University of Arkansas Libraries
Academic and Research Service Group, May 30, 2013


As there were no agenda items submitted, the meeting consisted of reports from members.

Lora Lennertz-Jetton reported that she will be out of the office June 2-15. Public Services questions should be directed to Dean Allen in Lora’s absence. Individuals who were scheduled for regular meetings with Lora should check with Martha and the dean to determine if they should meet with the dean during Lora’s absence.

The information kiosk is installed, but does not look attractive. We will not know what of our submitted material is on it until it is turned on.

Lora submitted an outline of her contact regarding R25 to the dean. The last communication with the staff in charge of R25 was in November; more recent attempts to find out what is going on have met with no response. The dean hopes to resolve this issue of where we are with the R25 early in June. Any calendar adoption will affect policies and procedures, which may need review. Right now we are at a standstill with R25.

Lora attended a group meeting about Blackboard e-reserves. A structure plan announcement is expected in July. Right now they are working on a clarification of the policies and procedures. Should the reference faculty talk to faculty about incorporating materials before they build their courses? That’s why the instructional designers are included in these e-resources meetings. They are determining what types of articles to place in the courses (a PDF or a URL?). All of these details must be made clear before the beginning of the fall semester. Once the policies and procedures document has been created, Lora will present it to the Reference librarians for comment and feedback. Right now students have to go to two places to retrieve reserves materials—the desk for books and online for articles. Books can be put in Blackboard.

Lora is not participating in evaluations this year, due to the date she assumed her present duties being late in the annual review cycle.

Lora reported from the AAEG meeting that Advancement described a three-year plan for balancing their books and wiping out their deficit. The university’s annual budget was approved by the Board of Trustees including a 2.75 merit increase. They talked about cost containment and salary increases for faculty to put them on a par with peers. Currently, they are looking at balancing summer session budgets, including cancelling all under-filled classes. The policy regarding short term disability was not adopted system-wide; it is still under review by the system. They are looking at the RCM system.

Luti expressed concern that classified staff were given a one-time lump sum rather than a raise. This puts classified staff further in the hole.

Beth Juhl reported that she attended this semester’s Springy Camp and found the first session, hosted by Jason Puckett, the most useful of this time’s offerings. He talked about tailoring guides, usability, and
streamlining. She also reported that Sierra was up and running, so they are taking up the ERM project and working to get it fully populated. The A-Z list that is now populated by software from Serials Solutions has had 2200 visits since January. She will continue to gather statistics. There are still some hold outs, but 98% of our titles are in the A-Z list; they are reviewing the catalog loads.

There are still two issues with Sierra that they are working on. One is a slowness in the catalog, especially with journals. The problem has been reported to Innovative Interfaces and they are working on a solution. There is a patch installation scheduled in a couple of weeks that they hope will take care of the problem. The second issue is the browse display for Tech Services. The patch release should allow staff to go to a single line browse.

IUG will review an outline on proposed Sierra training. Beth will also schedule a Sierra training for Selectors in June. Please note things you can’t get in the catalog to cover in that session. Right now Beth will cover and introduction to create lists and logic, and Mary will cover advanced lists. Beth is looking at a create lists template on which parameters have been defined. The Sierra browse tool will conduct a search that you do not have to save as a list. Statistics will be gathered through management reports. The Web Management reports can be accessed through the tool bar. There is no link; you have to know the URL. Tuesday at 3 p.m., Beth, Elaine Contant, Colleen Williams will give the IUG presentation.

Arthur, Boddie and Beth are working on a summer job list, prioritizing what has to be completed before fall semester begins. Send all simple Web page changes directly to Arthur, who is handling all that now.

The ERM will take another year. Is there any way to push Nature to the top of the list? The records are in the order in which they were loaded. Beth does not know a way to force them to the top. She can add a marker to the brief bib so that they don’t cluster together. The item records display is fixed. The most recent volume is displayed on top. Prefer certain location is on top. It is sorting alphabetically by location. Sierra is issuing small release every two weeks or so, which amount to coding patches. If you find journals out of date order, send an error report to Beth. In the long term, all of the digital licenses will be loaded for ERM. There are complexities with the purchases and licenses. License records test in catalog—ILL and e-reserves. Ebsco Academic, electronic link for e-reserves. To check licenses for journals, scan the current license and post on a Sharepoint site with a link from ERM, and code for certain markers, such as remote access, etc.

The Academic Review Board needs a faculty member to volunteer to serve.

Tess Gibson reported that her staff has some free time in the summer and would like others to send project requests to her so that she can keep her staff’s time filled.

Donna Daniels asked whether statistics collection will be the same as last year. Lora wants everyone to submit this year’s and last year’s door counts to her. Donna will be attending a state documents meeting in Little Rock on July 26. Mary will talk about cooperative collection development for government documents.

Phil Jones reported that intersession numbers were up, but since the start of the first summer term, FAL has seen a drop in door counts. The provost warned that the full impact and what to expect from intersession classes will not be clear until the January intersession numbers are in. Not knowing whether sections make during the intersession makes it difficult to schedule staffing. Fine Arts is
transferring about 1000 volumes in the call ranges N-NE to Main to ease overcrowding in their stacks. Phil will be out June 6-7.

Luti Salisbury reported that students use the Chemistry / Biochemistry space to study during the summer terms. She is working on projects with her staff. She will present a poster presentation and moderate another session at SLA.

Tim Zou reported that Elizabeth McKee and Judy Ganson are working to move the LRC volumes out of the permanent reserve and return them to the stacks. Elizabeth would like a bookcase to feature samples. Time will be hosting a pre-conference roundtable for international librarians at ALA. They have 7 or 8 presenters who will cover topics like virtual displays and digital libraries.

Kathleen Lehman reported that orientations began Tuesday, but will have next week off for the WalMart Shareholders Meeting. The tours will be conducted 8 a.m. and 8:30 a.m. There are two or three tour slots left, if you want to volunteer. Kathleen will be out of the office on June 6-21.