University of Arkansas Libraries, Fayetteville, Arkansas
Operations Group meeting 7/31/2014

Present: Stephanie Freedle, Gale Golden, Lynaire Hartsell, Jimmy Jackson, Stacy Kimbrough, Lisa Lindsey, Elsie Nguyen, Bridget Penrose, Robin Roggio, Geoffrey Stark, Kareen Turner, Ellen Williams, and Terry Wynn

Stephanie—Physics is really quiet.
<Scheduling next week during the Retreat will be creative (2 of 3 staff will be at Retreat). PHYS will be closed during the graduate student’s lunch.
<Mathematica will soon be installed on the public computers in Physics. It used to be available in the computer labs.

Lynaire—Periodicals is also quiet.
<Friday Periodicals will be staffed by our student workers while Lynaire is at the Retreat, Charles on vacation, & Brian off.

Kareen Turner—One student will finish working tomorrow & graduate in August. One returning student worker starts next week.
<Denise & Kareen’s computers will be upgraded to Windows 7 starting tomorrow. Robin & Micah’s will be done next week.

Jimmy—Shifted Fine Arts transfers into MAIN this morning. Next will be FAL transfers to LISA.
<The experiment with not putting returned/collected books into the Sorting Area is winding down. The turn-around time to get books back on the shelf is faster, but staffing isn’t sufficient to keep it going.
<Jimmy’s been making changes to the paging process—we’ll need to run both title & item lists each morning, since items may appear on either list.
<The asbestos abatement project will begin on October 6. Areas on Levels 1 & 4 will be abated. He isn’t sure how it’ll work on Level 1, but on Level 4 windows will be removed & reverse air machines will be installed.
<Materials from the abatement areas will have to be shifted to temporary locations while work & painting occur. Jimmy will use StackMap to update locations so Map It! won’t point to the middle of an empty spot.

Terry is looking forward to the Retreat.
<The grid for the open Circulation position has been completed.
<He is working on updating training materials. He’s talked with Beth Juhl & Lora Lennertz about having training LibGuides available.

Bridget—Government Documents has filled its open position. Raschelle Burchfield started July 21. She’s doing well but isn’t ready for ILL requests yet.

Stacy—The student workers are going through the VHS tapes to determine whether to discard them, keep them for archive copies, or replace them.
Streaming media has gone from 0-100. PAM purchased a subscription to VAST: Academic Video Online through Alexander Street Press. (Use VAST as the search term.) Opera in Video & Theater in Video titles will be in the online catalog.

Kanopy Streaming Service and Naxos Video will be live beginning tomorrow. They can't be searched through our catalog, but can through their websites. Purchase will be triggered after a certain number of downloads.

Streaming concert recordings are in the online catalog.

PAM has ordered a DVD cabinet. They hope to get rid of the lockers & put shelves in that area.

Lisa—Serials & Cataloging have hired Brittany Tavernaro. She will start 8/11.

Gail Simmons has returned part time.

ERM is back up.

Serials has upgraded to Windows 7.

Serials is beginning the process of requesting to hire additional staff to help with electronic subscriptions.

Geoffery—Megan Massanelli has left for library school. Her position was posted yesterday.

Ellen—Diane is returning to Binding full time.

Robin—ILL is now using Occam’s Reader. Sometimes they can get an e-book for a Springer title.

ILL is also using Borrow It Now. The request goes directly to GWLA schools instead of to ILL, which makes turnaround time faster.

ILL will upgrade to ILLiad 8 on August 8.

Gale—FAL has been very slow this summer.

Friday the public computers will be upgraded to Windows 7.

All periodicals have been transferred out, thanks to Jimmy.

Gale has put training materials, including quizzes & games, on Blackboard for student workers.

Elsie—If you earn comp time during the Retreat, that’s OK. Lunches and dinner will be paid work time.

Elsie distributed a list of student worker applicants by e-mail.

If you need student workers, send the Job Description to Kathy Riggle.

Remember to send announcements & vacation times to Kalli Vimr for the “Tuesday Times.”

The August 28 meeting will be a virtual one, since it’s during the first week of the fall semester. Stephanie will send out a request for meeting items before the 28th.