Human Resources Update
Interviews with the candidates for Audi-Visual archivist will be conducted on Wednesday October 15 and Thursday October 16. The search committee for the Instruction and Outreach Librarian is finalizing its recommendation for interviewees. The search committee for the User Experience Librarian has concluded Skype interviews with candidates. The search committee for the Business Librarian is beginning the Skype interview process. The search committee for the Geosciences Librarian is reviewing applications. The interviews for the Special Collections Reading Room Assistant have concluded. Human Resources is finishing up paperwork for two open positions in Serials.

The Pat Walker Health Center will be on location to administer influenza vaccines on Wednesday, October 15, at 2:30 p.m. in Room 486.

The Sexual Harassment Prevention training concludes on Friday, October 10. The campus has extended the time between mandatory training sessions to three years.

Equipment Requests
The process between submitting equipment requests and ordering requested items should be streamlined. Once approval for a purchase request is given, the requester should be notified immediately, then the Business Office should work directly with the requester to order the item, or notify the appropriate department, such as ITS or Facilities, to order the appropriate item or equipment. Marco will review the equipment requests to determine why some items were not immediately ordered when the purchase was approved.

Discovery Systems Task Force
The Admin Group reviewed three committee / task force charges. These groups will be appointed to work on the discovery of resources goals from the library retreat. The Discovery Systems Task Force and Discovering Library Collections and Resources Task Force can begin work immediately upon their appointments and work concurrently. The third committee, the User Experience Team, may begin their work, but will continue their work based on the final recommendations of the other two groups.

Reports and Updates
After receiving a job quote from Facilities, we are refining the proposal to convert stack space on the third floor of Mullins Library into an enclosed study space.

The dean will be hosting the Academic Deans meeting in Mullins Library on Tuesday, October 14.

The Staff Senate normally holds a candidate forum for local political races and has scheduled one for October 27; however, because most candidates are running unopposed, this event may be cancelled.

The university issued the Newswire story on the ebola virus in response to questions and concerns. The intent was to inform the public that the Pat Walker Health Center is in close contact with the State Health Department and the Centers for Disease Control and Prevention and has taken appropriate precautionary measures.
The Law School is hosting an event for Access to Education featuring Rodney Slater and George Haley.

The Engineering School concluded its undergraduate reaccreditation process through the Accreditation Board for Engineering and Technology (ABET).

Judy Ganson reported that we are in the process of working through an agreement to participate in Reveal. We have existing projects that we can contribute now, such as BAD Times.

Judy also noted the request for a pool of funds to support open access costs and fees. This is an issue that the committee for institutional research will undertake.

Marco de Prosperis reported that the purchase of bepress has been initiated. He has also received a price quote for additional Bookeyes. The renovation of the Fourth Floor ceiling of Mullins began on Monday.

Marco continues his dialogue with Facilities Management regarding the proposed renovations to the loading dock. Facilities Management provided two options, but need an evaluation from a civil engineer for the estimates.

The deadline to submit financial reports to the provost is October 31.