Admin Group Meeting  
September 22, 2005  
Meeting Summary  
Dean’s Office, 2:00

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

Dean Allen opened the meeting by stating that a workshop being offered by the University on “Recruitment Process Training” could be beneficial for supervisors and managers in the Libraries. Dean Allen asked the directors to suggest people in their divisions who should be encouraged to attend.

Dean Allen indicated that the Libraries will participate in the University’s “Fulfilling the Promise: Inclusive Excellence” program under the direction of the Office of Institutional Diversity. The library will begin drafting a document with input from the assistant directors. She asked the ADs to give it some thought. Our unique contributions would be to provide diversity in our collections. But before doing this, we should find out what other books, media, etc. that departments / centers / units on campus have to avoid duplication.

Dean Allen began discussion of the use of unique emblems by individual departments within the Libraries. After some discussion, pro and con, there was unanimous agreement that every department will use only the UofA Libraries emblem, although they may display their department name as a header above the emblem.

Judy Ganson explained a new collaborative collections initiative (hosted by the New York Public Library) called LOCKSS, designed to build an electronic repository of e-journal backfiles that can be downloaded into a secure server; and access would be in perpetuity. The Libraries will become a member along with a number of other research libraries; membership cost is $5,200 per year. To begin preserving this literature, each member library agrees to choose a handful of titles and to do the work of making them available for preservation. Each agrees to preserve the titles the other libraries have chosen, thus ensuring enough copies for safety. The LOCKSS team has held workshops to instruct librarians on obtaining publisher permission to preserve their content and on using LOCKSS tools to generate the plug-in that enables the system to operate effectively.