch of the UMA Director Search. What is the role of the libraries?  The new UMA President is conscious that the Strategic Plan and a Re-Visioning process needs to take place before the search for a library director is re-launched.

The UMA Director Search will likely be advertised at $80-90 K, this will probably be a Dean position, who may not serve in a functional position. Because of the reintegration of University College the search for the UMA Director position will likely be relaunched in the next fiscal year.

There is new interest in a Learning Commons. It's about the multiple forms of student support to ensure student success. Collapsing the space where books are shelved with compact shelving is one way to create more space for a learning commons. Will this effort improve the library's presence on campus, and foster cross departmental integration? Ben and the other URSUS Directors would like to see the Library run by a librarian.

This question was raised, "How to school the UMA Provost on what a learning commons encompass – what the functions are, and where the offices are located?"

**UMF** - IT helpdesk, writing center, math tutoring and the coffee bar are proximal to the library.
**UM** - Not called the learning commons per say, however these functions, the collaborative media lab, and IT-Ref Helpdesk are all located on Folger Library's first floor.
**UMPI** – When the decision was made there was no library presence in those meetings. A very disjointed set up resulted– most functions report to a different entity other that the Library Department.
**UMFK** – all the offices report to the library director.
**UMM** – No learning commons per say. There is a Study & Tutoring Center, which is not located in the Library.

Jamie: important to have that word library appear in the title of the head of the library and the physical space as well.  It was noted that the new person at Bates is not a librarian.

Newsletter is an important way to heighten the awareness of the Library.

It was noted that in the EDUCAUSE current publication, the word library was not even used. The publication was authored by 23 IT folks.

16. **Update on BPL Search (Joyce)**
Two candidates were brought to Bangor.  The offer was tentatively made, but declined due to salary and possibly weather conditions (it was snowing). The search did not work out.  The Search Committee Chair released the applications that came in after the soft close.  These have been ranked. Skype interviews will take place Tuesday, February 20th for possibly 3 candidates.  Barbara told the Board that she would stay on until June 1st if needed.

17. **Comments on Local Library Reports**



## Merrill Library
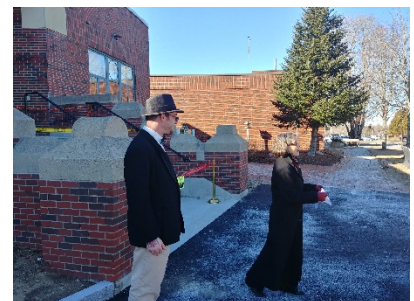
- The Library Entrance – stairs, ramp, new entrance - project is finally complete! We held a "ribbon" (caution tape) cutting ceremony with brief remarks and refreshments on January 25th.
- Winter Carnival was held on Saturday, February 10th with mini golf and s'mores taking place in the library.
- We have had a $300+K project of installing swipe card access to UMM buildings. This project is nearly complete. The library will have swipe card access, but does present a bit of a problem in regards to closings due to weather conditions. (The library could be open, with no staff, unless the swipe card coding person is on top of things)!
- Deb Rollins message concerning the T&F package at the subscription price of journals already subscribed to is well received. Thanks Deb!
- Continue to place book orders
- New VPAA and HoC, Andrew Egan will be on campus on March 15th and will be taking the helm in mid-August.