Faculty Department Heads  
Minutes 4/21/16  
Present: Salisbury (chair), Allen, Fritz, Gibson, Jones, Juhl, Kulczak, Lehman, Lennertz, Zou

Salisbury thanked Kulczak for her service as group secretary and asked for a volunteer to take up those duties. Juhl volunteered.

Dean Allen reported on various campus and consortium events and initiatives. She said that at the recent CRL (Center for Research Libraries) some presenters had voiced “despair” about preservation of digital and print formats while others felt that there was room for optimism. Digital preservation is a continual struggle but collaborative projects such as WEST are encouraging.

The Libraries sent our strategic planning material to the Chancellor. Once he completes his “listening tour” the next steps will be to compile these documents from all departments and proceed with campus planning.

Juhl reported on projects of Web Services including a homegrown replacement for HourTrack timeclock software and working with Cedar Middleton and Deb Kulczak on manipulating dissertation metadata for the IR.

Lehman reported on the Summon (Discovery Implementation) project. Serials’ work in profiling our electronic journals and books has given us a good head start. Fritz asked about the incorporation of primary source material and Lehman indicated that some materials, such as the IR and digital collections, can be incorporated in the first phase while other materials, such as the full text of finding aids, would be a later phase.

Lehman also reported that User Services is preparing for extended hours and working to fill the 3 open positions.

Lennertz referred to the minutes of the library faculty meeting earlier in the week for her announcements.

Kulczak reported that the open cataloger searches are proceeding. She has proposed that the Cataloging Policies and Practices Review Committee expand into a larger metadata working group as many more units within the Libraries now create metadata.

Kulczak also reported that Technical Services is now meeting regularly as a department and discussing ideas for workflow and organization changes, in addition to communication across units.

Jones reported that there is a new Assistant Professor in Art whose work is in a nontraditional area of the history of performance. There is a new head of Landscape Architecture starting this summer.

Gibson will be attending the GWLA II meeting next week. She believes that the BorrowItNow pilot project will be discontinued as problems with the Relais backend have never been fully resolved. There is an SEC Deans and Directors resource sharing group.

Fritz reported that Special Collections has made great strides in gaining greater physical and intellectual control of holdings. Lilly Carrell has led the team that has accessioned more than 75 collections into the
Accessions database and begun a shelf reading project in LISA and room 186. More than 40 collections found in 186 did not have complete accessioning records. After shelf reading is complete, the next step will be to assign processing priorities to each collection. It is a goal to move towards an archival management system such as ArchivesSpace. These projects will assist the new processing archivist, who will work with both born digital and paper collections; it is expected that the majority of collections will still be in paper. Michele Gibeault is chair of the search committee for that position, which was previously posted as an audiovisual archivist.

Salisbury commented on the lack of representation by tenured faculty on the search committee.

Respectfully Submitted,

B. Juhl