Public Services Meeting
2 March 2006

In attendance: Bailey, Ganson, Lennertz-Jetton, Gibson, Dye, Jones, Juhl, Zou, Gupta

Judy Ganson
Tim Zou and Ganson will attend the IUG meeting in Denver in May. Please let one of them know if you would like information from a particular session.
The communication problem regarding lab operators’ management of printer issues between 10 pm and 12 am has been resolved. Jones and Zou will ensure their staffs understand they are to assist with loading printer paper when necessary.

Alberta Bailey
Bailey asked who would be good to team with in giving a session for the Nursing Department on grant writing sources. Janet Parsch and Elizabeth McKee were suggested.
Bailey distributed copies of the Information Commons proposal.
Bailey said the joint Tennessee Library Association/Southeastern Library Association conference will be held April 5-7 in Memphis. For further information, go to http://www.tnla.org/displayconvention.cfm
Bailey mentioned she will be away from the library March 15-17 and 27-28. There will be no Public Services meeting on March 16th or March 23rd.

Phil Jones
Jones reported nearly all of the reference items to be moved have been identified.

Beth Juhl
Juhl reported on recent authentication issues with Ebsco databases. These issues appear to have been resolved. Problems with Blackwell access are being resolved daily. Juhl mentioned the need to clarify interlibrary loan provisions in various license agreements. She will meet with Tess Gibson to discuss the issue.

Lennertz-Jetton
University of Arkansas-Fort Smith students are being sent to Mullins to do music research. ArkLink cards do not allow them to remove most of the items they need, so they will be doing their research on site.

Usha Gupta
Gupta reported some of the files in her shared folder on Giovanni disappeared. Jones mentioned Systems retains one week of backups and suggested backups should be retained for one month. Bailey said she will bring this to Ganson’s attention.
Tim Zou
Zou clarified the new rush cataloging request process. The purpose is to streamline the system and to improve communication between the various departments that have a role in the process. He said the Request This Item button is for items showing “in process,” “on order,” or “checked out” in InfoLinks. For items not in InfoLinks, patrons should be directed to use the Book Suggestion Form available at the Make a Suggestion link from the library’s main page. Bailey suggested a version of the procedure written for Public Services staff would be useful. Zou said he will work on that.