Admin Group
Meeting Summary
January 11, 2007
2:00, Dean’s Office

Present: Dean Allen, Alberta Bailey, Ben Carter, Judy Ganson, Janet Parsch, Juana Young, Anne Marie Candido

Alberta Bailey mentioned that the first meeting of the newly formed Library Student Advisory Committee will take place on January 31. Nominations for this Committee were received and decided upon, and the dean will attend the first meeting to welcome the Committee members. The purpose of the Committee is to be updated about library-related information and to recommend actions in the interest of students to the library dean and directors. Juana Young recommended that since we have a new Research Commons run by Computing Services that there be a representative from Computing Services on the Committee.

Janet Parsch announced that a fair entitled “Careers in the World of Non-Profits” will be held on February 7 in the Arkansas Union Ballroom and asked the group in what capacity the Libraries should participate. It was agreed that the Libraries should have a table to inform students of opportunities they could have in the library world (including internships, volunteering, etc). The Libraries could provide information about the Libraries’ own Honors internships, graduate student internships, and even the forthcoming Minority Residency program.

Juana Young announced that the group study rooms are now equipped with “smart” technology, that the Chemistry Building is now open for business but that the library is not since proper shelving in the new Chemistry Library is not yet installed and computer equipment is still being installed.

Dean Allen opened discussion of the Awards Committee’s documents relating to the Employee Awards Program. A number of revisions were suggested, and there was some discussion about what the best name should be for the awards given to student and hourly workers. No consensus was reached, and the dean asked Anne Marie Candido to make the suggested revisions and to come up with a good title for this award. She indicated that after Anne Marie makes the revisions that the documents will be reviewed once more at the next meeting before final approval.

Dean Allen mentioned that she and Juana and Chyrel are preparing content for the annual budget presentation to the deans and other University administration. A lengthy discussion ensued about the budget re. personnel positions, collections, and operations. Suggestions and decisions were subsequently made, and refinements will be suggested at the next admin group meeting.