Present: Allen, Conway, Daniels, Ganson, Gibson, Gilbertson, Jones, Lehman, Nutt, Rogers, Salisbury (chairperson), Zou

**Patents**
Salisbury reported on the comprehensive bibliography of patents granted to the University of Arkansas from 1976 to present. UITS will create a database to make the information publicly available and for input of newer entries. She is in the process of liaising with UITS and the Technology Ventures office to bring this project to fruition.

**Announcements from Dean Allen**
Dean Allen distributed an outline of the upcoming course “University Perspectives: Destination Graduation.” It will be taught beginning in the fall. The course will assist undergraduates in their transition from high school to university and improve retention. Daniels added that the University still needed instructors for the course. Lehman and Youngblood will be instructors from the Libraries.

Allen mentioned concerns about the unkempt status of offices in the Libraries. Staff in the Dean’s Office has draft guidelines for recommended tossing unnecessary paper, shredding as appropriate, and designating a day to clean house across the board. Friday the 31st is a good candidate. Amy Allen could assist in determining guidelines for retaining official documents. Dean Allen will discuss the draft at the Admin meeting.

Allen distributed a draft for a proposal from the SEC for selecting a “Librarian of the Year.” She asked for substantive (non-editorial) feedback by Friday the 24th.

**Report on GWLA**
Ganson and Gibson attended the meetings of the collection development and resource sharing groups at the recent biennial meeting of the Greater Western Library Alliance. Ganson reported on a presentation by Georgia Harper, copyright specialist regarding the many issues associated with lending e-books. She noted that the GWLA licensing makes reference to the prevailing technology of the day. She also reported on Ockham’s Reader, a project of Texas Tech and Hawaii that will facilitate lending of e-books.

Ganson also described the challenges facing a task force on which she serves, which has been working with OCLC to analyze the bibliographic holdings of the 34 members of GWLA to identify the strengths and unique holdings of individual libraries. More than 75 million records are involved. Her group is examining plans to ensure that no member library discards a final copy of a unique holding, although there has been discussion of keeping more copies of certain titles. The group’s meetings may need to be expanded to a full day meeting away from ALA so that fuller discussion of issues could take place.

Gibson added information about Ockham’s Reader. No metadata are transferred; the system takes a picture of every page of the book in a very short time span. The reader can add a watermark to restrict use. An add-on is being developed to manage the process between ILLiad and Ockham’s Reader. Some members of GWLA reported savings by using Reprints Desk in lieu of CCC’s Get It Now Service.
will begin a three-year pilot to test the system Relais D2D. Kansas State is spearheading an initiative in which the library works with the academic faculty to identify alternatives to traditional textbooks to lower costs for students. Gibson reported on two interesting instruments from the meeting: 1) a survey to help identify and develop an employee’s strengths, Gallup Strengths Finder 2.0), and 2) a mechanism to identify how much savings researchers obtain from document delivery services.

Other Announcements
Nutt reported that the latest issue of Arkansauce is at the printer. The deadline for the assistant head of Special Collections has passed; the Libraries received 41 applications. Nutt is captain of the Red, White and True campaign. If the Libraries participate at the rate of 90%, Allen and Nutt will perform a duet. The campaign runs through the end of June.

Jones attended a presentation at the Art Libraries Society of North America on copyright. The presenter recommended that one invoking fair use under copyright should perform an analysis and document it contemporaneously for protection in case of a legal challenge.

Daniels conducted a ten-minute overview of the Libraries via Skype to six students who will come to the University in the fall from a private secondary school in Memphis. Allen asked her to write up the experience for Student Affairs. Daniels reported on yesterday’s show and tell in the Reference Department: Tony Stankus and Norma Johnson unveiled videos that they had produced through Kaltura and Jing, respectively, much easier and quicker to use than Camtasia. Academic and Research Services could investigate sharing such videos to limit duplication and improve quality. She mentioned that the Libraries’ policy on cell phones might need to be modified to address changing use. For example, the Libraries may need to designate an area to use cell phones (or tablets). She mentioned that the Harvard Business Review restricted access to its content and has met some resistance. She reported that only two graduate students had signed up for Dissertation Kick Start and that the Graduate School would discuss this matter with the academic departments. Daniels noted that Patricia Kirkwood had communicated to her that the TRAIL group had approved direct scanning from microfiche.

Daniels and Zou reported success from a recent training of personnel in Access Services and Reference. Each “side” was oriented to the work of the other and Daniels and Zou designed sessions to increase skills in handling questions and referring when appropriate. A comparison of approaches to answering questions was included. The importance of documenting activity in Desk Tracker was emphasized.

Walker reported that Acquisitions is winding down ordering for the fiscal year and ordering replacements. Salisbury and her staff and John Riley worked on a project to compare prices of electronic and printed books at Ganson’s request.

Lehman indicated that the schedule for the orientation tables and tours had been modified because of the meeting of Walmart shareholders, but will begin in May.

Zou related that the new software that counts entrances to the various libraries indicated a slight decline in entrances to Mullins Library.

Conway noted that personnel in Technical Services were adapting to Sierra. Employees who had used the text-based predecessor had the greatest adjustment. Overall the transition has been smooth. She also mentioned that the Cross-Training Task Force was scheduled to meet on Friday the 10th and that the group would soon submit a revised set of documents to the administration.
Salisbury stated that the search committee for the director for Administrative Services meets on Friday the 10th to assess the evaluations and begin the letter to the administration with a recommendation, which should be completed by early next week.

Allen asked everyone to monitor if the shift in the fall to a fifteen minute “passing period” between classes might impact the Libraries’ public services.

Respectfully submitted,

Phil Jones