University of Arkansas Libraries, Fayetteville, Arkansas
Admin Group meeting
Thursday, August 28, 2014
Present: Carolyn Henderson Allen, Jeff Banks, Molly Boyd, Marco De Prosperis, Judy Ganson, and Lora Lennertz.

Human Resources Update
The Geosciences Librarian position description is completed, and the job will be posted shortly. There are currently five faculty position job searches in process: the User Experience Librarian, the Audio/Visual Librarian in Special Collections, the Geosciences Librarian, the Business Librarian, and the Head of Instruction and Outreach.

Human Resources office is finalizing work study hires for the year; the bulk of the hires have been completed. The New Employee Orientation will be held on Tuesday.

Jeff is working with the OEOC to set up our bi-annual sexual harassment training for the fall.

Profile Pages
The Admin Group reviewed a proto-type profile page set up by Web Services a couple of years ago. The question of whether or not to pursue this project, meant to put us on par with other departments across campus, will be put on the agenda for discussion at the next faculty meeting.

Reports and Updates
Judy Ganson reported that the 2014-2015 fiscal year budget was nearing completion.

Lora Lennertz reported that the Ask-a-Librarian FAQ page (powered by LibAnswers) went online. She also noted that the additional computers and printers installed in the University Learning Commons in Mullins Library, to offset the late opening of the GACL in the Student Union, were very much in use and were appreciated by students. She is investigating the possibility of adding 8-10 computers in the open area of the Northwest end of Mullins. Students have moved the furniture closer together and closer to the exterior windows, so there is more room in the center of that area that used to be occupied by the Reference stacks. The usage of the Atlas case is being reviewed and whether there is another location in the building where it could be placed.

Instruction classes have begun, and Razorbash went well. Luti Salisbury and Lora attended graduate student orientation to talk about the Libraries, and Lora and Judy Ganson attended the new faculty orientation.

The graduate student study area on the fourth floor of Mullins Library is seeing some more use. Data will be collected about use, and it has been promoted to the Graduate School and during the graduate student orientation.

Marco de Prosperis reported that he will meet with Jay Hunicutt to reiterate our need for a loading dock renovation.

Carolyn Allen reported that Kathy Deck and Marty Matlock will be the co-chairs of the United Way campaign this year. They will be sending out appeal cards again, as they did in the past. The theme is Everyday Heroes, and the campus goal is to have 100% participation (which means returning the appeal
card after marking “yes” or “no.”). The campus is setting goals for each unit and department. The Libraries’ United Way campaign committee is Judy Ganson, Marco de Prosperis, Tony Stankus, and Killi Vimr.

Vice Provost Ro Dibrezzo announced the launch of the new Faculty Development website.

The Office for Faculty Development and Enhancement will be hosting a dedication of the Baum and Alumni Awards winners display, which is located just outside the union food court, on scheduled for Thursday, September 18, at 2 p.m. This display currently recognizes the 2013 award winners, and will soon feature the 2014 award winners.

The Fay Jones School of Architecture was reaccredited this year.

The Law School is preparing their 90-year celebration.

The University is launching a new sexual assault awareness training. New students are required to take online training modules. Continuing students will be sent letters in September notifying them of the training.

The University of Arkansas system is launching a system-level evaluation of IT services. The University of Arkansas, Fayetteville IT services evaluation report is complete and will be distributed to faculty.

The 11th day report will go out on Wednesday, September 3, but the current count is 4,578 new freshmen, for a total student count of 26,149.