Dean Allen distributed the narrative of a diversity plan sent to Provost Smith recently. The Provost made suggestions for changes, and the group discussed the changes. Group members made their recommendations, and after changes are made, it will be reviewed by Program Steering before it is re-submitted.

Judy Ganson presented to the group the budget proposal for the Pryor Center. She indicated that the Center is concentrating more on creating collections than on servicing them. Most of the Center’s activities related to reference and research services will be conducted in the Special Collections reading room. She also indicated that goals related to the preserving and processing of oral history holdings already in Special Collections are outlined in the budget narrative, but that no budget has been developed for this program yet. Other budget needs mentioned in the proposal will also have to be clarified. Also issues such as archiving video files, determining what is the preservation copy and where it will be held, and distribution and packaging of completed products. Judy asked those in the group to give her any feedback/concerns they have about the proposal in the next day or so.

Dean Allen said the Pryor Center proposal was a good one but should be regarded as a working document. It probably needs to be restructured a bit in order to have equal focus on the oral component of the Center. Also, avenues of communication need to be established, and constant coordination will be required.

Juana Young had recommendations to be included in the Pryor Center proposal such as indicating who will be conducting the interviews, have more information about the content of the work of the Center and perhaps not as much technical information. She also suggested that the figures for staff salaries should include fringe benefits.

Alberta Bailey gave a report on the status of public services, including such topics as the possible integration of service desks, how to incorporate multi-media products into service programs, the upgrading of laptop services, and the pay-per-print issue. She will be posting four graduate student positions in subjects such as education and engineering. She is not sure yet what the other subjects will be—probably in area studies rather than departments.

Janet Parsch mentioned that four sessions for employees have been given with relation to pay and leave and that she will probably set up more.
Juana reported that the University is switching over from a steam system to a hot-water system for heating. This will make the system more energy-efficient. Work will probably begin in July on this transition.