University of Arkansas Libraries, Fayetteville, Arkansas
Operations Group meeting 2/27/2014

Present: Stephanie Freedle, Gale Golden, Lynaire Hartsell, David Lacy, Bridget Penrose, Kathy Riggle, Jeremy Smith, Kareen Turner

Stephanie—all the computers are in Physics: 11 new PCs and 2 MACs. They all work!
<Staff Senate will be launching a Facebook page.
<This year’s staff picnic will be on May 16.

Jennifer Rae Hartman reports that she’s working on promotions for the Bumpers event in March, Remnant Trust events, Engineering instruction, extended hours, & the film series.

Robin Roggio—the Staff Concerns Committee should have an announcement soon about the student staff award.

Lisa—Serials continues to implement SerialsSolutions.

David—supply ordering through RazorBuy is pretty awesome. He anticipates that there’ll be some changes to the ordering procedure. Money will be saved.

Kathy—Employee Development Sessions coming up:
3/5, 1:30-3:00, MULN 472B, Using Infographics in Library Instruction, webinar
3/11, 3:00-4:30, MULN 104, Leave & Timekeeping Training, Leah Williams, presenter
<If you missed the February session here on Sexual Harassment Prevention, there are 3 more sessions coming up, all presented by Shannon Haupt, Compliance Officer:
3/12, 2:00 p.m., Giffels Auditorium (MAIN 201)
3/19, 9:30 a.m., Graduate School (room TBA)
3/20, 9:00 a.m., Giffels Auditorium (MAIN 201)
Attendance is mandatory once every 2 years.
<Interviews for the Director of Administrative Services have been completed. The Search Committee is working on their recommendation, which will be passed up the approval chain.

Jeremy—Chemistry/Biochemistry is waiting on Windows 7. Luti has been doing instruction in non-Library venues that already have it. Since they don’t have it in the Library yet, it’s difficult to show students how to use it.

Bridget reminded us that Government Documents does not have tax forms. Fayetteville Public Library may have some.

Kareen—about half the ILL office has Windows 7. Windows 7 & ILLiad aren’t playing nicely together, so Library IT is still working on problem resolution.
<ILL has been steadily busy.
<Tess Gibson & Robin Roggio will be attending the ILLiad Conference 3/19-20.

Gale & Lynaire had no reports.

The next meeting will be March 27, 2:00.