University of Arkansas Libraries
Faculty Department Heads
486
07/11/2013

Present: Salisbury (chairperson), Conway, Ganson, Gibson, Gilbertson, Jones, Juhl, Lehman, Lennertz Jetton, Zou

Reports from Ganson
Travel requests from personnel exceeded funding. The administration is making final decisions based on priorities. Applicants will receive notice of approved travel soon. The administration is also examining equipment requests. Ganson and Lennertz Jetton may ask individual department heads for clarification about their requests.

The University Libraries ended the fiscal year with a slight surplus. Ganson will not set the materials budget until after the retreat.

Juhl continues to update personnel of the Libraries on problems with Sierra. Technical Services has found the absence of a line item display especially challenging. Salisbury asked about the confusing display of journal titles in the public catalog; Ganson reported that a solution had not been crafted.

Reports from Lennertz Jetton
Lennertz Jetton continues to work with Zou on the transition of their duties. She is getting up to speed with When to Work. She continues to correct references to outdated departments, divisions, and other units on web sites and other documentation. Some references will remain in flux in the absence of an instruction librarian.

Lennertz Jetton has established meetings with most of her direct reports.

There will be training this afternoon on the new scheduling software, R25, use of which will be mandatory to book rooms on campus, including the Libraries. The client-based software is challenging; Lennertz Jetton invited a cross-section of personnel to help determine if direct booking by all personnel is feasible. It may be better to designate several “agents” to book rooms and forego general booking by everyone.

Other Reports
Lehman reported that summer orientation hosted 9000 students with family members, an increase of 15% from last year. Library personnel gave a tour of Mullins to 506 (increase of 12%) and chatted with 1187 (increase of 2%) at the orientation table. She will write a report on orientation activities and distribute.

Conway is compiling statistics for the annual report. Jason Dean has made good progress on theses and dissertations (T&D); the service copy of every T&D submitted through May should now be available. Because there will be a lag before full records are in the catalog, ProQuest Dissertations and Theses should be checked for the most recent T&D. Several questions arose regarding T&D. The ProQuest database is dynamic; records have been removed. Lennertz Jetton will arrange a meeting of personnel who provide reference so that everyone understands the relevant issues and provides the best service.
The Graduate School no longer requires that a candidate for a master’s degree or doctorate submit a hard copy of the thesis or dissertation; however, the candidate may do so.

Jones is working on a statement for reaccreditation on behalf of the Department of Architecture. The University will film (video, no audio) in the Fine Arts Library on Tuesday the 30th. FAL will remain open. Zou indicated that the University will also film in Mullins for the same NCAA publicity spot.

Gilbertson reported that Krista Casada’s expertise in foreign languages has been an asset in Technical Services, where she currently holds an hourly position.

Gibson provided statistics from the previous fiscal year:

- 10,138 transactions were processed via RazorRush
- 79,862 transactions were processed outside RazorRush
- 90,000 transactions total were processed
- 2,828 reference and 284 directional transactions were fielded by ILL

The gap between returnables and copies continues to widen. ILL lent 7,245 returnables and delivered 25,307 copies, borrowed 8,769 returnables and 29,498 copies.

GWLA-Relais D2D will soon go live. Decisions regarding this service, such as the placement of buttons on the web page, need to be made. ILL is serving as a beta test site for article testing add-on, a new OCLC service. OCLC will ingest a tremendous amount of genealogical data from the Latter Day Saints and is phasing out its program of crediting libraries. Kareen Turner is now president of the Library Support Staff Interests Roundtable of ALA. Gibson accepted the chair of the Conflict of Interest and Commitment Review Committee and reviewed her first case.

Zou moved his office to Performing Arts and Media on Tuesday, although he is finishing the annual report and statistics for Access Services. He will have Lennertz Jetton’s former number, 5-5514. He will draft the Libraries’ fall hours for Lennertz Jetton. He is engaged in several additional activities: 1) examining mobile devices vis-à-vis the budget and 2) working with Gilbertson and Juhl on concerns pertaining to placing electronic texts on reserves. He announced that Alexander Street will be on campus on Tuesday the 23rd. Lennertz Jetton added that this publisher has overhauled its platform. After our switchover, the Libraries will get new MARC records from Alexander Street to overlay the former ones in our catalog.

Juhl reported that the update to Sierra 1.1.2 both solved and created problems. Administrative access was broken and the display of graphics was impacted. She and Elaine Contant will be in Boulder next week; concerns should be reported to Systems. She is weighing options for a workaround for the artificially high statistics on the use of individual Ebsco databases. She may be able to create a profile that isolates some statistics for individual databases. Google Analytics may also be a possibility. She may need to work with individual authors of LibGuides to adjust search boxes on their pages. There are currently no means to address the artificially high statistics for individual ProQuest databases.

Salisbury noted that the Chemistry and Biochemistry Library has been busy. She is processing gifts from the late Dr. Gawley. She witnessed a giveaway of textbooks and other academic titles in kinesiology while in the HPER building. She will notify Elizabeth McKee. Salisbury is writing her third external review this week. In August Salisbury will be at Cornell University to present a paper in which she compares the coverage in Ebsco CAB Abstracts and Ebsco Hospitality and Tourism Index. As a result, she cannot attend
the next scheduled meeting of the faculty department heads; agenda should be sent to Dean Allen. She scheduled presentations for international students in the fall.

Respectfully submitted,

Phil Jones