University of Arkansas Libraries, Fayetteville, Arkansas
Admin Group meeting
Thursday, June 13, 2013
Present: Carolyn Allen, Jeff Banks, Molly Boyd, and Judy Ganson.

Personnel Updates
Jeff Banks reported that the English and Communications Librarian position was posted on Tuesday and will remain posted until July 15. There were 42 applications for the Assistant Head of Special Collections. The position is now closed, and the committee will begin Skype interviews with candidates next week.

Automation
Judy Ganson noted that attendees at the IT Directors meeting discussed the issue of granting non-affiliated users IDs to access Sharepoint. There are two methods of dealing with this issue: departments can set up an affiliate record in BASIS, or set up super owner accounts. The Libraries have done the latter with CUARL accounts to access Sharepoint. Judy will discuss the issue with Boddie to determine our course of action.

Also discussed was the transition from Altiris to KACE for Microsoft imaging on computers. There will be a learning curve for IT. Testing the products resulted in UITS switching to a 5-year agreement with KACE. The transition is not expected to impact our upgrade to Windows 7 operating systems in late summer.

The campus has purchased a campus-wide license for Kaltura, a video streaming platform, which can be used only in Blackboard. Because of that limitation, its purchase does not solve our problem for streaming videos, such as the student recitals in Fine Arts.

Budget
The Admin Group reviewed the equipment requests that have been submitted; the final deadline is June 20. Judy and Systems are working on a plan for upgrading staff computers on a longer cycle than the last one.

Facilities
Facilities staff are working on furnishing three offices: Tim Nutt’s, the new director for Administrative Services’ office, and the development suite office that will be the development officer’s.