University of Arkansas Libraries  
Academic and Research Service Group, July 25, 2013

Present: Molly Boyd, Judy Ganson, Tess Gibson, Lora Lennertz-Jetton, Phil Jones, Beth Juhl, Kathleen Lehman, Necia Parker-Gibson, Joshua Youngblood, and Tim Zou.

Lora Lennertz-Jetton led the group in a review of the proposed budget / hours for work study students and called for any changes or recommendations to be submitted before the Admin Group reviews the same. Strategies to manage wages budgets at the department level include reviewing Crystal reports. Lora will arrange a training session with Human Resources on the review of Crystal reports to manage student wages, if that would be helpful for some department heads. The budget shows a line added for instruction and outreach; one project discussed for that new position would be to shelve and count the maps or work on instruction tutorials. A budget of $3,000 to $6,000 pays for six work study students. If you have work study needs / changes to lines or hours, please inform Kathy Riggle. The lines on the graph distributed do not include fringe benefits.

Proposed changes to Mullins Library for Fall 2013 were distributed. Lora noted the change of the library closing on the Sunday before Fall break, due to the past year’s numbers. Also, after reviewing the numbers of entries into the building, Lora shortened hours during Fall Break, October 21-22. Finally, due to continued confusion over hours and the difficulty of expressing three opening and closing events on a single day in the calendar, the library will be open continuously during the 24-hour service period of the last week of classes and the week of final exams. The intersession hours will remain the same, even though numbers were low the first intersession. We don’t know what to expect for the second intersession, so we will keep the same hours and collect data for review. Sheryll Robinson puts the hours in the Web page and in Innovative.

The Fine Arts Library will review and possibly adjust hours during the intersession. They were busy the first five days. Reserves got hit hard, with demand for immediate turn around time. They will work with faculty to insure a timely posting of materials on reserves.

A committee is working on moving e-reserves to Blackboard. The committee is still working out the details, and will present the final program to the group for review before editing the Web pages and other information.

Judy Ganson noted that the reserves budget spent approximately $17,000 this past year, and asked for any noted changes in the numbers or types of reserves requests that might impact next year’s budget. The overall volume of requests decreased; PAM saw increases.

Tess Gibson will check on the fall textbook list and distribute if it is finalized. It may not be finalized until classes begin.

Beth Juhl is working on updating the transfer of subject responsibilities between librarians, including updating call numbers. She will send information to Selectors Group about how to transfer ownership of LibGuides to the selector now responsible for that subject. Individual Selectors can take over ownership from others or maintain dual ownership.
Joshua Youngblood reported that Special Collections was busy this week, and that they have made more than 2,000 photocopies in the last 2 weeks, mostly for distance research questions.

Kathleen Lehman reported that the REV student poster presentation session was this week.

Tim Zou reported that he is meeting a lot with Lora as he assumes duties for PAM. He is learning procedures, beginning to review donations, and renewing Andy Gibbs’s journals. He reviewed a new offering from Alexander Street Press, which is a new interface combined into a single database. We currently subscribe to eight Alexander Street Press titles. Databases with music and video will be moved onto the new platform first; text-based databases will be moved later. The new interface looks good, with enhancements. We need to make a decision about whether we will move our subscriptions to the new platform or remain with what we currently have. The print collection use decreased in Main and ILL, so we must evaluate new additions to the collections in print.

Beth Juhl set up a beta access to Credo for testing.

Judy Ganson and Lora are reviewing the equipment requests and may be contacting the requestors for more information about the programmatic purpose of the equipment. Judy may also contact individuals about clarifications and footnotes for the statistics, which are due to the provost by August 15.

Judy also reported that she is currently negotiating with Newsbank, following the failure of ArkLink to reach an agreement with them. The funds to purchase were approved by the administration in this year’s budget. Judy contacted Berry Arthur at the Democrat Gazette and explained to him the trouble we were having in obtaining his newspaper, but his response was that the backfiles being digitized would prove invaluable to researchers.

Judy asked Donna Daniels to prepare a report on the trend of investment groups purchasing publishing houses and what impact on services result.

Phil made a recommendation that the 24-hour service dates be condensed into a single line on the printed schedule for clarity.

Molly Boyd reported that there is sometimes overlap between DDA titles added and books ordered. If you see a DDA title added after you have ordered the title, just use the report function to ask Cataloging to drop the DDA record.

Beth Juhl reported that she is currently working on adding titles from the new databases, such as JSTOR VII and VIII.